OROVILLE UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES

BOARD MEETING AGENDA

Wednesday, February 24, 2021 at 5:30 p.m. via YouTube.

The Governor declared a State of Emergency to exist in California as a result of the threat of COVID-19. The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

To maintain the public's health and well-being, this Board of Trustees meeting will be held via YouTube.

Meeting link: https://youtu.be/ABz_hQ7gjeA

Please note that there will be a new link listed on this cover sheet for each board meeting.

Comments or questions can be submitted in advance by emailing ouhsdyoutube@ouhsd.net. Once the meeting starts, you can use the chat feature if you wish to a submit a comment or question when the Board President asks if anyone would like to speak on an agenda or non-agenda item All comments or questions received prior to or during the meeting will be read aloud.

BOARD MEMBERS:
Scott Damon, President
Bonnie King, Vice President
Nannette Walker, Clerk
Amber Englund, Trustee
Ray Sehorn, Trustee

DISTRICT ADMINISTRATION:
Dr. Corey Willenberg, Superintendent
Susan Watts, Asst. Superintendent/CBO
Kevin Simas, Director of Education
Jeff Ochs, Director of Alternative Education
Dan Ramos, Principal, Las Plumas High School
Cristi Tellechea, Principal, Oroville High School
Tim Drury, Continuation School Principal

Agenda materials are available on the district's website (ouhsd.org)

This meeting is being held virtually and will be made accessible to members of the public seeking to attend and to address the Board solely through the link set forth above.

Any members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact Paula Blaney at 538-2300, extension 1107, or pblaney@ouhsd.net at least twenty-four (24) hours in advance of the meeting to make arrangements for such reasonable accommodations

ALL MEETINGS ARE RECORDED

OROVILLE UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES

REGULAR MEETING AGENDA

Wednesday, February 24, 2021, 5:30 p.m. via YouTube (see coversheet for login information)

CALL TO ORDER

ROLL CALL

Scott Damon, Amber Englund, Bonnie King, Ray Sehorn and Nannette Walker

CLOSED SESSION

- **Personnel-Gov't. Code 54957** [Public employee employment/discipline/dismissal/release; certificated non-reelections/layoffs; and Principal's report on all temporary, probationary and tenure candidates]
- **Conference with Legal Counsel-Anticipated or Existing Litigation—Gov't. Code Section 54956.9** [Case name unspecified because disclosure would jeopardize negotiations]
- **Conference with Labor Negotiators—Gov't. Code Sec. 54947.6** [OSTA/CSEA: Dr. Corey Willenberg, Superintendent, designated representative]
- **Graduation Requirement Waiver – California Education Code Section 51225.3**
- **Pupil Discipline—California Education Code Sections 48918/35146**

RESULTS OF CLOSED SESSION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA VARIANCE

PUBLIC HEARING

President asks staff to introduce item
President opens item for public discussion
President closes item for public discussion
Board discussion

1. **2021/2022 District and OSTA Initial Proposals for Negotiations**
   The initial proposals from the District and OSTA are presented for public discussion. The district will open negotiations on Article VII (Hours and Days of Employment) and Article XIX (Unit Member Benefits). OSTA will open negotiations on Article V (Association Rights) and Article VIII (Class Size). Both proposals have been posted at the District Office and each school site.

   Enclosure

RECOGNITIONS AND PRESENTATIONS

2. **Recognition of Retiree**
   Ramona Lacativo will be recognized for working as a Bus Driver/Vehicle Service Worker for 27 years.

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON *NON-AGENDA* ITEMS
At this time, the President will invite anyone in the audience wishing to address the Board on a matter not listed on the agenda to step to the podium, state their name for the record and make their presentation. Presentations are **limited to three (3) minutes per person and fifteen (15) minutes per subject**. The Board is prohibited by State law from taking action on any item not listed on the agenda, except under special circumstances as defined in the Government Code.

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON *AGENDA* ITEMS
At this time, the President will invite anyone in the audience wishing to address the Board on a matter that is on the agenda to state their name and the item number on which they wish to speak. When that item comes up on the agenda, the person will be asked to step to the podium, repeat their name and give their presentation. Presentations are **limited to three (3) minutes per person and fifteen (15) minutes per subject**.

NON-ACTION INFORMATIONAL ITEMS AND REPORTS

3. **Board Comments**

4. **Superintendent**

5. **Administration**

6. **Student Board Representative Reports**

7. **DOJ Update**

8. **Quarterly Williams Act Report**
   There were no complaints received during the last quarter.

OLD BUSINESS (None)

CONSENT CALENDAR (Recommend approval of the following consent Items):

9. **Minutes from the January 26 and 28 Board Workshops and February 3 Special Board Meeting**
10. **Check Registers Dated 1/12, 1/14, 1/19, 121, 1/26, 1/28, 2/2, 2/4 and 2/9**
11. **Monthly Financial Report**
12. **Donations to the Hall of Fame**
13. **Disposal of Obsolete Equipment**
14. **20/21 District Safety Plan**
15. **20/21 Spring Release Consolidated Application**
16. **20/21 Contract with North State Audio Visual, Inc. for Graduation Sound**
17. **21/22 OAE Calendar**
18. **Graduation Waiver Request – OHS #4-20/21 - #7-20/21**

NEW BUSINESS

19. **Acceptance of June 30, 2020 Audit Report (Watts)**
    Mrs. Watts will present the district's June 30, 2020 Audit Report prepared by Christy White Associates
    Recommend acceptance of the June 30, 2020 Audit Report

    Enclosure

20. Revised LCAP Goals (Willenberg)
The District is seeking approval to revise the goals for the 2021-2024 LCAP to the following: 1) Provide equitable educational opportunities to all students; 2) Provide a safe, nurturing and supportive environment for all students using Culturally Responsive Positive Behavior Intervention Supports as a framework; and 3) Every student will have a goal for college and/or careers, and out district will prepare them for participation in those opportunities. **Recommend approval**

Enclosure

21. Guiding Principles for the School Community (Willenberg)
The District, in conjunction with administration, staff, our Monitor and the DOJ, have developed the following guiding principles: 1) respect; 2) responsibility; 3) appreciation of differences; 4) honesty; 5) safety; and 6) life-long learning. **Recommend approval**

Enclosure

22. Employee Recruitment and Retention Plan (Willenberg)
Per the DOJ stipulation, the District is required to develop a plan for increasing staff diversity at our schools. This plan is one piece needed to meet the requirement. **Recommend approval**

Enclosure

23. Personnel Assignment Order
Approval is requested for the following Personnel Assignment Order:

Certificated

Katherine Bone
Teacher
Request for FMLA/CFRA/PDL for baby bonding
Effective 2/9/2021

Lisa Avila
Long Term Substitute @ $175 p/day
Effective 2/9/2021

2020/21 Substitute Teachers
Jannelle Kodad

Tasha Cummings
Counselor-LPHS
Step/Class 13/III $75,864 p/yr.
Effective 2/25/2021

Classified

Thomas Post
Universal Support Staff
8hrs p/day; 260days p/yr.
Step/Column 15/E02 $20.59 p/hr.
Effective 2/15/2021

Hollie Preston
Administrative Secretary
Continue w/reduced hours of 6 hrs. p/day on Monday, Wednesday and Friday
Effective 1/4/2021-3/19/2021

Kayla Garnet-Goforth
Food Service Worker
Request to change unpaid leave w/continued benefits to unpaid leave w/continued benefits on Tuesdays, Thursdays and Fridays only
Effective 2/22/2021 – 3/19/2021

2020/21 Substitute Custodians
Brandon Brewer

Kendra Shipps
Cook Manager I
8hrs p/day; SDO +2 (197 days p/yr.)
Step/Column 10/A $15.00 p/hr.
Effective 2/25/2021

Certificated (Cont.)

Classified

Angella Wentz
Para Educator
Resignation
Effective 4/16/2021

Patricia Becker
Administrative Secretary
Retirement
Effective 5/29/2021

24. Items for Next Agenda

ADJOURNMENT

The meeting will be adjourned to a regular board meeting scheduled for Wednesday, **March 17, 2021,** at 5:30 p.m. via YouTube.

To: Oroville Union High School District Board of Trustees
From: Corey Willenberg, EdD, Superintendent
Date: February 5, 2021
Subject: 2021/2022 Initial Proposal for OSTA Negotiations

The Oroville Union High School District presents its initial proposal for 2021/2022 negotiations with the Oroville Secondary Teachers Association (OSTA):

Article VII: Hours and Days of Employment

a. Development of a late start bell schedule to align with California State Law for the start of the 2022-2023 school year.
b. Addition of an Advisory period
c. Job Descriptions for teachers, counselors and extra duty assignments
d. Compensation for teachers covering classes during prep periods.

Article XIX: Unit Member Benefits

Per Article I - There will be an Annual re-opener on salary and up to two additional Articles selected by each party.

To: Oroville Union High School District Board of Trustees

From: Scott Martin, Negotiations Chair, OSTA

Date: February 12, 2021

Subject: 2021/2022 Initial Proposals (Openers)

In accordance with Article IV, Negotiation Procedure, the Oroville Secondary Teachers' Association presents its initial proposal for the 2021-2022 school year.

Article V: Association Rights

Article VIII: Class Size

LPHS ASB Report
January 2021

Our Recent Projects:

- Continuing to send out Birthday Postcards to students
- Top T-Birds - teachers give out slips for safe, respectful, responsible - draw winners from the Top T-Bird Jar every few weeks live on our ASB Instagram page
- Working on posters for the 200 wing bulletin board with positive messages
- Sent Virtual Valentine Cards to St. Jude patients
- Interviewing Students for our Humans of Las Plumas Instagram page

Future Projects

- Brainstorming more COVID safe activities
- Working on putting together a scavenger hunt - look for pictures of T-Birds hidden around campus and take a picture with it to send in

Reported By: Azhley Dequitto

OHS ASB School Board Report
02/16/21

- We just finished our display case to advertise for AP classes.
- We are updating our senior recognition/college display case.
- We will begin a book study for the "*The 7 Habits of Highly Effective Teens*".

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186(d)]

District: Oroville Union High School District

Person completing this form: Paula Blaney Title: Executive Assistant

Quarterly Report Submission Date:
(*check one*)

- ☐ April 2020
- ☐ July 2020
- ☐ October 2020
- ☒ January 2021

Date for information to be reported publicly at governing board meeting:

Please check the box that applies:

☒ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Misassignments or Vacancies	0		
Facilities Conditions	0		
CAHSEE Intensive Instruction and Services	0		
TOTALS	0		

Print Name of District Superintendent: Dr. Corey Willenberg

Signature of District Superintendent:

Date: 2/16/21

Send to: Educational Support Services, BCOE
G. Wilson
5 County Center Drive, Oroville, CA 95965
gwilson@bcoe.org or fax 530.532.5828

Butte County Office of Education

OROVILLE UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES WORKSHOP
January 26, 2021

MINUTES

CALL TO ORDER

Board President, Mr. Damon, called the meeting to order at 4:31 p.m. on Tuesday, January 26, 2021, via YouTube.

ROLL CALL

Board Members Present: Scott Damon, Amber Englund, Bonnie King, Ray Sehorn and Nannette Walker

Administrators Present: Dr. Corey Willenberg, Superintendent

PLEDGE OF ALLEGIANCE

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS (None)

NEW BUSINESS

1. **Board Training by Beacon Results, Part 1**
   Mike Walsh thanked the Board for the opportunity to provide this training. He introduced his business partner, Amy Christianson. Mike and Amy are both BCOE board members.

How to Create Smart and Healthy Cultures in a School District

Mr. Walsh stated that difficult conversations have been around since the caveman days. It's not about shame, blame or guilt. The goal is to come up with collective agreements. Some of the conversations tonight may feel uncomfortable as we discuss smart and healthy cultures, technical assistance and adaptive behaviors, and implicit bias. Dr. Willenberg stated that these items tie into our LCAP as well as the DOJ findings. "If we don't take the time to create the culture we want, we'll be drained by the culture we have" – Julie Shanks. People need to truly understand what collaboration means. It's about listening deeper. Steven Covey describes the following seven levels: 0) not listening at all; 1) pretending to listen but multi-tasking; 2) listening but just waiting to talk; 3) listening but one-upping the person; 4) listening and giving advice (without being asked); 5) listening and responding to something you have in common; and 6) listening and asking questions (seek first to understand and then be understood). If you aren't practicing #6, you will go around in a circle and nothing gets solved. Mr. Damon stated that he relates this to his business, where he'll often say that he doesn't have time. Being on the board requires laser focus, which doesn't come naturally to him, as he's used to multi-tasking all day. Mr. Sehorn stated that #6 is definitely the most productive. Mrs. Englund says that she does #1 too much at home and needs to work on that. Mr. Walsh responded that the skill will develop. The public wants to feel that they are truly being heard. Mr. Sehorn stated that listening is a real skill and those who do are among the blessed as most of us are speakers. Mr. Walsh stated that smart culture includes WASC. California Dashboard, LCFF, LCAP, professional development, and course access. Healthy culture includes student engagement, having a welcoming school climate, a high level of collaboration, a high level of trust, productive meetings, and parental involvement. Smart is measured by accountability (student achievement). Healthy is hard to measure. The reflex is to skip healthy and go to smart. If you are a healthy organization, you can get smart. Signs of poor health culture include low trust, high blame, anxiety, hyper-rivalry, hostile arguments, alienation, cynicism, sarcasm, a tendency for people to hide mistakes, and dependence on external motivation. This culture leads to staff being unhappy and quitting. Having a smart and healthy culture leads to committed employees. Mr. Damon stated that the level of trust affects everything: between a student and teacher; staff and administration, unions and the district, and parents and the school /district. People feel like we're not all in this together. Dr. Willenberg believes that the majority of our employees are happy due to their longevity in the district. We need to do more work on how parents and students feel about the schools and district. Mr. Sehorn stated that having one board meeting per month makes it tough to collaborate other than in closed session. The public needs to be more aware of what is going on. We need to collaborate more rather than just giving input and need to have a climate that welcomes people so they feel more comfortable participating.

The meeting was paused from 5:30 p.m. to 6:01 p.m. for a dinner break.

Technical Assistance and Adaptive Behavior

Mr. Walsh stated that technical assistance is a skillset and adaptive behavior is a mindset. An example of technical assistance is having a health emergency. The doctor does the work to fix you (skillset) but it's up to the patient to follow doctor's orders (mindset) like eating healthier and getting exercise. Stakeholders need to learn to make the same changes. Mindset is not knowledge, it's doing the hard work. Things may not always work the first time and need to be adapted or changed. Mrs. Englund stated that we need to have clear defined goals to go in the right direction. Ms. Christianson stated that effective boards understand how to govern. They are there to serve students. Don't get wrapped up in the day-to-day operations. Boards need to set the direction of the district. Behavior will shift over time. Dr. Willenberg stated that we need to keep the goals in front of us as reminders when making decisions. The goals can be posted on the agenda cover sheet or posted in the room. Mr. Damon stated that not micromanaging is hard. He knows that they only have one employee – the Superintendent. People stop by his business frequently to make comments. Board members need to redirect the person to the Superintendent rather than playing the middle man. Mr. Walsh stated that teambuilding allows you to have the real conversation.

Implicit Bias

"Educational Leaders: We cannot close the educational gaps that we see in our schools if we don't close the ones in our minds first." – Nicole Anderson. "The social science research demonstrates that one does not have to be a racist with a capital R, or one who discriminates… on the basis of race, to harbor implicit bias" – Professor Cynthia Lee. We all have biases, but the impact of our biases on others depends on the role we play in society. What is implicit bias? The majority of fights happen because we aren't using or understanding or the real definitions, which leads to things being taken out of context. Definition of diversity: includes all the ways in which people differ: race, ethnicity, gender, age, national origin, religion, disability, sexual orientation, socioeconomic status, education, marital status, language, physical appearance and diversity of thought (i.e. ideas, perspective and values). We also recognize that individuals affiliate with multiple identities (Proinspire). Diversity is far more than just color. Mr. Damon asked how well that term is understood by the general public. Mr. Sehorn responded that it's probably not understood at all. Mr. Walsh stated that people tend to get locked into conservative vs. liberal or color. We are educating all students, regardless of their diversity. Definition of inclusion – the act of creating environments in which any individual or group can be and feel welcomed, respected, supported and valued to fully participate regardless of their role or rank. In education, we think of this in terms of engagement. Definition of equity – providing individuals and groups with the appropriate resources and support for their particular situation that will allow them to experience similar opportunities and outcomes as other groups. Equity is not equality - giving everyone the exact same level of support or resources regardless of their situation. Example: diversity – you've been asked to the party; inclusion – you've been asked to help plan the party; equity – redefines what it means to plan the party and who has the power to influence and invite people to the party… it redistributes power. If a group of students is doing well, what are their characteristics and what resources have they been given? Being given the same resources should get the same outcome. We need to figure out how to duplicate it to give the same opportunities to all students. Getting a diverse group together to help with decision-making ensures that all points of view are considered. Mr. Sehorn said he's never seen the definitions so clearly defined. Mrs. King said that volunteers tend to ask other to help them that they personally know and who are good workers. People need to learn to reach out to others outside of the circle. Mr. Damon stated that there is comfort in familiarity. Keeping the circle closed may not be intentional. We need to learn how to get outside of our comfort zone, which is not always easy to do. Mr. Walsh stated that schools need to work on ways to reach out to get more people involved on committees. He knows it's not always easy. Mr. Sehorn stated that most committees seem to have the same few people involved and they tend not to be very diverse. Mr. Damon stated that it's hard to get parents to come to Back-to-School Night even when offering free dinner and babysitting. We need to try other things. Definition of stereotypes – a generalization about a group in which identified characteristics are assigned to all members of the group, regardless of actual variation among the members (e.g., gender, elderly, professors) Stereotypes include a kernel of truth. It is sometimes the case that a group of people possess a characteristic to a greater extent than other groups, but it doesn't mean that every member of the group will possess the trait. Just because something is true of some of the group, doesn't mean it's true of all the group. Typical stereotype examples the group came up with included blondes are dumb, women are bad drivers, all Asians are good at math, girls aren't good at math, white men can't jump, and all blacks are good at sports. Definition of prejudice – a positive or negative attitude, judgment, or feeling about a person that is generalized from attitudes or beliefs (stereotypes) held about the group to which the person belongs; prejudgment that involves liking or disliking. Mr. Walsh

asked how stereotypes have affected people. Ms. Christianson responded that she gave up on getting a major in math because she was told girls aren't good at math. Mr. Damon feels that some people use stereotypes in a joking manner and may not realize that feelings can be hurt. Mr. Walsh asked how stereotypes lead to prejudice that lead to discrimination. Mrs. Englund stated that her sister was working at a restaurant last year and applied for a promotion to sous chef that made $25 per hour. She ended up doing the work but not getting the job title or pay rate. Dr. Willenberg and Mr. Sehorn recall people asking them how they could be administrators when they are just old coaches. People don't realize that coaching teaches many good skills on how to deal with all people. Mr. Sehorn stated that some people stereotype their own kids. His late wife attended two years of college. Her dad told her that two years was enough; it was time to go to work. She could have easily become a teacher rather than being a great Para-Educator.

Mrs. King left the meeting at 7:06 p.m.

Mr. Damon stated that people can be discriminated against for their appearance, such as homeless people sitting outside of a business where people walk by. How does that transfer to how students are treated at school? People can also be discriminated against for their age. Definition of societal privilege and white privilege – special status or advantage that some groups have that allows for the absence of particular concerns (i.e. being a male in society vs. being a woman). Everyone has privilege in different areas. He can go out with his male friends and none of them worry about walking to their vehicles late at night. Women don't have the same experience. They carry pepper spray, hold their keys between their fingers, etc. because they are afraid. In this example, men shouldn't feel guilt or shame for what women go through but can be sympathetic to what they experience. Many people choose to weaponized words like race or color and make it about privilege. We need to listen to other people's experiences that are different than our own to understand what they are going through. "All it means when people say "you're speaking from a place of privilege" is that you are likely to underestimate how bad the problem is by default because you are never personally exposed to the problem. It's not a moral judgment of how difficult your life is." – twitter/hooligan-nova.

Mrs. Walker the meeting at 7:20 p.m.

Mr. Sehorn said that the best advice he received as an administrator if he encountered an upset parent was to walk into his office, pull out a yellow pad and ask how he can help. People want to be heard. Definition of implicit bias – mental associations of certain groups with specific traits (e.g. stereotypes) below conscious awareness which are often followed by subconscious prejudice (dis/liking) and/or discrimination (behavior) in a manner than typically benefits oneself or one's group and/or disadvantages out-groups; tends to involve a limited or inaccurate perception of others. Mr. Walsh gave a gender pop quiz. The board was asked to respond aloud (male or female) when he read the following job titles: police officer, dental hygienist, firefighter, housekeeper, chef, U.S. President, fire fighter, IT consultant, kindergarten teacher, nurse, and receptionist. People are programmed through exposure to automatically think fire fighters are males and nurses are females. Implicit bias occurs in the subconscious. It is developed through exposure over time and can be learned at an early age. Mr. Sehorn recalls men being looked at suspiciously if they were a kindergarten teacher, like it was something sinister. Mr. Walsh stated that using data is a safeguard against bias and is a way to challenge beliefs. The board was assigned taking on online test as homework that was developed by Harvard regarding race. The results will be discussed on Thursday. The board thanked Mr. Walsh and Ms. Christianson for the excellent presentation. They are looking forward to Part 2 on Thursday.

ADJOURNMENT

On a motion by Mrs. Englund, seconded by Mr. Sehorn, the meeting adjourned at 7:52 p.m.

_____
(Signature of Board Official)

ATTEST:

_____
Secretary to the Board of Trustees

OROVILLE UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES WORKSHOP
January 28, 2021

MINUTES

CALL TO ORDER

Board President, Mr. Damon, called the meeting to order at 4:30 p.m. on Thursday, January 28, 2021, via YouTube.

ROLL CALL

Board Members Present: Scott Damon, Amber Englund, Bonnie King, Ray Sehorn and Nannette Walker

Administrators Present: Dr. Corey Willenberg, Superintendent

PLEDGE OF ALLEGIANCE

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS (None)

NEW BUSINESS

1. **Board Training by Beacon Results, Part 2**
   Mr. Walsh gave a recap of the Tuesday training. He asked the board for their thoughts. Mr. Damon stated that many things are deemed racist because of differing opinions. People may tend to overcompensate so they don't come across as racist, which doesn't allow them to be genuine. Mrs. King stated that she learned that it's not enough to invite people to meetings, there needs to be true outreach to include all people and make them feel comfortable. Mr. Sehorn states that he believes mindset goes back to how you are raised. Things are way different between generations. Mr. Walsh stated that people are the most impressionable between the ages of 20-32. People have cultural differences but don't know how to describe them. The Caste System was created to justify slavery. The ranking of human value set the supremacy of one group over another. African Americans were ranked as lower class due to their race. The Caste System excused the behavior because it provided them with free labor. There used to be a law that a white person and black person could not be seen together playing checkers in public because it made somebody uncomfortable. The law designated people of color to a certain class. Mr. Damon stated that changing these kinds of laws alone will not fix the problem. Mr. Walsh responded that people's mindset has to be changed. Involving all people in conversations leaders to better policies and decision-making. You need to understand who it affects and why. We run on autopilot 95% of the time and are predisposed to hearing information that isn't our beliefs but we tend to dismiss them. Social media companies have figured out what kinds of beliefs you have by what you view and they will keep feeding you the same kinds of stories.

   The meeting was paused from 5:35 p.m. – 6:10 for a dinner break.

   Mr. Walsh discussed the measures of implicit bias and stated that scores on the Implicit Associations Test (IAT) are likely to change every time you take it. It depends what you have going on in your life at the time. It's not a sentence but a snapshot of how you feel in the moment. Mr. Sehorn stated that the test was very challenging technology wise. Mr. Damon felt nervous taking the test and really had to focus. Mrs. Englund stated that she took three different kinds of tests on the website and her results showed a specific preference. Mr. Walsh stated that it's always better to rely heavily on data. The Project Implicit/Harvard University study showed the following IAT finding: 75% of participants that took the Black/White race IAT showed a positive bias toward Whites. African Americans were perceived as "less American" (patriotic) that White Americans and Asian Americans. Showing a preference does not mean that you are prejudiced or will discriminate, but it does suggest that you have stored certain associations between groups and traits in memory. Taking the test over yields similar results. Left/ right-handedness doesn't matter. Many people, particularly liberals and members of minority groups, have difficulty accepting their implicit bias. The term dog whistle gives basic information, like some students will do well on the math test. Some

people will automatically think of Asian students. What people go through in life shapes their beliefs. A video of the Black Doll/White Doll video was played. During the Brown vs Board of Education (desegregation of schools) time period, a professor had young African American children choose whether they liked the black doll or white doll better. The majority of children chose the white doll. The experiment was repeated in recent years. Fifteen of the 21 young African American children chose the white doll when asked to point to the doll they liked the best, wanted to play with, or were the nicer doll. Mr. Damon asked for the reasoning. Mr. Walsh responded that choice has to do with experience and programming – what is seen on television, in the news, in movies, what is heard in music, and what is heard in their home life. Mr. Walsh played a video from ABC7 after the death of George Floyd. A father saw his ten year-old African American son go into their garage to get a basketball and start shooting hoops in their driveway via their Ring Doorbell while he was at work. A police car came up the road and his son hid behind their car. Once the police car passed, his son started shooting hoops again. The story received a lot of comments about how that behavior must have been learned at home. The comments quickly turned political. The conversation about things like this are very uncomfortable but necessary. An officer saw the story on the news and stopped by their house to talk to the son. The officer shot hoops with him and they had a good conversation about how he doesn't need to fear the police. A slide of the thought bubble below was shown to reflect what Americans think the general public thinks of black males between the ages of 18-22. Most of the words are negative. This is a perfect example of stereotyping and implicit bias. Can you imagine the affect this has on young black males to know that this is how they are perceived?

District Goals and Initiatives

Dr. Willenberg stated that the district's LCAP goals are: Quality educational experiences for all students, safe and nurturing environments for all students, and preparing students to be critical thinkers in the 21st century. We are currently developing the 2021-2024 LCAP. Stakeholder input shows that we should address the following in the next LCAP:

- Increase the number of Social Workers from two to three.
- Increase the number of School Nurses in the district. We currently contract for school nursing services from an agency.
- Increase the capacity of independent study/digital learning to 450 students. In most years we have 120 spots for independent study students. During the 20-21 school year, we have approximately 850 students enrolled in distance learning and independent study.
- Per the agreement with the Department of Justice, OUHSD will need to implement Culturally Responsive Positive Behavior Intervention Supports (CR-PBIS). This requires a change in the OUHSD Discipline Plan and requires training for staff to implement with fidelity during the 21-22, 22-23 and 23-24 school years.

The DOJ is questioning our use of spending supplemental and concentration funds on SRO's and Campus Supervisors. If we retain SRO's next year, we may need to change the funding source.

An advisory period was started this year to address a DOJ requirement to provide Social Emotional Learning, bullying, etc. with students. We will need to negotiate with OSTA to continue the advisory period next year.

Mr. Damon asked if the TOSA's have made a difference. Dr. Willenberg responded that they have helped tremendously with home visits and phone calls home to connect with families. With the TOSA's focusing on truancy, it has allowed administration to get into the classrooms more often. Mrs. King asked if there is data to show the impact of the TOSA's. Dr. Willenberg responded that all interventions are being entered into Aeries. PBIS is also giving staff the tools to redirect students. Mrs. Englund asked if we have data on how many students plan to enroll in college, enlist in the military or enter the workforce after high school. Dr. Willenberg responded that he didn't have that information readily available but would send it for the board.

Mrs. Walker left the meeting at 7:33 p.m.

Dr. Willenberg stated that although the California School Dashboard has been suspended due to COVID-19, we still have data for most of the areas we are required to address in the LCAP.

Area	LP 19-20	OHS 19-20	PHS 19-20	CDS 19-20	OUHSD 19-20
Graduation Rate	89.6%	96%	56.3%	0	87.2%
Chronic Absenteeism	21.5%	21.5%	86.1%	93.9%	26%
Suspensions	17.4%	23.5%	40%	27.8%	25.5%
Expulsions	0	5	1	0	6

Dr. Willenberg stated that we are struggling with the college/career readiness indicator. Only 27.2% are prepared, 18.1% are approaching being prepared and 54.7% are not prepared. The elements under each category was discussed. We need to provide more education on pathways to students. LPHS and OHS have put video presentations together for existing students as well as 8th graders to show what classes are available, a-g requirements, CTE pathways, etc. Mr. Damon asked how we can make students more aware of college. Dr. Willenberg responded that it's something the district needs to work on. Mr. Damon stated that some students haven't had college modeled to them because their parents, older siblings or other people in the lives haven't attended college. Dr. Willenberg stated that Autumn McIntosh, PHS Counselor, encourages all seniors to participate in Reg-to-Go at Butte College. Butte College is a great option for students and they can get two years of free tuition there. The Chico State Educational Talent Search also provides help to students if they are the first one in their family to go to college. Mrs. King asked if someone can talk to students about their future plans. Dr. Willenberg responded that counselors have started to complete four year plans with our students.

Equity Statement

After listening to the board comments, Mr. Walsh drafted the following equity statement for the district: "Every student will have a goal for college and/or careers, and our district will prepare them for participating in those opportunities.

ADJOURNMENT

On a motion by Mrs. Englund, seconded by Mr. Sehorn, the meeting adjourned at 7:55 p.m.

_____
(Signature of Board Official)

ATTEST:

_____
Secretary to the Board of Trustees

OROVILLE UNION HIGH SCHOOL DISTRICT
SPECIAL BOARD OF TRUSTEES MEETING
February 3, 2021

MINUTES

CALL TO ORDER

Board President, Mr. Damon, called the meeting to order at 5:01 p.m. on Wednesday, February 3, 2021, via Zoom.

ROLL CALL

Board Members Present: Scott Damon, Amber Englund, Bonnie King, Ray Sehorn and Nannette Walker

Administrators Present: Dr. Corey Willenberg, Superintendent, Susan Watts, Assistant Superintendent/CBO and Kevin Simas, Director of Education

PLEDGE OF ALLEGIANCE

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

Melissa Frazier, LPHS Parent, stated that PTSA has been working on Safe Grad Night and other year-end activities. She hopes they will be able to provide these activities to seniors. They are hopeful that Butte County gets into the red tier. They asked that important decisions get postponed rather than cancelling things now. The board responded that they are not cancelling any events now. It's too early to make any decisions about year-end activities when we don't know what tier we will be in or what will be allowed then.

The board convened to closed session at 5:06 p.m.

CLOSED SESSION

- **Personnel-Gov't. Code 54957** [Public employee employment/discipline/dismissal/release]

RESULTS OF CLOSED SESSION

At 7:53 p.m., the board reconvened to open session. No action was taken.

ADJOURNMENT

On a motion by Mrs. Englund, seconded by Mrs. King, the meeting adjourned at 7:53 p.m.

_____
(Signature of Board Official)

ATTEST:

_____
Secretary to the Board of Trustees

Checks Dated 01/12/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-192739	01/12/2021	ALESSANDRO ELECTRIC INC	01-5620	LP/ ROOM 1208		4,100.00
3005-192740	01/12/2021	AZ BUS SALES INC	01-6400	2020 BLUE BIRD VIN#3134	399,446.82	
				2020 BLUE BIRD VIN#9176	31,232.16	430,678.98
3005-192741	01/12/2021	BATTERY SYSTEMS INC.	01-4363	BATTERIES		358.55
3005-192742	01/12/2021	BENNY BROWNS ORO DAM AUTO CNTR	01-4363	AIR FILTER FORD VAN		40.40
3005-192743	01/12/2021	BEST BUY BUSINESS ADVANTAGE ACCOUNT	01-4300	LOGITECH WEB CAMS		357.19
3005-192744	01/12/2021	BETTER DEAL EXCHANGE	01-4300	MAINT. / JASON	174.23	
				MAINT. / MARK	10.81	
				MAINT. / RUSSELL	85.47	
				MAINT. / SANTOS	43.49	314.00
3005-192746	01/12/2021	EDUCATIONAL TESTING SERVICE	11-5800	OAE TESTING/TEST FEE		457.00
3005-192747	01/12/2021	MESA ENERGY SYSTEM INC.	01-5640	6 DOOR REFER. SERVICE/ LP		550.00
3005-192748	01/12/2021	ENLOE MEDICAL CENTER	01-5804	NOV2020 PRE SCREENING	624.00	
			13-5804	NOV2020 PRE SCREENING	453.00	1,077.00
3005-192749	01/12/2021	GOLD STAR FOODS	13-4700	FOOD SUPPLY		475.17
3005-192750	01/12/2021	HOME DEPOT	01-4300	MAINT./ BILLY	369.27	
				MAINT./ RUSSELL	611.83	
				MAINT./ SANTOS	79.28	1,060.38
3005-192751	01/12/2021	OREILLY AUTOMOTIVE INC	01-4363	AIR FILTER	32.80	
				WHEEL COVERS	43.29	
				WIPER BLADES	64.62	140.71
3005-192752	01/12/2021	OROVILLE ADULT ED REVOLVING	11-8671	OCT REIMB. CK# 1337		85.50
3005-192753	01/12/2021	Oroville Mercury Register	01-4300	2021 RENEWAL ACCT# 69595		499.72
3005-192754	01/12/2021	OUHSD REVOLVING FUND	01-5900	NOV REVOLVING REIMB		107.07
3005-192755	01/12/2021	OUHSD SCHOLARSHIP FUND	73-5800	REIMB CK# 1600		400.00
3005-192756	01/12/2021	PITNEY BOWES INC GLOBAL FINANCIAL SERVICES LLC	01-4300	RED INK #793-5		87.40
3005-192757	01/12/2021	RAMIRO RUBALCABA	01-5800	12/01/20-12/19/20 SERVICE		1,562.50
3005-192758	01/12/2021	RAY MORGAN COMPANY	01-5602	CONTRACT BASE CHARGE- OHS	612.15	
			01-5603	CONTRACT USAGE CHARGE- LP AG	58.27	670.42
3005-192759	01/12/2021	SHARP LOCKSMITHING GARAGE DOOR	01-5640	SERVICE CALL- LP		220.31
3005-192760	01/12/2021	THERAPY TRAVELERS, LLC	01-5800	12/28/20-01/02/21 SERVICE		2,497.50
3005-192761	01/12/2021	US BANK CORPORATE PAYMENT SYSTEM	01-4300	0966- S. SMITH/ SMART & FINAL	50.83	
				2945- A. EARLEY/ HOME DEPOT	698.92	
				2945- A. EARLEY/ TONG FONG LOW	80.43	
				5501- T. DRURY/ HOME DEPOT	27.50	
				5996- C. TELLECHEA/ OFFICE DEPOT	56.85	
				8808- J. LAGRONE/ CARROT TOP	381.62	

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.

Checks Dated 01/12/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-192761	01/12/2021	US BANK CORPORATE PAYMENT SYSTEM	01-4300	8808- J.LAGRONE/ OFFICE DEPOT	613.99	
				9402- S. MUNTIFERING/ FOOD SERVICE	394.11	
				9402- S. MUNTIFERING/ HOBBY LOBBY	117.03	
			01-4360	8808- J.LAGRONE/ OFFICE DEPOT	292.24	
			01-5850	8808- J.LAGRONE/ SOFTWARE	95.00	
			13-4700	7723- J. DEADMORE/ RALEYS	8.98	2,817.50
3813-192745	01/12/2021	CALIFORNIA'S VALUED TRUST FINANCE DEPARTMENT	76-9544	JAN2020 RETIRE BILLING	55,746.76	
			76-9560	JAN2021 ACTIVE BILLING	362,841.08	418,587.84
				Total Number of Checks	**23**	**867,145.14**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	18	446,677.65
11	AdultEducationFund	2	542.50
13	CafeteriaSpecialRevenueFund	3	937.15
73	FoundationPrivPurposeTrustFu	1	400.00
76	Warrant/Pass-ThroughFund	1	418,587.84
	Total Number of Checks	23	867,145.14
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		**867,145.14**

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.

Checks Dated 01/14/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-192981	01/14/2021	Close, Brendan	01-4300	FUEL FOR AG TRUCK		100.00
3005-192982	01/14/2021	ALICIA CUEVAS	01-5800	TRANSLATION BILLING/ OS		600.00
3005-192983	01/14/2021	Amazon.com Llc	01-4300	HOUSING PLUG- MAINT.	12.93	
				OFFICE SUPPLIES- DO	62.80	
				SUPPLIES- TRANSP.	33.42	109.15
3005-192984	01/14/2021	AMERICAN TIME	01-4300	ROUND FLUSH 24VAC- OHS		675.58
3005-192985	01/14/2021	BUSWEST	01-4363	LATCH		164.28
3005-192986	01/14/2021	CALIFORNIA WATER SERVICE	01-5505	12/02/20-12/29/20 BILLING# 9931655860	49.37	
			11-5505	12/02/20-12/29/20 BILLING# 8767360151	158.86	208.23
3005-192987	01/14/2021	CENTURY LINK	01-5900	JAN2021 BILLING #87101630		.54
3005-192988	01/14/2021	CITY OF OROVILLE	01-5800	2ND QTR RESOURCE OFFICER		21,875.00
3005-192989	01/14/2021	COMCAST	11-5900	JAN2021- 933675892	1,820.62	
			11-8699	JAN2021 E-RATE #933675892	1,456.50-	364.12
3005-192990	01/14/2021	FOOD MAXX SAVE MART SUPERMARKETS	01-4300	ATC COOKING CLASS		93.05
3005-192991	01/14/2021	GRAINGER INC	01-4363	SUPPLIES- TRANSP.		175.61
3005-192992	01/14/2021	HILLYARD INC.	01-4300	CUSTODIAL SUPPLIES- LP		71.13
3005-192993	01/14/2021	MCKINLEY ELEVATOR CORPORATION	01-5620	PLANNED MAINTENANCE- OHS		300.00
3005-192994	01/14/2021	MT SHASTA SPRING WATER CO INC	01-4300	JAN2021 3-5 GAL/ DO		25.90
3005-192995	01/14/2021	RAY MORGAN COMPANY	01-5603	CONTRACT BASE CHARGE- DO	414.14	
				CONTRACT BASE CHARGE- OAE CHICO	286.95	
			11-5603	CONTRACT BASE/USAGE CHARGE- OAE	1,367.42	2,068.51
3005-192996	01/14/2021	Scholastic Magazines	01-5850	MAGAZINES- J. ANDERSON	213.75	
				MAGAZINES- S. BURKET	213.75	427.50
3005-192997	01/14/2021	SCOOT EDUCATION INC.	01-5800	01/04/21-01/08/21 SERVICE		5,500.00
3005-192998	01/14/2021	SWRCB ACCOUNTING OFFICE	01-5800	01/01/21-12/31/21 ANNUAL PERMIT FEE		1,474.00
3005-192999	01/14/2021	T-MOBILE USA INC.	01-5800	MONTHLY HOT SPOT CREDIT	2,000.00-	
				MONTHLY HOT SPOT SERVICE	8,080.00	6,080.00
3005-193000	01/14/2021	TEACHER CREATED MATERIALS, INC	01-5200	STRATEGIES FOR CULTURALLY		4,500.00
3005-193001	01/14/2021	THERMALITO WATER & SEWER DIST	01-5505	JAN2021- 617301	84.06	
				JAN2021- 620601	59.04	143.10
				Total Number of Checks	**21**	**44,955.70**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	20	43,065.30

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.

Checks Dated 01/14/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount

Fund Summary

Fund	Description	Check Count	Expensed Amount
11	AdultEducationFund	3	1,890.40
	Total Number of Checks	21	44,955.70
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		**44,955.70**

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.

Checks Dated 01/19/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-193143	01/19/2021	BEVERLY GENTRY	01-5800	AP TEST REFUND/ REBECCA		94.00
3005-193144	01/19/2021	CERA FORMATARO	01-5800	AP TEST REFUND/ CHLOE		94.00
3005-193145	01/19/2021	CHRIS HEMBERRY	01-5800	AP TEST REFUND/ HAILEY		282.00
3005-193146	01/19/2021	DENISE MCNABB	01-5800	AP TEST REFUND/ VICTORIA		94.00
3005-193147	01/19/2021	EMILY GUTIERREZ	01-5800	AP TEST REFUND/ EMILY		94.00
3005-193148	01/19/2021	GWENDOLYN FRIBERG	01-5800	AP TEST REFUND/ TUCKER		376.00
3005-193149	01/19/2021	GWENDOLYN FRIBERG	01-5800	AP TEST REFUND/ COOPER		94.00
3005-193150	01/19/2021	JACQUELIN SORIA	01-5800	AP TEST REFUND/ HACQUELIN		94.00
3005-193151	01/19/2021	JESSICA MILLER	01-5800	AP TEST REFUND/ MILES		94.00
3005-193152	01/19/2021	THERESA SWIFT	01-5800	AP TEST REFUND/ ALEZANDRA		94.00
3005-193153	01/19/2021	TONIA TERWILLIGER	01-5800	AP TEST REFUND/ ANGEL		94.00
3005-193154	01/19/2021	YOLANDA RAMIREZ	01-5800	AP TEST REFUND/ JACQUELIN		94.00
3005-193155	01/19/2021	BETTER DEAL EXCHANGE	01-4300	MAINT. SUPPLIES / RUSSELL	12.98	
				MAINT. SUPPLIES/ BILL	31.36	
				MAINT.SUPPLIES / JASON	138.52	182.86
3005-193156	01/19/2021	CDW GOVERNMENT INC	01-4300	COUNTERTOP MOUNT KIOS		167.14
3005-193157	01/19/2021	AERIES SOFTWARE	01-5850	02/01/21-01/31/22 AERIES RENEWALS		14,339.88
3005-193158	01/19/2021	GOLD STAR FOODS	13-4700	FOOD SUPPLY		471.55
3005-193159	01/19/2021	NORTHAM DISTRIBUTORS INC	13-4700	FOOD SUPPLY		278.16
3005-193160	01/19/2021	OREILLY AUTOMOTIVE INC	01-4363	CTRL ARM ASY	84.76	
				WHEEL NUT	28.36	113.12
3005-193161	01/19/2021	OROVILLE FORD	01-4363	CAP SCREW		7.36
3005-193162	01/19/2021	PG&E	01-5501	12/02/20-12/30/20 # 6255577568-3		454.74
3005-193163	01/19/2021	RECOLOGY BUTTE COLUSA COUNTIES	01-5506	BILLING 020088658 - DO/TRANS.	214.74	
				BILLING 020173831 - PHS	304.95	
				BILLING 020375774- DW	893.28	
				GARBAGE SERV. 020007641- OHS	1,195.86	
				GARBAGE SERVICE 021396977 - LP	2,506.20	
			11-5506	BILLING 021126259 - OAE	197.70	5,312.73
3005-193164	01/19/2021	THERAPY TRAVELERS, LLC	01-5800	1/04/21-1/09/21 SERVICE		6,390.00
3005-193165	01/19/2021	US BANK	01-4100	8796- J. OCHS/ TEXBOOKS	1,860.31	
			01-4300	0966- S. SMITH/ CARDS&PARTY	56.44	
				8808- J.LAGRONE/ LOCKERS	792.85	
			01-4363	8808- J.LAGRONE/ HP PRINTER	303.09	
			01-5200	2510- C. WILLENBERG/ CONF.	225.00	
				6975- S. WATTS/ CONFERENCE	345.00	
				6975- S. WATTS/ REGISTRATION	49.00	

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.

Checks Dated 01/19/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-193165	01/19/2021	US BANK	01-5300	6975- S. WATTS/ LICENSE RENEWAL	250.00	
			01-5850	9689- K. SIMAS/ LICENSE	225.00	
			11-5806	8796- J. OCHS/ ADVERTISEMENT	295.00	4,401.69
3005-193166	01/19/2021	VOLTAGE SPECIALISTS WILLIAM L BUNCH JR	01-5640	SERVICE CALL ALARM PANEL- CDS	487.00	
				SERVICE CALL FIRE ALARM PANEL- OHS	487.00	974.00
				Total Number of Checks	**24**	**34,691.23**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	22	33,448.82
11	AdultEducationFund	2	492.70
13	CafeteriaSpecialRevenueFund	2	749.71
	Total Number of Checks	**24**	34,691.23
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		**34,691.23**

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.

Checks Dated 01/21/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-193382	01/21/2021	Greco, Stephanie	01-5200	ONLINE WORKSHOPS		200.00
3005-193383	01/21/2021	Weliver, Alisha M	01-4300	HOLE PUNCHES	21.17	
				PENCILS,TIMER,LIGHT METER	182.86	204.03
3005-193384	01/21/2021	Shaffer, Marta	01-4300	POSTER		38.65
3005-193385	01/21/2021	BLICK ART MATERIALS	01-4300	ART CLASSROOM SUPPLIES- LP		251.62
3005-193386	01/21/2021	DURHAM PENTZ TRUCK CENTER	01-5620	VIN# 4843 BUS SERVICE	2,419.61	
				Unpaid Sales Tax	4.91-	2,414.70
3005-193387	01/21/2021	EDUCATIONAL TESTING SERVICE	11-5800	OAE TESTING/TEST FEE		688.75
3005-193388	01/21/2021	MESA ENERGY SYSTEM INC.	01-5620	SERVICE CONTRACT- 01/01/21-03/31/21 LP		4,730.00
3005-193389	01/21/2021	FRONTLINE TECHNOLOGIES GROUP FRONTLINE EDUCATION	01-5200	AP CERTIFICATION TRAINING		695.00
3005-193390	01/21/2021	HOME DEPOT	01-4300	MAINT./ RUSSELL	437.12	
				MAINT./ SANTOS	55.15	492.27
3005-193391	01/21/2021	JW PEPPER MUSIC	01-4300	MUSIC SHEET/ M.WALKER	16.95	
			01-5850	1 YEAR SUBCRIPTION / M.WALKER	299.00	315.95
3005-193392	01/21/2021	RIVERSIDE ASSESMENTS LLC RIVERSIDE INSIGHTS	01-4300	WJ IV FORM A AND B TEST		789.83
3005-193393	01/21/2021	SEVEN UP BOTTLING COMPANY OF CHICO INC	11-5601	FEB2021 LEASING B&C		3,500.00
3005-193394	01/21/2021	Sherwin Williams Co	01-4300	PAINT SUPPLIES- OHS		1,688.27
3005-193395	01/21/2021	SPURR	01-5501	BILLING 10/31/20-12/30/20	17,652.39	
			11-5501	BILLING 10/31/20-12/30/20	180.29	17,832.68
3005-193396	01/21/2021	TEHAMA TIRE SERVICE	01-4364	GOOD YEAR TIRES FORD F150		665.58
3005-193397	01/21/2021	TOTAL SCHOOL SOLUTIONS	13-5200	8 MONTHS LEADERSHIP COURSE		4,500.00
				Total Number of Checks	**16**	**39,007.33**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	13	30,143.20
11	AdultEducationFund	3	4,369.04
13	CafeteriaSpecialRevenueFund	1	4,500.00
	Total Number of Checks	16	39,012.24
	Less Unpaid Sales Tax Liability		4.91
	Net (Check Amount)		**39,007.33**

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.

Checks Dated 01/26/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-193628	01/26/2021	Johnson, Jania L	01-4200	PRINCETON REVIEW STUDY GUIDE		19.47
3005-193629	01/26/2021	Shaffer, Marta	01-4200	BOOKS	62.39	
			01-4300	BOOKS	13.99	76.38
3005-193630	01/26/2021	ATKINSO,ANDELSON,LOYA RUUD & ROMO	01-5200	2021 LEADERSHIP CONF. S.WATTS		499.00
3005-193631	01/26/2021	Amazon.com Llc	01-4300	CARSTOCK,DECALS,PENCILS	110.85	
				VISION GOGGLES	270.61	381.46
3005-193632	01/26/2021	WILLIAM PATTERSON BETTER BUILT FENCE	01-5640	REPAIRS SECTION CHAINLINKS FENCE		1,000.00
3005-193633	01/26/2021	BUTTE COUNTY SHERIFF	01-5804	NOV/DEC2020 FINGER PRINTING FOR PRE EMPLOYMENT	74.00	
			13-5804	NOV/DEC2020 FINGER PRINTING FOR PRE EMPLOYMENT	37.00	111.00
3005-193634	01/26/2021	CALCHAMBER	01-4300	2021 LABOR LAW POSTER/SDI/WORKERS COMP.- CHELLO		777.03
3005-193635	01/26/2021	RTU/Indoor Media	11-5806	ANNUAL ADVERTISING- SAFEWAY		2,844.00
3005-193636	01/26/2021	CDW GOVERNMENT INC	01-4300	DISPLAY PORT CABLE	55.79	
			01-4400	CISCO DIRECT	6,895.50	
			01-5850	CISCO DIRECT	13,791.01	20,742.30
3005-193637	01/26/2021	COMERS PRINT SHOP	01-4300	CHP 108A FORMS		75.45
3005-193638	01/26/2021	DANIELSEN CO	13-4300	JAN2021 FS	459.23	
			13-4700	JAN2021 FS	2,783.52	
				Unpaid Sales Tax	32.38-	3,210.37
3005-193639	01/26/2021	GOLD STAR FOODS	13-4700	FOOD SUPPLY		3,589.05
3005-193640	01/26/2021	GRAINGER INC	01-4300	SUPPLIES- CUST	54.60	
				SUPPLIES- MAINT	73.69	128.29
3005-193641	01/26/2021	HERFF JONES	01-4300	DIPLOMA COVER- LP	1,361.65	
				DIPLOMAS- LP	171.60	1,533.25
3005-193642	01/26/2021	HILLYARD INC.	01-4300	CUSTODIAL SUPPLIES- OHS		24.55
3005-193643	01/26/2021	NASCO	01-4300	MURPHYS CLASSROOM SUPPLIES		445.30
3005-193644	01/26/2021	NORTHAM DISTRIBUTORS INC	13-4700	FOOD SUPPLY		2,213.13
3005-193645	01/26/2021	OFFICE DEPOT	01-4300	FILE CABINET CREDIT FOR ITEM NOT DELIVER	122.45-	
				FILE CABINET- OHS	244.90	
				INK,FOLDERS- TRANS	103.90	
				TONER,FOLDERS, MISC SUPPLIES- OHS	526.98	753.33
3005-193646	01/26/2021	OREILLY AUTOMOTIVE INC	01-5620	PRESS TOOLS RENTAL		160.20
3005-193647	01/26/2021	OUHSD SCHOLARSHIP FUND	73-5800	REIMB CK# 1601-1609		6,900.00
3005-193648	01/26/2021	PITNEY BOWES INC GLOBAL FINANCIAL SERVICES LLC	01-5602	11/23/20-02/22/21 LEASE- PHS	155.07	
			11-5602	11/20/20-02/19/21 LEASE- OAE	83.44	238.51

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

ESCAPE ONLINE

Checks Dated 01/26/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-193649	01/26/2021	PRACTI-CAL INC	01-5800	MEDI-CAL CLAIMS		84.32
3005-193650	01/26/2021	PROPACIFIC FRESH	13-4700	FOOD SUPPLY		313.31
3005-193651	01/26/2021	S&L Meat Sales Company, Inc.	13-4300	FOOD SUPPLY	631.66	
			13-4700	FOOD SUPPLY	1,567.22	
				Unpaid Sales Tax	44.45-	2,154.43
3005-193652	01/26/2021	SCOOT EDUCATION INC.	01-5800	01/11/21-01/15/21 SERVICE		5,225.00
3005-193653	01/26/2021	SKETCHFORSCHOOLS PUBLISHING INC.	01-4300	MURPHY CLASSROOM MATERIALS		328.45
3005-193654	01/26/2021	STATE OF CALIF DEPT OF JUSTICE	01-5804	DEC2020 PRE EMPLOYMENT FINGERPRINT	64.00	
			13-5804	DEC2020 PRE EMPLOYMENT FINGERPRINT	32.00	96.00
3005-193655	01/26/2021	THERAPY TRAVELERS, LLC	01-5800	1/11/21-1/16/21 SERVICE		4,365.00
				Total Number of Checks	**28**	**58,288.58**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	21	36,911.85
11	AdultEducationFund	2	2,927.44
13	CafeteriaSpecialRevenueFund	7	11,626.12
73	FoundationPrivPurposeTrustFu	1	6,900.00
	Total Number of Checks	28	58,365.41
	Less Unpaid Sales Tax Liability		76.83
	Net (Check Amount)		**58,288.58**

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.

Checks Dated 01/28/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194030	01/28/2021	ACCULARM DAN R LEDFORD	01-5620	INSTALL DOOR RELEASE ATTENDANCE OFFICE	800.00	
				INSTALL DOOR RELEASE COUNSELING OFFICE	800.00	1,600.00
3005-194031	01/28/2021	Amazon.com Llc	01-4300	BRASS STAMPING TAGS	34.50	
				BROTHER LASER PRINTER	162.36	
				SELF INK STAMP,PAPER, DESK ORGANIZER	80.37	277.23
3005-194032	01/28/2021	BETTER DEAL EXCHANGE	01-4300	IT / JACOB	35.71	
				MAINT. / GLEN	21.63	
				MAINT. / JASON	37.86	
				MAINT. / RUSSELL	2.47	
				MAINT. / SANTOS	18.73	
			01-4363	MAINT. / GLEN	20.11	136.51
3005-194033	01/28/2021	BLICK ART MATERIALS	01-4300	DIST. LEARNING SUPPLIES- OHS		407.00
3005-194034	01/28/2021	CALIFORNIA WATER SERVICE	01-5505	12/10/20-01/08/21 BILLING 0556577777		2,075.44
3005-194035	01/28/2021	MESA ENERGY SYSTEM INC.	01-5620	SERVICE CONTRACT- 01/01/21-03/31/21 OAE		978.00
3005-194036	01/28/2021	FOOD MAXX SAVE MART SUPERMARKETS	01-4300	ATC COOKING CLASS		29.98
3005-194037	01/28/2021	HOME DEPOT	01-4300	MAINT./ SANTOS	160.14	
				WATER DISPENSER/ BILL	432.98	593.12
3005-194038	01/28/2021	OFFICE DEPOT	01-4300	SUPPLIES- OAE	150.23	
				SUPPLIES- OHS	245.13	395.36
3005-194039	01/28/2021	PRENTKE ROMICH CO. DBA PRC-SALTILLO	01-4300	CASE FOR IPAD		469.65
3005-194040	01/28/2021	RAY MORGAN COMPANY	01-5602	CONTRACT BASE CHARGE- OHS		1,065.16
3005-194041	01/28/2021	REFRIGERATION SUPPLIES DISTRIBUTOR	01-4300	PEL WR400- LP		216.50
3005-194042	01/28/2021	SCOOT EDUCATION INC.	01-5800	01/19/2021-01/22/2021 SERVICE		4,400.00
3005-194043	01/28/2021	SFWP - ACCTS RECEIVABLE	01-5505	JAN2021 BILLING LP #007847-000	198.43	
				JAN2021 BILLING LP AG #007833-000	97.37	295.80
3005-194044	01/28/2021	DOOR SYSTEM DESIGN INC THE DOOR COMPANY	01-5640	INSTALL NEW JANUS DOOR- OHS		6,404.00
3005-194045	01/28/2021	THE MUSIC CONNECTION SALLY S MACMILLAN	01-4300	INSTRUMENT AND SUPPLIES	728.72	
			01-4400	INSTRUMENT AND SUPPLIES	2,508.57	3,237.29
3005-194046	01/28/2021	TOTAL EDUCATION SOLUTIONS	01-5800	DEC2020 LAS & SLPA SERVICES		8,602.50
3005-194047	01/28/2021	US BANK CORPORATE PAYMENT SYSTEM	01-4300	0966- S. SMITH/ AMBIANCE	24.73	
				0966- S. SMITH/ SHARPENER, SCICCORS	120.95	
				0966- S. SMITH/ SUGAR,SPICES,BAGS	66.06	
				0966- S. SMITH/ VARIOUS FONDANT COLORS	61.86	

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ESCAPE ONLINE

Checks Dated 01/28/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194047	01/28/2021	US BANK CORPORATE PAYMENT SYSTEM	01-4300	5996- C. TELLECHEA/ SWIVEL MODULE	37.01	
				8163- A. MEHDEN/ COOKING SUPPLIES	253.65	
				9378- B. CLOSE/ HDX TOWELS	16.55	
				9378- B. CLOSE/ VARIOUS AG SUPPLIES	484.91	
			01-5200	0966- S. SMITH/ FCCLA REGISTRATION	60.00	
				2813- T. DRURY/ PBIS REGISTRATION	26.50	
				5996- C. TELLECHEA/ PBIS REGISTRATION	26.50	
				6975- S. WATTS/ REVISED BUDGET MANAG. CERT	695.00	
				6975- S. WATTS/ WEBMINAR 3/02/21	275.00	
				6975- S. WATTS/ WEBMINAR 5/20/21	460.00	
			01-5806	2510- C. WILLENBERG/ ADVERTISEMENT	1,282.00	
			13-4300	7723- J. DEADMORE/ FRUIT CUTTER,SHAKER	279.99	
				7723- J. DEADMORE/ FRUIT FLOOR TAPE	167.40	
			13-4700	7723- J. DEADMORE/ CAFETERIA SUPPLIES	29.06	
			13-5200	7723- J. DEADMORE/ LEADERSHIP SEMINAR	499.00	4,866.17
				Total Number of Checks	**18**	**36,049.71**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	18	35,074.26
13	CafeteriaSpecialRevenueFund	1	975.45
	Total Number of Checks	18	36,049.71
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		**36,049.71**

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.

Checks Dated 02/02/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194245	02/02/2021	DENISE MCNABB	01-5800	AP TEST REIMB. VICTORIA		94.00
3005-194246	02/02/2021	Weliver, Alisha M	01-4300	SUPPLIES REIMB.		75.75
3005-194247	02/02/2021	Eads, Nicole L	01-5200	MILEAGE REIMB.		7.15
3005-194248	02/02/2021	ABSOLUTE SAFETY TRAINING INC	11-5800	BASIC LIFE SUPPORT CLASS		525.00
3005-194249	02/02/2021	ALICIA CUEVAS	01-5800	TRANSLATION BILLING/ C.Z & J.C		40.00
3005-194250	02/02/2021	AT&T	01-5900	12/24/20-01/23/21 - #9391008278	23.66	
				12/24/20-01/23/21 - #9391008279	23.64	
				12/24/20-01/23/21 - #9391008280	23.64	
				12/24/20-01/23/21 - #9391008281	23.65	
				12/24/20-01/23/21 - #9391008282	1,181.78	
			11-5900	12/24/20-01/23/21 - #9391008282	33.67	
				12/24/20-01/23/21 - #9391047160	113.10	
			13-5900	12/24/20-01/23/21 - #9391008282	17.20	1,440.34
3005-194251	02/02/2021	AZ BUS SALES INC	01-5620	SERVICE ON BUS 83		1,702.56
3005-194253	02/02/2021	CONTINENTAL ATHLETIC SUPPLY	01-4300	RECONDITIONING HELMET AND SHOULDER PADS	139.16	
			01-5620	RECONDITIONING HELMET AND SHOULDER PADS	200.55	339.71
3005-194254	02/02/2021	INSIDE OUT DESIGNS	01-4363	VINYL GRAPHICS		120.29
3005-194255	02/02/2021	JACKSONS GLASS CO	01-4363	1998 FORD WINSHIELD REPAIRS		280.21
3005-194256	02/02/2021	LG ENVIRONMENTAL	01-5800	JAN2021- MONTHLY INSPECTION		150.00
3005-194257	02/02/2021	OFFICE DEPOT	01-4300	AIR FRESHENER- DO	10.44	
				INDEX CARDS- LP	9.94	
				J. ANDERSON CLASSROOM SUPPLIES- OHS	417.53	
				MAGNET,PLATES,NAPKINS,UTENSILS- DO	38.22	
				TONER - LP	431.01	907.14
3005-194258	02/02/2021	OREILLY AUTOMOTIVE INC	01-4363	O2 CENSOR	38.20	
				O2 SOCKET	16.23	
				REAR BRAKE PADS	49.92	
				STAR SOCKET	10.80	115.15
3005-194260	02/02/2021	PERSEUS ASSOCIATES	01-5850	JAN2021 HOSTING FEE		386.00
3005-194261	02/02/2021	PG&E	01-5501	12/22/20-01/21/21 #0290829210-01		647.05
3005-194262	02/02/2021	RIVERSIDE TECHNOLOGIES INC.	01-4300	VIEW SONIC WIFI/BLUETOOTH COMBO		291.19
3005-194263	02/02/2021	THERAPY TRAVELERS, LLC	01-5800	01/18/21-01/23/21 SERVICE		4,410.00
3005-194264	02/02/2021	ALAN VON DER MEHDEN	01-4300	REIMB. GROCERY OUTLET COOKING CLASS SUPPLIES	13.27	

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Checks Dated 02/02/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194264	02/02/2021	ALAN VON DER MEHDEN	01-4300	REIMB. WINCO COOKING CLASS SUPPLIES	58.29	71.56
3813-194252	02/02/2021	CALIFORNIA'S VALUED TRUST FINANCE DEPARTMENT	76-9544	FEB2020 RETIRE BILLING	50,621.92	
			76-9560	FEB2021 ACTIVE BILLING	364,322.11	414,944.03
3813-194259	02/02/2021	OROVILLE SECONDARY TEACH ASSOC	76-9510	REISSUE 11/10 VAR PYRL		98.16
				Total Number of Checks	**20**	**426,645.29**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	17	10,914.13
11	AdultEducationFund	2	671.77
13	CafeteriaSpecialRevenueFund	1	17.20
76	Warrant/Pass-ThroughFund	2	415,042.19
	Total Number of Checks	**20**	426,645.29
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		**426,645.29**

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Checks Dated 02/04/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194504	02/04/2021	Amazon.com Llc	01-4300	CHINESE ABACUS SOROBANBEADS	300.40	
				PENCIL WEIGHTS KIT	24.51	
				RUBBER BLOCK STAMPS	30.30	355.21
3005-194505	02/04/2021	AZ BUS SALES INC	01-6400	ELECTRIC BUS VIN# 379177		31,232.16
3005-194506	02/04/2021	BAKER DISTRIBUTING CO. LLC	01-4300	DEFROST CTL		103.27
3005-194507	02/04/2021	BETTER DEAL EXCHANGE	01-4300	MAINT. / RUSSELL	115.79	
				MAINT. / SANTOS	16.23	132.02
3005-194508	02/04/2021	BUTTE CO AIR QUALITY MANAGEMENT DISTRICT	01-4361	PERMIT TO OPERATE GASOLINE DISPENSING		170.65
3005-194509	02/04/2021	COMERS PRINT SHOP	01-4300	WASC REPORT		369.57
3005-194510	02/04/2021	Condensed Curriculum International, Inc.	11-5800	PHARMACY/MEDICAL BILLING		8,400.00
3005-194511	02/04/2021	Dannis Woliver Kelley	01-5801	CERT. NEG.	725.00	
				CLASS. NEG.	1,476.00	
				PERB & OSTA	210.00	
				STUDENT DICPL.	834.00	3,245.00
3005-194512	02/04/2021	DAN'S ELECTRICAL SUPPLY	01-4300	50AMP FUSE		119.24
3005-194513	02/04/2021	DK WEB DESIGN LLC	11-5850	20/21 HOSTING		295.00
3005-194514	02/04/2021	DURHAM PENTZ TRUCK CENTER	01-5620	VIN# 4843 BUS SERVICE		2,580.88
3005-194515	02/04/2021	GOLD STAR FOODS	13-4700	FOOD SUPPLY		1,097.70
3005-194516	02/04/2021	GRAINGER INC	01-4300	SUPPLIES- CUST	71.99	
				SUPPLIES- MAINT	72.48	
			01-5640	SUPPLIES- MAINT	1,381.42	1,525.89
3005-194517	02/04/2021	HILLYARD INC.	01-4300	CUSTODIAL SUPPLIES- LP	335.14	
				CUSTODIAL SUPPLIES- LP&OHS	917.87	1,253.01
3005-194518	02/04/2021	HOME DEPOT	01-4300	MAINT./ BLUE TARP- SANTOS	29.13	
				MAINT./ EXTENSION/COVER- SANTOS	6.64	
				MAINT./ GAUGING,WET PATCH- RUSSELL	34.83	
				MAINT./ GUTTER GUARD- RUSSELL	7.60	
			01-4360	MAINT./ POLY TUBE- SANTOS	19.09	97.29
3005-194519	02/04/2021	JACKSONS GLASS CO	01-4300	REPLACED BROKEN WINDOW STUD. UNION		86.24
3005-194520	02/04/2021	NORTHAM DISTRIBUTORS INC	13-4700	FOOD SUPPLY		951.75
3005-194521	02/04/2021	OFFICE DEPOT	01-4300	LABESLS,ENVELOPES,PHOTO PAPER	61.81	
				MARKERS, ENV. CLIP PAPER	39.75	
				PALLETT OF PAPER- LP	1,243.67	
				PALLETT OF PAPER- OHS	1,255.27	
				PEN	12.42	
			11-4300	MARKERS, ENV. CLIP PAPER	16.56	2,629.48

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Checks Dated 02/04/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194522	02/04/2021	OUHSD SCHOLARSHIP FUND	73-5800	REIMB CK# 1610-1617		5,800.00
3005-194523	02/04/2021	PAPA CITRUS LLC	13-4700	ORAGES/ LP&OHS		132.00
3005-194524	02/04/2021	PITNEY BOWES INC GLOBAL FINANCIAL SERVICES LLC	01-5602	11/28/20-02/27/21- DO#0017068943		429.35
3005-194525	02/04/2021	RESERVE ACCOUNT	01-5900	PASTAGE REFILL #43854678		500.00
3005-194526	02/04/2021	PROPACIFIC FRESH	13-4700	FOOD SUPPLY		86.72
3005-194527	02/04/2021	RAMIRO RUBALCABA	01-5800	01/07/21-01/30/21 SERVICE		2,500.00
3005-194528	02/04/2021	RAY MORGAN COMPANY	01-5602	CONTRACT BASE CHARGE- LP AG		202.32
3005-194529	02/04/2021	TRANE US INC	01-4300	FRAME RIG BASE, BALL BEARING		816.34
3005-194530	02/04/2021	Tree Of Life Tree Service	01-5800	EMERGENCY LIMB REMOVAL- LP		400.00
3005-194531	02/04/2021	VOLTAGE SPECIALISTS WILLIAM L BUNCH JR	01-5640	SERVICE CALL FOR OHS		400.00
				Total Number of Checks	**28**	**65,911.09**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	21	49,131.36
11	AdultEducationFund	3	8,711.56
13	CafeteriaSpecialRevenueFund	4	2,268.17
73	FoundationPrivPurposeTrustFu	1	5,800.00
	Total Number of Checks	**28**	65,911.09
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		**65,911.09**

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Checks Dated 02/09/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194785	02/09/2021	Muntifering, Samantha N	01-4300	CARVING BLOCKS	180.11	
				CUTTING TOOLS & CARVING BLOCKS	192.60	372.71
3005-194786	02/09/2021	Weliver, Paul R	01-4300	PENCILS SUPPLIES		152.27
3005-194787	02/09/2021	Shaffer, Marta	01-4200	BOOKS		92.13
3005-194788	02/09/2021	ACCULARM DAN R LEDFORD	01-5620	INSTALLED 2 CAMERAS- LP		1,235.00
3005-194789	02/09/2021	ALESSANDRO ELECTRIC INC	01-5800	INSTALLATION OF WIRELESS POINT		29,725.00
3005-194790	02/09/2021	Ann Cooper Petersen	01-5800	DEC2020 SERVICE- ERICA GARMAN		100.00
3005-194791	02/09/2021	WILLIAM PATTERSON BETTER BUILT FENCE	01-5640	REPAIRS SECTION CHAINLINKS FENCE		1,000.00
3005-194792	02/09/2021	BETTER DEAL EXCHANGE	01-4300	MAINT. / RUSSELL	76.31	
				MAINT. / SANTOS	16.23	
			01-4363	MAINT. / BILL	59.49	
				MAINT. / GLEN	5.40	
				MAINT. / JASON	37.83	
				MAINT. / MIHAI	10.95	206.21
3005-194793	02/09/2021	HEATHER MCGOWAN DBA SOUNDING BOARD MKT & COMM	01-5800	JAN 1-31 2021 SERVICE		9,200.00
3005-194794	02/09/2021	HOME DEPOT	01-4300	MAINT./ KILZ- SANTOS	18.14	
				MAINT./ MULTI APPS- RUSSELL	8.08	
				MAINT./ OUTLET- RUSSELL	6.47	
				MAINT./ PAINTS SUPPLIES- RUSSELL	171.15	
				MAINT./ WASHER,STOPPER- SANTOS	12.99	
				MAINT./ WET PATCH- RUSSELL	76.67	
				MAINT./ WET PATCH- SANTOS	43.81	337.31
3005-194795	02/09/2021	JW WOOD COMPANY INC	01-4300	VERSA COOLER		1,011.29
3005-194796	02/09/2021	MT SHASTA SPRING WATER CO INC	01-4300	FEB2021 5-5 GAL/ DO		41.40
3005-194797	02/09/2021	NORCAL KENWORTH	01-4363	CLEANBLUE TRP DEF		116.78
3005-194798	02/09/2021	PEARSON EDUCATION	01-5850	ELD COMPANION LICENSE		405.94
3005-194799	02/09/2021	PG&E	01-5501	12/17/20-01/18/21 BILLING #7241342564-5	14,053.34	
			11-5501	12/17/20-01/18/21 BILLING #7241342564-5	571.57	14,624.91
3005-194800	02/09/2021	PROSOUND AUDIO SERVICES	01-5640	DEPOSIT CANCELLATION HARRISON STADIUM	200.00	
			01-5800	DEPOSIT CANCELLATION HARRISON STADIUM	200.00	400.00
3005-194801	02/09/2021	RAY MORGAN COMPANY	01-5602	CONTRACT BASE CHARGE- LP ATTD. OFFICE	1,940.15	
				CONTRACT BASE CHARGE- LP COPY RM	2,276.28	

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ESCAPE ONLINE

Checks Dated 02/09/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-194801	02/09/2021	RAY MORGAN COMPANY	01-5603	CONTRACT BASE CHARGE- LP ATTD. OFFICE	22.46	
				CONTRACT BASE CHARGE- LP COPY RM	125.80	4,364.69
3005-194802	02/09/2021	TEHAMA TIRE SERVICE	01-4364	REPAIRS TIRES		156.73
3005-194803	02/09/2021	THERAPY TRAVELERS, LLC	01-5800	01/25/21-01/31/21 SERVICE		4,297.50
3005-194804	02/09/2021	US BANK CORPORATE PAYMENT SYSTEM	01-4300	0950- D. RAMOS/ FUEL PUMP,FILTER,GASKET	325.72	
				0966- S. SMITH/ COOKING INGREDIENTS	317.60	
				0966- S. SMITH/ DISH DETERGENT	42.36	
				2813- T. DRURY/ MISC. SUPPLIES	124.80	
				2945- A. EARLEY/ VIDEO CAMERAS	610.25	
				2945- A. EARLEY/BLUETOOTH SPEACKER	375.36	
				5187- D. BRIGGS/ 12V AMPS	162.36	
				5187- D. BRIGGS/ BELT	92.60	
				7522- P. BLANEY/ FOOD FOR WORKSHOP	224.67	
				7522- P. BLANEY/ FOOD FOR WORKSHOP 2ND DAY	227.17	
				7522- P. BLANEY/ WATER,PLATES,FORKS	25.64	
				8163- A. VONMEHER/ COOKING CLASS	226.77	
				9378- B. CLOSE/ HOSE,COUPLINGS,CAP	29.16	
			01-4360	8808- J. LAGRONE/ MONTHLY SERVICE FEE	95.00	
			01-5806	2510- C. WILLENBERG/ JOB POSTING	150.00	
			11-4300	8796- J. OCHS/ PAPER,METEOR MIC	89.00	
			13-4700	7723- J. DEADMORE/ FOOD INGREDIENTS	118.44	3,236.90
3005-194805	02/09/2021	VISTA HIGHER LEARNING INC	01-5850	6 YEARS LICENSE/ GALERIA 1		2,376.76
				Total Number of Checks	**21**	**73,453.53**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	21	72,674.52
11	AdultEducationFund	2	660.57
13	CafeteriaSpecialRevenueFund	1	118.44

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.

Checks Dated 02/09/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
		Total Number of Checks	21		73,453.53	
		Less Unpaid Sales Tax Liability			.00	
		Net (Check Amount)			**73,453.53**	

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.

Fund 01 - GeneralFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
LCFF Revenue Sources						
8011	LCFFStateAid-CurrentYear	12,870,769.00	15,838,310.00	8,837,889.00	7,000,421.00	55.80
8012	EduProtectionAccountStAidCurYr	3,016,003.00	2,031,608.00	2,303,056.00	271,448.00-	113.36
8019	LCFFRevenueLimitStateAidPriYrs			409,147.00	409,147.00-	NO BDGT
8021	Homeowners'Exemptions	111,339.00	111,339.00	16,331.11	95,007.89	14.67
8022	TimberYieldTax	15,065.00	15,065.00	22,082.88	7,017.88-	146.58
8029	OthrSubventionsIn-LieuTaxes	2,871.00	2,871.00	3,779.49	908.49-	131.64
8041	SecuredRollTaxes	7,262,263.00	7,262,263.00	4,317,296.07	2,944,966.93	59.45
8042	UnsecuredRollTaxes	449,834.00	449,834.00	468,065.71	18,231.71-	104.05
8043	PriorYears'Taxes	14,665.00	14,665.00	9,853.01	4,811.99	67.19
8044	SupplementalTaxes	89,204.00	89,204.00	30,509.84	58,694.16	34.20
8045	EducatnRevenueAugmentationFund	1,570,896.00-	1,570,896.00-	806,096.58-	764,799.42-	51.31
8047	CommunityRedevelopmentFunds	962,335.00	962,335.00	572,116.80	390,218.20	59.45
8096	Trns2ChrtrSchlInLieuOfPropTaxs	293,536.00-	293,529.00-	132,669.00-	160,860.00-	45.20
	Total LCFF Revenue Sources	**22,929,916.00**	**24,913,069.00**	**16,051,361.33**	**8,861,707.67**	**64.43**
Federal Revenue						
8181	SpecialEducation-Entitlement	388,269.00	382,256.00	17,970.00	364,286.00	4.70
8290	AllOtherFederalRevenue	1,737,882.00	4,096,664.00	3,181,542.41	915,121.59	77.66
	Total Federal Revenue	**2,126,151.00**	**4,478,920.00**	**3,199,512.41**	**1,279,407.59**	**71.43**
Other State Revenues						
8311	OtherStateApportionmentsCurrYr	763,406.00				NO BDGT
8550	MandatedCostReimbursements	126,791.00	126,791.00	126,758.00	33.00	99.97
8560	StateLotteryRevenue	444,000.00	414,200.00	111,681.50	302,518.50	26.96
8590	AllOtherStateRevenue	2,361,599.00	2,371,634.00	704,193.82	1,667,440.18	29.69
	Total Other State Revenues	**3,695,796.00**	**2,912,625.00**	**942,633.32**	**1,969,991.68**	**32.36**
Other Local Revenue						
8660	Interest	75,000.00	75,000.00	43,451.59	31,548.41	57.94
8677	InteragencySrvcsBetweenLEAs	734,000.00	790,334.00	287,269.30	503,064.70	36.35
8699	AllOtherLocalRevenue	170,511.00	170,511.00	118,841.96	51,669.04	69.70
8792	TrnsfrAportionmentFrmCntyOffcs	487,652.00	1,009,121.00	685,261.00	323,860.00	67.91
	Total Other Local Revenue	**1,467,163.00**	**2,044,966.00**	**1,134,823.85**	**910,142.15**	**55.49**
	Total Year To Date Revenues	**30,219,026.00**	**34,349,580.00**	**21,328,330.91**	**13,021,249.09**	**62.09**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used

Fund 01 - GeneralFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Certificated Salaries							
1100	CertificatedTeachersSalaries	8,527,348.00	8,540,667.00	3,967,291.73	4,632,831.59	59,456.32-	54.24
1101	TeacherSubPay	242,615.00	227,615.00		120,974.71	106,640.29	53.15
1102	TeacherExtraPay	172,213.00	356,115.00		121,106.26	235,008.74	34.01
1200	CertifictdPupilSupportSalaries	914,014.00	914,014.00	375,567.95	506,007.65	32,438.40	55.36
1202	PupilSupportExtraPay	12,500.00	28,500.00		37,900.78	9,400.78-	132.99
1300	CrtifictdSuprvisrAdmnstrtrSlry	1,174,000.00	1,186,794.00	494,738.10	682,366.80	9,689.10	57.50
1301	CertAdminSub				90.00	90.00-	NO BDGT
1302	CertAdminExtraPay	46,455.00	46,455.00		26,728.50	19,726.50	57.54
1900	OtherCertificatedSalaries	70,113.00	60,121.00	27,327.85	32,793.42	.27-	54.55
1902	OtherCertificatedExtraPay	271,290.00	271,290.00		5,198.19	266,091.81	1.92
	Total Certificated Salaries	**11,430,548.00**	**11,631,571.00**	**4,864,925.63**	**6,165,997.90**	**600,647.47**	**53.01**
Classified Salaries							
2100	ClassifiedInstructionalSalary	1,095,561.00	984,571.00	414,776.65	517,252.72	52,541.63	52.54
2101	ParaEdSubPay	31,302.00	31,302.00		1,618.52	29,683.48	5.17
2102	ParaEdExtraPay	7,000.00	7,000.00		3,027.96	3,972.04	43.26
2200	ClassifiedSupportSalaries	1,789,922.00	1,698,937.00	640,268.18	902,195.25	156,473.57	53.10
2201	ClassSupportSubPay	119,000.00	119,000.00		16,617.46	102,382.54	13.96
2202	ClassSupportExtraPay	80,962.00	80,954.00		8,643.05	72,310.95	10.68
2300	ClssSuprvisrAdministratorsSlry	315,844.00	267,437.00	108,041.70	162,421.66	3,026.36-	60.73
2400	ClericlTechniclOfficStaffSlrys	1,315,818.00	1,268,734.00	544,001.28	697,623.92	27,108.80	54.99
2401	ClericalSubPay	6,000.00	6,000.00		11,696.46	5,696.46-	194.94
2402	ClericalExtraPay	14,000.00	14,000.00		14,016.58	16.58-	100.12
2900	OtherClassifiedSalaries	43,034.00	45,234.00	19,481.55	25,752.86	.41-	56.93
2902	OtherClassifiedExtraPay	4,000.00			4,939.74	4,939.74-	NO BDGT
	Total Classified Salaries	**4,822,443.00**	**4,523,169.00**	**1,726,569.36**	**2,365,806.18**	**430,793.46**	**52.30**
Employee Benefits							
3101	STRSCertificatedPositions	2,854,466.00	2,776,106.00	767,588.19	965,806.36	1,042,711.45	34.79
3102	STRSClassifiedPostitions	10,837.00	10,837.00	3,004.95	4,752.22	3,079.83	43.85
3201	PERSCertificatedPositions	16,211.00	26,553.00	17,349.60	15,725.22	6,521.82-	59.22
3202	PERSClassifiedPositions	894,769.00	836,770.00	343,031.22	441,204.03	52,534.75	52.73
3301	OASDIMedcrAltrntvCertfcPositns	5,210.00	8,263.00	5,139.00	7,426.80	4,302.80-	89.88
3302	OASDIMedicrAltrntvClasPosition	285,165.00	267,550.00	101,333.08	137,517.10	28,699.82	51.40
3311	MedicareCertificated	162,088.00	166,183.00	69,487.43	88,126.26	8,569.31	53.03
3312	MedicareClassified	67,929.00	63,926.00	23,959.43	33,024.64	6,941.93	51.66
3401	HlthWlfrBenefitsCertificPositn	2,813,900.00	2,816,055.00	1,288,821.36	1,530,262.82	3,029.18-	54.34

Fund 01 - GeneralFund — **Fiscal Year 2020/21 Through February 2021**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Employee Benefits (continued)							
3402	HlthWlfarBenefitClasifidPositn	1,352,647.00	1,282,629.00	514,290.63	668,135.80	100,202.57	52.09
3501	StUnemplymntInsurncCertPositns	10,666.00	10,757.00	2,404.75	3,858.69	4,493.56	35.87
3502	StUnemplymntInsurncClssifidPos	2,346.00	2,206.00	827.21	1,140.59	238.20	51.70
3601	WCInsuranceCertificatdPositns	274,081.00	303,775.00	127,066.56	161,049.28	15,659.16	53.02
3602	WCCompenstnInsurnceClassPositn	115,646.00	119,288.00	45,096.37	61,817.46	12,374.17	51.82
3701	OPEBAllocatedCertificatdPositn	409,761.00	506,040.00	175,624.13	223,397.06	107,018.81	44.15
3702	OPEBAllocatedClassifiedPositin	176,292.00	165,685.00	62,329.04	88,612.72	14,743.24	53.48
	Total Employee Benefits	**9,452,014.00**	**9,362,623.00**	**3,547,352.95**	**4,431,857.05**	**1,383,413.00**	**47.34**
Books and Supplies							
4100	ApprvdTxtbookCorCurriculaMterl	121,000.00	110,000.00		11,219.14	98,780.86	10.20
4200	BooksandOtherReferenceMaterial	2,500.00	2,500.00		19,171.56	16,671.56-	766.86
4300	MaterialsandSupplies	1,537,869.00	2,588,283.00	328,043.37	254,201.84	2,006,037.79	9.82
4360	TransportationGenSupplies	20,000.00	20,000.00		4,183.43	15,816.57	20.92
4361	TransportationFuel	110,000.00	110,000.00		15,492.31	94,507.69	14.08
4362	TransportationOilGrease	6,000.00	6,000.00			6,000.00	
4363	TransportationParts	54,000.00	54,000.00		18,901.67	35,098.33	35.00
4364	TransportationTires	15,000.00	15,000.00		1,702.08	13,297.92	11.35
4400	NoncapitalizedEquipment	7,590.00	226,337.00	290,336.52	520,625.28	584,624.80-	230.02
	Total Books and Supplies	**1,873,959.00**	**3,132,120.00**	**618,379.89**	**845,497.31**	**1,668,242.80**	**26.99**
Services and Other Operating Expenditures							
5200	TravelandConferences	300,786.00	273,337.00	13,500.00	53,465.58	206,371.42	19.56
5300	DuesandMemberships	26,200.00	26,200.00		27,374.58	1,174.58-	104.48
5450	OtherInsurance	438,000.00	500,123.00		500,123.00		100.00
5501	GasElectricity	439,909.00	439,909.00		151,080.69	288,828.31	34.34
5502	PestControl	6,400.00	6,400.00	1,020.00	3,065.00	2,315.00	47.89
5503	SewerFees	63,000.00	63,000.00		54,475.64	8,524.36	86.47
5505	Water	67,000.00	67,000.00	25,369.55	43,850.22	2,219.77-	65.45
5506	WasteDisposal	57,200.00	57,200.00	38,312.57	18,499.52	387.91	32.34
5601	FacilitiesRent	6,000.00	6,000.00			6,000.00	
5602	CopierPostageMeterRents	47,800.00	47,800.00	34,367.99	32,513.87	19,081.86-	68.02
5603	CopierMaintenance	32,305.00	32,305.00	13,237.29	2,297.57	16,770.14	7.11
5620	EquipmentRentalsAndRepairs	124,000.00	124,000.00	20,639.35	110,360.54	6,999.89-	89.00
5630	ComputerMaintenanceRepairs	21,000.00	19,100.00		1,615.00	17,485.00	8.46
5640	BuildingAndSiteRepairs	230,000.00	230,000.00		121,569.60	108,430.40	52.86
5750	TransfersDirectCostsInterfund	20,000.00-	20,000.00-		1,493.09-	18,506.91-	7.47

Fund 01 - GeneralFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Services and Other Operating Expenditures (continued)							
5800	ProfConsultngSrvcsandOperExpnd	720,393.00	970,246.00	659,389.60	430,281.75	119,425.35-	44.35
5801	LegalFees	100,000.00	100,000.00		39,302.50	60,697.50	39.30
5802	ElectionFees	31,000.00	31,000.00		608.50	30,391.50	1.96
5804	PreEmploymentTesting	11,000.00	11,000.00		5,558.44	5,441.56	50.53
5806	Advertising	1,000.00	1,000.00		1,432.00	432.00-	143.20
5850	SoftwareMaintenanceAndLicences	193,800.00	304,898.00	5,982.94	425,619.40	126,704.34-	139.59
5900	Communications	33,250.00	33,250.00	4,583.78	24,374.54	4,291.68	73.31
	Total Services and Other Operating Expenditures	**2,930,043.00**	**3,323,768.00**	**816,403.07**	**2,045,974.85**	**461,390.08**	**61.56**
Capital Outlay							
6200	BuildingImprovementOfBuildings			63,445.00		63,445.00-	NO BDGT
6400	Equipment	130,326.00	929,220.00	8,092.49	1,318,740.34	397,612.83-	141.92
	Total Capital Outlay	**130,326.00**	**929,220.00**	**71,537.49**	**1,318,740.34**	**461,057.83-**	**141.92**
Tuition							
7142	OthuuitnExcsCstsDfctPy2CntyOff	733,284.00	736,522.00		293,947.00	442,575.00	39.91
	Total Tuition	**733,284.00**	**736,522.00**	**.00**	**293,947.00**	**442,575.00**	**39.91**
Transfers of Indirect/direct support costs							
7350	TransIndirectCostsInterfund	77,639.00-	68,960.00-			68,960.00-	
	Total Transfers of Indirect/direct support costs	**77,639.00-**	**68,960.00-**	**.00**	**.00**	**68,960.00-**	
Debt Service							
7439	OtherDebtService-Principal	294,737.00	294,737.00		147,368.43	147,368.57	50.00
	Total Debt Service	**294,737.00**	**294,737.00**	**.00**	**147,368.43**	**147,368.57**	**50.00**
	Total Year To Date Expenditures	**31,589,715.00**	**33,864,770.00**	**11,645,168.39**	**17,615,189.06**	**4,604,412.55**	**52.02**

Object	Description	Adopted Budget	Revised Budget	Actual	Balance	% Used
Other Financing Sources						
Other Financing Sources						
8919	OthrAuthorizdIntrFundTrnsfrsIn	16,000.00	16,000.00	9,866.48	6,133.52	61.67
	Total Other Financing Sources	**16,000.00**	**16,000.00**	**9,866.48**	**6,133.52**	**61.67**
	Total Year To Date Other Financing Sources	**16,000.00**	**16,000.00**	**9,866.48**	**6,133.52**	**61.67**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Other Financing Uses							

Fund 01 - GeneralFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Other Financing Uses (continued)							
Interfund Transfers Out							
7616	FromGenFundToCafeFund	224,078.00	413,244.00		73,390.18	339,853.82	17.76
	Total Interfund Transfers Out	**224,078.00**	**413,244.00**	**.00**	**73,390.18**	**339,853.82**	**17.76**
	Total Year To Date Other Financing Uses	**224,078.00**	**413,244.00**	**.00**	**73,390.18**	**339,853.82**	**17.76**

Fund 01 - GeneralFund

Fiscal Year 2020/21 Through February 2021

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	30,219,026.00	34,349,580.00		21,328,330.91	13,021,249.09	62.09
B. Expenditures	31,589,715.00	33,864,770.00	11,645,168.39	17,615,189.06	4,604,412.55	52.02
C. Subtotal (Revenue LESS Expense)	1,370,689.00-	484,810.00		3,713,141.85	8,416,836.54	
D. Other Financing Sources and Uses						
Sources	16,000.00	16,000.00		9,866.48	6,133.52	61.67
LESS Uses	224,078.00	413,244.00		73,390.18	339,853.82	17.76
E. Net Change in Fund Balance	1,578,767.00-	87,566.00		3,649,618.15	8,083,116.24	
F. Fund Balance:						
Beginning Balance (9791)	5,190,001.00	6,098,818.00		6,090,091.60		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	5,190,001.00	6,098,818.00		6,090,091.60		
G. Calculated Ending Balance	3,611,234.00	6,186,384.00		9,739,709.75		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	3,611,234.00	6,186,384.00				
Other				11,645,168.39		

Fund 11 - AdultEducationFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Federal Revenue						
8290	AllOtherFederalRevenue	138,550.00	135,200.00		135,200.00	
	Total Federal Revenue	**138,550.00**	**135,200.00**	**.00**	**135,200.00**	
Other State Revenues						
8590	AllOtherStateRevenue		39,131.00	39,131.00		100.00
	Total Other State Revenues	**.00**	**39,131.00**	**39,131.00**	**.00**	**100.00**
Other Local Revenue						
8660	Interest	15,341.00	15,341.00	2,927.55	12,413.45	19.08
8671	AdultEducationFees	218,506.00	100,000.00	63,628.71	36,371.29	63.63
8677	InteragencySrvcsBetweenLEAs	1,044,387.00	1,161,598.00	580,799.00	580,799.00	50.00
8699	AllOtherLocalRevenue	42,934.00	42,934.00	9,928.05	33,005.95	23.12
	Total Other Local Revenue	**1,321,168.00**	**1,319,873.00**	**657,283.31**	**662,589.69**	**49.80**
	Total Year To Date Revenues	**1,459,718.00**	**1,494,204.00**	**696,414.31**	**797,789.69**	**46.61**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Certificated Salaries							
1100	CertificatedTeachersSalaries	358,188.00	344,379.00	1,363.75	192,218.91	150,796.34	55.82
1101	TeacherSubPay	2,250.00	2,250.00			2,250.00	
1300	CrtifictdSuprvisrAdmnstrtrSlry	64,816.00	64,816.00	26,956.05	37,768.83	91.12	58.27
	Total Certificated Salaries	**425,254.00**	**411,445.00**	**28,319.80**	**229,987.74**	**153,137.46**	**55.90**
Classified Salaries							
2100	ClassifiedInstructionalSalary	46,435.00	46,435.00	20,951.65	25,204.00	279.35	54.28
2102	ParaEdExtraPay	150.00	150.00			150.00	
2200	ClassifiedSupportSalaries	32,262.00	32,262.00	12,757.05	15,616.59	3,888.36	48.41
2201	ClassSupportSubPay	3,100.00	3,100.00		149.24	2,950.76	4.81
2400	ClericlTechniclOfficStaffSlrys	177,312.00	177,312.00	75,600.75	101,711.30	.05-	57.36
2900	OtherClassifiedSalaries	9,856.00	9,856.00			9,856.00	
	Total Classified Salaries	**269,115.00**	**269,115.00**	**109,309.45**	**142,681.13**	**17,124.42**	**53.02**
Employee Benefits							
3101	STRSCertificatedPositions	68,269.00	66,039.00	4,545.60	37,098.83	24,394.57	56.18
3102	STRSClassifiedPostitions	1,592.00	1,592.00			1,592.00	
3202	PERSClassifiedPositions	53,199.00	53,199.00	22,472.45	29,210.93	1,515.62	54.91
3301	OASDIMedcrAltrntvCertfcPositns	140.00	140.00			140.00	

Fund 11 - AdultEducationFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Employee Benefits (continued)							
3302	OASDIMedicrAltrntvClasPosition	16,276.00	16,276.00	6,520.00	8,556.71	1,199.29	52.57
3311	MedicareCertificated	6,166.00	5,966.00	452.85	3,351.03	2,162.12	56.17
3312	MedicareClassified	3,806.00	3,806.00	1,524.75	2,001.08	280.17	52.58
3401	HlthWlfrBenefitsCertificPositn	149,702.00	135,134.00	63,170.85	75,182.10	3,218.95-	55.64
3402	HlthWlfarBenefitClasifidPositn	82,065.00	82,065.00	35,763.99	46,699.27	398.26-	56.91
3501	StUnemplymntInsurncCertPositns	212.00	205.00	14.25	114.21	76.54	55.71
3502	StUnemplymntInsurncClssifidPos	131.00	131.00	52.65	69.02	9.33	52.69
3601	WCInsuranceCertificatdPositns	10,198.00	9,866.00	739.55	6,022.67	3,103.78	61.04
3602	WCCompenstnInsurnceClassPositn	6,454.00	6,454.00	2,855.05	3,726.72	127.77-	57.74
3701	OPEBAllocatedCertificatdPositn	15,352.00	14,854.00	1,022.35	8,373.37	5,458.28	56.37
3702	OPEBAllocatedClassifiedPositin	9,716.00	9,716.00	3,946.05	5,404.25	365.70	55.62
	Total Employee Benefits	**423,278.00**	**405,443.00**	**143,080.39**	**225,810.19**	**36,552.42**	**55.69**
Books and Supplies							
4200	BooksandOtherReferenceMaterial				78.62	78.62-	NO BDGT
4300	MaterialsandSupplies	8,000.00	9,124.00	160.69	4,027.05	4,936.26	44.14
	Total Books and Supplies	**8,000.00**	**9,124.00**	**160.69**	**4,105.67**	**4,857.64**	**45.00**
Services and Other Operating Expenditures							
5300	DuesandMemberships	2,260.00	2,260.00		1,648.50	611.50	72.94
5501	GasElectricity	23,935.00	23,935.00		5,506.33	18,428.67	23.01
5502	PestControl	700.00	700.00	330.00	330.00	40.00	47.14
5503	SewerFees	1,400.00	1,400.00		1,418.76	18.76-	101.34
5505	Water	6,000.00	6,000.00	1,977.72	1,522.28	2,500.00	25.37
5506	WasteDisposal	3,000.00	3,000.00	1,313.80	1,186.20	500.00	39.54
5601	FacilitiesRent	42,000.00	42,000.00		28,000.00	14,000.00	66.67
5602	CopierPostageMeterRents	1,000.00	1,000.00	1,205.45	3,793.54	3,998.99-	379.35
5603	CopierMaintenance	9,500.00	9,500.00	2,851.82	2,113.53	4,534.65	22.25
5620	EquipmentRentalsAndRepairs	950.00	950.00		539.00	411.00	56.74
5640	BuildingAndSiteRepairs		18,842.00		8,684.00	10,158.00	46.09
5750	TransfersDirectCostsInterfund	19,000.00	19,000.00		900.00	18,100.00	4.74
5800	ProfConsultngSrvcsandOperExpnd	105,000.00	105,000.00	37,907.25	78,054.14	10,961.39-	74.34
5804	PreEmploymentTesting	9,500.00			94.00	94.00-	NO BDGT
5806	Advertising	30,000.00	28,500.00		8,338.04	20,161.96	29.26
5850	SoftwareMaintenanceAndLicences	16,000.00	18,484.00		15,655.37	2,828.63	84.70
5900	Communications	36,000.00	36,000.00	1,580.06	17,514.88	16,905.06	48.65
	Total Services and Other Operating Expenditures	**306,245.00**	**316,571.00**	**47,166.10**	**175,298.57**	**94,106.33**	**55.37**

Fund 11 - AdultEducationFund — **Fiscal Year 2020/21 Through February 2021**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Transfers of Indirect/direct support costs							
7350	TransIndirectCostsInterfund	40,367.00	44,187.00			44,187.00	
	Total Transfers of Indirect/direct support costs	**40,367.00**	**44,187.00**	**.00**	**.00**	**44,187.00**	
	Total Year To Date Expenditures	**1,472,259.00**	**1,455,885.00**	**328,036.43**	**777,883.30**	**349,965.27**	**53.43**

Fund 11 - AdultEducationFund — Fiscal Year 2020/21 Through February 2021

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	1,459,718.00	1,494,204.00		696,414.31	797,789.69	46.61
B. Expenditures	1,472,259.00	1,455,885.00	328,036.43	777,883.30	349,965.27	53.43
C. Subtotal (Revenue LESS Expense)	12,541.00-	38,319.00		81,468.99-	447,824.42	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	12,541.00-	38,319.00		81,468.99-	447,824.42	
F. Fund Balance:						
Beginning Balance (9791)	624,723.00	637,891.00		637,891.20		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	624,723.00	637,891.00		637,891.20		
G. Calculated Ending Balance	612,182.00	676,210.00		556,422.21		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	612,182.00	676,210.00				
Other				328,036.43		

Fund 13 - CafeteriaSpecialRevenueFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Federal Revenue						
8220	ChildNutritionPrograms	955,000.00	365,000.00	111,392.64	253,607.36	30.52
	Total Federal Revenue	**955,000.00**	**365,000.00**	**111,392.64**	**253,607.36**	**30.52**
Other State Revenues						
8520	ChildNutrition	85,000.00	30,000.00	9,286.86	20,713.14	30.96
	Total Other State Revenues	**85,000.00**	**30,000.00**	**9,286.86**	**20,713.14**	**30.96**
Other Local Revenue						
8634	FoodServiceSales	26,000.00	9,000.00	1,938.70	7,061.30	21.54
8660	Interest	1,000.00-	1,000.00-	275.37	1,275.37-	-27.54
	Total Other Local Revenue	**25,000.00**	**8,000.00**	**2,214.07**	**5,785.93**	**27.68**
	Total Year To Date Revenues	**1,065,000.00**	**403,000.00**	**122,893.57**	**280,106.43**	**30.49**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Classified Salaries							
2200	ClassifiedSupportSalaries	280,038.00	258,631.00	105,083.35	141,303.65	12,244.00	54.64
2201	ClassSupportSubPay	27,400.00	19,000.00		2,704.66	16,295.34	14.24
2202	ClassSupportExtraPay	8,600.00	6,000.00		3,167.99	2,832.01	52.80
2300	ClssSuprvisrAdministratorsSlry	62,597.00	62,597.00	28,453.10	34,143.72	.18	54.55
2400	ClericlTechniclOfficStaffSlrys	17,728.00	11,614.00		498.77	11,115.23	4.29
	Total Classified Salaries	**396,363.00**	**357,842.00**	**133,536.45**	**181,818.79**	**42,486.76**	**50.81**
Employee Benefits							
3202	PERSClassifiedPositions	65,375.00	60,327.00	23,606.50	32,175.50	4,545.00	53.34
3302	OASDIMedicrAltrntvClasPosition	23,989.00	21,431.00	7,982.48	10,888.26	2,560.26	50.81
3312	MedicareClassified	5,611.00	5,012.00	1,866.85	2,547.00	598.15	50.82
3402	HlthWlfarBenefitClasifidPositn	98,750.00	98,989.00	34,258.02	52,923.84	11,807.14	53.46
3502	StUnemplymntInsurncClssifidPos	192.00	172.00	64.35	87.76	19.89	51.02
3602	WCCompenstnInsurnceClassPositn	9,504.00	8,581.00	3,487.85	4,748.86	344.29	55.34
3702	OPEBAllocatedClassifiedPositin	14,309.00	12,917.00	4,820.65	6,568.17	1,528.18	50.85
	Total Employee Benefits	**217,730.00**	**207,429.00**	**76,086.70**	**109,939.39**	**21,402.91**	**53.00**
Books and Supplies							
4300	MaterialsandSupplies	50,000.00	22,000.00	14,471.09	7,581.58	52.67-	34.46
4700	Food	564,000.00	192,000.00	269,520.48	109,507.89	187,028.37-	57.04
	Total Books and Supplies	**614,000.00**	**214,000.00**	**283,991.57**	**117,089.47**	**187,081.04-**	**54.71**

Fund 13 - CafeteriaSpecialRevenueFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Services and Other Operating Expenditures							
5200	TravelandConferences	500.00	1,500.00		5,453.00	3,953.00-	363.53
5300	DuesandMemberships	500.00	500.00		206.27	293.73	41.25
5620	EquipmentRentalsAndRepairs		1,000.00		595.00	405.00	59.50
5640	BuildingAndSiteRepairs		1,000.00		750.00	250.00	75.00
5750	TransfersDirectCostsInterfund	1,000.00	1,000.00		593.09	406.91	59.31
5800	ProfConsultngSrvcsandOperExpnd	3,000.00	3,500.00		2,673.00	827.00	76.37
5804	PreEmploymentTesting	1,700.00	700.00		996.50	296.50-	142.36
5850	SoftwareMaintenanceAndLicences	5,900.00	2,500.00		2,617.00	117.00-	104.68
5900	Communications	500.00	500.00		121.65	378.35	24.33
	Total Services and Other Operating Expenditures	**13,100.00**	**12,200.00**	**.00**	**14,005.51**	**1,805.51-**	**114.80**
Capital Outlay							
6400	Equipment				9,995.04	9,995.04-	NO BDGT
	Total Capital Outlay	**.00**	**.00**	**.00**	**9,995.04**	**9,995.04-**	**NO BDGT**
Transfers of Indirect/direct support costs							
7350	TransIndirectCostsInterfund	37,272.00	24,773.00			24,773.00	
	Total Transfers of Indirect/direct support costs	**37,272.00**	**24,773.00**	**.00**	**.00**	**24,773.00**	
	Total Year To Date Expenditures	**1,278,465.00**	**816,244.00**	**493,614.72**	**432,848.20**	**110,218.92-**	**53.03**

Object	Description	Adopted Budget	Revised Budget	Actual	Balance	% Used
Other Financing Sources						
Other Financing Sources						
8916	ToCafeFundFromGenFund	224,078.00	413,244.00	73,390.18	339,853.82	17.76
	Total Other Financing Sources	**224,078.00**	**413,244.00**	**73,390.18**	**339,853.82**	**17.76**
	Total Year To Date Other Financing Sources	**224,078.00**	**413,244.00**	**73,390.18**	**339,853.82**	**17.76**

Fund 13 - CafeteriaSpecialRevenueFund — Fiscal Year 2020/21 Through February 2021

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	1,065,000.00	403,000.00		122,893.57	280,106.43	30.49
B. Expenditures	1,278,465.00	816,244.00	493,614.72	432,848.20	110,218.92-	53.03
C. Subtotal (Revenue LESS Expense)	213,465.00-	413,244.00-		309,954.63-	390,325.35	
D. Other Financing Sources and Uses						
Sources	224,078.00	413,244.00		73,390.18	339,853.82	17.76
LESS Uses						
E. Net Change in Fund Balance	10,613.00	.00		236,564.45-	730,179.17	
F. Fund Balance:						
Beginning Balance (9791)	31,845.00	31,455.00		31,454.96		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	31,845.00	31,455.00		31,454.96		
G. Calculated Ending Balance	42,458.00	31,455.00		205,109.49-		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	42,458.00	31,455.00				
Other				493,614.72		

Fund 25 - CapitalFacilitiesFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8660	Interest	7,000.00	7,000.00	3,803.16	3,196.84	54.33
8681	Mitigation/DeveloperFees	200,000.00	200,000.00	92,259.91	107,740.09	46.13
	Total Other Local Revenue	**207,000.00**	**207,000.00**	**96,063.07**	**110,936.93**	**46.41**
	Total Year To Date Revenues	**207,000.00**	**207,000.00**	**96,063.07**	**110,936.93**	**46.41**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Other Financing Uses							
Interfund Transfers Out							
7619	OthrAuthrizdInterFndTrnsfrsOut	16,000.00	16,000.00		9,866.48	6,133.52	61.67
	Total Interfund Transfers Out	**16,000.00**	**16,000.00**	**.00**	**9,866.48**	**6,133.52**	**61.67**
	Total Year To Date Other Financing Uses	**16,000.00**	**16,000.00**	**.00**	**9,866.48**	**6,133.52**	**61.67**

Fund 25 - CapitalFacilitiesFund — Fiscal Year 2020/21 Through February 2021

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	207,000.00	207,000.00		96,063.07	110,936.93	46.41
B. Expenditures						
C. Subtotal (Revenue LESS Expense)	207,000.00	207,000.00		96,063.07	110,936.93	
D. Other Financing Sources and Uses						
Sources						
LESS Uses	16,000.00	16,000.00		9,866.48	6,133.52	61.67
E. Net Change in Fund Balance	191,000.00	191,000.00		86,196.59	104,803.41	
F. Fund Balance:						
Beginning Balance (9791)	664,029.00	655,936.00		655,936.14		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	664,029.00	655,936.00		655,936.14		
G. Calculated Ending Balance	855,029.00	846,936.00		742,132.73		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	855,029.00	846,936.00				
Other						

Fund 26 - RDAFeesFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8625	ComRdvlpmntFndNotSubjct2LCFFDd	117,000.00	117,000.00	120,086.25	3,086.25-	102.64
8660	Interest	7,000.00	7,000.00	3,892.63	3,107.37	55.61
	Total Other Local Revenue	**124,000.00**	**124,000.00**	**123,978.88**	**21.12**	**99.98**
	Total Year To Date Revenues	**124,000.00**	**124,000.00**	**123,978.88**	**21.12**	**99.98**

Fund 26 - RDAFeesFund — **Fiscal Year 2020/21 Through February 2021**

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	124,000.00	124,000.00		123,978.88	21.12	99.98
B. Expenditures						
C. Subtotal (Revenue LESS Expense)	124,000.00	124,000.00		123,978.88	21.12	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	124,000.00	124,000.00		123,978.88	21.12	
F. Fund Balance:						
Beginning Balance (9791)	642,849.00	700,634.00		700,634.19		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	642,849.00	700,634.00		700,634.19		
G. Calculated Ending Balance	766,849.00	824,634.00		824,613.07		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	766,849.00	824,634.00				
Other						

Fund 51 - BndIntRdmptFndA — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other State Revenues						
8571	VotdIndbtednesLeviHmownrExmptn	4,000.00	4,000.00	856.97	3,143.03	21.42
8572	VtdIndbtdnsLevOtrSbvntnsInLuTx	2,000.00	2,000.00	1,262.56	737.44	63.13
	Total Other State Revenues	**6,000.00**	**6,000.00**	**2,119.53**	**3,880.47**	**35.33**
Other Local Revenue						
8611	VotedIndebtednssLevieSecurdRol	387,000.00	387,000.00	263,411.62	123,588.38	68.07
8612	VotdIndebtednesLevieUnscurdRol	26,000.00	26,000.00	20,307.23	5,692.77	78.10
8613	VotdIndebtednesLeviePriYrTaxes	1,000.00	1,000.00	556.60	443.40	55.66
8614	VotdIndbtdnssLevieSuplmntlTaxe	6,000.00	6,000.00	2,880.80	3,119.20	48.01
8660	Interest	7,000.00	7,000.00	2,731.37	4,268.63	39.02
	Total Other Local Revenue	**427,000.00**	**427,000.00**	**289,887.62**	**137,112.38**	**67.89**
	Total Year To Date Revenues	**433,000.00**	**433,000.00**	**292,007.15**	**140,992.85**	**67.44**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Debt Service							
7433	BondRedemptions	205,865.00	205,865.00		205,865.00		100.00
7434	BondInterestOtherServiceCharge	294,135.00	294,135.00		294,135.00		100.00
	Total Debt Service	**500,000.00**	**500,000.00**	**.00**	**500,000.00**	**.00**	**100.00**
	Total Year To Date Expenditures	**500,000.00**	**500,000.00**	**.00**	**500,000.00**	**.00**	**100.00**

Fund 51 - BndIntRdmptFndA — **Fiscal Year 2020/21 Through February 2021**

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	433,000.00	433,000.00		292,007.15	140,992.85	67.44
B. Expenditures	500,000.00	500,000.00		500,000.00		100.00
C. Subtotal (Revenue LESS Expense)	67,000.00-	67,000.00-		207,992.85-	140,992.85	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	67,000.00-	67,000.00-		207,992.85-	140,992.85	
F. Fund Balance:						
Beginning Balance (9791)	829,290.00	852,691.00		852,690.75		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	829,290.00	852,691.00		852,690.75		
G. Calculated Ending Balance	762,290.00	785,691.00		644,697.90		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	762,290.00	785,691.00				
Other						

Fund 52 - BndIntRdmptFndB — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other State Revenues						
8571	VotdIndbtednesLeviHmownrExmptn	3,000.00	3,000.00	658.28	2,341.72	21.94
8572	VtdIndbtdnsLevOtrSbvntnsInLuTx	1,000.00	1,000.00	944.26	55.74	94.43
	Total Other State Revenues	**4,000.00**	**4,000.00**	**1,602.54**	**2,397.46**	**40.06**
Other Local Revenue						
8611	VotedIndebtednssLevieSecurdRol	282,000.00	282,000.00	198,711.32	83,288.68	70.47
8612	VotdIndebtednesLevieUnscurdRol	19,000.00	19,000.00	15,578.28	3,421.72	81.99
8613	VotdIndebtednesLeviePriYrTaxes	1,000.00	1,000.00	410.82	589.18	41.08
8614	VotdIndbtdnssLevieSuplmntlTaxe	4,000.00	4,000.00	2,193.45	1,806.55	54.84
8660	Interest	5,000.00	5,000.00	1,984.23	3,015.77	39.68
	Total Other Local Revenue	**311,000.00**	**311,000.00**	**218,878.10**	**92,121.90**	**70.38**
	Total Year To Date Revenues	**315,000.00**	**315,000.00**	**220,480.64**	**94,519.36**	**69.99**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Debt Service							
7433	BondRedemptions	143,142.00	143,142.00		143,141.90	.10	100.00
7434	BondInterestOtherServiceCharge	226,858.00	226,858.00		226,858.10	.10-	100.00
	Total Debt Service	**370,000.00**	**370,000.00**	**.00**	**370,000.00**	**.00**	**100.00**
	Total Year To Date Expenditures	**370,000.00**	**370,000.00**	**.00**	**370,000.00**	**.00**	**100.00**

Fund 52 - BndIntRdmptFndB — **Fiscal Year 2020/21 Through February 2021**

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	315,000.00	315,000.00		220,480.64	94,519.36	69.99
B. Expenditures	370,000.00	370,000.00		370,000.00		100.00
C. Subtotal (Revenue LESS Expense)	55,000.00-	55,000.00-		149,519.36-	94,519.36	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	55,000.00-	55,000.00-		149,519.36-	94,519.36	
F. Fund Balance:						
Beginning Balance (9791)	601,425.00	623,917.00		623,917.17		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	601,425.00	623,917.00		623,917.17		
G. Calculated Ending Balance	546,425.00	568,917.00		474,397.81		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	546,425.00	568,917.00				
Other						

Fund 53 - BndIntRdmptFndHarrison

Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other State Revenues						
8571	VotdIndbtednesLeviHmownrExmptn	10,000.00	10,000.00	1,720.95	8,279.05	17.21
8572	VtdIndbtdnsLevOtrSbvntnsInLuTx	3,000.00	3,000.00	2,732.71	267.29	91.09
	Total Other State Revenues	**13,000.00**	**13,000.00**	**4,453.66**	**8,546.34**	**34.26**
Other Local Revenue						
8611	VotedIndebtednssLevieSecurdRol	770,000.00	770,000.00	469,267.17	300,732.83	60.94
8612	VotdIndebtednesLevieUnscurdRol	52,000.00	52,000.00	44,367.32	7,632.68	85.32
8613	VotdIndebtednesLeviePriYrTaxes	2,000.00	2,000.00	1,155.30	844.70	57.77
8614	VotdIndbtdnssLevieSuplmntlTaxe	11,000.00	11,000.00	6,272.05	4,727.95	57.02
8660	Interest	12,000.00	12,000.00	5,332.02	6,667.98	44.43
	Total Other Local Revenue	**847,000.00**	**847,000.00**	**526,393.86**	**320,606.14**	**62.15**
	Total Year To Date Revenues	**860,000.00**	**860,000.00**	**530,847.52**	**329,152.48**	**61.73**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Debt Service							
7433	BondRedemptions	801,474.00	801,474.00		801,474.00		100.00
7434	BondInterestOtherServiceCharge	140,137.00	140,137.00		140,136.94	.06	100.00
	Total Debt Service	**941,611.00**	**941,611.00**	**.00**	**941,610.94**	**.06**	**100.00**
	Total Year To Date Expenditures	**941,611.00**	**941,611.00**	**.00**	**941,610.94**	**.06**	**100.00**

Fund 53 - BndIntRdmptFndHarrison

Fiscal Year 2020/21 Through February 2021

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	860,000.00	860,000.00		530,847.52	329,152.48	61.73
B. Expenditures	941,611.00	941,611.00		941,610.94	.06	100.00
C. Subtotal (Revenue LESS Expense)	81,611.00-	81,611.00-		410,763.42-	329,152.42	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	81,611.00-	81,611.00-		410,763.42-	329,152.42	
F. Fund Balance:						
Beginning Balance (9791)	1,529,353.00	1,589,477.00		1,589,477.43		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	1,529,353.00	1,589,477.00		1,589,477.43		
G. Calculated Ending Balance	1,447,742.00	1,507,866.00		1,178,714.01		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	1,447,742.00	1,507,866.00				
Other						

Fund 73 - FoundationPrivPurposeTrustFund — Fiscal Year 2020/21 Through February 2021

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8660	Interest	21,000.00	21,000.00	6,742.55	14,257.45	32.11
8699	AllOtherLocalRevenue	34,000.00	34,000.00	1,762.05	32,237.95	5.18
	Total Other Local Revenue	**55,000.00**	**55,000.00**	**8,504.60**	**46,495.40**	**15.46**
	Total Year To Date Revenues	**55,000.00**	**55,000.00**	**8,504.60**	**46,495.40**	**15.46**

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Services and Other Operating Expenditures							
5800	ProfConsultngSrvcsandOperExpnd	55,000.00	55,000.00		38,027.50	16,972.50	69.14
	Total Services and Other Operating Expenditures	**55,000.00**	**55,000.00**	**.00**	**38,027.50**	**16,972.50**	**69.14**
	Total Year To Date Expenditures	**55,000.00**	**55,000.00**	**.00**	**38,027.50**	**16,972.50**	**69.14**

Fund 73 - FoundationPrivPurposeTrustFund

Fiscal Year 2020/21 Through February 2021

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	55,000.00	55,000.00		8,504.60	46,495.40	15.46
B. Expenditures	55,000.00	55,000.00		38,027.50	16,972.50	69.14
C. Subtotal (Revenue LESS Expense)	.00	.00		29,522.90-	29,522.90	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	.00	.00		29,522.90-	29,522.90	
F. Fund Balance:						
Beginning Balance (9791)	1,488,965.00	1,518,153.00		1,518,153.33		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	1,488,965.00	1,518,153.00		1,518,153.33		
G. Calculated Ending Balance	1,488,965.00	1,518,153.00		1,488,630.43		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	1,488,965.00	1,518,153.00				
Other						

Fund 76 - Warrant/Pass-ThroughFund

Fiscal Year 2020/21 Through February 2021

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues						
B. Expenditures						
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance						
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance						
G. Calculated Ending Balance						
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)						
Other						

Oroville Union High School District

Memorandum

TO: Board of Trustees

FROM: Dr. Corey Willenberg

DATE: February 16, 2021

SUBJECT: **Acceptance of Donations to the Hall of Fame**

The District is seeking board approval to accept donations from the following individual or business sponsors:

Operating Fund

Scholarship Fund

Al Hottinger	$184.29

FAMP Disposal Request February 2021

Site	FAMP#	Description	Reason	eady Disposed in FAMP
OHS	7524	COMPUTER/DELL	OBSOLETE	YES
OHS	7617	COMPUTER APPLE IPAD	OBSOLETE	YES
OHS	7619	Apple I Pad	OBSOLETE	YES
OHS	7768	COMPUTER/DELL	OBSOLETE	YES
OHS	7776	COMPUTER/DELL	OBSOLETE	YES
OHS	7777	COMPUTER/DELL	OBSOLETE	YES
OHS	7778	COMPUTER/DELL	OBSOLETE	YES
OHS	7779	COMPUTER/DELL	OBSOLETE	YES
OHS	7780	COMPUTER/DELL	OBSOLETE	YES
OHS	7781	COMPUTER/DELL	OBSOLETE	YES
OHS	7782	COMPUTER/DELL	OBSOLETE	YES
OHS	7783	COMPUTER/DELL	OBSOLETE	YES
OHS	7784	COMPUTER/DELL	OBSOLETE	YES
OHS	7785	COMPUTER/DELL	OBSOLETE	YES
OHS	7786	COMPUTER/DELL	OBSOLETE	YES
OHS	7787	COMPUTER/DELL	OBSOLETE	YES
OHS	7788	COMPUTER/DELL	OBSOLETE	YES
OHS	7789	COMPUTER/DELL	OBSOLETE	YES
OHS	7790	COMPUTER/DELL	OBSOLETE	YES
OHS	7792	COMPUTER/DELL	OBSOLETE	YES
OHS	7793	COMPUTER/DELL	OBSOLETE	YES
OHS	7794	COMPUTER/DELL	OBSOLETE	YES
OHS	7795	COMPUTER/DELL	OBSOLETE	YES
OHS	7796	COMPUTER/DELL	OBSOLETE	YES
OHS	7797	COMPUTER/DELL	OBSOLETE	YES
OHS	7800	COMPUTER/DELL	OBSOLETE	YES
OHS	10003	COMPUTER/DELL	OBSOLETE	YES
OHS	10581	COMPUTER/MICROSOFT SURFCE PRO	OBSOLETE	YES
OHS	10773	COMPUTER/DELL	OBSOLETE	YES

Date Board Approved _____

Comprehensive School Safety Plan

2020-2021 School Year

School: Oroville Union High School District

CDS Code: 04615150000000

District: Oroville Union High School District

Address: 2211 Washington Avenue
Oroville, CA 95966

Date of Adoption: 11/12/2020

Date of Update: 01/07/2020

Date of Review:

- **with Staff**
- **with Law Enforcement**
- **with Fire Authority**

Approved by:

Name	Title	Signature	Date
Dr. Corey Willenberg	Superintendent		2-16-2021
Mr. Jim LaGrone	Maintenance/Facility and Transportation Director		2-16-2021
Mrs. Jacqueline Deadmore	Food Service Supervisor		2-17-21
Mr. Rich Hogan	Teacher		2/17/21
Mrs. Cristi Tellechea	Principal, Oroville High		2/17/21
Mr. Dan Ramos	Principal, Las Plumas High		2/17/21
Mr. Tim Drury	Principal, Prospect/CDS		2/17/21
Officer Steven Roberts	Police Officer, Oroville Police Department		2-16-21
Lt. Brett Marsters	Deputy, Butte County Sheriff's Office		

OROVILLE UNION HIGH SCHOOL DISTRICT
Preparing Students for the Future Today
Est. 1892

To: Oroville Union High School District Board of Trustees
From: Corey Willenberg, EdD, Superintendent
Date: February 5, 2021
Subject: OUHSD Comprehensive Safety Plan

California Law requires schools and districts to review, revise, approve and post on the district website by March 1st a comprehensive safety plan.

The attached safety plan was revised by school staff and reviewed by stakeholders including local law enforcement.

OUHSD is required to complete a district safety plan due to having an enrollment of less than 2,500 students. The Superintendent requires each school to develop a crisis response plan specific to their school site.

Site maps and specific response information has been left out of the safety plan in the board packet.

Superintendent is requesting approval of the OUHSD Comprehensive Safety Plan.

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Comprehensive School Safety Plan Purpose

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school site council or safety committee consult with a fire department and other first responder entities in addition to currently required entities. It requires the CSSP and any updates made to the plan to be shared with the law enforcement agency, the fire department, and the other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent ofthe Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January I, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy of the Comprehensive School Safety Plan is available for review at 2211 Washington Avenue, Oroville, CA 95966.

Safety Plan Vision

OUHSD will provide a variety of quality educational experiences for students of all learning styles, in a safe and nurturing environment to prepare them to be critical thinkers and consumers in the 21st century in a fiscally responsible manner. Learning communities will provide programs and experiences that promote academic achievement and personal and social growth of every student.

We expect:

All students to graduate.

Strategic establishment of positive relationships with all students in the class.

Teachers to engage students in the active learning process, which includes participation, discussion, writing, hands-on activities and experiential learning opportunities.

Teaching, modeling and reinforcement of pro social classroom skills (following directions the first time, actively listening, waiting patiently, sharing with others, etc.).

Classroom behavioral expectations to be posted, taught, reviewed and known by every student.

Students and teachers to use technology to enhance the educational experience.

Staff involvement and engagement in professional learning communities to support development in all curricular areas.

Curriculum and instructional practices to be aligned with the Common Core State Standards and the

Standards for the Teaching Profession.

Our schools to actively pursue, encourage and welcome increased family and community involvement

Components of the Comprehensive School Safety Plan (EC 32281)

Oroville Union High School District Safety Committee

Assessment of School Safety

UNITED STATES SECRET SERVICE

ENHANCING SCHOOL SAFETY USING

A THREAT ASSESSMENT MODEL

An Operational Guide for Preventing Targeted School Violence

National Threat Assessment Center

July 2018

U.S. SECRET SERVICE SCHOOL SAFETY RESEARCH

Over the last 20 years, the U.S. Secret Service National Threat Assessment Center (NTAC) has conducted research, training, and consultation on threat assessment and the prevention of various forms of targeted violence. Following the tragedy at Columbine High School in April 1999, the Secret Service partnered with the Department of Education on two studies related to school safety. Published in 2002, the Safe School Initiative (SSI) examined 37 incidents of targeted violence that occurred at elementary and secondary schools to analyze the thinking and behavior of students who commit these attacks. The report, and accompanying guide, served as the impetus for establishing threat assessment programs in schools. In 2008, the agencies released the Bystander Study, a report that explored a key SSI fnding that prior to most attacks, other students knew of the attackers' plans, yet most did not report it to an adult. The report highlighted the importance of creating safe school climates in which students are empowered to share their concerns. Since then, NTAC has continued to provide and update training to schools, law enforcement, and others on threat assessment and prevention practices.

U.S. SECRET SERVICE'S LATEST INITIATIVE REGARDING SCHOOL SAFETY

The tragic events of the February 14, 2018 shooting at Marjory Stoneman Douglas High School in Parkland, Florida, and the May 18, 2018 shooting at Santa Fe High School in Santa Fe, Texas, demonstrated the ongoing need to provide leadership in preventing future school attacks. As such, the U.S. Secret Service, along with many of our partners, have redoubled our efforts and are poised to continue enhancing school safety. As part of these efforts, NTAC created an operational guide that provides actionable steps that schools can take to develop comprehensive targeted violence prevention plans for conducting threat assessments in schools. The guide, titled Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for

Preventing Targeted School Violence, is available on the U.S. Secret Service website. A condensed overview is outlined on the following page.

KEY CONSIDERATIONS

- In conjunction with physical security and emergency management, a threat assessment process is an effective component to

ensuring the safety and security of our nation's schools.

- Threat assessment procedures recognize that students engage in a continuum of concerning behaviors, the vast majority of

which will be non-threatening and non-violent, but may still require intervention.

- The threshold for intervention should be relatively low so that schools can identify students in distress before their behavior

escalates to the level of eliciting concerns about safety.

- Everyone has a role to play in preventing school violence and creating safe school climates. Students should feel

empowered to come forward without fear of reprisal. Faculty and staff should take all incoming reports seriously, and assess any information regarding concerning behavior or statements.

Additional Resources: The full guide provides information and links to additional resources that can help schools create threat assessment teams, establish

reporting mechanisms, train stakeholders, and promote safe school climates.

CREATING A TARGETED VIOLENCE PREVENTION PLAN

The goal of a threat assessment is to identify students of concern, assess their risk for engaging in violence or other harmful activities, and identify intervention strategies to manage that risk. This process begins with establishing a comprehensive targeted violence prevention plan that requires schools to:

Step 1: Establish a multidisciplinary threat assessment team of school personnel including faculty, staff, administrators, coaches, and available school resource offcers who will direct, manage, and document the threat assessment process.

Step 2: Defne behaviors, including those that are prohibited and should trigger immediate intervention (e.g., threats, violent acts, and weapons on campus) and other concerning behaviors that require a threat assessment.

Step 3: Establish and provide training on a central reporting system such as an online form on the school website, email address, phone number, smartphone application, or other mechanisms. Ensure that it provides anonymity to those reporting concerns and is monitored by personnel who will follow-up on all reports.

Step 4: Determine the threshold for law enforcement intervention, especially if there is a safety risk.

Step 5: Establish threat assessment procedures that include practices for maintaining documentation, identifying sources of information, reviewing records, and conducting interviews. Procedures should include the following investigative themes to guide the assessment process:

Motive: What motivated the student to engage in the behavior of concern? What is the student trying to solve?

Communications: Have there been concerning, unusual, threatening, or violent communications? Are there communications about thoughts of suicide, hopelessness, or information relevant to the other investigative themes?

- Inappropriate Interests: Does the student have inappropriate interests in weapons, school attacks or attackers, mass attacks, other violence? Is there a fixation on an issue or a person?
- Weapons Access: Is there access to weapons? Is there evidence of manufactured explosives or incendiary devices?
- Stressors: Have there been any recent setbacks, losses, or challenges? How is the student coping with stressors?
- Emotional and Developmental Issues: Is the student dealing with mental health issues or developmental disabilities? Is the student's behavior a product of those issues? What resources does the student need?
- Desperation or Despair: Has the student felt hopeless, desperate, or like they are out of options?
- Violence as an Option: Does the student think that violence is a way to solve a problem? Have they in the past?
- Concerned Others: Has the student's behavior elicited concern? Was the concern related to safety?
- Capacity: Is the student organized enough to plan and execute an attack? Does the student have the resources?
- Planning: Has the student initiated an attack plan, researched tactics, selected targets, or practiced with a weapon?
- Consistency: Are the student's statements consistent with his or her actions or what others observe? If not, why?
- Protective Factors: Are there positive and prosocial infuences in the student's life? Does the student have a positive and trusting relationship with an adult at school? Does the student feel emotionally connected to other students?

Step 6: Develop risk management options to enact once an assessment is complete. Create individualized management plans to mitigate identifed risks. Notify law enforcement immediately if the student is thinking about an attack, ensure the safety of potential targets, create a situation less prone to violence, redirect the student's motive, and reduce the effect of stressors.

Step 7: Create and promote a safe school climate built on a culture of safety, respect, trust, and emotional support.

Encourage communication, intervene in conficts and bullying, and empower students to share their concerns.

Step 8: Provide training for all stakeholders, including school personnel, students, parents, and law enforcement.

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)
(a) It is the intent of the Legislature that public schools serving pupils in any of grades 8 to 12, inclusive, have access to supplemental resources to establish programs and strategies that promote school safety and emphasize violence prevention among children and youth in the public schools.

(b) It is also the intent of the Legislature that public schools have access to supplemental resources to combat bias on the basis of race, color, religion, ancestry, national origin, disability, gender, gender identity, gender expression, or sexual orientation, as defined in subdivision (r) of Section 12926 of the Government Code, and to prevent and respond to acts of hate violence and bias-related incidents. Sexual orientation shall not include pedophilia.

(c) It is further the intent of the Legislature that schoolsites receiving funds pursuant to this article accomplish all of the following goals:

(1) Teach pupils techniques for resolving conflicts without violence.

(2) Train school staff and administrators to support and promote conflict resolution and mediation techniques for resolving conflicts between and among pupils.

(3) Reduce incidents of violence at the schoolsite with an emphasis on prevention and early detection.

(4) Provide age-appropriate instruction in domestic violence prevention, dating violence prevention, and interpersonal violence prevention.

(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)
OROVILLE UNION HIGH SCHOOL DISTRICT
BP 5141.4 (a)
Students

Child Abuse Prevention and Reporting

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with schoolbased mental health services or other support services and/or may refer the student to
resources available within the community as needed.
(cf. 1020 - Youth Services)
(cf. 5141.6 - School Health Services)
(cf. 6164.2 - Guidance/Counseling Services)

Child Abuse Prevention

The district's instructional program shall include age-appropriate and culturally sensitive child abuse prevention curriculum. This curriculum shall explain students' right to live free of abuse, include instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, inform students of available support resources, and teach students

how to obtain help and disclose incidents of abuse.
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

The district's program also may include age-appropriate curriculum in sexual abuse and sexual assault awareness and prevention. Upon written request of a student's parent/guardian, the student shall be excused from taking such instruction. (Education Code 51900.6)
The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 5145.7 - Sexual Harassment)
Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)
(cf. 0450 - Comprehensive Safety Plan)

District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

The Superintendent or designee shall provide training regarding the duties of mandated reporters.
Legal Reference:

EDUCATION CODE

32280-32288 Comprehensive school safety plans
33195 Heritage schools, mandated reporters
33308.1 Guidelines on procedure for filing child abuse complaints
44252 Teacher credentialing
44691 Staff development in the detection of child abuse and neglect
44807 Duty concerning conduct of students
48906 Notification when student released to peace officer
48987 Dissemination of reporting guidelines to parents
49001 Prohibition of corporal punishment
51220.5 Parenting skills education
51900.6 Sexual abuse and sexual assault awareness and prevention
PENAL CODE
152.3 Duty to report murder, rape, or lewd or lascivious act
273a Willful cruelty or unjustifiable punishment of child; endangering life or health
288 Definition of lewd or lascivious act requiring reporting
11164-11174.3 Child Abuse and Neglect Reporting Act
WELFARE AND INSTITUTIONS CODE
15630-15637 Dependent adult abuse reporting
CODE OF REGULATIONS, TITLE 5
4650 Filing complaints with CDE, special education students
UNITED STATES CODE, TITLE 42
11434a McKinney-Vento Homeless Assistance Act; definitions
COURT DECISIONS
Camreta v. Greene (2011) 131 S.Ct. 2020
Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve
Health Framework for California Public Schools, Kindergarten Through Grade Twelve
WEB SITES
California Attorney General's Office, Suspected Child Abuse Report Form: http://www.ag.ca.gov/childabuse/pdf/ss_8572.pdf
California Department of Education, Safe Schools: http://www.cde.ca.gov/ls/ss/ap
California Department of Social Services, Children and Family Services Division: http://www.childsworld.ca.gov
U.S. Department of Health and Human Services, Child Welfare Information Gateway: https://www.childwelfare.gov/can
Adopted: 4/78
Revised: 8/15/01, 2/2/05, 3/4/15

Students

Child Abuse Prevention and Reporting

Definitions
Child abuse or neglect includes the following: (Penal Code 11165.5, 11165.6)
1. A physical injury or death inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1
3. Neglect of a child as defined in Penal Code 11165.2
4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3
5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 5145.7 - Sexual Harassment)
Child abuse or neglect does not include:
1. A mutual affray between minors (Penal Code 11165.6)
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of his/her employment (Penal Code 11165.6)
(cf. 3515.3 - District Police/Security Department)
3. An injury resulting from the exercise by a teacher, vice principal, principal, or other certificated employee of the same degree of physical control over a student that a parent/guardian would be privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)
4. An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, to protect himself/herself, or to obtain weapons or other dangerous objects within the control of a student (Education Code 49001)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144 - Discipline)
(cf. 6159.4 - Behavioral Interventions for Special Education Students)
5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by a student (Education Code 49001)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6145.2 - Athletic Competition)

6. Homelessness or classification as an unaccompanied minor (Penal Code 11165.15)
Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; athletic coaches, administrators, and directors; administrators and employees of a licensed child day care facility; Head Start teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)
Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)
Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the appropriate agency. (Penal Code 11166.05, 11167)

Any district employee who reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury against a victim who is a child under age 14 shall notify a peace officer. (Penal Code 152.3, 288)
Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)
Any person not identified as a mandated reporter who has knowledge of or observes a child whom he/she knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)
(cf. 1240 - Volunteer Assistance)

Reporting Procedures

1. Initial Telephone Report
Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department,

county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11165.9, 11166)

Oroville Police Department
2055 Lincoln Street
Oroville, CA 95966
(530) 538-2448

Butte County Sheriff's Office
5 Gillick Way
Oroville, CA 95965
(530) 538-7321

When the initial telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Written Report
Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572). (Penal Code 11166, 11168)

The Department of Justice form may be obtained from the district office or other appropriate agencies, such as the county probation or welfare department or the police or sheriff's department.

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)
a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter
b. The child's name and address, present location, and, where applicable, school, grade, and class
c. The names, addresses, and telephone numbers of the child's parents/guardians
d. The name, address, telephone number, and other relevant personal information about the person who might have abused or neglected the child
e. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information
The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her. (Penal Code 11167)
The mandated reporter may give to an investigator from an agency investigating the case, including a licensing agency, any information relevant to an incident of child abuse or neglect or to a report made for serious emotional damage pursuant to Penal Code 11166.05. (Penal Code 11167)

3. Internal Reporting

The mandated reporter shall not be required to disclose his/her identity to his/her supervisor, the principal, or the Superintendent or designee. (Penal Code 11166)
However, employees reporting child abuse or neglect to an appropriate agency are encouraged, but not required, to notify the principal as soon as possible after the initial telephone report to the appropriate agency. When so notified, the principal shall inform the Superintendent or designee.

The principal so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Board policy, and administrative regulation. At the mandated reporter's request, the principal may assist in completing and filing the necessary forms.

Reporting the information to an employer, supervisor, principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

Training

Within the first six weeks of each school year, the Superintendent or designee shall provide training on mandated reporting requirements to district employees and persons working on their behalf who are mandated reporters. Any school personnel hired during the school year shall receive such training within the first six weeks of employment. (Education Code 44691; Penal Code 11165.7)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall use the online training module provided by the California Department of Social Services. (Education Code 44691)

The training shall include, but not necessarily be limited to, training in identification and reporting of child abuse and neglect. In addition, the training shall include information that failure to report an incident of known or reasonably suspected child abuse or neglect as required by law is a misdemeanor punishable by imprisonment and/or a fine as specified. (Education Code 44691; Penal Code 11165.7)

The Superintendent or designee shall obtain and retain proof of each mandated reporter's completion of the training. (Education Code 44691)

Victim Interviews by Social Services

Whenever the Department of Social Services or another government agency is investigating suspected child abuse or neglect that occurred within the child's home or out-of-home care facility, the student may be interviewed by an agency representative during school hours, on school premises. The Superintendent or designee shall give the student the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the student. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)
1. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone

number of the child's parent/guardian. (Education Code 48906)
(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)

Parent/Guardian Complaints

Upon request, the Superintendent or designee shall provide parents/guardians with procedures for reporting suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is not English, such procedures shall be in their primary language and, when communicating orally regarding those procedures, an interpreter shall be provided.

To file a complaint against a district employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described above for mandated reporters.
(cf. 1312.1 - Complaints Concerning District Employees)
In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650.
(cf. 1312.3 - Uniform Complaint Procedures)

Notifications

The Superintendent or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, their reporting obligations under Penal Code 11166, and their confidentiality rights under Penal Code 11167. The district also shall provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Before beginning employment, any person who will be a mandated reporter by virtue of his/her position shall sign a statement indicating that he/she has knowledge of the reporting obligations under Penal Code 11166 and will comply with those provisions. The signed statement shall be retained by the Superintendent or designee. (Penal Code 11166.5)
Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

The Superintendent or designee also shall notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of his/her professional capacity or outside the scope of his/her employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)

2. If a mandated reporter fails to timely report an incident of known or reasonably suspected child abuse or neglect, he/she may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166)
3. No employee shall be subject to any sanction by the district for making a report unless it can be shown that he/she knowingly made a false report or made a report with reckless

disregard of the truth or falsity of the report. (Penal Code 11166)

Adopted: 4/78
Amended: 8/15/01, 2/2/05, 7/18/06, 7/18/07, 8/5/09, 2/2/11, 3/4/15

(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

Disaster Plan (See Appendix C-F)
A disaster is defined as a sudden calamitous emergency event bringing great damage, loss, or destruction. Disasters may occur with little to no advanced warning, e.g., an earthquake or flash flood, or they may develop from one or more incidents, e.g. a major wildfire or hazardous materials discharge.

Disasters are either single or multiple events that have many separate incidents associated with them. The resource demand goes beyond local capabilities and extensive mutual aid and support are needed. There are many agencies and jurisdictions involved including multiple layers of government. There is usually an extraordinary threat to life and property affecting a generally widespread population and geographical area. A disaster's effects last over a substantial period of time (days to weeks) and local government will proclaim a Local Emergency. Emergency Operations Centers are activated to provide centralized overall coordination of jurisdictional assets, departments and incident support functions. Initial recovery coordination is also a responsibility of the EOCs.

Public Agency Use of School Buildings for Emergency Shelters

Schools are required by both federal statute and state regulation to be available for shelters following a disaster. The American Red Cross (ARC) has access to schools in damaged areas to set up their mass care facilities, and local governments have a right to use schools for the same purposes. This requires close cooperation between school officials and ARC or local government representatives, and should be planned and arranged for in advance. OUHSD will work with allied agencies to assist if practicable.

Authorities and References State of California

California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code).
The Act provides the basic authorities for conducting emergency operations following a proclamation of Local Emergency, State of Emergency, or State of War Emergency by the Governor and/or appropriate local authorities, consistent with the provisions of this Act.

California Government Code, Section 3100, Title 1, Division 4, Chapter 4.

States that public employees are disaster service workers, subject to such disaster service activities as may be assigned to them by their superiors or by law. The term "public employees" includes all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed.

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines
OROVILLE UNION HIGH SCHOOL DISTRICT

BP 5144.1 (a)

Students

Suspension and Expulsion/Due Process

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and

regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.
Except when otherwise permitted by law, a student may be suspended or expelled only when the behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))
1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.
Appropriate Use of Suspension Authority
Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when the student's presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.
No student may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)
Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

On-Campus Suspension
To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.
Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel
A student may be expelled only by the Board. (Education Code 48918(j))
As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)
1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261,

266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921
For all other violations listed in the accompanying administrative regulation, the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))
1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others
A vote to expel a student shall be taken in an open session of a Board meeting.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)
No student shall be expelled for disruption or willful defiance. (Education Code 48900)
No child enrolled in a preschool program shall be expelled except under limited circumstances as specified in AR 5148.3 - Preschool/Early Childhood Education.

Due Process

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

The Superintendent or designee shall maintain outcome data related to student suspensions and expulsions in accordance with Education Code 48900.8 and 48916.1, including, but not limited to, the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the Board annually and to the California Department of Education when so required. In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

State Reference Description
CCP. 1985-1997 Production of evidence; means of production
Civ. Code 47 Privileged communication
Civ. Code 48.8 Defamation liability
Ed. Code 17292.5 Program for expelled students
Ed. Code 1981-1981.5 Enrollment of students in community school
Ed. Code 212.5 Sexual harassment
Ed. Code 233 Hate violence
Ed. Code 32261 Interagency School Safety Demonstration Act of 1985
Ed. Code 35145 Open board meetings
Ed. Code 35146 Closed sessions regarding suspensions
Ed. Code 35291 Rules (for government and discipline of schools)

Ed. Code 35291.5 Rules and procedures on school discipline
Ed. Code 48645.5 Readmission; contact with juvenile justice system
Ed. Code 48660-48666 Community day schools
Ed. Code 48853.5 Foster youth
Ed. Code 48900-48927 Suspension and expulsion
Ed. Code 48950 Speech and other communication
Ed. Code 48980 Parental notifications
Ed. Code 49073-49079 Privacy of student records
Ed. Code 52052 Numerically significant student subgroups
Ed. Code 52060-52077 Local control and accountability plan
Ed. Code 64000-64001 Consolidated application
Ed. Code 8239.1 Prohibition against expulsion of preschool student
Gov. Code 11455.20 Contempt
Gov. Code 54950-54963 The Ralph M. Brown Act
H&S Code 11014.5 Drug paraphernalia
H&S Code 11053-11058 Standards and schedules
Lab. Code 230.7 Employee time off to appear in school on behalf of a child
Pen. Code 240 Assault defined
Pen. Code 241.2 Assault fines
Pen. Code 242 Battery defined
Pen. Code 243.2 Battery on school property
Pen. Code 243.4 Sexual battery
Pen. Code 245 Assault with deadly weapon
Pen. Code 245.6 Hazing
Pen. Code 261 Rape defined
Pen. Code 266c Unlawful sexual intercourse
Pen. Code 286 Sodomy defined
Pen. Code 288 Lewd or lascivious acts with child under age 14
Pen. Code 288a Oral copulation
Pen. Code 289 Penetration of genital or anal openings
Pen. Code 31 Principal of a crime, defined
Pen. Code 417.27 Laser pointers
Pen. Code 422.55 Definition of hate crime
Pen. Code 422.6 Interference with exercise of civil rights
Pen. Code 422.7 Aggravating factors for punishment
Pen. Code 422.75 Enhanced penalties for hate crimes
Pen. Code 626.10 Dirks, daggers, knives, razors, or stun guns
Pen. Code 626.2 Entry upon campus after written notice of suspension or dismissal without permission
Pen. Code 626.9 Gun-Free School Zone Act of 1995
Pen. Code 868.5 Supporting person; attendance during testimony of witness
W&I Code 729.6 Counseling
Federal Reference Description
18 USC 921 Definitions, firearm
20 USC 1415(K) Placement in alternative educational setting
20 USC 7961 Gun-free schools
42 USC 11432-11435 Education of homeless children and youths
Adopted: 2/21/07
Amended 2/20/13, 11/5/14, 9/21/16, 2/28/18, 12/19/18, 9/23/20

OROVILLE UNION HIGH SCHOOL DISTRICT

AR 5144.1 (a)

Students

Suspension and Expulsion/Due Process

Definitions

Suspension means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)
1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910
Expulsion means removal of a student from the immediate supervision and control or the general supervision of school personnel. (Education Code 48925)
Notice of Regulations
At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980)
Grounds for Suspension and Expulsion: Grades K-12
Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows and in the sections "Additional Grounds for Suspension and Expulsion: Grades 4-12" and "Additional Grounds for Suspension and Expulsion: Grades 9-12" below:
1. Caused, attempted to cause, or threatened to cause physical injury to another person; willfully used force or violence upon another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury (Education Code 48900(a) and (t))
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence (Education Code 48900(b))
3. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind (Education Code 48900(c))
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as such controlled substance, alcoholic beverage, or intoxicant (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property (Education Code 48900(f))
7. Stole or attempted to steal school property or private property (Education Code 48900(g))
8. Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except that this restriction shall not prohibit a student from using or possessing prescription products (Education Code 48900(h))
9. Committed an obscene act or engaged in habitual profanity or vulgarity (Education Code 48900(i))
10. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5 (Education Code 48900(j))
11. Knowingly received stolen school property or private property (Education Code 48900(l))

12. Possessed an imitation firearm (Education Code 48900(m))
Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))
13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n))
14. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness (Education Code 48900(o))
15. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (Education Code 48900(p))
16. Engaged in, or attempted to engage in, hazing (Education Code 48900(q))
Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))
17. Engaged in an act of bullying (Education Code 48900(r))
Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to self or property; cause the student to experience a substantially detrimental effect on physical or mental health; or cause the student to experience substantial interferences with academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r))
Bullying includes any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in the section "Additional Grounds for Suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student.
Bullying also includes an act of cyber sexual bullying by a student through the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording that depicts a nude, semi-nude, or sexually explicit photograph or other visual recording of an identifiable minor, when such dissemination is to another student or to school personnel by means of an electronic act and has or can be reasonably predicted to have one or more of the effects of bullying described above. Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school sanctioned activities.
Electronic act means the creation or transmission originated on or off the school site by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication including, but not limited to: (Education Code 48900(r))
a. A message, text, sound, video, or image
b. A post on a social network Internet web site, including, but not limited to, posting to or creating a burn page or creating a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above.
Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of the student's age, or for a person of the student's age and disability. (Education Code 48900(r))
18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))
19. Made terrorist threats against school officials and/or school property (Education Code

48900.7)
A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of $1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out. (Education Code 48900.7)
Additional Grounds for Suspension and Expulsion: Grades 4-12
A student in grades 4-12 shall be subject to suspension or recommendation for expulsion when it is determined that the student:
1. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2)
Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)
2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3)
Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)
3. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment (Education Code 48900.4)
Additional Grounds for Suspension and Expulsion: Grades 9-12
Any student in grades 9-12 may be suspended, but not expelled, for disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))
Suspension from Class by a Teacher
A teacher may suspend a student from class for the remainder of the day and the following day for any of the acts specified in Education Code 48900 and listed as items #1-18 under "Grounds for Suspension and Expulsion: Grades K-12" above or for disruption or willful defiance at any grade level, including grades K-8. (Education Code 48910)
When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, the student shall be appropriately supervised during the class periods from which the student has been suspended. (Education Code 48910)
As soon as possible after the teacher decides to suspend the student, the teacher shall ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (Education Code 48910)
A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)
A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which the student was suspended. (Education Code 48910)

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

Suspension by Superintendent, Principal or Principal's Designee

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

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

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

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

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

Length of Suspension

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

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

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

Due Process Procedures for Suspension

Suspensions shall be imposed in accordance with the following procedures:

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

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

2. Administrative Actions: All requests for student suspension are to be processed by the principal or designee. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)

3. Notice to Parents/Guardians: At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall also be notified in writing of the suspension. (Education Code 48911)
This notice shall state the specific offense committed by the student. (Education Code 48900.8)
In addition, the notice may state the date and time when the student may return to school.
4. Parent/Guardian Conference: Whenever a student is suspended, school officials may request a meeting with the parent/guardian to discuss the cause(s) and duration of the suspension, the school policy involved, and any other pertinent matter. (Education Code 48914)
If school officials request to meet with the parent/guardian, the notice may state that the law requires the parent/guardian to respond to such requests without delay. However, no penalties may be imposed on the student for the failure of the parent/guardian to attend such a conference. The student may not be denied reinstatement solely because the parent/guardian failed to attend the conference. (Education Code 48911)
5. Extension of Suspension: If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the semester from continuation school, the Superintendent or designee may, in writing, extend the suspension until such time as the Board has made a decision, provided the following requirements are followed: (Education Code 48911)
a. The extension of the original period of suspension is preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard. This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension.
b. The Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process. (Education Code 48911)
c. If the student involved is a foster youth, the Superintendent or designee shall notify the district liaison for foster youth of the need to invite the student's attorney and a representative of the appropriate county child welfare agency to attend the meeting. (Education Code 48853.5, 48911, 48918.1)
d. If the student involved is a homeless child or youth, the Superintendent or designee shall notify the district liaison for homeless students. (Education Code 48918.1)
In lieu of or in addition to suspending a student, the Superintendent, principal, or designee may provide services or require the student to participate in an alternative disciplinary program designed to correct the behavior and keep the student in school.
On-Campus Suspension
A student for whom an expulsion action has not been initiated and who poses no imminent danger or threat to the school, students, or staff may be assigned to on-campus suspension in a separate classroom, building, or site for the entire period of suspension. The following conditions shall apply: (Education Code 48911.1)
1. The on-campus suspension classroom shall be staffed in accordance with law.
2. The student shall have access to appropriate counseling services.
3. The on-campus suspension classroom shall promote completion of schoolwork and tests missed by the student during the suspension.
4. The student shall be responsible for contacting the student's teacher(s) to receive assignments to be completed in the supervised suspension classroom. The teacher(s) shall provide all assignments and tests that the student will miss while suspended. If no such work is assigned, the person supervising the suspension classroom shall assign schoolwork.
At the time a student is assigned to an on-campus suspension classroom, the principal or designee shall notify the student's parent/guardian in person or by telephone. When the assignment is for longer than one class period, this notification may be made in writing.

(Education Code 48911.1)
Superintendent or Principal's Authority to Recommend Expulsion
Unless the Superintendent or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, the Superintendent or principal shall recommend a student's expulsion for any of the following acts: (Education Code 48915)
1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance as listed in Health and Safety Code 11053-11058, except for (a) the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis, or (b) the student's possession of over-the-counter medication or other medication prescribed by a physician
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee
In determining whether or not to recommend the expulsion of a student, the Superintendent, principal, or designee shall act as quickly as possible to ensure that the student does not lose instructional time. (Education Code 48915)
Student's Right to Expulsion Hearing
Any student recommended for expulsion shall be entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within 30 school days after the Superintendent, principal, or designee determines that the student has committed the act(s) that form the basis for the expulsion recommendation. (Education Code 48918(a))
The student is entitled to at least one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing. Any subsequent postponement may be granted at the Board's discretion. (Education Code 48918(a))
If the Board finds it impractical during the regular school year to comply with these time requirements for conducting an expulsion hearing, the Superintendent or designee may, for good cause, extend the time period by an additional five school days. Reasons for the extension shall be included as a part of the record when the expulsion hearing is held. (Education Code 48918(a))
If the Board finds it impractical to comply with the time requirements of the expulsion hearing due to a summer recess of Board meetings of more than two weeks, the days during the recess shall not be counted as school days. The days not counted during the recess may not exceed 20 school days, as defined in Education Code 48925. Unless the student requests in writing that the expulsion hearing be postponed, the hearing shall be held not later than 20 calendar days prior to the first day of the next school year. (Education Code 48918(a))
Once the hearing starts, all matters shall be pursued with reasonable diligence and concluded without unnecessary delay. (Education Code 48918(a))
Stipulated Expulsion
After a determination that a student has committed an expellable offense, the Superintendent, principal, or designee shall offer the student and parent/guardian the option to waive a hearing and stipulate to the expulsion or to a suspension of the expulsion under certain conditions. The offer shall be made only after the student or parent/guardian has been given written notice of the expulsion hearing pursuant to Education Code 48918.
The stipulation agreement shall be in writing and shall be signed by the student and parent/guardian. The stipulation agreement shall include notice of all the rights that the student is waiving, including the waiving of the right to have a full hearing, to appeal the expulsion to the County Board of Education, and to consult legal counsel.
A stipulated expulsion agreed to by the student and parent/guardian shall be effective upon approval by the Board.
Rights of Complaining Witness
An expulsion hearing involving allegations of sexual assault or sexual battery may be postponed for one school day in order to accommodate the special physical, mental, or emotional needs of a student who is the complaining witness. (Education Code 48918.5)
Whenever the Superintendent or designee recommends an expulsion hearing that addresses allegations of sexual assault or sexual battery, the Superintendent or designee shall give the

complaining witness a copy of the district's suspension and expulsion policy and regulation and shall advise the witness of the right to: (Education Code 48918.5)
1. Receive five days' notice of the scheduled testimony at the hearing
2. Have up to two adult support persons present at the hearing at the time the witness testifies
3. Have a closed hearing during the time the witness testifies
Whenever any allegation of sexual assault or sexual battery is made, the Superintendent or designee shall immediately advise complaining witnesses and accused students to refrain from personal or telephone contact with each other during the time when an expulsion process is pending. (Education Code 48918.5)
Written Notice of the Expulsion Hearing
Written notice of the expulsion hearing shall be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. The notice shall include: (Education Code 48900.8, 48918(b))
1. The date and place of the hearing
2. A statement of the specific facts, charges, and offense upon which the proposed expulsion is based
3. A copy of district disciplinary rules which relate to the alleged violation
4. Notification of the student's or parent/guardian's obligation, pursuant to Education Code 48915.1, to provide information about the student's status in the district to any other district in which the student seeks enrollment
This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c).
5. The opportunity for the student or the student's parent/guardian to appear in person or be represented by legal counsel or by a non-attorney adviser
Legal counsel means an attorney or lawyer who is admitted to the practice of law in California and is an active member of the State Bar of California.
Non-attorney adviser means an individual who is not an attorney or lawyer, but who is familiar with the facts of the case and has been selected by the student or student's parent/guardian to provide assistance at the hearing.
6. The right to inspect and obtain copies of all documents to be used at the hearing
7. The opportunity to confront and question all witnesses who testify at the hearing
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses
Additional Notice of Expulsion Hearing for Foster Youth and Homeless Students
If the student facing expulsion is a foster student, the Superintendent or designee shall also send notice of the hearing to the student's attorney and a representative of an appropriate child welfare agency at least 10 days prior to the hearing. (Education Code 48918.1)
If the student facing expulsion is a homeless student, the Superintendent or designee shall also send notice of the hearing to the district liaison for homeless students at least 10 days prior to the hearing. (Education Code 48918.1)
Any notice for these purposes may be provided by the most cost-effective method possible, including by email or a telephone call. (Education Code 48918.1)
Conduct of Expulsion Hearing
1. Closed Session: Notwithstanding Education Code 35145, the Board shall conduct a hearing to consider the expulsion of the student in a session closed to the public unless the student requests in writing at least five days prior to the hearing that the hearing be a public meeting. If such a request is made, the meeting shall be public to the extent that privacy rights of other students are not violated. (Education Code 48918)
Whether the expulsion hearing is held in closed or public session, the Board may meet in closed session to deliberate and determine whether or not the student should be expelled. If the Board admits any other person to this closed session, the parent/guardian, the student, and the counsel of the student also shall be allowed to attend the closed session. (Education Code 48918(c))
If a hearing that involves a charge of sexual assault or sexual battery is to be conducted in public, a complaining witness shall have the right to testify in closed session when testifying

in public would threaten serious psychological harm to the witness and when there are no alternative procedures to avoid the threatened harm, including, but not limited to, a videotaped deposition or contemporaneous examination in another place communicated to the hearing room by closed-circuit television. (Education Code 48918(c))
2. Record of Hearing: A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made. (Education Code 48918(g))
3. Subpoenas: Before commencing a student expulsion hearing, the Board may issue subpoenas, at the request of either the student or the Superintendent or designee, for the personal appearance at the hearing of any person who actually witnessed the action that gave rise to the recommendation for expulsion. After the hearing has commenced, the Board or the hearing officer or administrative panel may issue such subpoenas at the request of the student or the County Superintendent of Schools or designee. All subpoenas shall be issued in accordance with Code of Civil Procedure 1985-1985.2 and enforced in accordance with Government Code 11455.20. (Education Code 48918(i))
Any objection raised by the student or the Superintendent or designee to the issuance of subpoenas may be considered by the Board in closed session, or in open session if so requested by the student, before the meeting. The Board's decision in response to such an objection shall be final and binding. (Education Code 48918(i))
If the Board determines, or if the hearing officer or administrative panel finds and submits to the Board, that a witness would be subject to unreasonable risk of harm by testifying at the hearing, a subpoena shall not be issued to compel the personal attendance of that witness at the hearing. However, that witness may be compelled to testify by means of a sworn declaration as described in item #4 below. (Education Code 48918(i))
4. Presentation of Evidence: Technical rules of evidence shall not apply to the expulsion hearing, but relevant evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. The decision of the Board to expel shall be supported by substantial evidence that the student committed any of the acts pursuant to Education Code 48900 and listed in "Grounds for Suspension and Expulsion: Grades K-12," "Additional Grounds for Suspension and Expulsion: Grades 4-12," and "Additional Grounds for Suspension and Expulsion: Grades 9-12" above. (Education Code 48918(h))
Findings of fact shall be based solely on the evidence at the hearing. Although no finding shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm. (Education Code 48918(f))
In cases where a search of a student's person or property has occurred, evidence describing the reasonableness of the search shall be included in the hearing record.
5. Testimony by Complaining Witnesses: The following procedures shall be observed when a hearing involves allegations of sexual assault or sexual battery by a student: (Education Code 48918, 48918.5)
a. Any complaining witness shall be given five days' notice before being called to testify.
b. Any complaining witness shall be entitled to have up to two adult support persons, including, but not limited to, a parent/guardian or legal counsel, present during the testimony.
c. Before a complaining witness testifies, support persons shall be admonished that the hearing is confidential.
d. The person presiding over the hearing may remove a support person who is disrupting the hearing.
e. If one or both support persons are also witnesses, the hearing shall be conducted in accordance with Penal Code 868.5.
f. Evidence of specific instances of prior sexual conduct of a complaining witness shall be presumed inadmissible and shall not be heard unless the person conducting the hearing determines that extraordinary circumstances require the

evidence to be heard. Before such a determination is made, the complaining witness shall be given notice and an opportunity to oppose the introduction of this evidence. In the hearing on the admissibility of this evidence, the complaining witness shall be entitled to be represented by a parent/guardian, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of a complaining witness shall not be admissible for any purpose.
g. In order to facilitate a free and accurate statement of the experiences of the complaining witness and to prevent discouragement of complaints, the district shall provide a nonthreatening environment.
i. The district shall provide a room separate from the hearing room for the use of the complaining witness before and during breaks in testimony.
ii. At the discretion of the person conducting the hearing, the complaining witness shall be allowed reasonable periods of relief from examination and cross-examination during which the complaining witness may leave the hearing room.
iii. The person conducting the hearing may:
A. Arrange the seating within the hearing room so as to facilitate a less intimidating environment for the complaining witness
B. Limit the time for taking the testimony of a complaining witness to normal school hours, if there is no good cause to take the testimony during other hours
C. Permit one of the support persons to accompany the complaining witness to the witness stand
6. Decision: The Board's decision as to whether to expel a student shall be made within 40 school days after the student is removed from school, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))
Alternative Expulsion Hearing: Hearing Officer or Administrative Panel
Instead of conducting an expulsion hearing itself, the Board may contract with the county hearing officer or with the Office of Administrative Hearings of the State of California for a hearing officer. The Board may also appoint an impartial administrative panel composed of three or more certificated personnel, none of whom shall be members of the Board or on the staff of the school in which the student is enrolled. (Education Code 48918)
A hearing conducted by the hearing officer or administrative panel shall conform to the same procedures applicable to a hearing conducted by the Board as specified above in "Conduct of Expulsion Hearing," including the requirement to issue a decision within 40 school days of the student's removal from school, unless the student requests that the decision be postponed. (Education Code 48918(a) and (d))
The hearing officer or administrative panel shall, within three school days after the hearing, determine whether to recommend expulsion of the student to the Board. If expulsion is not recommended, the expulsion proceeding shall be terminated and the student shall be immediately reinstated and permitted to return to the classroom instructional program from which the referral was made, unless another placement is requested in writing by the student's parent/guardian. Before the student's placement decision is made by the student's parent/guardian, the Superintendent or designee shall consult with the parent/guardian and district staff, including the student's teachers, regarding other placement options for the student in addition to the option to return to the classroom instructional program from which the student's expulsion referral was made. The decision to not recommend expulsion shall be final. (Education Code 48918(e))
If expulsion is recommended, findings of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. (Education Code 48918(f))
In accordance with Board policy, the hearing officer or administrative panel may recommend that the Board suspend the enforcement of the expulsion. If the hearing officer or administrative panel recommends that the Board expel a student but suspend the enforcement of the

expulsion, the student shall not be reinstated and permitted to return to the classroom instructional program from which the referral was made until the Board has ruled on the recommendation. (Education Code 48917, 48918)

Final Action by the Board

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

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

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

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

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

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

Written Notice to Expel

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

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed above under "Grounds for Suspension and Expulsion: Grades K-12," "Additional Grounds for Suspension and Expulsion: Grades 4-12," or "Additional Grounds for Suspension and Expulsion: Grades 9-12" (Education Code 48900.8)
2. The fact that a description of readmission procedures will be made available to the student and parent/guardian (Education Code 48916)
3. Notice of the right to appeal the expulsion to the County Board (Education Code 48918)
4. Notice of the alternative educational placement to be provided to the student during the time of expulsion (Education Code 48918)
5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1 (Education Code 48918)

Decision to Suspend Expulsion Order

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

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

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

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class, or program appropriate for the student's rehabilitation. This rehabilitation program may provide for the involvement of the student's parent/guardian in the

student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program. (Education Code 48917)
2. During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status. (Education Code 48917)
3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12," "Additional Grounds for Suspension and Expulsion: Grades 4-12," or "Additional Grounds for Suspension and Expulsion: Grades 9-12" above or violates any of the district's rules and regulations governing student conduct. (Education Code 48917)
4. When the suspension of enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order. (Education Code 48917)
5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school. Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings. (Education Code 48917)
6. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian. The notice shall inform the parent/guardian of the right to appeal the expulsion to the County Board, the alternative educational placement to be provided to the student during the period of expulsion, and the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1(b). (Education Code 48918(j))
7. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board. (Education Code 48917)

Appeal

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

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

Notification to Law Enforcement Authorities

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

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

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

Placement During Expulsion

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

1. Appropriately prepared to accommodate students who exhibit discipline problems
2. Not provided at a comprehensive middle, junior, or senior high school or at any

elementary school, unless the program is offered at a community day school established at any of these
3. Not housed at the school site attended by the student at the time of suspension
When the placement described above is not available and when the County Superintendent so certifies, students expelled for only acts described in items #6-12 under "Grounds for Suspension and Expulsion: Grades K-12" and items #1-3 under "Additional Grounds for Suspension and Expulsion: Grades 4-12" above may be referred to a program of study that is provided at another comprehensive middle, junior, or senior high school or at an elementary school. (Education Code 48915)
The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)
Readmission After Expulsion
Prior to the date set by the Board for the student's readmission:
1. The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference, the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.
2. The Superintendent or designee shall transmit to the Board a recommendation regarding readmission. The Board shall consider this recommendation in closed session. If a written request for open session is received from the parent/guardian or adult student, it shall be honored to the extent that privacy rights of other students are not violated.
3. If the readmission is granted, the Superintendent or designee shall notify the student and parent/guardian, by registered mail, of the Board's decision regarding readmission.
4. The Board may deny readmission only if it finds that the student has not satisfied the conditions of the rehabilitation plan or that the student continues to pose a danger to campus safety or to other district students or employees. (Education Code 48916)
5. If the Board denies the readmission of a student, the Board shall determine either to continue the student's placement in the alternative educational program initially selected or to place the student in another program that serves expelled students, including placement in a county community school.
6. The Board shall provide written notice to the expelled student and parent/guardian describing the reasons for denying readmittance into the regular program. This notice shall indicate the Board's determination of the educational program which the Board has chosen. The student shall enroll in that program unless the parent/guardian chooses to enroll the student in another school district. (Education Code 48916)
No student shall be denied readmission into the district based solely on the student's arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other such contact with the juvenile justice system. (Education Code 48645.5)

Maintenance of Records
The district shall maintain a record of each suspension and expulsion, including its specific cause(s). (Education Code 48900.8)
Expulsion records of any student shall be maintained in the student's mandatory interim record and sent to any school in which the student subsequently enrolls upon written request by that school. (Education Code 48918(k))
The Superintendent or designee shall, within five working days, honor any other district's request for information about an expulsion from this district. (Education Code 48915.1)
Adopted: 3/7/84
Amended: 4/15/98, 2/6/02, 1/15/03, 3/3/04, 5/5/04, 2/21/07, 8/5/09, 11/17/10, 8/15/12, 2/20/13, 11/5/14, 9/21/16, 2/28/18, 12/19/18, 9/23/20

(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)

OROVILLE UNION HIGH SCHOOL DISTRICT
BP 4158, 4258, 4358 (a)

Personnel

Employee Security

The Governing Board desires to provide a safe and orderly work environment for all employees. As part of the district's comprehensive safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for providing necessary assistance and support when emergency situations occur.
(cf. 0450 - Comprehensive Safety Plan)
(cf. 3515 - Campus Security)
(cf. 5131.4 - Student Disturbances)

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. As appropriate, the Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace.

The Superintendent or designee may pursue legal action on behalf of an employee against a student or his/her parent/guardian to recover damages to the employee or his/her property caused by the student's willful misconduct that occurred on district property, at a school or district activity, or in retaliation for lawful acts of the employee in the performance of his/her duties. (Education Code 48904, 48905)
(cf. 3320 - Claims and Actions Against the District)
(cf. 3515.4 - Recovery for Property Loss or Damage)
(cf. 4156.3/4256.3/4356.3 - Employee Property Reimbursement)
(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

The Superintendent or designee shall ensure that employees receive training in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques, procedures for responding to an active shooter situation, and crisis resolution.
(cf. 4131, 4231, 4331 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee also shall inform teachers, in accordance with law, of crimes and offenses committed by students who may pose a danger in the classroom. (Education Code 48201, 49079; Welfare and Institutions Code 827)

The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, communication devices that would enable two-way communication with law enforcement and others when emergencies occur.
(cf. 5141 - Health Care and Emergencies)

Use of Pepper Spray

Employees shall not carry or possess pepper spray on school property or at school activities, except when authorized by the Superintendent or designee for self-defense purposes. When allowed, an employee may only possess pepper spray in accordance with administrative regulations and Penal Code 22810. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Reporting of Injurious Objects

The Board requires employees to take immediate action upon being made aware that any person is in possession of a weapon or unauthorized injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the potential danger involved and shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately call 911 and the principal
(cf. 3515.7 - Firearms on School Grounds)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.
Legal Reference:

EDUCATION CODE
32210-32212 Willful disturbance, public schools or meetings
32225-32226 Communication devices
35208 Liability insurance
35213 Reimbursement for loss, destruction or damage of school property
44014 Report of assault by pupil against school employee
44807 Duty concerning conduct of students
48201 Transfer of student records
48900-48926 Suspension or expulsion
49079 Notification to teacher; student who has engaged in acts re: grounds suspension or expulsion
49330-49335 Injurious objects
CIVIL CODE
51.7 Freedom from violence or intimidation
OROVILLE UNION HIGH SCHOOL DISTRICT
BP 4158, 4258, 4358 (c)
Employee Security (Cont.)
CODE OF CIVIL PROCEDURE
527.8 Workplace violence safety
GOVERNMENT CODE
995-996.4 Defense of public employees
3543.2 Scope of representation
PENAL CODE
71 Threatening public officers and employees and school officials
240-246.3 Assault and battery, especially:
241.3 Assault against school bus drivers
241.6 Assault on school employee including board member
243.3 Battery against school bus drivers
243.6 Battery against school employee including board member
245.5 Assault with deadly weapon against school employee including board member
290 Registration of sex offenders
601 Trespass by person making credible threat

626-626.11 School crimes
646.9 Stalking
22810 Purchase, possession, and use of tear gas
WELFARE AND INSTITUTIONS CODE
827 Juvenile court proceedings; reports; confidentiality
828.1 District police or security department, disclosure of juvenile records
COURT DECISIONS
City of San Jose v. William Garbett, (2010) 190 Cal. App. 4th 526
Management Resources:
WEB SITES
CSBA: http://www.csba.org
California Department of Education, Safe Schools and Violence Prevention Office: http://www.cde.ca.gov/ls/ss
Adopted: 2/7/01
Amended: 12/19/12, 12/18/19

Personnel

Employee Security

An employee may use reasonable and necessary force for self-defense or defense of another person, to quell a disturbance threatening physical injury to others or damage to property, or to obtain possession of weapons or other dangerous objects within the control of a student. (Education Code 44807, 49001)

An employee shall promptly report to the principal or other immediate supervisor any attack, assault, or physical threat made against him/her by a student or by any other individual in relation to the employee's performance of his/her duties, and any action the employee took in response. When appropriate, the employee and the principal or other immediate supervisor shall report the incident to law enforcement.
Reports of attack, assault, or threat shall be forwarded immediately to the Superintendent or designee.

Notice Regarding Student Offenses Committed While Under School Jurisdiction

The Superintendent or designee shall inform the teacher(s) of each student who, during the previous three school years, has engaged in or is reasonably suspected to have engaged in any act, except the possession or use of tobacco products, that would constitute a ground for suspension or expulsion as specified in AR 5144.1 - Suspension and Expulsion/Due Process.

This information shall be based upon district records maintained in the ordinary course of business or records received from a law enforcement agency. (Education Code 49079)
Upon receiving a transfer student's record regarding acts committed by the student that resulted in his/her suspension or expulsion, the Superintendent or designee shall inform the student's teacher(s) that the student was suspended from school or expelled from his/her former district and of the act that resulted in the suspension or expulsion. (Education Code 48201)
Information received by teacher(s) shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the teacher. (Education Code 49079)

Notice Regarding Student Offenses Committed While Outside School Jurisdiction

When a minor student has been found by a court of competent jurisdiction to have illegally used, sold, or possessed a controlled substance or committed specified crimes involving serious acts of violence, the district police or security department may provide written notification to the Superintendent. (Welfare and Institutions Code 828.1)

When informed by the court that a minor student has been found by a court to have committed any felony or any misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense listed in Penal Code 290, assault or battery, larceny, vandalism, or graffiti, the Superintendent or designee shall so inform the school principal. (Welfare and Institutions Code 827)

The principal shall disseminate this information to any counselor who directly supervises or reports on the student's behavior or progress. The principal shall also inform any teacher or administrator directly supervising or reporting on the student's behavior or progress whom he/she thinks may need the information so as to work with the student appropriately, avoid being needlessly vulnerable, or protect others from vulnerability. (Welfare and Institutions Code 827)

Any court-initiated information that a teacher, counselor, or administrator receives shall be kept confidential and used only to rehabilitate the student and protect other students and staff. The information shall be further disseminated only when communication with the student, parent/guardian, law enforcement staff, and probation officer is necessary to rehabilitate the student or to protect students and staff. (Welfare and Institutions Code 827)

When a student is removed from school as a result of his/her offense, the Superintendent shall hold the court's information in a separate confidential file until the student is returned to the district. If the student is returned to a different district, the Superintendent shall transmit the information provided by the student's parole or probation officer to the superintendent of the new district of attendance. (Welfare and Institutions Code 827)

Any confidential file of court-initiated information shall be kept until the student becomes 18, graduates from high school, or is released from juvenile court jurisdiction, whichever occurs first, and shall then be destroyed. (Welfare and Institutions Code 827)

Procedures to Maintain Confidentiality of Student Offenses

In order to maintain confidentiality when providing information about student offenses to counselors and teachers of classes/programs to which a student is assigned, the principal or designee shall send the staff member a written notification that one of his/her students has committed an offense that requires his/her review of a student's file in the school office. This notice shall not name or otherwise identify the student. The staff member shall be asked to initial the notification and return it to the principal or designee. He/she shall also initial the student's file when reviewing it in the school office.

Approved: 2/7/01
Amended: 3/7/01, 9/5/01, 12/19/12, 12/18/19

(E) Sexual Harassment Policies (EC 212.6 [b])

OROVILLE UNION HIGH SCHOOL DISTRICT
BP 4119.11, 4219.11, 4319.11 (a)

Personnel

Sexual Harassment

The Governing Board is committed to providing a safe work environment that is free of harassment and intimidation. The Board prohibits sexual harassment against district employees and retaliatory behavior or action against any person who complains, testifies, or otherwise participates in the complaint process established for the purpose of this policy.
Sexual harassment includes, but is not limited to, harassment that is based on the gender, gender identity, gender expression, or sexual orientation of the victim.

This policy shall apply to all district employees and to other persons on district property or with some employment relationship with the district, such as interns, volunteers, contractors, and job applicants.
(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)

Any district employee who engages or participates in sexual harassment or who aids, abets, incites, compels, or coerces another to commit sexual harassment in violation of this policy is subject to disciplinary action, up to and including dismissal.
(cf. 4117.7/4317.7 - Employment Status Reports)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation

2. Publicizing and disseminating the district's sexual harassment policy to employees and others to whom the policy may apply
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

3. Ensuring prompt, thorough, and fair investigation of complaints

4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

The Superintendent or designee shall periodically evaluate the effectiveness of the district's strategies to prevent and address harassment. Such evaluation may involve conducting regular anonymous employee surveys to assess whether harassment is occurring or is perceived to be tolerated, partnering with researchers or other agencies with the needed expertise to evaluate the district's prevention strategies, and using any other effective tool for receiving feedback on systems and/or processes. As necessary, changes shall be made to the harassment policy, complaint procedures, or training.

Sexual Harassment Reports and Complaints

Any district employee who feels that he/she has been sexually harassed in the performance of his/her district responsibilities or who has knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to his/her direct supervisor, another supervisor, the district's coordinator for nondiscrimination, the Superintendent, or, if

available, a complaint hotline or an ombudsman. A supervisor or administrator who receives a harassment complaint shall promptly notify the coordinator.
Complaints of sexual harassment shall be filed and investigated in accordance with the complaint procedure specified in AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. (2 CCR 11023)
Legal Reference:
EDUCATION CODE
200-262.4 Prohibition of discrimination on the basis of sex
GOVERNMENT CODE
12900-12996 Fair Employment and Housing Act, especially:
12940 Prohibited discrimination
12950 Sexual harassment; distribution of information
12950.1 Sexual harassment training
LABOR CODE
1101 Political activities of employees
1102.1 Discrimination: sexual orientation
CODE OF REGULATIONS, TITLE 2
11009 Employment discrimination
11021 Retaliation
11023 Harassment and discrimination prevention and correction
11024 Sexual harassment training and education
11034 Terms, conditions, and privileges of employment
CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance
UNITED STATES CODE, TITLE 20
1681-1688 Title IX prohibition against discrimination
UNITED STATES CODE, TITLE 42
2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended
CODE OF FEDERAL REGULATIONS, TITLE 34
106.1-106.9 Nondiscrimination on the basis of sex in education programs or activities
106.51-106.61 Nondiscrimination on the basis of sex in employment in education program or activities
OROVILLE UNION HIGH SCHOOL DISTRICT
BP 4119.11, 4219.11, 4319.11 (c)
Sexual Harassment (Cont.)
COURT DECISIONS
Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026
Faragher v. City of Boca Raton, (1998) 118 S.Ct. 2275
Burlington Industries v. Ellreth, (1998) 118 S.Ct. 2257
Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989
Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S.Ct. 998
Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57
Management Resources:
U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS
Promising Practices for Preventing Harassment, November 2017
WEB SITES
California Department of Fair Employment and Housing: http://www.dfeh.ca.gov
Equal Employment Opportunity Commission: http://www.eeoc.gov
U.S. Department of Education, Office for Civil Rights:
http://www.ed.gov/about/offices/list/ocr/index.html

Adopted: 2/5/92
Amended 4/15/98, 3/7/07, 3/15/17, 5/16/18

Sexual Harassment

This administrative regulation shall apply to all allegations of sexual harassment involving employees, interns, volunteers, and job applicants, but shall not be used to resolve any complaint by or against a student.

Definitions

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; Government Code 12940; 2 CCR 11034)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.

2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting the individual.

3. Submission to or rejection of the conduct is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the district.
Prohibited sexual harassment also includes conduct which, regardless of whether or not it is motivated by sexual desire, is so severe or pervasive as to unreasonably interfere with the victim's work performance or create an intimidating, hostile, or offensive work environment.

Examples of actions that might constitute sexual harassment in the work or educational setting, whether committed by a supervisor, a co-worker, or a non-employee, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors

2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit emails; displaying sexually suggestive objects

3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

Training

The Superintendent or designee shall ensure that all employees receive training regarding the district's sexual harassment policies when hired and periodically thereafter. The training shall include how to recognize prohibited or harassing conduct, the procedures for reporting and/or filing complaints involving an employee, employees' duty to use the district's complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee. The training shall also include information about processes for employees to informally share or obtain information about harassment without filing a complaint.
(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4030 - Nondiscrimination in Employment)
(cf. 5145.7 - Sexual Harassment)

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted employees shall receive training within six months of their assumption of the new position. (Government Code 12950.1)
A supervisory employee is any employee having the authority, in the interest of the district, to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or the responsibility to direct them, adjust their grievances, or effectively recommend such action, when the exercise of the authority is not of a merely routine or clerical nature, but requires the use of independent judgment. (Government Code 12926)
(cf. 4300 - Administrative and Supervisory Personnel)

The district's sexual harassment training and education program for supervisory employees shall be aimed at assisting them in preventing and effectively responding to incidents of sexual harassment, as well as implementing mechanisms to promptly address and correct wrongful behavior. The training shall include, but is not limited to, the following: (Government Code 12950.1; 2 CCR 11024)

1. Information and practical guidance regarding federal and state laws on the prohibition, prevention, and correction of sexual harassment, the remedies available to sexual harassment victims in civil actions, and potential district and/or individual exposure or liability

2. The types of conduct that constitute sexual harassment and practical examples which illustrate sexual harassment, discrimination, and retaliation using training modalities such as role plays, case studies, and group discussions, based on factual scenarios taken from case law, news and media accounts, and hypotheticals based on workplace situations and other sources

3. A supervisor's obligation to report sexual harassment, discrimination, and retaliation of which he/she becomes aware and what to do if the supervisor himself/herself is personally accused of harassment

4. Strategies for preventing harassment, discrimination, and retaliation and appropriate steps to ensure that remedial measures are taken to correct harassing behavior, including an effective process for investigation of a complaint

5. The essential elements of the district's anti-harassment policy, including the limited confidentiality of the complaint process and resources for victims of unlawful sexual harassment, such as to whom they should report any alleged sexual harassment, and how to use the policy if a harassment complaint is filed

6. A copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received

7. The definition and prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance

8. Practical examples of harassment based on gender identity, gender expression, and sexual orientation

The Superintendent or designee shall retain for at least two years the records of any training

provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11024)
Notifications

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted

2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

All employees shall receive a copy of an information sheet prepared by the California Department of Fair Employment and Housing (DFEH) or the district that contains, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment

2. The definition of sexual harassment under applicable state and federal law

3. A description of sexual harassment, with examples

4. The district's complaint process available to the employee

5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)

6. Directions on how to contact DFEH and the EEOC

7. The protection against retaliation provided by 2 CCR 11021 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, the DFEH poster on discrimination in employment and the illegality of sexual harassment and the DFEH poster regarding transgender rights. (Government Code 12950)
Adopted: 4/15/98
Amended: 3/7/07, 7/16/08, 5/18/16, 3/15/17, 5/16/18

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)
OROVILLE UNION HIGH SCHOOL DISTRICT
BP 5132 (a)
Students

Dress and Grooming

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

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

Students shall not be prohibited from dressing in a manner consistent with their gender identity or gender expression or with their religious or cultural observance.
In addition, the dress code shall not discriminate against students based on hair texture and protective hairstyles, including, but not limited to, braids, locks, and twists. (Education Code 212.1)

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

School administrators, teachers, and other staff shall be notified of appropriate and equitable enforcement of the dress code.
When practical, students shall not be directed to correct a dress code violation during instructional time or in front of other students.
Repeated violations or refusal to comply with the district's dress code may result in disciplinary action.

Gang-Related Apparel

The principal, staff, and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a proposed dress code shall be presented to the Board, which shall approve the plan upon determining that it is necessary to protect the health and safety of the school environment. The dress code policy may be included in the school's comprehensive safety plan. (Education Code 35183)
When determining specific items of clothing that may be defined as gang apparel, the school shall ensure that the determination is free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics.

Uniforms

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

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

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms. (Education Code 35183)
State Reference Description
Ed. Code 212.1 Nondiscrimination based on race or ethnicity
Ed. Code 220 Prohibition of discrimination
Ed. Code 32281 School safety plans
Ed. Code 35183 School dress code; uniforms
Ed. Code 35183.5 Sun-protective clothing
Ed. Code 48907 Student exercise of free expression
Ed. Code 49066 Grades; effect of physical education class apparel

Adopted: 4/78
Amended: 9/5/07, 6/19/19, 2/12/20

In cooperation with teachers, students, and parents/guardians, the principal or designee may establish school rules governing student dress and grooming which are consistent with law, Board policy, and administrative regulations. These school dress codes shall be regularly reviewed.
(cf. 0420 - School Plans/Site Councils)

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

The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee. In addition, the principal or designee may impose dress requirements to accommodate the needs of special school activities, physical education classes, athletic activities, and other extracurricular and co-curricular activities.
(cf. 3260 - Fees and Charges)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6145 - Extracurricular and Co-curricular Activities)
(cf. 6145.2 - Athletic Competition)
No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)
(cf. 5121 - Grades/Evaluation of Student Achievement)
Students shall be allowed to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)
(cf. 5141.7 - Sun Safety)

Gang-Related Apparel

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

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

Uniforms

In schools that require a schoolwide uniform, the principal, staff, and parents/guardians of the school shall jointly select the specific uniform to be worn. (Education Code 35183)
At least six months before a school uniform policy is implemented, the principal or designee shall notify parents/guardians of this policy. (Education Code 35183)
(cf. 5145.6 - Parental Notifications)

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

The Superintendent or designee shall establish criteria for determining student eligibility for financial assistance when purchasing uniforms.
Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)

Adopted: 9/5/07
Amended: 6/19/19

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)
Emergency Actions are a set of simple directives and alert level procedures that may be implemented across a number of emergency situations. When an emergency occurs, it is critical that staff members take immediate steps to protect themselves and others. With Emergency Actions in place, staff can follow specific directions without having to learn extensive protocols for each of several dozen different emergency situations. The Incident Commander will decide which Emergency Actions to implement, based on the situation.

The most common immediate emergency actions below are listed below. Staff members must become familiar with each emergency action and be prepared to perform assigned responsibilities. All students must be taught what to do when any of the common emergency actions are implemented.

STATUS ALL CLEAR communicates to students and staff that the emergency is over and normal school operations can resume.

EMERGENCY DAMAGE ASSESSMENT is the inspection process used immediately following an emergency (typically will students and staff are under an EVACUATION order) to determine if it is safe to resume occupancy of school facilities. An EMERGENCY DAMAGE ASSESSMENT should be performed following any event with the potential to cause damage school facilities or equipment.

RESTRICTED MOVEMENT & ACCESS

LOCKDOWN is initiated to isolate students and school staff from danger on or near the campus when movement within the school and within rooms on the campus might put students and staff in jeopardy. LOCKDOWN is used to prevent intruders from entering occupied areas of the buildings.

Lock the doors;
Close and lock windows, and close blinds or cover windows;
Turn off lights;
Silence all electronic devices;
Remain silent;
Use strategies to silently communicate with first responders if possible,
Hide along the wall closest to the exit but out of the view from the hallway (allowing for an ambush of the intruder and for possible escape if the intruder enters the room); and Remain in place until the release from lockdown by school administration or evacuated by law enforcement.

SECURE CAMPUS is implemented as a precautionary measure to ensure the safety of students and staff when there is danger in the surrounding community or a bomb threat is made against the school. SECURE CAMPUS requires that all students and staff take shelter in school buildings and lock all exterior doors. Classroom instruction and/or activity may continue as long as all classroom and office doors are locked and all students and staff remain inside through the duration of that event. The school perimeter should be secured.

SHELTER IN PLACE is implemented when there is a need to isolate students and staff from the outdoor environment to prevent exposure to airborne contaminants. The procedures include closing and sealing doors, windows and vents; shutting down the classroom/building heating, ventilation and air conditioning systems to prevent exposure to the outside air; and turning off pilot lights. SHELTER IN PLACE allows for the free movement of staff and students within the building, although one should not leave the room until further instructions are received. Those in bungalows and buildings with exterior passageways must remain in the classroom while SHELTER IN PLACE is instituted. It is appropriate for, but not limited to, gas leaks, external chemical release, dirty bombs and hazardous material spills.

TAKE COVER is implemented when it is necessary to move to and take refuge in the best shielded areas within the school buildings. It is appropriate for, but not limited to, severe windstorms and tornados.
Move students and staff into the school's permanent buildings, on the ground floor.
Group students/staff together at the furthest point away from windows on the floor.
Face the wall with backs to the windows
Crouch down on knees and elbows
Hands covering the back of their head/neck
If a tornado warning or potentially damaging windstorm occurs at dismissal, delay dismissal.

An order to TAKE COVER should remain in place until the National Weather Service has lifted the warning.

DUCK, COVER AND HOLD ON is the action taken during an earthquake to protect students and staff from flying and falling debris. DUCK, COVER AND HOLD ON is an appropriate action for use during an earthquake or explosion. Immediate EVACUATION and an EMERGENCY DAMAGE ASSESSMENT must be performed prior to occupancy of any of the site's buildings, following any event prompting the use of DUCK, COVER AND HOLD ON.

EVACUATION EVACUATION is implemented when conditions make it unsafe to remain inside the building(s). This action provides for the orderly movement of students and staff along prescribed routes from inside school buildings to a designated outside area of safety.

OFF-SITE EVACUATION is implemented when it is unsafe to remain on the school campus, and evacuation to an off-site assembly area is required. This action provides for the orderly movement of students and staff along prescribed routes from inside school buildings to a designated area of safety off campus. In some situations OFF-SITE EVACUATION may require the use of busing. STRUCTURED REUNIFICATION should be used following any OFF-SITE EVACUATION.

EARLY RELEASE Certain situations may require releasing students from school at a time when parents expect their children to be at the school site. EARLY RELEASE may be implemented when circumstances make keeping students at school inadvisable. EARLY RELEASE must be authorized by the district superintendent or designee. During an EARLY RELEASE, students follow normal dismissal procedures.

REUNIFICATION/STRUCTURED REUNIFICATION is the process used to reunify children with their parents, guardians or caregivers, following a school emergency. Regular dismissal procedures are not followed.

STRUCTURED REUNIFICATION requires:

Maintaining accurate information on the location of each child.
Preventing unauthorized individuals from having access to or removing children.
Verifying the identity of individuals coming to take custody of children.
Verifying each individual has the legal right to take custody the child for which they have asked.
Keeping record of who each student is released to, the method used to verify their identity and the time of the pick-up.

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:
To provide a comprehensive district wide safe schools plan that includes strategy and tactics for action in the event of a crisis or catastrophic event.

Element:

Opportunity for Improvement:

Objectives	Action Steps	Resources	Lead Person	Evaluation

Component:
Review Campus Supervision Staffing and explore options to increase adult supervision at each school site.

Element:
Currently, OUHSD contracts with the Butte County Sheriff's Office to provide a deputy dedicated to Las Plumas High School. During the 2020-2021 school year, BCSO has not been able to staff the SRD position at Las Plumas High due to staffing shortages.

Currently, OUHSD contracts with the Oroville Police Department to provide an officer dedicated to Oroville High and Prospect High Schools.

Currently, Oroville High School has 3.0 FTE adults assigned to supervise the campus on a daily basis.

Currently, Las Plumas High School has 3.0 FTE adults assigned to supervise the campus on a daily basis.

Currently, Prospect High and Community Day School have 1.0 FTE adults assigned to supervise the campus on a daily basis.

The District contracts with the Butte County Sheriff's Office and the Oroville Police Department for School Resource Deputy (SRO) services at all schools in the district for a yearly approximate cost of $240,000. The BCSO contract has been adjusted during the 2020-2021 school year due to staffing shortages.

Opportunity for Improvement:
Increase adult supervision on a daily basis and train supervision staff with implicit bias training and CRPBIS training.

Objectives	Action Steps	Resources	Lead Person	Evaluation

Component:
Evaluate camera system throughout the district to make sure critical areas are visually covered during non-school hours.

Element:
Camera systems have been evaluated by District staff. We are in the process of repairing cameras, installing new cameras, as well as using cameras that are more. accessible to administrative staff.

Opportunity for Improvement:
The district is also in process of developing a video policy for use of monitoring systems, as well as detailing staff authorized to view the monitoring system.

Objectives	Action Steps	Resources	Lead Person	Evaluation

(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

Oroville Union High School District Student Conduct Code

Conduct Code Procedures

BP 5144 (a)
Students
Discipline

The Governing Board is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and achievement and desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention and support, and parent/guardian involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.
(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)
(cf. 5145.9 - Hate-Motivated Behavior)
(cf. 6020 - Parent Involvement)

The Superintendent or designee shall develop effective, age-appropriate strategies for maintaining a positive school climate and correcting student misbehavior at district schools. The strategies shall focus on providing students with needed supports; communicating clear, appropriate, and consistent expectations and consequences for student conduct; and ensuring equity and continuous improvement in the implementation of district discipline policies and practices.
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 6164.2 - Guidance/Counseling Services)
In addition, the Superintendent or designee's strategies for correcting student misconduct shall reflect the Board's preference for the use of positive interventions and alternative disciplinary measures over exclusionary discipline measures.
Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as detention, suspension, and expulsion, shall be imposed only when required or permitted by law or when other means of correction have been documented to have failed. (Education Code 48900.5)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 6159.4 - Behavioral Interventions for Special Education Students)
(cf. 6164.5 - Student Success Teams)
School personnel and volunteers shall not allow any disciplinary action taken against a student to result in the denial or delay of a school meal. (Education Code 49557.5)
(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3551 - Food Service Operations/Cafeteria Fund)
(cf. 3553 - Free and Reduced Price Meals)

Seclusion and behavioral restraint are prohibited as a means of discipline and shall not be used to correct student behavior except as permitted pursuant to Education Code 49005.4 and in accordance with district regulations. (Education Code 49005.2)
(cf. 5131.41 - Use of Seclusion and Restraint)

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

The administrative staff at each school may develop disciplinary rules to meet the school's

particular needs consistent with law, Board policy, and district regulations. The Board, at an open meeting, shall review the approved school discipline rules for consistency with Board policy and state law. Site-level disciplinary rules shall be included in the district's comprehensive safety plan. (Education Code 32282, 35291.5)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 9320 - Meetings and Notices)

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. When misconduct occurs, staff shall attempt to identify the causes of the student's behavior and implement appropriate discipline. When choosing between different disciplinary strategies, staff shall consider the effect of each option on the student's health, well-being, and opportunity to learn.
Staff shall enforce disciplinary rules fairly, consistently, and in accordance with the district's nondiscrimination policies.
(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 0415 - Equity)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

The Superintendent or designee shall provide professional development as necessary to assist staff in developing the skills needed to effectively and equitably implement the disciplinary strategies adopted for district schools, including, but not limited to, knowledge of school and classroom management skills and their consistent application, effective accountability and positive intervention techniques, and the tools to form strong, cooperative relationships with parents/guardians.
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

District goals for improving school climate, based on suspension and expulsion rates, surveys of students, staff, and parents/guardians regarding their sense of school safety and connectedness to the school community, and other local measures, shall be included in the district's local control and accountability plan, as required by law.
(cf. 0460 - Local Control and Accountability Plan)
(cf. 3100 - Budget)

At the beginning of each school year, the Superintendent or designee shall report to the Board regarding disciplinary strategies used in district schools in the immediately preceding school year and their effect on student learning.
Legal Reference:
EDUCATION CODE
32280-32289 School safety plans
35146 Closed sessions
35291 Rules
35291.5-35291.7 School-adopted discipline rules
37223 Weekend classes
44807.5 Restriction from recess
48900-48926 Suspension and expulsion
48980-48985 Notification of parent/guardian
49005-49006.4 Seclusion and restraint
49330-49335 Injurious objects
49550-49564.5 Meals for needy students
52060-52077 Local control and accountability plan
CIVIL CODE
1714.1 Parental liability for child's misconduct

CODE OF REGULATIONS, TITLE 5
307 Participation in school activities until departure of bus
353 Detention after school
UNITED STATES CODE, TITLE 20
1400-1482 Individuals with Disabilities Education Act
UNITED STATES CODE, TITLE 29
794 Section 504 of the Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
1751-1769j School Lunch Program
1773 School Breakfast Program
Management Resources:
CSBA PUBLICATIONS
Recent Legislation on Discipline: AB 240, Fact Sheet, March 2015
The Case for Reducing Out-of-School Suspensions and Expulsions, Fact Sheet, April 2014
Providing a Safe, Nondiscriminatory School Environment for Transgender and GenderNonconforming Students, Policy Brief, February 2014
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
Maximizing Opportunities for Physical Activity during the School Day, Fact Sheet, 2009
CALIFORNIA DEPARTMENT OF EDUCATION PROGRAM ADVISORIES
Classroom Management: A California Resource Guide for Teachers and Administrators of Elementary and Secondary Schools, 2000
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
Public Counsel: http://www.fixschooldiscipline.org
U.S. Department of Education, Office for Civil Rights: http://www.ed.gov/about/offices/list/ocr
Adopted: 4/78
Amended: 3/16/83, 3/7/84, 2/7/01, 2/21/07, 10/19/11, 2/20/13, 11/5/14, 2/28/18, 9/18/19

Discipline

Site-Level Rules

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

1. Parents/guardians

2. Teachers

3. School administrators

4. School security personnel, if any
(cf. 3515.3 - District Police/Security Department)
5. For junior high and high schools, students enrolled in the school
Annually, site-level discipline rules shall be reviewed and, if necessary, updated to align with any changes in state law, district discipline policies and regulations, and/or goals for school safety and climate as specified in the district's local control and accountability plan. A copy of the rules shall be filed with the Superintendent or designee for inclusion in the comprehensive safety plan.
(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

School rules shall be communicated to students clearly and in an age-appropriate manner. It shall be the duty of each employee of the school to enforce the school rules on student discipline. (Education Code 35291.5)

Disciplinary Strategies

To the extent possible, staff shall use disciplinary strategies that keep students in school and participating in the instructional program. Except when students' presence causes a danger to themselves or others or they commit a single act of a grave nature or an offense for which suspension or expulsion is required by law, suspension or expulsion shall be used only when other means of correction have failed to bring about proper conduct. Disciplinary strategies may include, but are not limited to:
1. Discussion or conference between school staff and the student and parents/guardians
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)
2. Referral of the student to the school counselor or other school support service personnel for case management and counseling
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 6164.2 - Guidance/Counseling Services)

3. Convening of a study team, guidance team, resource panel, or other intervention-related team to assess the behavior and develop and implement an individual plan to address the behavior in partnership with the student and parents/guardians
(cf. 6164.5 - Student Success Teams)

4. When applicable, referral for a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program or a Section 504 plan
(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education under Section 504)

5. Enrollment in a program for teaching prosocial behavior or anger management

6. Participation in a restorative justice program

7. A positive behavior support approach with tiered interventions that occur during the school day on campus

8. Participation in a social and emotional learning program that teaches students the ability to understand and manage emotions, develop caring and concern for others, make responsible decisions, establish positive relationships, and handle challenging situations capably

9. Participation in a program that is sensitive to the traumas experienced by students, focuses on students' behavioral health needs, and addresses those needs in a proactive manner

10. After-school programs that address specific behavioral issues or expose students to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups
(cf. 5148.2 - Before/After School Programs)

11. Recess restriction as provided in the section below entitled "Recess Restriction"

12. Detention after school hours as provided in the section below entitled "Detention After School"

13. Community service as provided in the section below entitled "Community Service"

14. In accordance with Board policy and administrative regulation, restriction or disqualification from participation in extracurricular activities
(cf. 6145 - Extracurricular/Co-curricular Activities)
15. Reassignment to an alternative educational environment
(cf. 6158 - Independent Study)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6184 - Continuation Education)
(cf. 6185 - Community Day School)

16. Suspension and expulsion in accordance with law, Board policy, and administrative regulation
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

When, by law or district policy, other means of correction are required to be implemented before a student could be suspended or expelled, any other means of correction implemented shall be documented and retained in the student's records. (Education Code 48900.5)
(cf. 5125 - Student Records)

Break Restriction

Teachers may restrict a student's break time only when they believe that this action is the most effective way to bring about improved behavior. When break restriction involves the withholding of physical activity from a student, teachers shall try other disciplinary measures before imposing the restriction. Break restriction shall be subject to the following conditions:

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

2. The student shall remain under a certificated employee's supervision during the period of restriction.

3. The student's teacher shall inform the principal of any break restrictions imposed.
(cf. 5030 - Student Wellness)
(cf. 6142.7 - Physical Education and Activity)

Detention After School

Students may be detained for disciplinary reasons for up to one hour after the close of the maximum school day, or until the departure of the school bus to which they have been assigned if applicable. (5 CCR 307, 353)
The student shall not be detained unless the principal or designee notifies the parent/guardian.
Students shall remain under the supervision of a certificated employee during the period of detention.
Students may be offered the choice of serving their detention on Saturday rather than after school.
(cf. 6176 - Weekend/Saturday Classes)

Community Service

As part of or instead of disciplinary action, the Board, Superintendent, principal, or principal's designee may require a student to perform community service during non-school hours on school grounds or, with written permission of the student's parent/guardian, off school grounds.

Such service may include, but is not limited to, community or school outdoor beautification, community or campus betterment, and teacher, peer, or youth assistance programs. (Education Code 48900.6)

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

Notice to Parents/Guardians and Students

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians, in writing, about the availability of district rules related to discipline. (Education Code 35291, 48980)
(cf. 5145.6 - Parental Notifications)

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

Adopted: 4/78
Amended: 3/7/84, 2/7/01, 2/21/07, 10/19/11, 2/20/13, 11/5/14, 2/28/18, 9/18/19

(J) Hate Crime Reporting Procedures and Policies

OROVILLE UNION HIGH SCHOOL DISTRICT
BP 5145.9 (a)

Students

Hate-Motivated Behavior

The Governing Board is committed to providing a safe learning environment that protects students from discrimination, harassment, intimidation, bullying, and other behavior motivated by a person's hostility towards another person's real or perceived ethnicity, national origin, immigrant status, sex, gender, sexual orientation, religious belief, age, disability, or any other physical or cultural characteristic. The Superintendent or designee shall design strategies to promote harmonious relationships among students, prevent incidents of hate-motivated behavior to the extent possible, and address such incidents if they occur.
(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 3515.4 - Recovery for Property Loss or Damage)
(cf. 5131- Conduct)
(cf. 5131.2 - Bullying)
(cf. 5131.5 - Vandalism and Graffiti)
(cf. 5136 - Gangs)
(cf. 5137 - Positive School Climate)
(cf. 5141.52 - Suicide Prevention)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

The Superintendent or designee shall collaborate with regional programs and community organizations to promote safe environments for youth. Such collaborative efforts shall focus on ensuring an efficient use of district and community resources, developing effective prevention strategies and response plans, providing assistance to students affected by hate-motivated behavior, and/or educating students who have perpetrated hate-motivated acts.
(cf. 1020 - Youth Services)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 5148.2 - Before/After School Programs)

The district shall provide students with age-appropriate instruction that includes the development of social-emotional learning, promotes their understanding of and respect for human rights, diversity, and acceptance in a multicultural society, and provides strategies to manage conflicts constructively.
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 6142.3 - Civic Education)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6142.94 - History-Social Science Instruction)
As necessary, the district shall provide counseling, guidance, and support to students who are victims of hate-motivated behavior and to students who exhibit such behavior.
(cf. 6164.2 - Guidance/Counseling Services)

The Superintendent or designee shall ensure that the rules prohibiting hate-motivated behavior and procedures for reporting a hate-motivated incident are provided to students and parents/guardians.
The Superintendent or designee shall provide staff with training on recognizing and preventing hate-motivated behavior and on effectively enforcing rules for appropriate student conduct.
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Complaint Process

A student or parent/guardian who believes the student is a victim of hate-motivated behavior is strongly encouraged to report the incident to a teacher, the principal, or other staff member.

Any staff member who is notified that hate-motivated behavior has occurred, observes such behavior, or otherwise becomes aware of an incident shall immediately contact the principal or the compliance officer responsible for coordinating the district's response to complaints and complying with state and federal civil rights laws. As appropriate, he/she shall also contact law enforcement.
(cf. 3515.3 - District Police/Security Department)
(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)

Any complaint of hate-motivated behavior shall be investigated and, if determined to be discriminatory, shall be resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3 - Uniform Complaint Procedures. If, during the investigation, it is determined that a complaint is about nondiscriminatory behavior, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.
(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Legal Reference:
EDUCATION CODE
200-262.4 Prohibition of discrimination
32282 School safety plans
48900.3 Suspension for hate violence
48900.4 Suspension or expulsion for threats or harassment
PENAL CODE
422.55 Definition of hate crime
422.6 Crimes, harassment
CODE OF REGULATIONS, TITLE 5
4600-4670 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs
CODE OF FEDERAL REGULATIONS, TITLE 28
35.107 Nondiscrimination on basis of disability; complaints
CODE OF FEDERAL REGULATIONS, TITLE 34
100.3 Prohibition of discrimination on basis of race, color or national origin
104.7 Designation of responsible employee for Section 504
106.8 Designation of responsible employee for Title IX
110.25 Prohibition of discrimination based on age
Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Bullying at School, 2003
CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS
Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California K-12 Schools in Responding to Immigration Issues, April 2018
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Dear Colleague Letter: Harassment and Bullying, October 2010
Dear Colleague Letter: Prohibited Disability Harassment, July 2000
WEB SITES
CSBA: http://www.csba.org

California Association of Human Relations Organizations: http://www.cahro.org
California Department of Education: http://www.cde.ca.gov
California Office of the Attorney General: http://oag.ca.gov
U.S. Department of Education, Office for Civil Rights: http://www.ed.gov/about/offices/list/ocr
U.S. Department of Justice: http://www.justice.gov

Adopted: 8/15/07
Amended: 2/17/10, 6/13/18

Procedures for Preventing Acts of Bullying and Cyber-bullying
OROVILLE UNION HIGH SCHOOL DISTRICT
BP 5131.2 (a)

Students

Bullying

The Governing Board recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. No individual or group shall, through physical, written, verbal, visual, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel, or retaliate against them for filing a complaint or participating in the complaint resolution process. The Superintendent or designee shall develop strategies for addressing bullying in district schools with the involvement of students, parents/guardians, and staff. As appropriate, the Superintendent or designee may also collaborate with social services, mental health services, law enforcement, courts, and other agencies and community organizations in the development and implementation of effective strategies to promote safety in schools and the community. Such strategies shall be incorporated into the comprehensive safety plan and, to the extent possible, into the local control and accountability plan and other applicable district and school plans.

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

If the Superintendent or designee believes it is in the best interest of a student who has been the victim of an act of bullying, as defined in Education Code 48900, the Superintendent or designee shall advise the student's parents/guardians that the student may transfer to another school. If the parents/guardians of a student who has been the victim of an act of bullying requests a transfer for the student pursuant to Education Code 46600, the Superintendent or designee shall allow the transfer in accordance with law and district policy on intra-district or inter-district transfer, as applicable.

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

State Reference Description
5 CCR 4600-4670 Uniform complaint procedures
Ed. Code 200-262.4 Educational equity; prohibition of discrimination on the basis of sex
Ed. Code 32282 School safety plans
Ed. Code 32283.5 Bullying; online training
Ed. Code 35181 Governing board policy on responsibilities of students
Ed. Code 35291-35291.5 Rules

Ed. Code 46600 Student transfers
Ed. Code 48900-48925 Suspension and expulsion
Ed. Code 48985 Translation of notices
Ed. Code 52060-52077 Local control and accountability plan
Pen. Code 422.55 Definition of hate crime
Pen. Code 647 Use of camera or other instrument to invade person's privacy; misdemeanor
Pen. Code 647.7 Use of camera or other instrument to invade person's privacy; punishment
Pen. Code 653.2 Electronic communication devices, threats to safety

Federal Reference Description
28 CFR 35.107 Nondiscrimination on basis of disability; complaints
34 CFR 104.7 Designation of responsible employee for Section 504
34 CFR 106.8 Designation of responsible employee for Title IX
34 CFR 110.25 Notification of nondiscrimination on the basis of age
47 USC 254 Universal service discounts (E-rate)
Adopted: 3/20/13
Amended: 5/15/13, 9/2/15, 6/3/18, 6/19/19, 3/18/20

Students

Bullying

Definitions

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

Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images. Cyberbullying also includes breaking into another person's electronic account or assuming that person's online identity in order to damage that person's reputation.
(cf. 5145.2 - Freedom of Speech/Expression)
(cf. 6163.4 - Student Use of Technology)

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

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

Measures to Prevent Bullying

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

1. Ensuring that each school establishes clear rules for student conduct and implements strategies to promote a positive, collaborative school climate
(cf. 5131 - Conduct)
(cf. 5137 - Positive School Climate)
2. Providing to students, through student handbooks and other age-appropriate means, information about district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying
3. Encouraging students to notify school staff when they are being bullied or when they suspect that another student is being bullied, and providing means by which students may report threats or incidents confidentially and anonymously
4. Conducting an assessment of bullying incidents at each school and, if necessary, increasing supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias
5. Annually notifying district employees that, pursuant to Education Code 234.1, any school staff who witnesses an act of bullying against a student has a responsibility to immediately intervene to stop the incident when it is safe to do so

Staff Development

The Superintendent or designee shall make the California Department of Education's online training module on the dynamics of bullying and cyberbullying, which includes the identification of bullying and cyberbullying and the implementation of strategies to address bullying, available annually to all certificated staff and to other employees who have regular interaction with students. (Education Code 32283.5)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

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

1. Discuss the diversity of the student body and school community, including their varying immigration experiences
2. Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims
3. Identify the signs of bullying or harassing behavior
4. Take immediate corrective action when bullying is observed
5. Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior
Student Instruction
As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes social-emotional learning, effective communication and conflict resolution skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

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

The district shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.
Students should be taught the difference between appropriate and inappropriate behaviors, how

to advocate for themselves, how to help another student who is being bullied, and when to seek assistance from a trusted adult. As role models for students, staff shall be expected to demonstrate effective problem-solving and anger management skills.
To discourage cyberbullying, teachers may advise students to be cautious about sharing passwords, personal data, or private photos online and to consider the consequences of making negative comments about others online.

Reporting and Filing of Complaints

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

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

Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report such observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.

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

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

Discipline/Corrective Actions

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 6159.4 - Behavioral Interventions for Special Education Students)

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

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

program as appropriate. (Education Code 48900.9)
(cf. 6164.2 - Guidance/Counseling Services)

If any student involved in bullying exhibits warning signs of suicidal thought or intention or of intent to harm another person, the Superintendent or designee shall, as appropriate, implement district intervention protocols which may include, but are not limited to, referral to district or community mental health services, other health professionals, and/or law enforcement.
(cf. 5141.52 - Suicide Prevention)
Adopted: 6/19/19

Safety Plan Review, Evaluation and Amendment Procedures

The OUHSD Safety Plan is reviewed by the Board and selected staff members on an annual basis. Site staff and law enforcement officers evaluate the plan and review with staff on an annual basis. If the plan needs to be amended, the district Safety Team will recommend those amendments and they will be presented to the Board for action.

Safety Plan Appendices

Emergency Contact Numbers

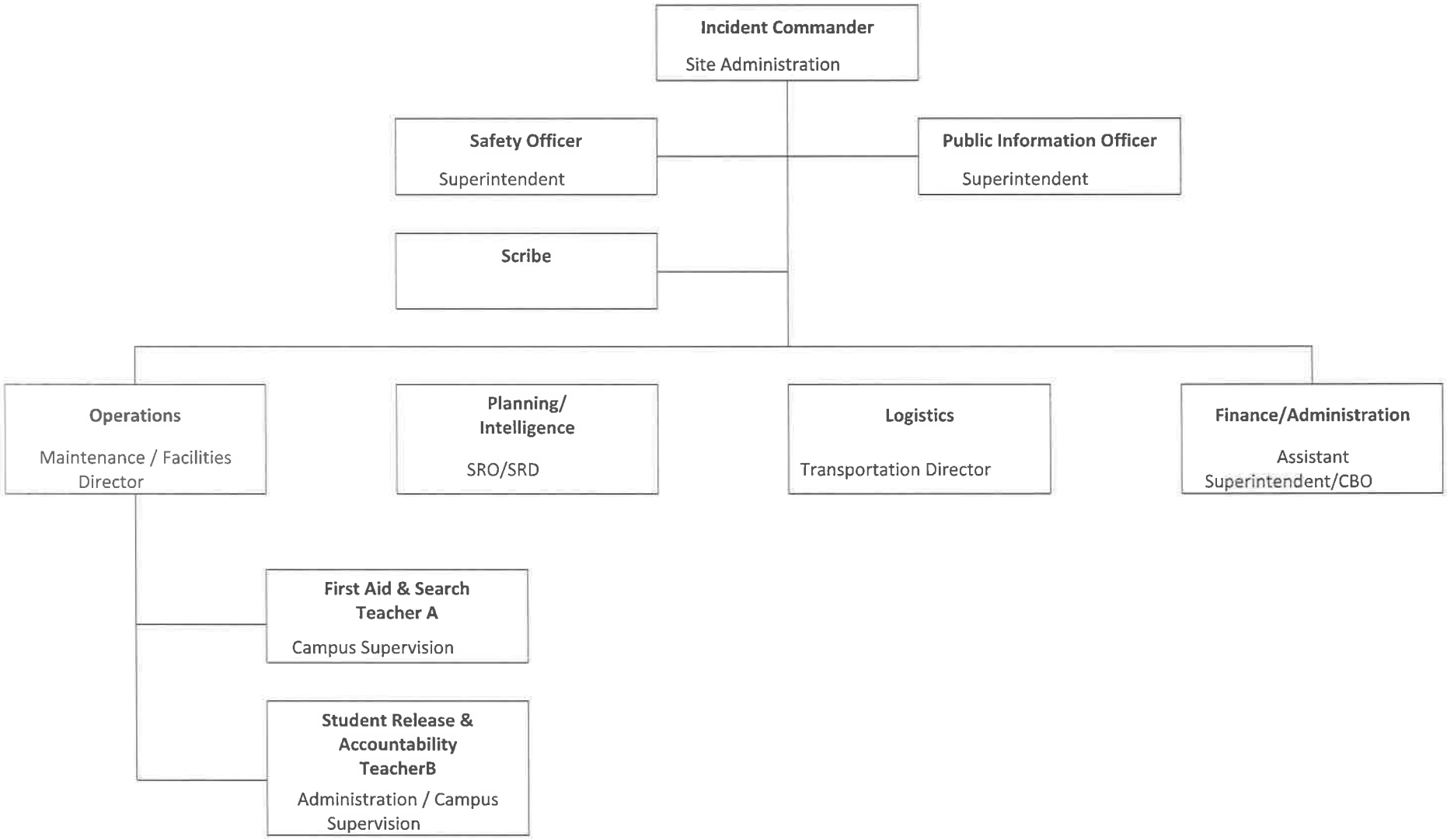
Utilities, Responders and Communication Resources

Type	Vendor	Number	Comments
Law Enforcement/Fire/Paramedic	Oroville Police/Fire	530-538-2448	
Law Enforcement/Fire/Paramedic	Butte County Sheriff's Office	530-538-7321	
School District	Oroville Union High School District	530-538-2300	
School District	Oroville City Elementary School District	530-532-3000	
School District	Palermo Union Elementary School District	530-533-4842	
School District	Thermalito Union Elementary School District	530-538-2900	
Other	OUHSD Transportation	530-538-2300 x 1109	
Other	OUHSD Maintenance	530-538-2300 x 1110	
Radio Station	Newstalk 939 KPAY	530- 342-1290	

Safety Plan Review, Evaluation and Amendment Procedures

Activity Description (i.e. review steps, meetings conducted, approvals, etc)	**Date and Time**	**Attached Document** (description and location)
Safety Plan Review with staff at all school sites	August 2020	
District Safety Committee meets and reviews plan. Revise if necessary	February 2021	
District Safety Plan presented to OUHSD Board for action	February 2021	

Oroville Union High School District Incident Command System



Incident Command Team Responsibilities

Standardized Emergency Response Management System Overview
The California Standardized Emergency Management System (SEMS) is designed to centralize and coordinate emergency response through the use of standardized terminology and processes. This greatly facilitates the flow of information and resources among the agencies participating in response to an emergency. SEMS consists of five functions:
Why the Standardized Emergency Management System (SEMS)?

In order to respond to frequent and multiple disasters occurring anytime and anywhere in the state, it is important that emergency response agencies operate within a clear and consistent organizational structure. Public agencies are increasingly required to manage the costs of emergencies more effectively with fewer resources. Many different agencies must work together effectively to protect lives, property, and the environment during disasters. SEMS facilitates priority setting, interagency cooperation, and the efficient flow of resources and information.

What is SEMS?

SEMS is the cornerstone of California's emergency response system and the fundamental structure for the response phase of emergency management. The system unifies all elements of California's emergency management community into a single integrated system and standardizes key elements.

SEMS incorporates:

Incident Command System (ICS) - A field-level emergency response system based on management by objectives

Multi/ Inter-agency coordination - Affected agencies working together to coordinate allocations of resources and emergency response activities.

Mutual Aid - A system for obtaining additional emergency resources from non-affected jurisdictions.

Operational Area Concept - County and its sub-divisions to coordinate damage information, resource requests and emergency response.

Management
During an emergency, the Incident Commander directs response actions from a designated Command Post. To effectively do this, the Incident Commander must constantly assess the situation, and develop and implement appropriate strategies. The Incident Commander must be familiar with the available resources, accurately document all response actions, and effectively communicate response strategies to others participating in the response. This function is typically filled by the school principal. The principal is assisted in carrying out this function by a Public Information & Liaison Officer and Safety Officer.

Planning & Intelligence
Planning and Intelligence involves the use of various methods to efficiently gather information, weigh and document the information for significance, and actively assess the status of the emergency. This understanding and knowledge about the situation at hand is vital to the effective management of a response. These activities are performed by a single person who reports directly to the Incident Commander.

Operations
All response actions are implemented under by Operations. This includes staff performing first aid, crisis intervention, search and rescue, site security, damage assessment, evacuations, and the release of students.

Logistics
Logistics supports the response by coordinating personnel; assembling and deploying volunteers; providing supplies, equipment, and services; and facilitating communications among emergency responders.

Finance & Administration

Finance & Administration involves the purchasing of all necessary materials, tracking financial records, timekeeping for emergency responders, and recovering school records following an emergency. These activities are performed by a single person who reports directly to the Incident Commander.

Emergency Response Guidelines

Step One: Identify the Type of Emergency
Identify emergency as Active Shooter, Shelter in Place and/or Evacuation.

Step Two: Identify the Level of Emergency
Notify Administration and active the Emergency Response System

Step Three: Determine the Immediate Response Action
LOCKDOWN is initiated to isolate students and school staff from danger on or near the campus when movement within the school and within rooms on the campus might put students and staff in jeopardy. LOCKDOWN is used to prevent intruders from entering occupied areas of the buildings.

- Lock the doors;
- Close and lock windows, and close blinds or cover windows;
- Turn off lights;
- Silence all electronic devices;
- Remain silent;
- Use strategies to silently communicate with first responders if possible,
- Hide along the wall closest to the exit but out of the view from the hallway (allowing for an ambush of the intruder and for possible escape if the intruder enters the room); and
- Remain in place until the release from lockdown by school administration or evacuated by law enforcement.

SECURE CAMPUS is implemented as a precautionary measure to ensure the safety of students and staff when there is danger in the surrounding community or a bomb threat is made against the school. SECURE CAMPUS requires that all students and staff take shelter in school buildings and lock all exterior doors. Classroom instruction and/or activity may continue as long as all classroom and office doors are locked and all students and staff remain inside through the duration of that event. The school perimeter should be secured.

SHELTER IN PLACE is implemented when there is a need to isolate students and staff from the outdoor environment to prevent exposure to airborne contaminants. The procedures include closing and sealing doors, windows and vents; shutting down the classroom/building heating, ventilation and air conditioning systems to prevent exposure to the outside air; and turning off pilot lights. SHELTER IN PLACE allows for the free movement of staff and students within the building, although one should not leave the room until further instructions are received. Those in bungalows and buildings with exterior passageways must remain in the classroom while SHELTER IN PLACE is instituted. It is appropriate for, but not limited to, gas leaks, external chemical release, dirty bombs and hazardous material spills.

TAKE COVER is implemented when it is necessary to move to and take refuge in the best shielded areas within the school buildings. It is appropriate for, but not limited to, severe windstorms and tornados.

- Move students and staff into the school's permanent buildings, on the ground floor.
- Group students/staff together at the furthest point away from windows on the floor.

? Face the wall with backs to the windows

? Crouch down on knees and elbows

? Hands covering the back of their head/neck

- If a tornado warning or potentially damaging windstorm occurs at dismissal, delay dismissal.

An order to TAKE COVER should remain in place until the National Weather Service has lifted the warning.

DUCK, COVER AND HOLD ON is the action taken during an earthquake to protect students and staff from flying and falling debris. DUCK, COVER AND HOLD ON is an appropriate action for use during an earthquake or explosion. Immediate EVACUATION and an EMERGENCY DAMAGE ASSESSMENT must be performed prior to occupancy of any of the site's buildings, following any event prompting the use of DUCK,

COVER AND HOLD ON.

EVACUATION is implemented when conditions make it unsafe to remain inside the building(s). This action provides for the orderly movement of students and staff along prescribed routes from inside school buildings to a designated outside area of safety.

OFF-SITE EVACUATION is implemented when it is unsafe to remain on the school campus, and evacuation to an off-site assembly area is required. This action provides for the orderly movement of students and staff along prescribed routes from inside school buildings to a designated area of safety off campus. In some situations OFF-SITE EVACUATION may require the use of busing. STRUCTURED REUNIFICATION should be used following any OFF-SITE EVACUATION.

EARLY RELEASE Certain situations may require releasing students from school at a time when parents expect their children to be at the school site. EARLY RELEASE may be implemented when circumstances make keeping students at school inadvisable. EARLY RELEASE must be authorized by the district superintendent or designee. During an EARLY RELEASE, students follow normal dismissal procedures.

STRUCTURED REUNIFICATION is the process used to reunify children with their parents, guardians or caregivers, following a school emergency. Regular dismissal procedures are not followed. STRUCTURED REUNIFICATION requires:

- Maintaining accurate information on the location of each child.
- Preventing unauthorized individuals from having access to or removing children.
- Verifying the identity of individuals coming to take custody of children.
- Verifying each individual has the legal right to take custody the child for which they have asked.
- Keeping record of who each student is released to, the method used to verify their identity and the time of the pick-up.

Step Four: Communicate the Appropriate Response Action

ALL CLEAR communicates to students and staff that the emergency is over and normal school operations can resume. EMERGENCY DAMAGE ASSESSMENT is the inspection process used immediately following an emergency (typically will students and staff are under an EVACUATION order) to determine if it is safe to resume occupancy of school facilities. An EMERGENCY DAMAGE ASSESSMENT should be performed following any event with the potential to cause damage school facilities or equipment.

Types of Emergencies & Specific Procedures

Aircraft Crash
In the event of a fallen aircraft, staff/supervisors should instruct staff to implement duck, cover and hold procedures. If building(s) or site is evacuated, all staff shall:

1. Maintain a safe distance from aircraft (for military aircraft, use greater caution.)

2. Shelter in place from plane, allowing for possible explosion.

In the event of explosion, the Superintendent or designee should determine the extent of damage and the potential for life threatening hazards. If explosion is in or near building, immediately order evacuation according to site plan. The Superintendent or designee should check with staff to ensure safety of and accountability for all staff. The Superintendent or designee should ensure that no one returns to buildings for ANY reason until such buildings are officially declared safe by city fire department, district maintenance staff or military personnel.

Animal Disturbance
If there is a rabid or uncontrollable animal on campus, implement this procedure when any wild animal threatens the safety of the students and staff

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Isolate the students from the animal. Close doors and lock tables as a means to isolating the animal.
If the animal is outside, keep students inside and institute Secure Campus.
If the animal is inside, initiate an EVACUATION outside to a protected area away from the animal
Contact the Marin Humane Society for assistance in removing the animal.
If the animal injures anyone, seek medical assistance from the school nurse.
Notify parent/guardian and recommended health advisor.

STAFF/TEACHER ACTIONS:
If the animal is outside, keep students inside. Lock doors and keep students away from the windows.
If the animal is inside, EVACUATE students to a sheltered area away from the animal.
Notify the principal if there are any injuries.

Armed Assault on Campus

The campus intruder is defined as a non-student or a student on suspension who loiters or creates disturbances on school property. Intruders are committing the crime of Criminal Trespass. Dangerous and/or concealed weapons are forbidden on school premises unless carried by law enforcement officers.

Low level:

- Have the person(s) under suspicion kept under constant covert surveillance.
- Approach and greet the intruder in a polite and non-threatening manner.
- Identify yourself as a school official.
- Ask the intruder for identification.
- Ask them what their purpose is for being on campus.
- Advise intruder of the trespass laws.
- Ask the intruder to quietly leave the campus or invite him/her to accompany you to the office.

- If the intruder refuses to respond to your requests, inform him/her of your intention to summon law enforcement officers.
- If the intruder gives no indication of voluntarily leaving the premises, notify Police and Administration.

If Intruder(s) are on playground or grounds at brunch or lunch time:

- Outdoor Supervisors should notify the office by radio and move all students into cafeteria/gym/classrooms unless otherwise directed.
- Lock exit doors to cafeteria/gym.
- Spread SHELTER IN PLACE or LOCKDOWN/Active shooter alarm throughout rest of school as appropriate.

Staff and students should sit quietly if the situation is in their presence. TRY to remain calm. Staff should set the example if the armed intruder is in their presence by doing anything possible for the staff member and students to survive. If gun fire starts, staff and students should seek cover or begin rapid movement procedures.

- Do not engage in a conversation or try to persuade the intruder to leave your classroom or school. Remember, you are In an illogical situation so any logical argument may go unheard. The intruder is probably aware of the potential danger that he/she would be facing if he/she left the classroom. The intruder may perceive himself/ herself as being sane.
- If the intruder speaks to you or to your students, then answer him or her. Do not provoke him or her. Don't try to take matters into your own hands. Students should be told not to whisper to one-another, laugh, or to make fun of the intruder. Remember, the intruder is disturbed and probably mentally ill, and more than likely paranoid. Any whispering or laughter may be perceived by the intruder as directed at him or her.
- Students should be taught to respond on their own when threatened. Incidents can occur which leave no time for signals. If students are outside unable to find access a room, they should, depending on the situation, initiate Action "TAKE COVER" position or run in a zig-zag fashion to the staging areas and STAY CALM.
- If and when possible, call Administration and/or 9-1-1.

An Active shooter/Lockdown Alert is sounded if there is a sniper, armed intruder or active shooter on campus. Staff members have a very limited amount of time in which to commit to a course of action. Immediately assess both the situation and the surrounding environment and responds to the situation based upon the Active shooter Training and drills. This is also true for your students who may need to become resources for substitutes or who are alone when an event occurs.

Remember, the Active shooter response is a partnership with local law enforcement.

Immediate actions should include:

- Students and staff go into classrooms/buildings or run to off-site evacuation areas.
- LOCKDOWN includes building door barricades, internal barricades, covering windows and turning off/dimming lights.
- Notify administration
- Call 9-1-1 if you know the location of the shooter, the description or identity of the shooter or if you need medical direction for a victim.
- Administration notifies the Superintendent

Intermediate activities:

- Place a red card under the door/in a window if you have a serious injury in the classroom.
- Take roll
- Conduct anxiety-reducing activities

Evacuation:

- Prepare students and yourself for a quick evacuation
- Follow directions of law enforcement when they arrive

Biological or Chemical Release

Materials

POISONING:

If a student ingests a poisonous substance:

- Call Poison Control Center Link Line 1-800-222-1222. Take appropriate first aid measures.
- Call parents.
- Notify the Health Services Office.

Following any emergency, notify the District Superintendents' Office CHEMICAL SPILL ON SITE:

The following are guidelines for Chemical Spills:

- Evacuate the immediate area of personnel
- Determine whether to initiate Shelter In Place Protocol
- Secure the area (block points of entry)
- Identify the chemical and follow the procedures for that particular chemical.
- Notify the District Office.

CHEMICAL SPILL OFF SITE INVOLVING DISTRICT EQUIPMENT/PROPERTY

- Notify the District Office (530)-538-2300, extension 1107 with the following information:

v' Date, time, and exact location of the release or threatened release

v' Name and telephone number of person reporting

v' Type of chemical involved and the estimated quantity v' Description of potential hazards presented by the spill v' Document time and date notification made

v' Other emergency personnel responding (Highway Patrol, CALTRANS, etc.)

- Locate a fire extinguisher and have present, should the need arise
- Place reflective triangles or traffic cones if in street or highway. DO NOT LIGHT FLARES!
- If spill response equipment is available use it to take the necessary measures to prevent the spill from spreading.

Reporting Chemical Spills

Once an emergency spill response has been completed, the person reporting the initial spill must complete a SPILL RESPONSE EVALUATION. The incident must be reported to the Superintendent WITHIN 24 HOURS OF THE SPILL.

Spill Clean Up

Chemical Spills may not be cleaned up by school personnel. Call the District Office at (530)-538-2300, extension 1107. The cleanup will be coordinated through a designated contractor.

HAZARDOUS SUBSTANCES

Hazardous Substances include the following, but is not limited to the following:

Gasoline Solvents Motor Oil Diesel Fuel Kerosene Anti-Freeze

Airborne Gases/Fumes

Lacquer Thinner Paint

Agricultural Spray Paint Thinner Stain

Brake Fluid

Always call for assistance:

- Extinguish all ignition sources
- Shut off main emergency switch to fuel pump, if appropriate
- Move appropriate fire extinguishing equipment to area
- If possible, contain the spill to prevent further contamination
- Move people/personnel away or evacuate from contamination area

If the spill is too great to handle, contact the District Office (530)-538-2300, extension 1107.

Staff and students will evacuate the area immediately, if appropriate. Move uphill, upwind, upstream if possible.

VEHICLE FUEL SPILL

When a spill has occurred, the first thing to do is to keep the situation from worsening. Follow these steps:

- Shut off emergency switch
- Avoid skin contact
- Isolate the spill from people and vehicles by blocking all points of entry
- D Stop and evaluate any hazards
- Prevent discharge into storm drains. Divert the flow by sealing off areas with absorbents. Prevent runoff. Use absorbent "socks" or "booms" to contain the spill
- Identify the source, estimated quantity spilled and stop further release(s) - IF IT CAN BE DONE SAFELY
- Take care of any injured
- Notify the District Office.
- If the spill is unmanageable, contact the Fire Department by calling 9-1-1

If, after attempted containment, the release still poses either a present or a potential threat, notify the California Office of Emergency Services and local emergency assistance organizations (fire, police, etc.). Give the following information:

- Date, time, and exact location of the release
- Name and telephone number of persons reporting the release
- The type of fuel spilled and the estimated quantity
- Description of potential hazards presented by the fuel spill
- Document the time and date notification was made and the information provided
- A written report to the appropriate office of the California Department of Health Services is required within 15 days after the incident. Contact the District for assistance with this report.

Bomb Threat/ Threat Of violence

Bomb Threat

Most likely, threats of a bomb or other explosive device will be received by telephone.

THE PERSON RECEIVING THE BOMB THREAT WILL:

- Attempt to gain as much information as possible when the threat is received. Do not hang up on the caller.
- Use the "bomb threat checklist" form (attached) as a guide to collect the information needed. Don't be bashful about asking direct, specific questions about the threat. Keep the caller on the phone as long as possible. If the threat is received by phone, attempt to gain more information.

The most important information is:

- When will the bomb explode and where is the bomb located?

- Immediately after receiving the bomb threat, the person receiving the call will verbally notify the building administrator of the threat received. Complete the "bomb threat checklist" form (attached).
- Turn off cellular phones and/or walkie-talkie radios (transmits radio waves--could trigger a bomb).

BUILDING ADMINISTRATOR WILL (IF NECESSARY):

- Call 9-1-1. Give the following information:

./ Your name

./ Your call-back phone number

./ Exact street location with the nearest cross street

./ Nature of incident

./ Number and location of people involved and/or injured

- Notify Superintendent's Office.

- Evacuate involved buildings using fire drill procedures. Principal must have Superintendent's permission to evacuate the entire site.

- Implement a systematic inspection of the facilities to determine if everyone is out.

- Fire Department or Police Officers shall organize a search team to check for suspicious objects; a bomb can be disguised to look like any common object. Site employees should be ready to assist as needed.
- Maintain an open telephone line for communications.
- Secure all exits to prevent re-entry to buildings during the search period.
- Be certain people stay clear of all buildings; a bomb(s) may be planted against an outside wall. The blast will be directed in large part away from the building.
- Re-occupy buildings only when proper authorities give clearance

Bus Disaster

OROVILLE UNION HIGH SCHOOL DISTRICT
AR 3543 (a)

Business and Non-instructional Operations

Transportation Safety and Emergencies

Each day, prior to driving a school bus, each school bus driver shall inspect the bus to ensure that it is in safe operating condition and equipped as required by law and that all equipment is in good working order. At the completion of each day's work, the driver shall prepare and sign a written report of the condition of the equipment specified in 13 CCR 1215. The report shall indicate any defect or deficiency discovered by or reported to the driver which would affect safe operation or result in mechanical breakdown of the bus. If no defect or deficiency is discovered or reported, the driver shall so indicate on the report. Any defect or deficiency that would affect safe operation shall be repaired prior to operating the bus. (13 CCR 1215)
(cf. 3540 - Transportation)
(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 3542 - School Bus Drivers)
Passenger Restraint Systems

The Superintendent or designee shall ensure that any school bus or student activity bus which is purchased or leased by the district is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus: (Vehicle Code 27316, 27316.5; 13 CCR 1201)

1. Is a Type 1 school bus designed for carrying more than 16 passengers and the driver, and was manufactured on or after July 1, 2005

2. Is a Type 2 school bus or student activity bus designed for carrying 16 or fewer passengers and the driver, or for carrying 20 or fewer passengers and the driver if the bus has a manufacturer's vehicle weight rating of 10,000 pounds or less, and was manufactured on or after July 1, 2004

The Superintendent or designee shall prioritize the allocation of school buses purchased, leased, or contracted to ensure that elementary students receive first priority for new school buses equipped with passenger restraint systems whenever feasible.
When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)
Bus drivers shall be instructed regarding procedures to enforce the proper use of the passenger restraint system. Students who fail to follow instructions of the bus driver may be subject to discipline, including suspension of riding privileges, in accordance with Board policy and administrative regulations.
(cf. 5131.1 - Bus Conduct)
(cf. 5144 - Discipline)

Fire Extinguishers

Each school bus shall be equipped with at least one fire extinguisher, located in the driver's compartment, which meets the standards specified in law. In addition, a wheelchair school bus shall have another fire extinguisher placed at the wheelchair loading door or emergency exit. All fire extinguishers shall be regularly inspected and serviced in accordance with regulations adopted by the State Fire Marshal. (Education Code 39838; 13 CCR 1242; 19 CCR 574-575.3)

Child Safety Alert System

In accordance with Vehicle Code 28160, each school bus or student activity bus shall be equipped with an operational child safety alert system at the interior rear of the bus that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting.

A student activity bus that does not have a child safety alert system may be used only if all of the following apply: (Vehicle Code 28160)

1. The student activity bus is not used exclusively to transport students.

2. When the student activity bus is used to transport students, the students are accompanied by at least one adult chaperone selected by a school official. If an adult chaperone is not a school employee, the chaperone shall meet the requirements for a school volunteer.
(cf. 1240 - Volunteer Assistance)

3. One adult chaperone has a list of every student and adult chaperone, including a school employee, who is on the student activity bus at the time of departure.

4. The driver has reviewed all safety and emergency procedures before the initial departure, and the driver and adult chaperone have signed a form, with the time and date, acknowledging that the safety plan and procedures were reviewed.

5. Immediately before departure from any location, the adult chaperone shall account for each student on the list of students, verify the number of students to the driver, and sign a form indicating that all students are present or accounted for.

6. After students have exited a student activity bus, and before driving away, the driver shall check all areas of the bus, including, but not limited to, overhead compartments and bathrooms, to ensure that the bus is vacant.

7. The driver shall sign a form with the time and date verifying that all required procedures have been followed.

8. The information required to be recorded pursuant to items #4, 5, and 7 may be recorded on a single form and shall be retained by the district for a minimum of two years.

OROVILLE UNION HIGH SCHOOL DISTRICT

AR 3543 (c)

Transportation Safety and Emergencies (Cont.)

Electronic Communications Devices

A bus driver is prohibited from driving a school bus or student activity bus while using a wireless telephone or other electronic wireless communications device except for work-related or emergency purposes, including, but not limited to, contacting a law enforcement agency, health care provider, fire department, or other emergency service agency or entity. In any such permitted situation, the driver shall only use a wireless telephone or device that is specifically designed and configured to allow voice-operated and hands-free operation or a function that requires only a single swipe or tap of the driver's finger provided the device is mounted on the windshield, dashboard, or center console of the bus. (Vehicle Code 23123.5, 23125)

Safe Bus Operations

School buses and student activity buses shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that individuals be transported immediately to ensure their safety. (Education Code 39834)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)
School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips may discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)

Unauthorized Entry

The Superintendent or designee may place a notice at bus entrances that warns against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization. (Education Code 39842; 13 CCR 1256.5)
(cf. 3515.2 - Disruptions)

Transportation Safety Plan for Boarding and Exiting Buses

The Superintendent or designee shall develop a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of students. The plan shall address all of the following: (Education Code 39831.3)

1. Determination of whether students in grades prekindergarten through 8 require an escort to cross a private road or highway at a bus stop pursuant to Vehicle Code 22112

2. Procedures for all students in grades prekindergarten through 8 to follow as they board and exit the bus at their bus stops

3. Boarding and exiting a school bus at a school or other trip destination

4. Procedures to ensure that a student is not left unattended on a school bus, student activity bus, or, if applicable, youth bus

5. Procedures and standards for designating an adult chaperone, other than the driver, to accompany students on a school activity bus.

A copy of the plan shall be kept at each school site and made available upon request to the California Highway Patrol (CHP). (Education Code 39831.3)

Parental Notifications

The Superintendent or designee shall provide written safety information to the parents/guardians of all students in grades prekindergarten through 6 who have not previously been transported in a district school bus or student activity bus. This information shall be provided upon registration and shall contain: (Education Code 39831.5)

1. A list of school bus stops near each student's home

2. General rules of conduct at school bus loading zones

3. Red light crossing instructions

4. A description of the school bus danger zone

5. Instructions for safely walking to and from school bus stops

(cf. 5145.6 - Parental Notifications)

Student Instruction

Students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety as follows: (Education Code 39831.5; 5 CCR 14102)

1. Each year, all students who receive home-to-school transportation in a school bus shall be provided appropriate instruction in safe riding practices and emergency evacuation drills.

2. At least once each school year, all students in grades prekindergarten through 8 who receive home-to-school transportation shall receive safety instruction which includes, but is not limited to:

a. Proper loading and unloading procedures, including escorting by the driver
b. How to safely cross the street, highway, or private road
c. In school buses with passenger restraint systems, instruction in the use of such systems as specified in 5 CCR 14105, including, but not limited to, the proper fastening and release of the passenger restraint system, acceptable placement of passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use
d. Proper passenger conduct
e. Bus evacuation procedures
f. Location of emergency equipment

As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit. Each time the above instruction is given, the following information shall be documented:

a. District name
b. School name and location
c. Date of instruction
d. Names of supervising adults
e. Number of students participating
f. Grade levels of students
g. Subjects covered in instruction
h. Amount of time taken for instruction
i. Bus driver's name
j. Bus number
k. Additional remarks

This documentation shall be kept on file at the district office or the school for one year and shall be available for inspection by the CHP.
(cf. 3580 - District Records)
3. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction which includes, but is not limited to, the location of emergency exits and the location and use of emergency equipment. This instruction also may include responsibilities of passengers seated next to an emergency exit.
Bus Accidents
In the event of a school bus accident, the driver shall immediately notify the CHP and the Superintendent or designee. The driver shall not leave the immediate vicinity of the bus to seek aid unless necessary. (13 CCR 1219)

The Superintendent or designee shall maintain a report of each accident that occurred on public or private property involving a school bus with students aboard. The report shall contain pertinent details of the accident and shall be retained for 12 months from the date of the accident. If the accident was not investigated by the CHP, the Superintendent or designee shall forward a copy of the report to the local CHP within five work days of the date of the accident. (13 CCR 1234)

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.
(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

Legal Reference:
EDUCATION CODE
39830-39843 Transportation, school buses
39860 Contract for transportation; requirement that student not be left unattended
51202 Instruction in personal and public health and safety
PENAL CODE
241.3 Assault against school bus driver
243.3 Battery against school bus driver
VEHICLE CODE
415 Definition of motor vehicle
545-546 Definition of school bus and student activity bus
22112 Loading and unloading passengers
23123.5 Use of wireless telephone or communications device while driving; exceptions
23125 Use of wireless telephone prohibited while driving school bus
27316-27316.5 Passenger restraint systems
28160 Child safety alert system
34500 California Highway Patrol responsibility to regulate safe operation of school buses
34501.5 California Highway Patrol responsibility to adopt rules re: safe operation of school buses
34501.6 School buses; reduced visibility
34508 California Highway Patrol responsibility to adopt rules re: equipment and bus operations
CODE OF REGULATIONS, TITLE 5
14100-14105 School buses and student activity buses
CODE OF REGULATIONS, TITLE 13
1200-1294 Motor carrier safety
2480 Airborne toxic control measure; limitation on bus idling
CODE OF REGULATIONS, TITLE 19
574-575.3 Inspection and maintenance of fire extinguishers
CODE OF FEDERAL REGULATIONS, TITLE 49
571.1-571.500 Motor vehicle standards, including school buses
Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Passenger Restraints Frequently Asked Questions
WEB SITES
American School Bus Council: http://www.americanschoolbuscouncil.org
California Association of School Business Officials: http://www.casbo.org
California Association of School Transportation Officials: http://www.castoways.org
OROVILLE UNION HIGH SCHOOL DISTRICT
AR 3543 (g)
Transportation Safety and Emergencies (Cont.)
California Department of Education, Office of School Transportation:
http://www.cde.ca.gov/ls/tn
California Highway Patrol: http://www.chp.ca.gov
National Transportation Safety Board: http://www.ntsb.gov
U.S. Department of Transportation, National Highway Traffic Safety Administration:

http://www.nhtsa.dot.gov
Adopted: 1/20/93
Amended: 4/18/07, 8/20/08, 5/20/09, 3/20/13, 3/21/18, 9/18/19

Disorderly Conduct
Disorderly conduct may involve a student or staff member exhibiting threatening or irrational behavior.
Procedure
1. Upon witnessing Disorderly Conduct, staff will immediately notify the School Administrator.
2. The School Administrator will initiate the appropriate Immediate Response Actions, which may include SHELTER-IN-PLACE, LOCKDOWN, EVACUATE BUILDING or OFF-SITE EVACUATION.
3. The School Administrator will call Oroville Police Department 530-538-2448 or the Butte County Sheriff's Office 530-538-7321, and provide the exact
location and nature of the incident. If determined to be appropriate, the School Administrator will call "911."
4. If an immediate threat is not clearly evident, the School Administrator or a staff member may attempt to diffuse the situation. Approach the perpetrator in a calm, non-confrontational manner and request he or she leave the campus. Avoid any hostile situations.
5. If the perpetrator is a student, an attempt should be made to notify the family. (Family members may provide useful information on handling the situation.)
6. The School Administrator will notify the District Superintendent of the situation.

Earthquake
Earthquake
DROP, COVER, and HOLD
Earthquake procedures in the classroom or office

At the first indication of ground movement, you should DROP to the ground. It will soon be impossible to stand upright during the earthquake. Getting to the ground will prevent being thrown to the ground.

You should seek protective COVER under or near desks, tables, or chairs in a kneeling or sitting position.

You should HOLD onto the table or chair legs. Holding onto the legs will prevent it from moving away from you during the quake. Protect your eyes from flying glass and debris with your arm covering your eyes.

You should remain in the DROP position until ground movement ends. Be prepared to DROP, COVER and HOLD during aftershocks.

After ground movement ends, check for injuries and safely evacuate the building. Move to a safe, open area, away from power lines and other overhead hazards.

Earthquake procedures in other parts of the building

At the first indication of ground movement, you should DROP to the ground.

Take COVER under any available desk, table, or bench. If in a hallway, drop next to an inside wall in a kneeling position and cover the back of the neck with your hands.

After ground movement ends, check for injuries and safely evacuate the building. Move to a safe, open area, away from power lines and other overhead hazards.

Earthquake procedures while outside

At the first indication of ground movement, move away from overhead hazards such as power lines, trees, and buildings. DROP to the ground and COVER the back of the neck with your hands. Be aware of aftershocks. Do not enter buildings until it is determined safe to do so.

If walking to or from school, DO NOT RUN. Stay in the open. If the student is going to school, continue to the school. If going home, the student should continue to home.

While in a vehicle or school bus, pull over to the side of the road and stop. If on a bridge, overpass, or under power lines, continue on until the vehicle is away from the overhead dangers. Wait until the ground movement stops and check for injuries. Be aware of aftershocks, downed wires, or roads blocked by debris. The Bus Driver is legally responsible for the welfare of student riders.

Explosion or Risk Of Explosion

Emergency response will depend on the type of explosion (smoke bomb, chemical lab incident, etc.) and proximity to the school. All students should be kept away from the explosion and under supervision.

PRINCIPAL/SITE ADMINISTRATOR:

Determine whether site evacuation should be implemented. If so, sound fire alarm. This will automatically implement action to EVACUATE the building. EVACUATION may be warranted in some buildings but others may be used for SHELTER IN PLACE.
Notify Fire Department (call 911). Provide school name, address, exact location within the building, your name and phone number and nature of the emergency.
Secure area to prevent unauthorized access until the Fire Department arrives.
Advise the District Superintendent of school status.
Notify emergency response personnel of any missing students.
Notify utility company of breaks or suspected breaks in utility lines or pipes. Provide school name, address, location within building, your name and phone.
Direct a systematic, rapid and thorough approach to search the building and surrounding areas. Check classrooms and work areas, public areas (foyers, offices, bathrooms and stairwells), unlocked closets, exterior areas (shrubbery, trash cans, debris boxes) and power sources (computer rooms, gas valves, electric panels, telephone panels).
Determine if Student Release should be implemented. If so, notify staff, students and parents.
If damage requires the school to be closed, notify parents and staff of school status and alternate site for classroom instruction. Do not return to the school building until it has been inspected and determined safe by proper authorities.

STAFF ACTIONS:

Initiate DROP, COVER AND HOLD ON.
If explosion occurred inside the school building, EVACUATE to outdoor assembly area. Keep students and staff at a safe distance from the building(s) and away from fire-fighting equipment.
Check to be sure all students have left the school site. Remain with students throughout evacuation process.
Upon arrival at assembly area, check attendance. Report status to site administrator immediately.
Render first aid as necessary.
Do not return to the building until the emergency response personnel determine it is safe to do so.
If explosion occurred in the surrounding area, initiate SHELTER IN PLACE. Keep students at a safe distance from site of the explosion.

Fire in Surrounding Area

A fire in an adjoining area, such as a wildland fire, can threaten the school building and endanger the students and staff. Response actions are determined by location and size of the fire, its proximity to the school and the likelihood that it may endanger the school community.

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Determine if EVACUATION of school site is necessary.
Contact local fire department (call 911) to determine the correct action for your school site.
If necessary, begin evacuation of school site to previously identified safe site using school evacuation plan. If needed, contact bus dispatch for OFF-SITE EVACUATION.

Direct inspection of premises to assure that all students and personnel have left the building.
Notify the school district where the school has relocated and post a notice on the office door stating the temporary new location.
Monitor radio station for information.
Do not return to the building until it has been inspected and determined safe by proper authorities.

STAFF ACTIONS:

If students are to be evacuated, take attendance to be sure all students are present before leaving the building site.
Stay calm. Maintain control of the students a safe distance from the fire and firefighting equipment.
Take attendance at the assembly area. Report any missing students to the principal/site administrator and emergency response personnel.
Remain with students until the building has been inspected and it has been determined safe to return to.

Fire on School Grounds

Should any fire endanger the students or staff, it is important to act quickly and decisively to prevent injuries and contain the spread of the fire. All doors leading to the fire should be closed. Do not re-enter the area for belongings. If the area is full of smoke, students and employees should be instructed to crawl along the floor, close to walls, which will make breathing easier and provide direction. Before opening any door, place a hand an inch from the door near the top to see if it is hot. Be prepared to close the door quickly at the first sign of fire. All fires, regardless of their size, which are extinguished by school personnel, require a call to the Fire Department to indicate that the "fire is out".

Within School Building

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Sound the fire alarm to implement EVACUATION of the building.
Immediately EVACUATE the school using the primary or alternate fire routes.
Notify the Fire Department (call 911).
Direct search and rescue team to be sure all students and personnel have left the building.
Ensure that access roads are kept open for emergency vehicles.
Notify District Office of situation.
Notify appropriate utility company of suspected breaks in utility lines or pipes.
If needed, notify bus dispatch for OFF-SITE EVACUATION.
Do not allow staff and students to return to the building until the Fire Department declares that it is safe to do so.

STAFF ACTIONS:

EVACUATE students from the building using primary or alternate fire routes Take emergency backpack and student kits. Maintain control of the students a safe distance from the fire and firefighting equipment.
Take attendance. Report missing students to the Principal/designee and emergency response personnel.
Maintain supervision of students until the Fire Department determines it is safe to return to the school building.

Near the School

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Notify the Fire Department (call 911). The Fire Marshall will direct operations once on site.
Determine the need to implement an EVACUATION. If the fire threatens the school, execute the actions above. If not, continue with school routine.

Flooding

Flooding could threaten the safety of students and staff whenever storm water or other sources of water threaten to inundate school grounds or buildings. Flooding may occur if a water pipe breaks or prolonged rainfall causes urban streams to rise. Flooding may also occur as a result of damage to water distribution systems such as failure of a dam or levee. If weather-related, an alert message will be broadcast over the weather radio station.

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Issue STAND BY instruction. Determine if evacuation is required.
Notify local police department of intent to EVACUATE, the location of the safe evacuation site and the route to be taken to that site.
Delegate a search team to assure that all students have been evacuated.
Issue Off Site Evacuation instruction if students will be evacuated to a safer location by means of buses and cars.
Post a notice on the office door stating where the school has relocated and inform the District Office.
Monitor AM radio weather station KPAY Newstalk 93.9 for flood information.
Notify District Superintendent of school status and action taken.
Do not allow staff and students to return to the building until proper authorities have determined that it is safe to do so.

STAFF ACTIONS:

If warranted, EVACUATE students using evacuation plan. Take the class roster, emergency backpack and student comfort kits. Take attendance before leaving the campus.
Remain with students throughout the evacuation process.
Upon arrival at the safe site, take attendance. Report any missing students to principal/site administrator and emergency response personnel.
Do not return to school building until it has been inspected and determined safe by property authorities.

BUS DRIVER ACTIONS:
If evacuation is by bus, DO NOT drive through flooded streets and/or roads. DO NOT attempt to cross bridges, overpasses or tunnels that may be damaged by flooding.

Loss or Failure Of Utilities

IT IS THE DISTRICT'S INTENT THAT SCHOOLS WILL REMAIN OPEN DURING A POWER OUTAGE.

There are several stages of alerts that are being broadcast over the radio:

- STAGE 1 EMERGENCY indicates that the operating reserves in the real-time market are forecasted to be less than the California Independent System Operator (CAISO) Minimum Operating Reserves criteria.
- STAGE 2 EMERGENCY indicates that the operating reserves in the real-time market are forecasted to be less than five (5) percent.
- STAGE 3 EMERGENCY indicates that the operating reserves in the real-time market are forecasted to be less than 1.5 percent.

If the district is notified of a STAGE 3 EMERGENCY, possible-affected sites will be contacted as soon as practicable. Once notified, turn off PCs, monitors, printers, copiers, and lights when not in use or not needed. If you cannot turn off the whole computer, turn off the monitor and the printer. Shut off lights in unoccupied rooms. In spite of everyone's best effort to communicate, it is possible that an outage will occur with no notice to the district.

PREPARING FOR AN OUTAGE

- Update each student's emergency card.
- Determine availability of portable lighting at site, i.e. flashlights & batteries.
- Find out that when power is lost, do emergency lights go on and do the "Exit" signs remain lit?
- Clear away materials and boxes from hallways and pathways.
- Check school district's PG&E Block list to determine in which PG&E block your site is located. As a note, Block 50's power will not be interrupted.
- Ask your teachers to have alternative teaching methods and plans to be used at STAGE 3 only.
- Conduct a survey of your site for the classrooms and offices with no windows and prepare relocation plans.
- Plan alternative communication methods that suit your site, such as runners, cell phones, or radios.
- Develop a site plan such as a buddy system or chaperone, for restrooms or any other necessary leave during this period.
- Have flashlights & replacement batteries available for the restrooms and other locations with no windows.

- Ask your staff and students to have seasonal warm clothing available.
- Use surge protectors for all computer equipment, major appliances and electronic devices.
- If you have electric smoke detectors, use a battery-powered smoke detector as a back-up.

DURING AN OUTAGE

- CONTACT MAINTENANCE & OPERTIONS IMMEDIATELY IF YOUR SITE IS EXPERIENCING A BLACKOUT.
- According to SBC (Telephone Company), phones connected directly to a phone jack will be operable. Phones that require power from an electrical outlet will not work.
- If an outage lasts more than 30 minutes, have pre-designated people walk through the campus and check on the status of individuals in each building.
- Use a buddy system when going to the restrooms.
- DO NOT USE barbeques, Coleman-type stoves, hibachis and other outdoor- cooking devices indoors.
- DO NOT USE candles or gas lanterns.
- Turn off PCs, monitors, printers, copiers, major appliances and lights when not in use or not needed. If you cannot turn off the whole computer, turn off the monitor and the printer.
- Shut off lights in unoccupied rooms.

The rolling outages should not last more than two hours and, with some preparation, business can be conducted as close to normal as possible.

If a power outage is prolonged, the principal should contact the Superintendent for directions (release students/staff, evacuation to another site, etc.)

Motor Vehicle Crash

A motor vehicle crash may result in a fuel or chemical spill on school property. If the crash results in a utility interruption, refer to the section on Utility Failure.

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Notify police and fire department (call 911).
Determine immediate response procedures, which may include EVACUATION, or OFF-SITE EVACUATION which may include the use of busses or alternate transportation.
Arrange for first aid treatment and removal of injured occupants from building.
Secure area to prevent unauthorized access until the public safety officials (police, sheriff, fire department) arrive.
Ensure that students and staff remain at a safe distance from the crash.
Account for all building occupants and determine extent of injuries.
Notify District Superintendent.

STAFF ACTIONS:

Notify Principal.

Move students away from immediate vicinity of the crash.
EVACUATE students to a safe assembly area away from the crash scene. Take class roster/nametags and emergency backpack.
Check school site to assure that all students have evacuated.
Take attendance at the assembly area.
Report missing students to the principal /designee and emergency response personnel.

Maintain control of the students a safe distance from the crash site.
Care for the injured, if any.
Escort students back to the to the school site when emergency response officials have determined it is safe to return to the building.

Psychological Trauma
Recovering emotionally from disaster
Recovering emotionally from disaster
Recovering emotionally from disaster
Disasters such as hurricanes, earthquakes, transportation accidents or wildfires are typically unexpected, sudden and overwhelming. For many people, there are no outwardly visible signs of physical injury, but there can be nonetheless an emotional toll. It is common for people who have experienced disaster to have strong emotional reactions. Understanding responses to distressing events can help you cope effectively with your feelings, thoughts and behaviors, and help you along the path to recovery.

What are common reactions and responses to disaster?
Following disaster, people frequently feel stunned, disoriented or unable to integrate distressing information. Once these initial reactions subside, people can experience a variety of thoughts and behaviors. Common responses can be:

Intense or unpredictable feelings. You may be anxious, nervous, overwhelmed or grief-stricken. You may also feel more irritable or moody than usual.Changes to thoughts and behavior patterns. You might have repeated and vivid memories of the event. These memories may occur for no apparent reason and may lead to physical reactions such as rapid heartbeat or sweating. It may be difficult to concentrate or make decisions. Sleep and eating patterns also can be disrupted — some people may overeat and oversleep, while others experience a loss of sleep and loss of appetite.Sensitivity to environmental factors. Sirens, loud noises, burning smells or other environmental sensations may stimulate memories of the disaster creating heightened anxiety. These "triggers" may be accompanied by fears that the stressful event will be repeated.Strained interpersonal relationships. Increased conflict, such as more frequent disagreements with family members and coworkers, can occur. You might also become withdrawn, isolated or disengaged from your usual social activities.Stress-related physical symptoms. Headaches, nausea and chest pain may occur and could require medical attention. Preexisting medical conditions could be affected by disaster-related stress.
How do I cope?
Fortunately, research shows that most people are resilient and over time are able to bounce back from tragedy. It is common for people to experience stress in the immediate aftermath, but within a few months most people are able to resume functioning as they did prior to the disaster. It is important to remember that resilience and recovery are the norm, not prolonged distress.

There are a number of steps you can take to build emotional well-being and gain a sense of control following a disaster, including the following:

Give yourself time to adjust. Anticipate that this will be a difficult time in your life. Allow yourself to mourn the losses you have experienced and try to be patient with changes in your emotional state.Ask for support from people who care about you and who will listen and empathize with your situation. Social support is a key component to disaster recovery. Family and friends can be an important resource. You can find support and common ground from those who've also survived the disaster. You may also want to reach out to others not involved who may be able to provide greater support and objectivity.Communicate your experience. Express what you are feeling in whatever ways feel comfortable to you — such as talking with family or close friends, keeping a diary or engaging in a creative activity (e.g., drawing, molding clay, etc.).Find a local support group led by appropriately trained and experienced professionals. Support groups are frequently available for survivors. Group discussion can help you realize that you are not alone in your reactions and emotions. Support group meetings can be especially helpful for people with limited personal support systems.Engage in healthy behaviors to enhance your ability to cope with excessive stress. Eat well-balanced meals and get plenty of rest. If you experience ongoing difficulties with sleep, you may be able to find some relief through relaxation techniques. Avoid alcohol and drugs because they can be a numbing diversion that could detract from as well as delay active coping and moving forward from the disaster.Establish or reestablish routines. This can include eating meals at regular times, sleeping and waking on a regular cycle, or following an exercise program. Build in some positive routines to have something to look forward to during these distressing times, like pursuing a hobby, walking through an attractive park or neighborhood, or reading a good book.Avoid making major life decisions. Switching careers or jobs and other important decisions tend to be highly stressful in their own right and even harder to take on when you're recovering from a disaster.
In addition to these recommendations, APA's Road to Resilience brochure describes steps that you can take to build resilience — the process of adapting well in the face of adversity, trauma, tragedy, threats or significant sources of stress.

When should I seek professional help?
If you notice persistent feelings of distress or hopelessness and you feel like you are barely able to get through your daily responsibilities and activities, consult with a licensed mental health professional such as a psychologist. Psychologists are trained to help people address emotional reactions to disaster such as disbelief, stress, anxiety and grief and make a plan for moving forward. To find a psychologist in your area, visit APA's Psychologist Locator.

Thanks to psychologists Kevin Rowell, PhD, and Rebecca Thomley, PsyD, for their assistance with this article.

Revised August 2013

Resources
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Butler, L. D., Koopman, C., Azarow, J., Blasey, C. M., Magdalene, J. C., DiMiceli, S., ... & Spiegel, D. (2009). Psychosocial predictors of resilience after the September 11, 2001 terrorist attacks. The Journal of Nervous and Mental Disease, 197 (4), 266-273. doi: 10.1097/NMD.0b013e31819d9334

Silver, R. C., Holman, E. A., McIntosh, D. N., Poulin, M., & Gil-Rivas, V. (2002). Nationwide longitudinal study of psychological responses to September 11. JAMA: The Journal of the American Medical Association, 288 (10), 1235-1244. doi: 10.1001/jama.288.10.1235

Suspected Contamination of Food or Water
This procedure applies if there is evidence of tampering with food packaging, observation of suspicious individuals in proximity to food or water supplies or suspicion of possible food/water contamination. Indicators of contamination may include unusual odor, color and/or taste or multiple individuals with unexplained nausea, vomiting or other illnesses.

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Call 911.
Isolate suspected contaminated food/water to prevent consumption. Restrict access to the area.

Maintain a log of affected students and staff and their systems, the food/water suspected to be contaminated, the quantity and character of products consumed and other pertinent information.
Provide list of potentially affected students and staff to responding authorities.
Provide staff with information on possible poisonous materials in the building.
Notify District Superintendent of situation and number of students and staff affected.
Confer with Department of Health and Human Services before the resumption of normal school activities.
Prepare communication for families advising them of situation and actions taken.

STAFF ACTIONS:

Notify principal/site administrator.
Call the Poison Center Hotline 1-800-222-1222.
Administer first aid as directed by poison information center.
Seek additional medical attention as needed.

PREVENTATIVE MEASURES:

Keep poisonous materials in a locked and secure location.
Post the Poison Control Center emergency number in the front office, school clinic and on all phones that can call outside.
Post the names of building personnel who have special paramedic, first aid training or other special lifesaving or life-sustaining training.

Tactical Responses to Criminal Incidents

The California Education Code establishes the basic framework for school districts to take steps to make schools safe. Each school in a district is required to develop a comprehensive school safety plan "that addresses the safety concerns identified through a systematic planning process." (Ed. Code, § 32280.) A "safety plan" is "a plan to develop strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on the school campus." (Ed. Code, § 32280.) The plan must be annually reviewed and updated by March 1. (Ed. Code, § 32286.)

Generally, the school site council is responsible for developing the safety plan. (Ed. Code, § 32281.) However, in lieu of the school site council, a school district or county office of education may elect to develop confidentially the portions of the safety plan that include tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, otherwise known as a "tactical response plan." (Ed. Code, § 32281(f)(1).) The term "tactical response" means the "steps taken to safeguard pupils and staff, to secure the affected school premises, and to apprehend the criminal perpetrator or perpetrators." (Ed. Code, § 32281(f)(2).) When developing a tactical response plan, district or county officials must consult with law enforcement officials and invite representatives of exclusive bargaining units of district employees to participate. (Ed. Code, § 32281(f)(1).)

Unlawful Demonstration or Walkout

A civil disturbance is an unauthorized assemblage on the school grounds with the potential to:

disrupt school activities;
cause injury to staff and students; and/or
damage property.

Precautionary measures must be taken to keep school personnel and students from undue exposure to danger. Efforts should be made to remain calm, to avoid provoking aggression, and to keep students in their classrooms.

Inside School

STAFF ACTIONS:

Report disruptive circumstances to principal/site administrator.
Avoid arguing with participant(s).
Have all students and employees leave the immediate area of disturbance.
Lock doors. Account for all students and remain in classroom unless instructed otherwise by the principal or law enforcement.
Stay away from windows and exterior doors.

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

If the students are engaging in civil disobedience, keep the students confined to one room in the school building.
Set up a communication exchange with the students, staff and principal. Try to restore order.
If unable to calm students and violent or uncontrolled behavior is probably, notify police of situation and request assistance.
Send home with students for their parents/guardians a brief written description of the emergency, how it was handled and, if appropriate, what steps are being taken in its aftermath.

Outside of School

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

Call 911.
Move any students who are outside into the school building. If unable to do so, have students lie down and cover their heads.
Once students are in the school building, lock and secure all exterior doors, including restrooms. Have custodians remove trash containers and other burnable items from public access.
Cancel all outside activities.
Maintain an accurate record of events, conversations and actions.
Assign staff members to assist nurse as necessary.

STAFF ACTIONS:

Close and lock classroom doors. Close all curtains and blinds. Keep students away from windows and take precautions to protect them from flying glass in the event windows are broken.
Instruct students to DUCK AND COVER, lie on the floor and keep students calm.
Care for the injured, if any.
Remain with students within locked classrooms until all clear is given, regardless of bells and the school schedule.

Emergency Evacuation Map

To: Oroville Union High School Board of Trustees
From: Kevin Simas, Director of Education
Date: 2/16/2021
Subject: OUHSD 2020-2021 Spring Release Consolidated Application

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Background Information: The Assistant Superintendent and Education Services collaborated on the 20-21 spring release Consolidated Application for OUHSD Title I, II, III and Title V funds. This application is a requirement of the California Department of Education for receiving federal funding for services to students from special populations (English Learners, Homeless and Foster Youth, Low Socio-economic and Rural status) The application is included for the Board's review.

Financial Impact: N/A

Recommendation: Approval of the OUHSD 2020-2021 Spring Release Consolidated Application.

2020-21 Federal Transferability

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office , KDonnelly@cde.ca.gov , 916-319-0942

Title II, Part A Transfers

2020-21 Title II, Part A allocation	$103,804
Transferred to Title I, Part A	$90,000
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title IV, Part A	
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	
Total amount of Title II, Part A funds transferred out	$90,000
2020-21 Title II, Part A allocation after transfers out	$13,804

Title IV, Part A Transfers

2020-21 Title IV, Part A allocation	$55,192
Transferred to Title I, Part A	$28,378
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title II, Part A	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	
Total amount of Title IV, Part A funds transferred out	$28,378
2020-21 Title IV, Part A allocation after transfers out	$26,814

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.

2020-21 Title II, Part A LEA Allocations

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

CDE Program Contact:

Arianna Bobadilla (Fiscal), Division Support Office, ABobadilla@cde.ca.gov, 916-319-0208
Lisa Fassett (Program), Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963

2020-21 Title II, Part A allocation	$103,804
Transferred-in amount	$0
Total funds transferred out of Title II, Part A	$90,000
Allocation after transfers	$13,804
Repayment of funds	
2020-21 Total allocation	$13,804
Administrative and indirect costs	$419
Equitable services for nonprofit private schools	
2020-21 Title II, Part A adjusted allocation	$13,385

Warning
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2020-21 Title III Immigrant Student Program Subgrant Budget

The purpose of this form is to provide a proposed budget for 2020-21 Immigrant Student Program Subgrant funds only per the Title III Immigrant Student Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

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

Estimated Allocation Calculation

Estimated immigrant per student allocation	$104.70
Estimated immigrant student count	2
Estimated immigrant student program allocation	$209

Note: Eligibility criteria

A local educational agency which has 21 or more eligible immigrant students and has experienced a significant increase of one percent or more in eligible immigrant students enrollment in the current year, compared with the average of the two preceding fiscal years, is eligible to apply.

Budget

Authorized activities	$209
Direct administrative costs (Amount should not exceed 2% of the estimated immigrant student program allocation)	$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	$0
Total budget	$209

Warning

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2020-21 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at https://www.cde.ca.gov/fg/ac/sa/.

2020-21 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	OUHSD certifies that there are no known deficiencies or challenges with the substitute system for time accounting.

Warning

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OROVILLE UNION HIGH SCHOOL DISTRICT
INDEPENDENT CONTRACTOR AGREEMENT FOR SERVICES
(NON-CONSTRUCTION RELATED; NOT FOR PURCHASE OF GOODS OR EQUIPMENT)

WHO'S RESPONSIBLE	ACTION TO BE TAKEN
Site/Department	• Fill out the Service Agreement Cover Sheet. • Send the Service Agreement with the required attachments to the Contractor to be filled out. 1. Provide only the District's approved agreement. This agreement should be completed in lieu of signing any vendor contract for services. If any revisions are requested, they need prior authorization by the Assistant Superintendent of Business (CBO). 2. Ensure there is an accurate and complete description of the Contractor's Scope of Services. 3. Review the insurance requirements for the person or entity and revise the insurance provisions of the agreement accordingly. 4. Determine which of the following documents should be attached to the agreement: ☑ Workers' Compensation Certificate ☑ Criminal Background Investigation/Fingerprinting Certification ☑ Insurance Certificates and Endorsements ☐ W-9 form ☑ Tuberculosis Clearance ☐ FTB Form 590 (if out-of-state contractor seeking withholding exemption) ☐ _____ [Other] ☐ _____ [Other] ***All required certificates and documents must be collected before any services under the agreement commence.***
Contractor	• Completely fill out Service Agreement and return it to the site/department with the required Certificate of Insurance and endorsements.
Site/Department	• Create a requisition for the services that are going to be provided by the vendor. • If using ASB funds to pay for contract, attach a copy of ASB minutes approving the Service Agreement. • Review for completeness (i.e.: cover sheet completeness and signatures). • Prepare Board Item. • Submit Service Agreement to CBO's office four (4) business days prior to the Board meeting agenda deadline date.
CBO	• Verify budget and availability of funds. • Initial to approve the Service Agreement Routing and forward documentation to the Superintendent's Administrative Assistant.
A/P	• Service Agreement must be approved by Board prior to execution by Superintendent or designee and before any services under the Agreement commence. • Convert into purchase order upon Board Approval • Send purchase order to vendors
Contractor	• Reference purchase order number on invoice(s).

DO NOT INCLUDE THIS SHEET WITH FINAL EXECUTED CONTRACT TO CONTRACTOR

OROVILLE UNION HIGH SCHOOL DISTRICT
INDEPENDENT CONTRACTOR AGREEMENT FOR SPECIAL SERVICES
(NON-CONSTRUCTION RELATED; NOT FOR PURCHASE OF GOODS OR EQUIPMENT)

CONTRACTOR FULL NAME	North State Audio Visual, Inc.
TAX I.D. NUMBER	
SITE/DEPARTMENT	Maintenance
SUBMITTED BY	Jim LaGrone
SIGNATURE	
SIGNATURE FROM BUDGET CONTROL ADMINISTRATOR:	
BOARD APPROVAL DATE	
REQ (P.O.) NUMBER	
BUDGET CODE	01-8150-0-5800-0000-8110-00-800-3000
AGREEMENT TOTAL AMOUNT	$3150.00
DESCRIPTION OF SERVICE	Graduation audio services for OHS, LP, PHS and OAE
TERM OF AGREEMENT	2021 graduation dates

Assistant Superintendent of Business — Date

Received By:	Certificate of Insurance Expiration Date	☐ Yes ☐ No		Auto Insurance Expiration Date	☐ Yes ☐ No

DO NOT INCLUDE THIS SHEET WITH FINAL EXECUTED CONTRACT TO CONTRACTOR

INDEPENDENT CONTRACTOR AGREEMENT FOR SERVICES

This Independent Contractor Agreement for Services ("Agreement") is made as of February 16, 2021, between the Oroville Union High School District ("District") and North State Audio Visual, Inc ("Contractor") (together, "Parties").

WHEREAS, the District is authorized by Government Code section 53060 to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if those persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, the District is authorized by Public Contract Code section 20111 to contract with and employ any persons for the furnishing of non-construction services, if the contract amount is no greater than the annually adjusted statutory limit, which is $90,200 as of January 1, 2018; and

WHEREAS, the District is in need of those services and/or advice; and

WHEREAS, the Contractor is specially trained and experienced and competent to perform the services required by the District, and those services are needed on a limited basis;

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. The Contractor shall furnish to the District graduation sound services services, including the location where services be provided, as described in Exhibit "A," attached hereto and incorporated herein by this reference ("Services").

2. **Term** Contractor shall commence providing Services under this Agreement upon execution of the Agreement by both parties, and approval or ratification of District's governing board, through June 4, 2021. Should Contractor begin performing Services in advance of receiving notice that this Agreement is approved, any Services so performed in advance of the approval date may be considered as having been done at the Contractor's risk, as a volunteer unless Agreement is so approved or ratified.

3. **Compensation**. District compensation to the Contractor shall not exceed $ 3,150.00, inclusive of any costs or expenses paid or incurred by Contractor in performing the Services, without the express approval of the Board. Payment shall be made for all undisputed amounts within thirty (30) days after the Contractor submits a detailed invoice to the District's Accounts Payable Department for services actually performed. Invoices must reference corresponding Purchase Order number.

4. **Equipment and Materials**. Contractor shall furnish, at his/her own expense, all tools, labor, materials, equipment, supplies, transportation services and any other items (collectively, "Equipment") necessary to complete the Services in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor of the Contractor's agents, personnel, employee(s), and/or subcontractor(s) ("Contractor Parties"), even if such Equipment is furnished, rented or loaned to Contractor or Contractor Parties by District. All original curricular materials provided in conjunction with Contractor services must be authorized for use by the District only and remain exclusively the intellectual property of the authors.

5. **Independent Contractor**. Contractor, in the performance of this Agreement, shall be and act as an independent contractor with the sole authority for controlling and directing the performance of the details of the Services, District being interested only in the results obtained. Contractor understands and agrees that he/she and all of his/her employees shall not be considered officers, employees, agents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. If Contractor is not a resident of California and is not exempt from withholding, the District shall withhold California income taxes as required by the Revenue & Taxation Code. The Contractor shall still be responsible for payment of all state and federal taxes.

6. **Employment with Public Agency**. Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.

7. **Certifications, Permits, and Licenses.** Contractor represents and warrants to District that Contractor and all of the Contractor Parties have in effect and shall maintain in full force throughout the Term of this Agreement all licenses, credentials, permits and any other legal qualifications required by law to perform the Services and to fully and faithfully satisfy all of the terms set forth in this Agreement.

8. **Standard of Care**. Contractor represents that Contractor has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of the District. If any of the Services are performed by any of the Contractor Parties, such work shall only be performed by competent personnel under the supervision of and in the employment of Contractor. Contractor's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession for services to California school districts.

9. **Safety and Security**. Contractor is responsible for maintaining safety in the performance of this Agreement. Contractor shall be responsible to ascertain from the District the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when children are present.

10. **Work Product**. Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District.

11. **Confidentiality**. The Contractor and all Contractor Parties shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

12. **Audit**. Contractor shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Contractor transacted under this Agreement. Contractor shall retain these books, records, and systems of account during the Term of this Agreement and for three (3) years thereafter. Contractor shall permit the District, its agent, other

representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that the District shall give reasonable prior notice to Contractor and shall conduct audit(s) during Contractor's normal business hours, unless Contractor otherwise consents.

13. Termination.

13.1. With Cause by District. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

13.1.1. material violation of this Agreement by the Contractor; or

13.1.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or

13.1.3. Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor's insolvency.

Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Contractor. If the expense, fees, and costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

13.2 Without Cause by District. District may, at any time, with or without reason, terminate this Agreement upon fifteen (15) days written notice and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner. In the event that District terminates this Agreement pursuant to this section, District shall compensate Contractor for Services completed to date.

13.3 Upon termination, Contractor shall provide the District with all documents produced maintained or collected by Contractor pursuant to this Agreement, whether or not such documents are final or draft documents.

14. Indemnification. To the furthest extent permitted by California law, Contractor shall, at its sole expense, indemnify, and hold harmless the District, the State of California, and their agents, representatives, officers, Contractors, employees, trustees, and volunteers (the "District Parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "Claims") of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and Contractors and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, or thing done, permitted, or suffered by the Contractor under or in conjunction with this Agreement, unless the Claims are caused wholly by the sole negligence or willful misconduct of the District Parties. Contractor shall, to the furthest extent permitted by California law, defend the

District Parties at Contractor's own expense, from any and all Claim(s) and allegations relating thereto with counsel approved by District where such approval is not to be unreasonably withheld. Whereas the cost to defend the District Parties charged to the Contractor shall not exceed the proportionate percentage of Contractor's fault as determined by a court of competent jurisdiction, any amounts paid in excess of such established fault will be reimbursed by the District. Notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such defendant shall meet and confer with other parties regarding unpaid defense costs. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the indemnified parties.

15. Insurance. The Contractor shall procure and maintain at all times it performs any portion of the Services the following insurance:

15.1. General Liability. One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) general aggregate for bodily injury, personal injury and property damage in the form of Comprehensive General Liability and Contractual Liability.

15.2. Automobile Liability Insurance. One Million Dollars ($1,000,000) per occurrence and One Million Dollars ($1,000,000) general aggregate for automobile liability insurance that shall protect the Contractor and the District from all claims of bodily injury, property damage, personal injury, death, and medical payments arising performing any portion of the Services by Contractor.

15.3. Workers' Compensation and Employers' Liability Insurance. For all of the Contractor's employees who are subject to this Agreement and to the extent required by the applicable state or federal law, Contractor shall keep in full force and effect, a Workers' Compensation policy. That policy shall provide employers' liability coverage with minimum liability coverage of One Million Dollars ($1,000,000) per accident for bodily injury or disease. Contractor shall provide an endorsement that the insurer waives the right of subrogation against the District and its respective elected officials, officers, employees, agents, representatives, Contractors, trustees, and volunteers.

15.4. Other Insurance Provisions:

15.4.1. The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

15.4.1.1. The District, its representatives, Contractors, trustees, officers, officials, employees, agents, and volunteers ("Additional Insureds") are to be covered as additional insureds as respects liability arising out of activities performed by or on behalf of the Contractor; instruments of Service and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Additional Insureds.

15.4.1.2. For any claims related to the projects, the Contractor's insurance coverage shall be primary insurance as respects the Additional Insureds. Any insurance or self-insurance maintained by the Additional Insureds shall be in excess of the Contractor's insurance and shall not contribute with it.

15.4.1.3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the Additional Insureds.

15.4.2. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

15.4.3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District.

15.4.4. Contractor shall furnish the District with Certificates of insurance showing maintenance of the required insurance coverage and original endorsements affecting general liability and automobile liability coverage. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the District before Services commence.

15.5. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to the District.

16. **Limitation of District Liability**. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

17. **Compliance with Laws; Effect of Noncompliance**. Contractor shall observe and comply with all rules and regulations of the governing board of the District and all federal, state, and local laws, ordinances and regulations. Contractor shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Contractor observes that any of the Services required by this Contract is at variance with any such laws, ordinance, rules or regulations, Contractor shall notify the District, in writing, and, at the sole option of the District, any necessary changes to the scope of the Services shall be made and this Contract shall be appropriately amended in writing, or this Contract shall be terminated effective upon Contractor's receipt of a written termination notice from the District. If Contractor performs any work that is in violation of any laws, ordinances, rules or regulations, without first notifying the District of the violation, Contractor shall bear all costs arising therefrom.

18. **Fingerprinting of Employees**. It is not contemplated at the time of execution of this Agreement that Contractor or its employees will have contact with students during the provision of services under this Agreement. If, at a future time, Contractor will have contact with any pupils, Contractor shall comply with the provisions of Education Code section 45125.1 regarding the submission of employee fingerprints to the California Department of Justice and the completion of criminal background investigations of its employees. The Contractor shall not permit any employee to have any contact with District pupils until such time as the Contractor has verified in writing to the governing board of the District that the employee has not been convicted of a felony, as defined in Education Code section 45122.1. The Contractor's responsibility shall extend to all

employees, subcontractors, agents, and employees or agents of Contractor Parties regardless of whether those individuals are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor. Verification of compliance with this section and the Criminal Background Investigation Certification that may be required with this Agreement, shall be provided in writing to the District prior to each individual's commencement of employment or performing any portion of the Services and prior to permitting contact with any student. If Contractor is a sole proprietor, and, at a future time, it is determined that Contractor will have contact with any pupils, Contractor and all of the Contractor Parties must agree to allow the District to process and submit background checks and fingerprinting, as required by Education Code section 42125.1(k), under procedures established by the California Department of Justice and the Federal Bureau of Investigation, and the results of those background checks and fingerprints must reveal that Contractor and none of the Contractor Parties, if any, have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code. No Services shall commence until such determinations by DOJ and FBI have been made.

19. **Notice**. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District	**Contractor**
Oroville Union High School District	North State Audio Visual, Inc.
2211 Washington Ave.	13309 Cabin Hollow Ct. Ste. 1
Oroville, Ca 95966	Chico, Ca. 95973
Fax: (530) 538-2308	

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

20. **Assignment**. The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

21. **No Rights in Third Parties**. This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

22. **Integration; Entire Agreement of Parties; Amendments**. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties. This agreement is not valid until approved/ratified by the Oroville Union High School District Board of Education. Services shall not be rendered until Agreement is approved.

23. **Governing Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Butte County, California.

24. **Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the Parties shall attempt to resolve the dispute in good

faith. Pending resolution of the dispute, Contractor agrees it will neither rescind the Agreement nor stop the performance of the Services, but will allow determination by the court of the State of California, in the county in which the District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the Contractor shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the Contractor's right to bring a civil action against the District. For purposes of those provisions, the running of the time within which a claim must be presented to the District shall be tolled from the time the Contractor submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

25. **Attorney Fees; Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

26. **Waiver**. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

27. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

28. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

29. **Incorporation of Recitals and Exhibits**. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

OROVILLE UNION HIGH SCHOOL DISTRICT

Date: _____, 2021

Signature: _____

Print Name: Corey Willenberg

[CONTRACTOR]

Date: _____, 2021

Signature: _____

Print Name: Bob Tolar

Information regarding Contractor:

License No.: 1024137

Address: 13309 Cabin Hollow Ct. Ste. 100
Chico, Ca. 95973

Telephone: 530.342.8860

Facsimile: 530.342.8022

E-Mail: bob@northstateav.com

Contractor's state of residence: Ca.

States in which Contractor is licensed to do business: Ca.

Type of Business Entity:
____ Individual
__x__ Sole Proprietorship
____ Partnership
____ Limited Partnership
____ Corporation, State:_____
____ Limited Liability Company
____ Other: _____

_____:
Employer Identification and/or Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of $600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires the Contractor to furnish the information requested in this section.

NORTH STATE
AUDIO VISUAL, INC
13309 Cabin Hollow Court, Ste 100, Chico, CA 95973
PH: 530-342-8860 FAX: 530-342-8022

Price Quote

DATE	INVOICE #
6/1/21	11178

CA Lic# 819269

BILL TO

Oroville Union High School District
2211 Washinton Avenue
Oroville, CA 95966

QTY	ITEM CODE	DESCRIPTION	PRICE EA...	AMOUNT
		Graduation Services for Oroville Union School District at Harrison Stadium in Oroville CA Tuesday, June 1st- Prospect High School and Oroville Adult School Thursday, June 3rd- Las Plumas High School Friday, June 4th- Oroville High School Services include 8:00 AM rehearsal and evening events -NSAV will tie into the existing audio system at the stadium -We will provide a backup version of the National Anthem in case there is no singer, Pomp and Circumstance for the ceremony, as well as background music for before and after the ceremony - Setup will commence at 6:00 AM for 8:00 AM rehearsal -NSAV will leave speakers, cabling and stands and strike our mixer board and wireless Mics between rehearsal and event -Engineer returns at 3:00 PM for 5:00 PM start Contact: Jim LaGrone | Facilities | Technology | Transportation Director Oroville Union High School District 2211 Washington Ave. Oroville, Ca. 95966 Office 530-538-2300 Ext. 1108 Cell 530-682-0444 Jlagrone@ouhsd.net | www.ouhsd.org		
3	Commercial	(4) Nexo PS10 speakers on Black Ultimate Tripod Stands to supplement Stadium PA located 2 per side, pointed at bleachers (2) Nexo PS10 speakers on Black Ultimate Tripod Stands for student area located on home side to time align with field aimed stadium speakers (2) Nexo PS10 speakers for stage monitors to help presenters avoid delay dyslexia (1) Amp/EQ Drive Rack to power the speakers (billed per day for 3 days)	600.00	1,800.00
3	Midas M3...	Midas M32 Digital console in road case with power cord and console light (billed per day for 3 days)	150.00	450.00
3	Misc. Cable	4 channel Dante snake to link field mixer with stadium booth	25.00	75.00
6	Wireless ...	Wireless Hand held microphone (billed as 2 microphones X 3 days)	75.00	450.00

Thank you for choosing North State AV! Find us on Yelp or Facebook.

Subtotal

Total

NORTH STATE
AUDIO VISUAL, INC
13309 Cabin Hollow Court, Ste 100, Chico, CA 95973
PH: 530-342-8860 FAX: 530-342-8022

Price Quote

DATE	INVOICE #
6/1/21	11178

CA Lic# 819269

BILL TO

Oroville Union High School District
2211 Washinton Avenue
Oroville, CA 95966

QTY	ITEM CODE	DESCRIPTION	PRICE EA...	AMOUNT
3	Engineer S...	Sound Engineer Service to setup and handle all audio needs throughout the event (billed as 1 engineer for 3 days)	400.00	1,200.00
	Discount- ...	Discount for Sound Production Customer	-825.00	-825.00
		California Sales Tax	7.25%	0.00

Jim LaGrone, Facilities Director
2/16/2021
Jann Par
OK TO schedule
PO will be sent as soon as I have it.
Contract will be sent later this week

Thank you for choosing North State AV! Find us on Yelp or Facebook.

Subtotal	$3,150.00
Total	$3,150.00

Exhibit A

Scope of Services

WORKERS' COMPENSATION CERTIFICATION

Labor Code section 3700 in relevant part provides that every employer except the State shall secure the payment of compensation in one or more of the following ways:

- By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

Check only one of the boxes below.

☑ I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Services of this Contract.	☐ I do not employ anyone in the manner subject to the workers' compensation laws of California.

Date: _____

Name of Contractor: North State Audio Visual, Inc.

Representative's Name and Title: Bob Tolar

Signature: _____

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Services under this Contract.)

TUBERCULOSIS CLEARANCE

The undersigned does hereby certify to the governing board of the District as follows:

I am a representative of the Contractor currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor. Contractor's responsibility for tuberculosis ("TB") clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

☒ The Contractor ensures that any person providing any portion of the Services with **more than limited contact** with District students (as determined by the District) has, at no cost to the District, completed a TB risk assessment within the past 60 days, and, if risk factors are identified, has received a TB test in compliance with the requirements of Education Code section 49406. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto; and/or

☐ Contractor shall **only have limited or no contact** (as determined by District) with District students at all times during the Term of this Agreement.

Date: _____

Name of Contractor: North State Audio Visual, Inc.

Representative's Name and Title: Bob Tolar

Signature: _____

CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

Contractor and the Contractor's agents, personnel, employee(s), and/or subcontractor(s) ("Contractor Parties") shall at all times comply with the fingerprinting and criminal background investigation requirements of the California Education Code ("Education Code") section 45125.1. Accordingly, by checking the applicable boxes below, Contractor hereby represents and warrants to District the following:

A. ☐ Contractor and the Contractor Parties, if any, shall **only have limited or no contact** with District students (as determined by District) at all times during the Term of this Agreement.

As an authorized District official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the District.

Date: _____

District Representative's Name and Title: _____

District Representative's Signature: _____

B. ☑ The following Contractor Parties have **more than limited contact** with District students (as determined by District) during the Term of this Agreement:

_____

_____.

[Attach and sign additional pages, as needed.]

☐ If Contractor is not a Sole Proprietor, all of the Contractor Parties noted above, at no cost to District, have completed background checks and have been fingerprinted under procedures established by the California Department of Justice ("DOJ") and the Federal Bureau of Investigation ("FBI"), and the results of those background checks and fingerprints reveal that none of these Contractor Parties have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code; **OR**

☑ If Contractor is a Sole Proprietor, all of the Contractor Parties noted above have agreed to allow the District to process and submit background checks and fingerprinting, as required by Education Code section 42125.1(k), under procedures established by the California Department of Justice and the Federal Bureau of Investigation, and the results of those background checks and fingerprints must reveal that Contractor and none of the Contractor Parties, if any, have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code.

As an authorized District official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the District.

Date: February 16, 2021

District Representative's Name and Title: Jim LaGrone, Facilities Director

District Representative's Signature: _____

No Services shall commence until such determinations by DOJ and FBI has been made. Contractor further agrees and acknowledges that if at any time during the Term of this Agreement Contractor learns or becomes aware of additional information, including

additional personnel, which differs in any way from the representations set forth above, Contractor shall immediately notify District and prohibit any new personnel from having any contact with District students until the fingerprinting and background check requirements have been satisfied and District determines whether any such contact is permissible.

Contractor's responsibility for background clearance extends to all of its agents, personnel, employee(s), and/or subcontractor(s), and employees of Contractor Parties coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor: North State Audio Visual, Inc.

Signature: _____

Representative's Name and Title: Bob Tolar, Owner

Services cannot be rendered until all documentation is submitted and final approval is received.

Oroville Adult Education Center

2021-2022 School Calendar

Proposed: 2/5/21

2021

JULY

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

AUGUST

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

SEPTEMBER

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

OCTOBER

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

NOVEMBER

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

DECEMBER

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

7/5 - Independence Day (observed)

7/6 - 7/23 OAE Oroville Office Open/No School

7/26 - Fall Semester Begins

9/6 - Labor Day

11/11 - Veterans Day

11/22 - 11/26 - Thanksgiving Holiday

12/16 - End of Fall Semester

12/20 - 12/31 - Winter Recess - All Students

1/3 - Spring Semester Begins

1/17 - Martin Luther King, Jr.'s Birthday

2/18 - Lincoln's Birthday

2/21 - President's Day

4/11 - 4/18 - Spring Recess (All Students)

5/30 - Memorial Day Holiday

6/24 - End of School Year/2nd Semester

Graduation/Promotion Ceremonies

5/31 - Oroville Adult Education

6/1 - Prospect High School

6/1 - ATC Promotion Ceremony

6/2 - Las Plumas High School

6/3 - Oroville High School

( ) Holiday (All Employees)

2022

JANUARY

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
(17)	18	19	20	21
24	25	26	27	28
31				

FEBRUARY

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

MARCH

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

APRIL

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

MAY

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

JUNE

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

To: Oroville Union High School District Board of Trustees
From: Corey Willenberg, EdD, Superintendent
Date: February 16, 2021
Subject: Proposed Revisions to LCAP Goals

The district is developing the Local Control Accountability Plan (LCAP) for the 2021-2024 school years. Our current goals are:

1. Quality Educational Experiences for All Students
2. Safe and Nurturing Environment for All Students
3. Prepare Students to be Critical Thinkers in the 21st Century

I am proposing that we revise our LCAP goals to the following:

1. Provide equitable educational opportunities for all students.
2. Provide a safe, nurturing and supportive environment for all students using Culturally Responsive Positive Behavior Intervention Supports as a framework.
3. Every student will have a goal for college and/or careers, and our district will prepare them for participation in those opportunities.

If approved, we will develop actions to address those goals.

To: Oroville Union High School District Board of Trustees
From: Corey Willenberg, EdD, Superintendent
Date: February 5, 2021
Subject: OUHSD Guiding Principles

A requirement of the stipulated agreement with the Department of Justice is that the district develop a statement of principles that will guide implementation of the agreement.

Working with administration, staff, the monitor and the Attorney General's Office, OUHSD has developed guiding principles.

The Superintendent recommends approval of the attached OUHSD Guiding Principles.

OROVILLE UNION HIGH SCHOOL DISTRICT

GUIDING PRINCIPLES FOR THE SCHOOL COMMUNITY

School-Wide Positive Behavior Intervention and Support

The Oroville Union High School District is committed to providing safe classrooms and healthy environments conducive to learning and free from disruption for all students.

Every student has the right to be educated in environments that support all aspects of their well-being. Every educator has the right to teach and every employee has the right to work in an atmosphere free from disruption and obstacles that impede learning.

1. RESPECT

I treat others the way I want to be treated
I respect laws, rules, and school authority
I treat people fairly and respect their rights
I respect private and public property

2. RESPONSIBILITY

I take responsibility for my actions
I choose how I respond to others
I return what I borrow

3. APPRECIATION OF DIFFERENCES

I look for the good in others
I respect each person's right to be different
I see cultural diversity as an opportunity for learning

4. HONESTY

I am honest with myself and others
I act with integrity
I avoid spreading rumors or gossip

5. SAFETY

I engage in safe activities
I keep my body and mind healthy
I choose only those things that are really good for me

6. LIFE-LONG LEARNING

I come to school prepared to learn
I give my best in everything I do
I am open and alert to solutions

When you model the Guiding Principles for the School Community,

you

- **Treat others with respect**
- **Find peaceful solutions**
- **Listen to each other**
- **Are drug free**
- **Keep our school clean**
- **Have healthy friendships**
- **Produce your own work**
- **Maintain honesty and integrity**
- **Show empathy and compassion**
- **Defend others' rights**
- **Appreciate differences**
- **Respect the property of others**
- **Engage in safe activities**

And

you

don't tolerate:

- **Bullying and intimidation**
- **Weapons**
- **Fights, threats, and violence**
- **Drug possession and sale**
- **Graffiti and vandalism**
- **Gang activity**
- **Cheating and plagiarism**
- **Forgery and falsification**
- **Sexual harassment and assault**
- **Blackmail and extortion**
- **Prejudice and hate crimes**
- **Robbery and stealing**
- **Fireworks and firecrackers**

OUHSD Statement of Guiding Principles

The Oroville Union High School District is committed to providing all students with a rigorous educational program, which prepares them to be college or career ready and productive members of society. All OUHSD students will attend schools with climates that focus on safety, teaching, learning and interpersonal relationships that enhance student learning and well-being. Every student, grades 9 through adult, has the right to be educated in a safe, respectful, and welcoming environment. Every educator has the right to teach in an atmosphere free from disruption and obstacles that impede learning.

The District's goal is to ensure that all students are provided with schools that are safe, positive and have an environment that is conducive to learning for all students. The District is committed to non-discrimination in discipline practices and treating all students fairly and equitably without regard to race, color, ancestry, nationality, immigration status, age, ethnicity, religion, parental or pregnancy status, marital status, medical information, mental or physical disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics. The District will take effective and prompt steps to prevent, eliminate and remedy the effects of harassment on students based on any protected characteristic or category.

It is critical that students learn appropriate behavior, and that it is reinforced when necessary, so they are engaged in the education program rather than the disciplinary system. Therefore, to the maximum extent possible, and permitted and consistent with the law, the District will use student discipline policies that equitably implement research-based alternatives to exclusion; and will only use exclusionary discipline as a last resort.

The referral of students from the classroom environment for misbehavior should be avoided. To the fullest extent possible, staff shall use tiered interventions that keep students in school and participating in the instructional program. Other means of correction will be documented to support students and ensure consistency, equal application, and fidelity in implementation.

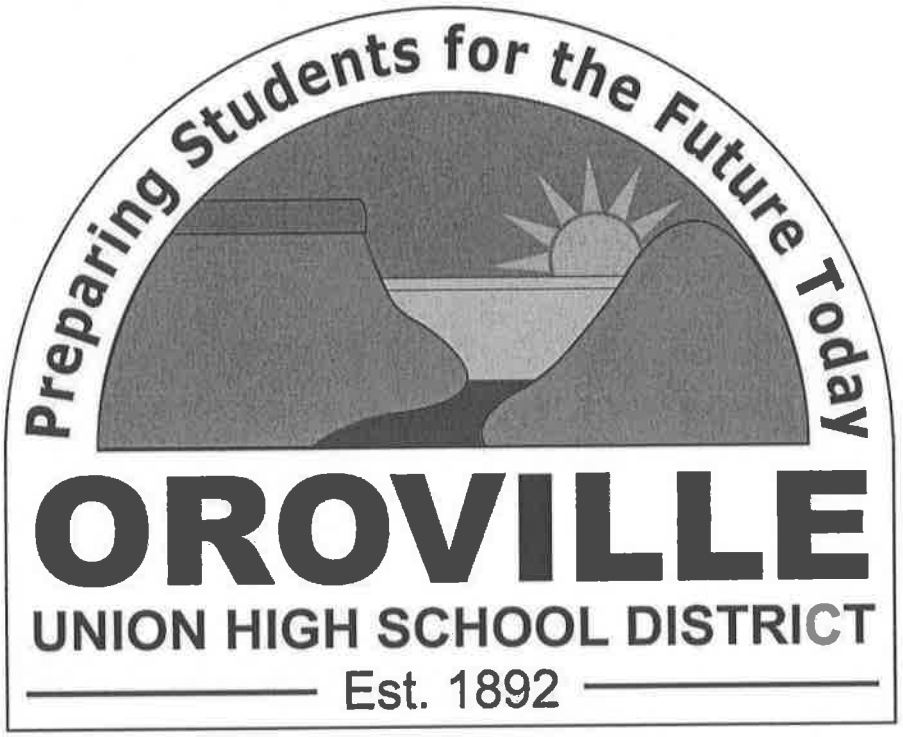
A student will not be suspended for tardiness or truancy. If a student's presence causes a danger to themself or others, the District will take appropriate measures to ensure safety and protect the student and others. If the student engages in an offense for which suspension or expulsion is required by law, the suspension or expulsion shall be enforced.

To: Oroville Union High School District Board of Trustees
From: Corey Willenberg, EdD, Superintendent
Date: February 5, 2021
Subject: OUHSD Employee Recruitment and Retention Plan

One of the requirements of the stipulated agreement with the Department of Justice is for the district to develop a plan for increasing staff diversity at district schools. The development of an Employee Recruitment and Retention Plan would be a piece to meeting that requirement.

The district has worked with responsible parties to develop the attached plan.

The Superintendent is requesting approval of the attached plan.



Employee Recruitment and Retention Plan

Core Beliefs and Mission & Vision Statements

Core Beliefs

We believe:

- Every student can learn and learns at their own pace.
- Active engagement of students by caring adults is key to helping students achieve.
- Every student should have access to services and supports to enhance their learning experience.
- Every student should be exposed to college and/or career opportunities.
- Every student should learn the skills necessary to succeed in post-secondary education or in a career path.
- Every member of the learning community deserves to be part of a safe, caring and nurturing learning environment and should be treated with respect, dignity and worth.

Vision Statement

OUHSD will provide a variety of quality educational experiences for students of all learning styles, in a safe and nurturing environment to prepare them to be critical thinkers and consumers in the 21st century in a fiscally responsible manner. Learning communities will provide programs and experiences that promote academic achievement and personal and social growth of every student

We expect:

- All students to graduate.
- Strategic establishment of positive relationships with all students in the class.
- Teachers to engage students in the active learning process, which includes participation, discussion, writing, hands-on activities and experiential learning opportunities.
- Teaching, modeling and reinforcement of prosocial classroom skills (following directions the first time, actively listening, waiting patiently, sharing with others, etc.).
- Classroom behavioral expectations to be posted, taught, reviewed and known by every student.
- Students and teachers to use technology to enhance the educational experience.
- Staff involvement and engagement in professional learning communities to support development in all curricular areas.
- Curriculum and instructional practices to be aligned with the Common Core State Standards and the Standards for the Teaching Profession.
- Our schools to actively pursue, encourage and welcome increased family and community involvement.

Mission Statement

Preparing students for the future today.

Collective Commitments

On August 16, 2017, the OUHSD Board of Trustees established the following common set of "Collective Commitments" that all staff will adhere to in order to provide the Oroville community with high performing schools:

- Every OUHSD staff member will work together to ensure high levels of learning at every school, every day and during every period;
- OUHSD teachers will deliver quality, research-based instruction with opening lesson activities, student engagement activities, formative assessment, bell to bell instruction and frequent feedback to students and parents on progress;
- Essential Learning Standards will be posted in all classrooms for all to see;
- Technology will be used as an integral part of the instructional process;
- Since quality instruction in the classroom is a priority, the number of days teachers will be out of their classrooms for school business will be limited;
- Administration will be visible in classrooms on a regular basis;
- OUHSD will recognize and promote the positive things students and staff are doing;
- OUHSD schools will be safe and nurturing environments for all students as well as welcoming, service-oriented places for parents and community members;
- OUHSD schools will prepare students to be critical thinkers in the 21st century;
- OUHSD schools will provide high quality educational experiences for all student; and
- OUHSD schools will provide social-emotional supports for all students as appropriate.

PURPOSE

The OUHSD Employee Recruitment and Retention Plan serves as the blueprint for hiring and retaining employees. This is a multi-year development process of attracting, developing and retaining highly qualified employees and substitutes throughout the district.

A key element to student success is highly qualified and dedicated employees focused on educating the whole child. OUHSD is dedicated to recruiting the best employee for the job. Human capital or the "quality of the individual" is paramount to impacting student achievement. This, together with social capital (the quality of the group) and decisional capital (expertise in judgment and decision-making), will have a large impact on performance of employees; teachers, specifically. (Hargreaves, A. and Fullan, M., 2012).

The OUHSD Employee

OUHSD is committed to hiring the best employees to work with our students. Our employees:

- ✓ **Are life-long learners**
- ✓ **Have high expectations for students and themselves**
- ✓ **Are open to change**
- ✓ **Have a positive attitude and work ethic**
- ✓ **Have a sense of responsibility**
- ✓ **Are driven and focused on helping students be successful**
- ✓ **Are team players who are helpful to others**
- ✓ **Collaborate effectively within their department/school site**
- ✓ **Value diversity**

OUHSD Hiring Process

Our goal is to recruit and retain the highest quality employee, as well as making it a collaborative and thoughtful process with stakeholder input. Our current practice maximizes stakeholder involvement, but minimizes timelines to ensure the highest quality candidates are hired.

Talent Recruitment and Retention

OUHSD maintains one of the highest paid staff compensation packages in the surrounding area, which allows us to attract and retain highly qualified candidates. The District subscribes to services, such as School Services of California, that provide a variety of compensation reports. OUHSD completed a compensation and classification study for administrative and confidential/supervisory staff to ensure that those employees are appropriately compensated and workloads are maximized for effectiveness.

Culture and Climate

OUHSD is committed to providing professional development to staff on Positive Behavior Interventions and Supports (PBIS), Culturally and Linguistically Responsive Teaching and Learning, restorative practices, deescalating situations, and other social emotional support programs to increase the culture and climate at our schools. The district implemented an advisory period this year for teachers to check in with students daily and discuss a variety of social and emotional topics. We also use data from the California Healthy Kids Survey and other school climate surveys to target the areas where students need extra support. District administrators focus extra support on students with truancy and/or credit deficiency issues to resolve issues in order to get them back on track to graduate. District Social Workers provide a variety of services to students and families in need, such as social and emotional counseling, referrals to county and other programs, food and clothing needs and much more. The district is far more likely to retain staff if they are working in a supportive climate.

OUHSD Guiding Principles

The Oroville Union High School District is committed to providing all students with a rigorous educational program, which prepares them to be college or career ready and productive members of society. All OUHSD students will attend schools with climates that focus on safety, teaching, learning and interpersonal relationships that enhance student learning and well-being. Every student, grades 9 through adult, has the right to be educated in a safe, respectful, and welcoming environment. Every educator has the right to teach in an atmosphere free from disruption and obstacles that impede learning.

The District's goal is to ensure that all students are provided with schools that are safe, positive and have an environment that is conducive to learning for all students. The District is committed to non-discrimination in discipline practices and treating all students fairly and equitably without regard to race, color, ancestry, nationality, immigration status, age, ethnicity, religion, parental or pregnancy status, marital status, medical information, mental or physical disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics. The District will take effective and prompt steps to prevent, eliminate and remedy the effects of harassment on students based on any protected characteristic or category.

Professional Development

Research-based professional development opportunities are offered throughout the school year to staff. Effective teaching and learning is a cornerstone to student achievement and preparing students to be college and career ready. Training opportunities to increase employee knowledge will improve their effectiveness.

Advertising Positions

All open positions are posted on Edjoin.org. Classified and confidential openings are also posted on Indeed.com. We are focused on improving our social media presence and will begin to post job openings on Twitter, Facebook and Instagram to reach a larger audience. On occasion, some hard to fill positions or positions requiring a specific skill set may also be advertised in the following locations:

- Local colleges and universities
- California Association of School Business Officials (CASBO)
- California Association of School Transportation Officials (CASTO)
- Association of California School Administrators (ACSA)
- Schoolspring.com
- Handshake.com

Talent Recruitment

OUHSD continues to build additional formalized partnerships with colleges and universities. We continue to strengthen these partnerships as we develop the pipelines of well-prepared future employees.

Hard to Fill Positions

OUHSD actively pursues various avenues to recruit and retain employees for all positions. The following positions are considered hard to fill due to lack of quality candidates, lack of candidates with the appropriate certifications/qualifications, and competition with other districts and businesses.

Certificated	Classified	Substitutes
Administration	Bus Drivers	Teachers
Special Education Teachers	Maintenance	Para-Educators
Mathematics Teachers	Para-Educators	Campus Supervisors
School Nurse	Food Service Workers	Bus Drivers
Social Workers	Information Technology	
Speech Therapists		
School Psychologists		

Data Dashboard

OUHSD is in the process of developing a data dashboard, which will include metrics and indicators to measure progress and effectiveness. The first phase will be to identify and calibrate measures, which will serve as initial baseline information to adjust our hiring practices.

Metric	Importance
Annual Retention Rates	Indicator of employee stability
Percent of employee evaluations completed	Indicator of employee success and progress
Number of candidates per open position	Indicator of recruitment process
Employee Attendance Rates	Indicator of employee stability and retention

Date/Month	Recruitment/Hiring Activity
Ongoing	• Prepare for and attend college job fairs with a focus on diversity in hard to fill positions. • Revised and finalize all screening materials and data tools • Revise questions for in person and digital interviews • Share opportunities for employees to serve on interview committees • Advertise for and fill open positions.
Annually	• Review staffing challenges/opportunities from the previous year • Review the onboarding for efficiency and made adjustments as necessary • Revise and publish talent recruitment brochures and fliers
Winter	• Meet with administration to review master schedules for the upcoming school year. • Determine staffing needs for certificated and classified positions. • Review tie-breaking criteria for certificated staff to be used in the event of layoff.
Spring	• Send reassurance letters to all staff • Prepare for layoffs if necessary • Send contracts for the following school year to all employees • Post all known vacancies for the upcoming school year • Conduct interviews and onboard staff

HIRING PROCESS

1. Openings are created and posted on Edjoin.org, social media and other websites if applicable.
2. Interested candidates complete and submit their application.
3. HR screens each application to ensure the candidate meets the job requirements.
4. HR contacts the administrator/supervisor overseeing the interview process to determine which candidates they choose to interview, which staff members (and parents/students if applicable) will serve on the interview committee, and to select interview date.
5. Candidates are scheduled for interviews.

6. Administrative candidates may have a second interview with the Superintendent and/or Board of Trustees.
7. The interview committee reviews each application and asks each candidate the same questions.
8. Each person on the interview committee ranks the candidates.
9. The rankings are discussed by the committee and the top candidate(s) is chosen.
10. The administrator/supervisor conducts a background check and submits the name of their final candidate to the Superintendent.
11. The candidate selected will be submitted to the Board of Trustees for approval.
12. HR meets with all newly hired employees to complete the onboarding process.
13. After board approval, the new employee will complete the pre-employment requirements (fingerprinting, drug test, TB test, physical) applicable to the position.

SUBSTITUTE HIRING PROCESS

1. Substitute pools are created and posted on Edjoin.org, social media and other websites if applicable.
2. HR screens each application to ensure the candidate meets the job requirements.
3. HR contacts each applicant to discuss pre-employment requirements and request additional information, if needed.
4. Classified supervisors may meet with applicants to discuss their prior job experience to determine which substitutes they are interested in hiring.
5. HR meets with all applicants to complete the onboarding process except for teacher substitutes with 30-day credentials, who must be cleared through the Butte County Office of Education.
6. Substitutes who complete the onboarding process and pre-employment requirements will be submitted to the Board of Trustees for approval.