

ALL MEETINGS ARE RECORDED

**OROVILLE UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES**

REGULAR MEETING AGENDA

Wednesday, February 15, 2023, 5:30 p.m. in the Transportation Conference Room, located at 2139 Washington Avenue, Oroville, CA 95966 and via YouTube (see coversheet for login information)

CALL TO ORDER

ROLL CALL

Scott Damon, Amber Englund, Bonnie King, Ray Sehorn and Tyler Smith

CLOSED SESSION

- **Personnel-Gov't. Code 54957** [Public employee employment/discipline/dismissal/release; Principal's report on probationary certificated staff; administrative/certificated non-reelects; certificated layoffs]
- **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

<i>President asks staff to introduce item</i> <i>President opens item for public discussion</i> <i>President closes item for public discussion</i> <i>Board discussion</i>

1. 2023/2024 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 VIII (Class Size) and Article IX: Safety Conditions of Employment. Both proposals have been posted at the District Office and each school site.

Enclosure

2. Semi-Annual Review of the COVID-19 Prevention Program (CPP)

The California Occupational Safety and Health Standards Board approved temporary standards in 2021 to protect general industry employees. The document has been updated to reflect current district practices. The document will be reviewed again in August 2023.

REGULAR BOARD AGENDA FOR FEBRUARY 15, 2023

3. Arts and Music Block Grant

One of the grant requirements is to solicit input from educational partners. The District surveyed students, staff, parents/guardians and the community and spoke to school administrators, teachers and library staff to develop priorities. The original allocation of \$1.3 million in one-time funds may be adjusted to \$892,000 per the Governor's Original 23/24 budget proposal.

4. Two Year Pupil Transportation Plan

In order for the District to receive additional transportation funding, a two-year Pupil Transportation Plan must be developed, which includes public input. The draft plan reflects current district practices and how students with disabilities, low income, foster youth and homeless students will have access to home-to-school transportation at no cost to the student.

RECOGNITIONS AND PRESENTATIONS

5. Student Achievement/Recognition – Prospect High School

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 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**

NON-ACTION INFORMATIONAL ITEMS AND REPORTS

6. Board Comments

7. Superintendent

8. Administration

9. DOJ Update

10. Quarterly Williams Act Complaint Report

There were no complaints received during the last quarter.

OLD BUSINESS (None)

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

- 11. Minutes from the January 18th and February 1st Board Meetings**
- 12. Check Registers Dated 1/10 – 2/6**
- 13. Monthly Financial Statement**
- 14. Expansion of K12 Agreement**
- 15. 2022-2025 Internship Agreement with CSU, Chico**
- 16. 23/24 OAE Calendar**
- 17. Disposal of Obsolete Equipment**
- 18. Disposal of 70 Damaged “The Great Gatsby” Novels at LPHS**

CONSENT CALENDAR (Cont):

19. **Additional of “Teach, Introduction to Education” and “A Teacher’s Guide to Special Education” Textbooks to the New Exploration of Teaching and Learning in Diverse K-12 Setting Course**
20. **Revised Independent Study PE Course Description**
21. **Graduation Waiver Requests**
22. **High Risk Activity – PHS Recycled Cycles Class Mountain Biking at Various Local Trails**

NEW BUSINESS

23. Resolution of Intention to Eliminate Certificated Position (Willenberg)

The District is seeking approval to eliminate up to 3.0 FTE certificated positions in the independent study program. One of the positions will be vacant due to a retirement. The other two positions would be eliminated if the teachers are needed to fill a vacancy on a campus through the involuntary transfer process. **Recommend approval of Resolution #9-22/23**

Enclosure

24. Committee on Assignments Waiver Requests—Elective Classes (Willenberg)

Pursuant to Education Code Section 44258.7 (c), the Committee on Assignments has recommended the following teachers to teach in a special assignment area for 22/23: Ryan Rogowski (Driver Education) at CDS. **Recommend approval of Committee on Assignments’ recommendations for special assignment classes as presented**

25. Purging Old Special Education Files (Wood)

Sections 437(c) and 16027 of title 5 of the California Code of Regulations authorize school districts to destroy students' education records three years after the students leave the district or the usefulness of the records ceases. Pursuant to that authority, the District intends to destroy all Special Education student records in its possession for students who graduated or otherwise dis-enrolled from the district on or before June 30, 2018. A notice will be posted in the newspaper to allow prior students to pick up their file by contacting the Educational Services office no later than May 31, 2023.

Recommend approval

26. Acceptance of Bid for Cabling Services (Willenberg)

Mr. LaGrone is seeking approval to accept the bid from Comer Communications in the amount of \$27,842.03 for cabling services at LPHS, OHS and PHS. This is an E-Rate expense, so the district only has to fund 15% of the project. **Recommend approval**

Enclosure

27. Acceptance of Bid for Network Equipment (Willenberg)

Mr. LaGrone is seeking approval to accept the bid from CDWG in the amount of \$220,484.01 for network equipment at LPHS, OHS and PHS. This is an E-Rate expense, so the district only has to fund 15% of the project. **Recommend approval**

Enclosure

28. 22/23 District Safety Plan (Willenberg)

Due to having less than 2500 students, the District is required to complete a district plan rather than individual school plans. The enclosed plan was revised by school staff and reviewed by stakeholders, including law enforcement. **Recommend approval**

Enclosure

29. Fee Waiver Request (Willenberg)

LPHS PTSA is requesting a waiver of \$2760 facility fees to use both gyms on June 2nd for Safe Grad Night. **Recommend approval**

Enclosure

REGULAR BOARD AGENDA FOR FEBRUARY 15, 2023

30. Personnel Assignment Order

Approval is requested for the following Personnel Assignment Order:

Certificated

Stephanie Greco
Teacher
Request for reduced schedule of 0.8 FTE
Effective 2023/24 School Year

Classified

Deana Cook
Para-Educator II-PHS
Resignation
Effective 1/30/2023

Certificated (Cont.)

George Tedford
Teacher – LPHS
Resignation
Effective 6/2/2023

Gem Henderson
Psychologist
Increase from 0.6 FTE to 0.7 FTE
Effective 2/16/2023

2022/23 6th Period Options

LPHS

Exploration in Ag–Andree’ Early-Effective
1/23/23

Classified (Cont.)

Deana Cook
Administrative Secretary – PHS
8.0 hrs. P/day; 240 days p/yr.
Step/Column 18/E06 \$22.93 p/hr.
Effective 1/31/2023

2022/23 Substitute Courier

Lori Taylor
Kayla Lindquist

2022/23 Substitute Universal

Kayla Lindquist

2022/23 Substitute Food Service Worker

Rachel Alvarez

31. Expulsion Case #11-22/23

32. Expulsion Case #12-22/23

33. Items for Next Agenda

ADJOURNMENT

The meeting will be adjourned to a special board meeting scheduled for Tuesday, **February 21, 2023**, at 5:30 p.m. in the Transportation Conference Room.



To: Oroville Union High School District Board of Trustees
From: Dr. Corey Willenberg, Superintendent
Date: February 7, 2023
Subject: 23-24 Openers for OSTA Negotiations

The Oroville Union High School District presents its initial proposal for 2023/2024 negotiations with the Oroville Secondary Teachers Association (OSTA):

Article VII: Hours and Days of Employment

- a. Job Descriptions for counselors.

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 Superintendent Corey Willenberg and the Oroville Union High School District:

OSTA is excited to begin negotiations for the 2023/2024 school year. We wish to propose the following Articles as our openers:

Article VIII: Class Size

Article IX: Safety Conditions and Employment

Sincerely,

Sean Feters
Oroville Secondary Teachers Association



COVID-19 Prevention Program (CPP)

February 15, 2023

COVID-19 Prevention Program (CPP) for the Oroville Union High School District

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Date: August 10, 2022

Authority and Responsibility

Superintendent Dr. Corey Willenberg has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Ongoing evaluation of existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections form** as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

Employee Participation

Employees and their bargaining units are encouraged to participate in the identification and evaluation of COVID-19 hazards. Both labor unions (CSEA and OSTA) met and developed Memorandums of Understanding to develop safety protocols.

Employee Screening

All staff are required to self-screen for symptoms prior to arriving at work. A Daily Wellness Checklist is available on the District website along with a COVID-19 Exposure information sheet provided by the Butte County Public Health Department. All teachers and administrators are provided with or have access to a touchless thermometer. Staff who test positive for COVID-19 and are asymptomatic are required to quarantine as required by the CDC and CDPH. Families are strongly encouraged to monitor their children for signs of infectious illness every day and keep sick children at home.

The California Department of Health requires unvaccinated employees to be tested weekly. Students are not required to be tested, regardless of their vaccination status. The State of California has not required students to be vaccinated when the vaccine becomes available. Staff and students will be reminded to wash their hands frequently and use hand sanitizer when entering classrooms and common areas when handwashing sinks are not available.

Parents have been informed about COVID-19 symptoms and are expected to keep their student home if they are feeling ill or have been exposed to someone who has tested positive.

Custodians will sanitize classrooms on a daily basis. Additional staff who have been trained to use district-approved disinfectants may also clean restrooms, desks or frequently touched surfaces, such as door knobs, throughout the day.

Students cannot help with cleaning under any circumstance. Schedules of custodial staff may be adjusted as necessary to meet the demand of disinfecting schools while students and staff are present. Hand sanitizing dispensers are installed in all classrooms where soap and water is not available and in targeted areas throughout the schools.

HVAC fans will be run continuously, regardless if doors and windows are open, and filters will be changed regularly.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazard. **Jim LaGrone, Director of Facilities, Information Technology and Transportation, will coordinate with school and district staff to identify and correct COVID-19 Hazards.**

Control of COVID-19 Hazards

Physical Distancing

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

- Posting social distancing signs around campuses and offices to remind staff, students and visitors to stay six feet apart.
- When social distancing cannot be achieved, individuals are kept as far apart as possible.

Face Coverings

OUHSD does not currently require staff, students or visitors to wear masks or face coverings but will make them available upon request at no cost.

Engineering Controls

The following measures will be implemented for situations where we cannot maintain at least six feet between individuals:

- Hand sanitizing supplies are provided throughout the building for all staff and visitors.
- Plexiglas shields are provided for the front reception area and any other area as requested by employees and/or where close working conditions exist.

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- Setting ventilation systems to bring in 15% of outside air to the interior at all times.
- Checking and managing ventilation systems on a regular basis by the Maintenance Department.
- Using MERV-13 filters or equivalent in all existing heating and cooling units.

Cleaning and Disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- Custodians have been provided all necessary supplies and clean all occupied areas throughout the district nightly.
- Other staff are trained in the proper use of disinfectants to clean frequently touched hard surfaces throughout the day.

Should we have a COVID-19 case in our workplace, we will implement the following procedures:

- Immediately clear the room or office of personnel and/or students. Custodians or Universal Support Staff will clean and disinfect the applicable work areas prior to reopening for use.

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared (e.g., gloves, goggles and face shields).

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible.

Where there must be sharing, the items will be disinfected between uses by staff trained on the use of district-approved disinfectants.

Sharing of vehicles will be minimized to the extent feasible, and high-touch points (steering wheel, door handles, seatbelt buckles, armrests, shifter, etc.) will be disinfected between users. When the sharing of vehicles cannot be avoided, occupants must wear masks and sit as far apart as possible. Windows should be open to maximize air flow.

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- Provide hand sanitizing stations where soap, water and a hands-free drying method (air dryer or Hands-free paper towels) are not available.
- Encourage and allow time for employee handwashing.
- Provide hand sanitizer that contains at least 70% alcohol. Hand sanitizers that contain methanol (i.e. methyl alcohol) are prohibited.
- Encourage employees to wash their hands for at least 20 seconds.

Personal protective equipment (PPE) used to control employees' exposure to COVID-19

The District evaluates the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

The District evaluates the need for respiratory protection in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

The District provides and ensures the use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

Employees who had potential COVID-19 exposure in our workplace will be:

- **Provided resources on available COVID testing sites in the area.**
- **Provided information on sections described in Training and Instruction, and Exclusion of COVID-19 Cases.**

System for Communicating

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that includes the following information:

Positive Student Case or Exposure

- The Principal must be notified immediately if a student has tested positive or has had close contact with someone who has tested positive.
- The parent/guardian will be sent a link to a Google form, which goes directly to the School Nurse. The form will include the student's demographic information, when they tested positive or were exposed, whether they have symptoms, and anyone who they have been in close contact with.
- The student will remain home until the School Nurse provides direction via email to the school and parent/guardian on possible quarantine or when the student may return to school.
- The School Nurse will do contact tracing for anyone who was reported as a close contact.
- The School Nurse will email a notification letter to the school, who will forward the letter to all student's parent/guardian and staff members who were in a classroom with a student who tested positive.
- If a student tests positive while at school, the student will be sent immediately to an isolation room and their parent/guardian will be contacted. The parent may choose for their child to drive themselves home or have the student remain in the isolation room until they can be picked up.

Positive Staff Case or Exposure

- Any staff member who has tested positive or has had close contact with someone who has tested positive must immediately notify their supervisor and the Human Resources department.
- The staff member will leave their work site immediately and will be required to fill out a Google form, which goes directly to the School Nurse. The form will include the staff member's demographic information, when they tested positive or were exposed, whether they have symptoms, and anyone who they have been in close contact with.
- The staff member must remain at home until they receive direction from the School Nurse via email on possible quarantine or when they may return to work. The School Nurse will also relay this information to the staff member's supervisor and the Human Resources department.
- The School Nurse will do contact tracing for anyone who was reported as a close contact.

- The School Nurse will email a notification letter to the school, who will forward the letter to all student's parent/guardian and staff members who were in a classroom with a student who tested positive.

Employees may report symptoms and hazards without fear of reprisal. If the employee feels they have been retaliated against they should report the incident to the Human Resources department.

- Any employee with medical or other conditions that put them at increased risk of severe COVID-19 illness will have an interactive process meeting with the Human Resources department to determine if accommodations can be made. The employee is required to provide medical documentation of their limitations. In the event that accommodations cannot be made, the employee may work from home if possible as determined by administration. If not possible, the employee may request a leave of absence.

A COVID-19 Information page is provided on the District website, which provides the following:

- Dashboard
- Learning Continuity and Attendance Plan
- ESSER III Plan
- COVID FAQ's
- Vaccine Mandate FAQ's
- COVID-19 Prevention Program
- Daily Wellness Checklist
- Local Testing Locations
- What to do if You've been Exposed Information
- COVID-19 Prevention Information
- BCPH Health Resources
- BCPH Vaccine Information
- CDC COVID-19 Virus Information Video
- Forms

Training and Instruction

OUHSD has provided effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws, or bargaining unit MOU's.
- Facts regarding COVID-19:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.

- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. Face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

Appendix D: COVID-19 Training Roster will be used to document this training.

Exclusion of COVID-19 Cases

If we have a COVID-19 case in our workplace, we will limit transmission by:

- Excluding staff who test positive for COVID-19 from the workplace until return-to-work requirements are met.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever it is determined that the COVID-19 exposure is work related
- Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- The School Nurse will report positive cases to the Butte County Health Department whenever required by law as well as any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Return-to-Work Criteria

- Staff who test positive for COVID-19 and are experiencing symptoms will not return to work until they are cleared by the School Nurse.

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, students, parents/guardians, members of the public, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person conducting the evaluation:

Date:

Name(s) of employee and authorized employee representative that participated:

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

Appendix B: COVID-19 Inspections

Date:

Name of person conducting the inspection:

Work location evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Administrative			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			

Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by the District will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

Date:

Name of person conducting the investigation:

COVID-19 Case Investigation Information

Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	

Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):	
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Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:			
All employees who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

*Should an employer be made aware of a non-employee infection source COVID-19 status.

Appendix D: COVID-19 Training Roster

Date:

Person that conducted the training:

Employee Name	Signature

Multiple COVID-19 Infections and COVID-19 Outbreaks

COVID-19 Testing

- In the event of multiple infections or an outbreak, the School Nurse will notify BCPH. The district will follow all CDC and CDPH recommendations.

Exclusion of COVID-19 Cases

We will ensure that employees who tested positive for COVID-19 or were exposed to COVID-19 are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases and Return to Work Criteria** requirements, and local health officer orders if applicable.

Investigation of Workplace COVID-19 Illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

COVID-19 Investigation, Review and Hazard Correction

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards**, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
 - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
 - Our COVID-19 testing policies.
 - Insufficient outdoor air.
 - Insufficient air filtration.
 - Lack of physical distancing.
- Updating the review:
 - Every thirty days that the outbreak continues.
 - In response to new information or to new or previously unrecognized COVID-19 hazards.
 - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
 - Moving indoor tasks outdoors or having them performed remotely.
 - Increasing outdoor air supply when work is done indoors.
 - Improving air filtration.
 - Increasing physical distancing as much as possible.
 - Respiratory protection.



To: Oroville Union High School District Board of Trustees
From: Corey Willenberg, Ed.D, Superintendent
Date: February 1, 2023
Subject: Public Review and Input of Arts and Music Block Grant

On June 30, 2022, Governor Gavin Newsom approved AB 181. Among other things, the bill established the Arts, Music, and Instructional Materials (AMIM) Discretionary Block Grant. On September 27, 2022, Governor Newsom approved AB 185, which revised the Arts, Music, and Instructional Materials Discretionary Block Grant. The grant allocates \$3,560,885,000 to LEAs for five purposes enumerated in Section 134(a) of Chapter 52 of the Statutes of 2022), which may be briefly summarized as: (1) obtaining standards-aligned professional development and instructional materials for specified subject areas; (2) obtaining professional development and instructional materials for improving school climate; (3) developing diverse, culturally relevant and multilingual school library book collections; (4) operational costs, including retirement and health care cost increases; and (5) COVID-19-related costs necessary to keep pupils and staff safe and schools open for in-person instruction. These funds are available for encumbrance through the 2025–26 fiscal year.

One of the requirements of the block grant is to solicit input from educational partners. The district sent out a survey to students, parents/guardians, staff and the community, talked to school administrators, teachers and library staff to develop priorities for this one time funding source. The original allocation of \$1.3 million may be adjusted per the Governor's Original 23-24 Budget proposal. OUHSD is estimating the revised allocation to be approximately \$892,000.00.

The feedback received was used to develop the following priorities (in no particular order) for spending the one-time Arts and Music Block Grant funds:

- Art supplies for Las Plumas, Oroville and Prospect
- Repair and replace music instruments
- AC/ventilation for art and ceramic labs
- Digital Cameras and tripods
- Books for the Las Plumas and Oroville libraries
- Art storage
- Science experiment supplies
- Tutoring opportunities
- Plumbing upgrades in art rooms
- Financial Education
- Languages other than Spanish
- Choir
- Jazz band
- Theater for drama
- Replace vans to transport students to extracurricular activities
- Additional maintenance vehicles

OUHSD will solicit additional input and bring the written Arts and Music Block grant plan to the Board for approval at the March 15, 2023 meeting.

Arts, Music, and Instructional Materials Discretionary Block Grant 2022 Expenditure Plan

LEA Name:	Oroville Union High School District
Contact Name:	Dr. Corey Willenberg
Email Address:	cwillenb@ouhsd.net
Phone Number:	530-538-2300 x 1107

Total Amount of funds received by the LEA:	892,000
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Date of adoption at a public meeting:	02/15/2023
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Educational Partner Involvement

The Oroville Union High School District surveyed parents, staff, students and community members regarding use of funds from the Arts and Music Block grant. OUHSD received 236 responses to our survey. OUHSD also solicited input from the Supportive School Climate Committee. OUHSD also received input from art teachers, music teachers and the librarian on how to prioritize the funds. OUHSD held a public hearing to solicit public input on 2/15/23.

AB 181 Sec. 134

AB 185 Sec. 56

(a) For the 2022–23 fiscal year, the sum of three billion five hundred sixty million eight hundred eighty-five thousand dollars (\$3,560,885,000) is hereby appropriated from the General Fund to the State Department of Education to establish the Arts, Music, and Instructional Materials Discretionary Block Grant, for allocation to county offices of education, school districts, charter schools, and the state special schools to:

(1) Obtain standards-aligned professional development and acquire instructional materials, in the following subject areas:

- (A) Visual and performing arts.
- (B) World languages.
- (C) Mathematics.
- (D) Science, including environmental literacy.
- (E) English language arts, including early literacy.
- (F) Ethnic studies.
- (G) Financial literacy, including the content specified in Section 51284.5 of the Education Code.
- (H) Media literacy.
- (I) Computer science.
- (J) History-social science.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Purchase instructional materials, develop or revise curriculum and professional development in the subject areas outlined in 1 A-J.					
Fund instrument repairs for band classes throughout the district.					

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Purchase additional cameras for digital photo classes and video production classes					
Purchase additional arts supplies for art classes in the district.					
Subtotal	0.00	0.00	0.00	0.00	0.00

(2) Obtain instructional materials and professional development aligned to best practices for improving school climate, including training on deescalation and restorative justice strategies, asset-based pedagogies, antibias, transformative social-emotional learning, media literacy, digital literacy, physical education, and learning through play.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal	0.00	0.00	0.00	0.00	0.00

(3) Develop diverse book collections and obtain culturally relevant texts, including leveled texts, in both English and pupils' home languages, to support pupils' independent reading. It is the intent of the Legislature that these book collections and culturally relevant texts be used to provide support for pupils through the establishment of site-based school and classroom libraries that are culturally relevant to pupils' home and community experiences and be available in English, pupils' home language, or a combination of more than one language.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Purchase diverse book collections for the Las Plumas High and Oroville High Libraries using the California Department of Education Recommended Literature list as a guide.					
Subtotal	0.00	0.00	0.00	0.00	0.00

(4) Operational costs, including but not limited, to retirement and health care cost increases.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
OUHSD will purchase vans to replace high mileage vehicles that are used to transport students for home to school transportation and extra curricular activities.					

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
OUHSD will purchase a vehicle that will be used to pull the band trailer.					
OUHSD will purchase two vehicles for Maintenance/Grounds					
OUHSD will explore alternative tutoring solutions for all students					
OUHSD will explore alternative rooms for art classes which include plumbing, space and storage.	50,000.00				50,000.00
Subtotal	50,000.00	0.00	0.00	0.00	50,000.00

(5) As related to the COVID-19 pandemic, acquire personal protective equipment, masks, cleaning supplies, COVID-19 tests, ventilation upgrades, and other similar expenditures, if they are necessary to keep pupils and staff safe from COVID-19 and schools open for in-person instruction.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Ventilation Upgrades in the Art room at Oroville High					
Install HVAC unit in Art wing at Oroville High					
Subtotal	0.00	0.00	0.00	0.00	0.00

(6)

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal	0.00	0.00	0.00	0.00	0.00

Summary of Expenditures

Total Planned Expenditures by the LEA:	50,000.00
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(b) The Superintendent of Public Instruction shall apportion funds proportionally to county offices of education, school districts, charter schools, and the state special schools on the basis of an equal amount per unit of average daily attendance for kindergarten and grades 1 to 12, inclusive, as those numbers were reported as of the second principal apportionment for the 2021–22 fiscal year. The average daily attendance for each state special school shall be deemed to be 97 percent of the enrollment as reported in the California Longitudinal Pupil Achievement Data System as of the 2021–22 Fall 1 Submission.

(c) Funding appropriated pursuant to this section shall be available for encumbrance through the 2025–26 fiscal year. Local educational agencies are encouraged, but not required, to proportionally use resources received pursuant to this section for the purposes noted in paragraphs (1) to (5), inclusive, of subdivision (a) and to support arts and music education programs.

(d) For purposes of this section, standards-aligned instructional materials includes, but is not limited to, books for school and classroom libraries.

(e) The governing board or body of each school district, county office of education, or charter school receiving funds pursuant to this section shall discuss and approve a plan for the expenditure of funds received pursuant to this section at a regularly scheduled public meeting. It is the intent of the Legislature that each school district, county office of education, or charter school expend any resources received pursuant to this section consistent with their governing board or body approved plan.

Planned Activity	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal Section (1)	0.00	0.00	0.00	0.00	0.00
Subtotal Section (2)	0.00	0.00	0.00	0.00	0.00
Subtotal Section (3)	0.00	0.00	0.00	0.00	0.00
Subtotal Section (4)	50,000.00	0.00	0.00	0.00	50,000.00
Subtotal Section (5)	0.00	0.00	0.00	0.00	0.00
Subtotal Section (6)	0.00	0.00	0.00	0.00	0.00
Totals by year	50,000.00	0.00	0.00	0.00	50,000.00

Total planned expenditures by the LEA:

50,000.00

General Instructions

This example template is provided as a resource as one way to develop an expenditure plan for the Arts, Music, and Instructional Materials Discretionary Block Grant of 2022. LEAs are cautioned to refer to AB 181, Sec. 134, (amended by AB 185, Sec. 56) for all program requirements. Please verify all calculations/formulas before finalizing the plan.



To: Oroville Union High School District Board of Trustees
From: Corey Willenberg, EdD, Superintendent 
Date: February 1, 2023
Subject: Public Review and Input of Draft OUHSD Transportation Plan

The State of California requires school districts to develop a transportation plan. Here are the required elements of the plan:

California Education Code Section 39800.1 states:

(a) As a condition of receiving apportionments under Section 41850.1, a local educational agency shall develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income. The plan shall be adopted by the local educational agency's governing board on or before April 1, 2023, and updated by April 1 each year thereafter. The plan shall include the following components:

(1) A description of the local educational agency's transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.).

(2) A description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.

(b)

(1) The plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air

pollution control districts and air quality management districts, parents, pupils, and other stakeholders.

(2) The plan shall be presented and adopted by the governing board of the local educational agency in an open meeting with the opportunity for in-person and remote public comment.

(c) The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.

(d) Nothing in a local educational agency's plan shall preclude a local educational agency from providing no-cost transit passes to pupils.

OUHSD is presenting the draft OUHSD Transportation Plan for Board and public input. The completed plan will be brought to the Board for approval at the March 15, 2023 Board meeting.



Pupil Transportation Plan

For Fiscal Years 2022/23 and 2023/24

DRAFT

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MANDATE

California Education Code Section 39800.1 states:

- (a) As a condition of receiving apportionments under Section 41850.1, a local educational agency shall develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income. The plan shall be adopted by the local educational agency's governing board on or before April 1, 2023, and updated by April 1 each year thereafter. The plan shall include the following components:
 - (1) A description of the local educational agency's transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.).
 - (2) A description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.
- (b)
 - (1) The plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.
 - (2) The plan shall be presented and adopted by the governing board of the local Educational agency in an open meeting with the opportunity for in-person and remote public comment.
- (c) The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.
- (d) Nothing in a local educational agency's plan shall preclude a local educational agency from providing no-cost transit passes to pupils.
- (e) For purposes of this section, educational agency means a school district or a county office of education.

OVERVIEW

The Oroville Union High School District Transportation Plan incorporates existing Board Policies (BP) and Administrative Regulations (AR) governing pupil transportation support services, as well as augmented descriptions of available services for the current school year.

The plan describes:

- transportation services offered to pupils
- the prioritization of planned transportation services for pupils in transitional kindergarten, transitional kindergarten, and any of grades 1 - 6 inclusive, and pupils who are low income.
- transportation services accessible to pupils with disabilities, and homeless children and youth.
- how unduplicated pupils, would be able to access available home-to-school transportation at no-cost to the pupils.
- the required consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils and other stakeholders.

Pupil Transportation Operations Board Authorization

Transportation services shall be provided for students of the district according to policies adopted by the Governing Board, district Administrative Procedures, and in accordance with Titles V, VIII, and XIII of the California Administrative Code, the Vehicle Code, and the Education Code. (BP 3540)

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance. (BP 3540)

To provide transportation services, the Governing Board may purchase, rent or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (BP 3540)

Pupil Data and Route Management Procedures

The Transportation Department will annually obtain student data updates and their home addresses from Aeries. The Transportation Department shall assign students to buses and bus stops.

School bus route information shall be maintained for all regular and special education home-to-school bus runs. Each route shall show the route of travel, the pick-up and drop-off locations, and the expected time of departure from each location. The current school bus stop master listing, showing all active and non-active bus stops, shall also be maintained by the Transportation Department.

Bus stops shall only be assigned within the transportation eligibility areas established. The Transportation Department shall adjust and modify routes and schedules as appropriate to maintain an optimum level of transportation services. The Transportation Department shall furnish each school with the current bus schedules for that school. The respective schools shall maintain their files with the most current bus schedules as provided by the Transportation Department. Schools shall be responsible to ensure that their bus duty personnel are kept abreast of all changes. The Superintendent or designee shall design transportation routes and stops within district boundaries that promote student safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools (AR 3541)

Scope of Pupil Transportation Services Offered

Students who attend a school outside their attendance area may be eligible for transportation services in accordance with Governing Board policy. (AR 3541)

The number of available vehicles owned and operated by the district is limited. These vehicles are provided for the purpose of carrying out the required operation of the district and shall not be used for personal reasons.

The district will attempt to provide home to school transportation to students eligible for transportation services as practicable. In areas where students are located and transportation vehicles can access the bus stop, students may be eligible for transportation. In rare instances, transportation services may not be able to reach outer areas in the district. In most cases, students will receive transportation services to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below (AR 3541):

1. For elementary/middle school students:

Grades K-8: one-mile radius as determined by OUHSD Transportation Department/CHP.

2. For student attending a four-year school:

Grades 9-12: two-mile radius as determined by OUHSD Transportation Department/CHP.

The non-transportation radius area will be measured in radius fashion, straight-line distance from each school site.

The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules and stops and/or shall arrange for local media to publish such information.

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

- Students traveling to and from school during the regular school day
- Field trips and excursions
- School activities, expositions or fairs, or other activities determined to be for the benefit of students
- District employees and parents/guardians traveling to and from educational activities authorized by the district
- Preschool or nursery school students
- Students traveling to full-time occupational classes provided by a regional occupational program or center
- Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth
- Matriculated or enrolled adults traveling to and from school, or adults for educational purposes other than to and from school
- Private school students, upon the same terms, in the same manner, and on the same routes provided for district students
- Non-school purposes as allowed by law, such as:
 - a. Community recreation
 - b. Public transportation

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education programs or Section 504 Plan. (AR 3541)

The Superintendent or designee shall provide transportation to homeless children in accordance with law, Board policy and administrative regulation. When the student resides outside of district boundaries, the district shall consult with the district of residence to apportion the responsibility and costs of transportation.

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend the school of origin when it is in the student's best interest to do so.

Transportation Eligibility Exceptions

Students attending schools or classes for students with disabilities shall be eligible for transportation services without regard to boundary limits.

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and as necessary, implementation of a behavior intervention plan (BP 3541.2). Such students shall be transported in the same equipment with regular students when possible.

Buses shall be routed on public thoroughfares only. Locations of stops shall be authorized by the Director of Transportation or designee.

In general, the district shall not be obligated to provide transportation for students who attend school outside their attendance area. However, upon parent/guardian request, the district shall provide transportation assistance to any student who is eligible for free or reduce-price meals and whose enrollment in a district school outside the student's attendance area is a result of being a victim of bullying.

Students dismissed at other-than-scheduled school dismissal hours will not be provided transportation services except on regularly-scheduled bus runs.

Non-Mandated Transportation Services

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the education program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services (BP 3540)

Students are not charged for any transportation services.

Mandated Transportation Services

Transportation for Students with Disabilities

The Governing Board desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan. (BP 3541.2)

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan. (BP 3541.2)

The Superintendent or designee shall provide IEP teams with information about district transportation services in order to assist them in making decisions as to the mode, schedules, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with the district transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or his/her parent/guardian. (BP 3541.2)

Special Education Services should represent the Transportation Department and their policies and procedures during the IEP process. The Director of Transportation may designate a representative from the Transportation Department to represent transportation issues during an IEP meeting when it is known that there will be detailed discussions of transportation issues. If the Special Education Department is aware of unusual or special transportation needs, a member of the Transportation Department should be present during the IEP process.

Pertinent issues of a student's transportation needs, such as wheelchair/stroller, car seats, medical needs, disciplinary issues, and other particular needs, must be noted in the IEP.

The above information must then be communicated to the Transportation Department for scheduling of the student using the Special Education Transportation Request Form.

The Director of Transportation will make available for each parent/guardian of a special education student requiring transportation services information for parent/guardians, Special Education Handbook, and instructions pertaining to wheelchairs/strollers, car seats, and other transportation devices. The Transportation Department must also receive a Special Education Transportation Request Form for each special education student receiving transportation services. A current and correct Special Education Transportation Request Form should be on file in the Transportation Department at all times. Student release authorization may be included with this form.

The information provided in the above materials will include pick-up/drop-off procedures, illness, suspension of transportation services, guidelines for wheelchairs, strollers, car seats, and other transportation devices, discipline procedures, and general knowledge handbook for parents and staff.

All parents/guardians will receive the necessary information on a yearly basis or as needed.

The Superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other students. Arrivals and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis. (BP 3541.2)

The Superintendent or designee shall ensure that any mobile seating devices used on district buses are compatible with bus securement systems required by 49 CFR 571.222. (BP 3541.2)

As necessary, a student with disabilities may be accompanied on school transportation by a service animal, as defined in 28 CFR 35.104, including a specially trained guide dog, signal dog, or service dog. (BP 3541.2)

Homeless Students and Youth in Transition

Within the scope of services offered, and in accordance with law, Board policy and administrative regulation, homeless students and youth in transition, where transportation is a barrier to accessing their educational services, shall be provided transportation on school buses, municipal buses, or through alternative transportation service providers, at no cost to the student.

Current School Bus and Alternative Transportation Services Offered

Figure 1 below provides details of (Local Education Agency) services provided on school bus routes.

	General Education	Special Education	Total
Routes			
Students Transported			
TK-6 Students Transported			
Unduplicated Students Transported			
Percentage of Unduplicated Students Transported			
Bus Passes Sold			
Free Bus Passes Issued			

Figure 1: School Bus Transportation

Figure 2 below provides the number of (Local Education Agency) students using alternative transportation services at no cost to students

	McKinney-Vento	Special Education	Total
Augmented Transportation (Name Alternative Transportation Provider)			
Municipal Transportation Service			
Rideshare Services			

Figure 2: Alternative Transportation

Transportation Funding and Finance

Figure 3 below contains the projected reimbursement based on the previous year's transportation expenses

Revenue Calculation	
Total 2021-22 Transportation Expenses (Function 3600)	1,647,611.00
Less Capital Outlay (object 6XXX, Function 3600)	0
Less Non-agency Expenditures (Goal 7110,7150, Function 3600)	515,061.00
Estimated 60% Reimbursement	679,530.00
Less 2021-22 Transportation add-on (from LCFF Calculator)	168,192.00
Total Revenue (Object 8590, Resource 0000)	1,867,530.00
Expenditures and Other Financing Uses	
2000-2999 - Classified Salaries	961,682.00
3000-3999 - Employee Benefits	573,056.00
4000-4999 - Books and Supplies	271,000.00
5000-5999 - Services and other Operating Expenditures	81,700.00
6000-6999 - Capital Outlay	10,000.00
7000-7999 - Other Outgo	0
Total Expenditures	1,987,438.00

Figure 3: Transportation Funding Reimbursement Calculation

Board Approval Date: (must be on or before April 1, 2023)

The Transportation plan and revenue calculations were developed in accordance with Education Code Sections 39800.1 and 41850.1.

APPENDIX – REQUIRED STAKEHOLDER CONSULTATIONS

In compliance with the mandate, Figure 4 lists the stakeholders invited to collaborate on the development of the (Local Educational Agency) transportation plan.

Stakeholder Entities	Date
Classified staff	
Teachers	
School Administrators	
Pupils	
Regional Local Transit Authority	
Local Air Pollution District	
Local Air Quality District	
Regional Local Transit Authority	
Other Stakeholders	

Figure 4 Required Stakeholder Consultations

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 2022

☐ July 2022

☐ October 2022

☒ January 2023

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: 2/8/23

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



**OROVILLE UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
January 18, 2023**

MINUTES

CALL TO ORDER

Board President, Mr. Damon, called the meeting to order at 5:30 p.m. on Wednesday, January 18, 2023, at the Transportation Conference Room and via YouTube.

ROLL CALL

Board Members Present: Scott Damon, Amber Englund, Bonnie King, Ray Sehorn and Tyler Smith

Administrators Present: Dr. Corey Willenberg, Superintendent and Jon Wood, Director of Education

CLOSED SESSION

- **Personnel-Gov't. Code 54957** [Public employee employment/discipline/dismissal/release; review of possible layoffs/non-reelects; administrative evaluations]
- **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 51225.3**
- **Pupil Discipline—California Education Code Sections 48918/35146**

The board convened to closed session at 5:31 p.m.

RESULTS OF CLOSED SESSION

At 6:01 p.m., the board reconvened to open session. No action was taken.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA VARIANCE

#75-22/23: On a motion by Mrs. King, seconded by Mr. Sehorn, the board accepted an amended Personnel Assignment Order by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

PUBLIC HEARING (None)

RECOGNITIONS AND PRESENTATIONS

1. Student Achievement/Recognition – Oroville High School

Kristin Wiedenman thanked the maintenance department for the new fencing and thanked the groundskeepers for keeping the campus in good shape during the storms. Winter sports are underway. A joint winter formal is scheduled for February 4th. She and her staff are busy working on the master schedule for next year. Drama students did a great job with their Wizard of Oz performance. She thanked Mrs. King for helping. She introduced teacher Sandy Smith and Eliza Bone. FCCLA will be competing this weekend in the regional competition. Eliza and another student are competing in the wedding cake category. Ms. Smith stated that six schools are competing this weekend at Pleasant Valley High School. Eliza has been in the FCCLA program for two years and she is proud to see Eliza turning

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

her life around. She is doing great this year. Mr. Damon asked what flavor her cake was. Eliza replied that the cakes are made out of foam. Ms. Smith stated that the cakes are made from foam because they have to be transported to the state conference in Riverside a few months from now. The category focuses on decorating the cakes. The board wished her luck.

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

Teisha Hase, OSTA President, stated that during the 11/29 negotiation session, Dr. Willenberg stated that the board wants to follow Sutter's contract, which requires everyone to do something extra. There must be a disconnect if the board thinks teachers aren't doing enough. Dr. Willenberg responded that Mr. Feters asked him what the board wanted. He never said that they wanted to switch to Sutter's contract. He said that the Board wants quality teachers working with kids inside and outside the classroom. Mrs. King stated that the Board has never expressed that teachers aren't working hard enough. She thinks it would be great for teachers to work with students after school as they already have a connection. Mrs. Hase read a statement aloud from Darren Ohlhausen, LPHS teacher, who didn't understand why coaches were more important than the advisors on the salary schedule. When he coached, it was never for the money. He polled teachers who used to coach and found that they are no longer coaching due to being involved with their own families and parent complaints. He suggested adding longevity steps for coaches. Mrs. King stated that coaches spend many hours with their teams and have a lot more responsibility than many of the other positions that get stipends. Mrs. Hase stated that Mr. Paim spends a tremendous amount of time with the band students. Mrs. King agreed and stated that kids need extra-curricular activities and it would be nice for more teachers to be involved.

Alan von der Mehden, LPHS teacher, stated that it would be nice to see board members other than just Mr. Sehorn on campus. His day often starts at 6:00 a.m. when he buys groceries for his class before coming to school. He is often greeted by students when he arrives at school. They know that his classroom is a safe space and they can always come in during lunch. Like Ms. Smith at OHS, he is the only advisor at LPHS. His Para-Educators are his lifeblood. His FCCLA teams have always done well at competitions. He has one student competing in the salad prep category at the competition this weekend. He has created a resume workshop area and makes it possible for his students to get a food handlers card, which helps them get jobs. He purchases a yearbook for a student in need each year and buys presents for students on the Giving Tree. It would be nice for the board to know that there are good teachers.

Brian Guthrie, PHS teacher, stated that the Counselors, Social Workers, Targeted Case Managers and other staff do a lot for people. It takes everyone to make it work. He has been a member of the SEL and T3 teams. He has taught technology skills to PHS staff, which he believes directly benefits students and their well-being. He read a letter aloud from fellow teacher, Dawn White, who says she doesn't understand why teachers are having to defend what they do. She often arrives early and stays late because she loves her students. She provides hygiene items to families, has purchased presents for students on the Giving Tree, and helps foster students through being a CASA advocate. A few bad apples shouldn't affect those who put out a great effort.

Mr. Sehorn stated that the board isn't questioning the things they do. It's fine for people to disagree but nobody is going to tell him how he feels. He was in education for 36 years, from a teacher and coach to a site and district administrator, and respects teachers for what they do.

Alan von der Mehden, LPHS teacher, stated that he was there as a character reference for Rachel Martinez, who he has known her for 20 years. She is an amazing teacher and friend. She has a high degree of integrity and always goes above and beyond to help. She has proven her leadership in the student store and is a dependable team player who uses good judgement. He is here to try to right an injustice.

Mr. Damon stated that the Board cannot comment on personnel issues but people are welcome to make comments.

Elizabeth Daly, recent LPHS graduate, worked in the student store. Rachel is very protective of students, merchandise and money, and makes sure things are done right. She is strict. Anyone who says otherwise doesn't know her.

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

Gene Wilson, LPHS teacher, stated that Rachel provides great help to the athletic program by assisting with the gate, fundraising, etc. Her absence on campus has been very noticeable. She goes above and beyond to help everyone.

Julie Tooker, LPHS teacher, states that Rachel helps tremendously with club activities. She is honest, upright, helpful, and deals with many people who don't have the best attitudes.

Terri Gravison, community member, stated that she has known Rachel since she was a student. She worked as a Para in the home economics department and learned all of the skills so she could help the students. She has a sound moral compass, has transformed the student store, and has taken on many job duties. She sees Rachel now in her capacity as a sub teacher. Rachel everyone with a smile and kind words.

Celeste Dunn, LPHS parent, stated that she has known Rachel for 20+ years. She cares for students and the school as a whole. She handles many tasks and is instrumental to the school. She spends a lot of her own time at school and is a valuable member of the LPHS family.

Marivel Alvarez, LPHS parent, stated that she has three students at LPHS. Rachel has always pushed them to do their best and checks up on them if they are absent. She is very friendly and a great person.

HEARING OF INDIVIDUALS ON AGENDA ITEMS

Jennifer Lopez asked to speak on item #28.

NON-ACTION INFORMATIONAL ITEMS AND REPORTS

2. Board Comments

Mr. Sehorn stated that the district's Facebook page is full of pictures and stories about the great things students are doing.

3. Superintendent

Dr. Willenberg stated that our Community Bulletin has been nominated for a CalSPRA award. Our current enrollment is 2278 and our projected enrollment for 23/24 is 2125, which is down 154 students. He gave each board member a draft of the Portrait of a Graduate from Thrive based on the input received to date. The next step is to work with the SAC's and leadership teams and each site to refine the document. Thrive will visit again at the end of February or beginning of March. The goal is to use the Portrait of a Graduate to start next year. He met with Kevin Brown and the apprenticeship group and will be meeting with the ironworkers union in Yuba City next week to get connectivity to our students. Mr. Brown would like us to involve the City of Oroville but Dr. Willenberg believes it would be better to start smaller with career fairs and site visits. BCOE is hosting a new board member workshop on January 30th. Mr. Smith plans to attend. Information should be coming out soon on the BCOE workshop for all members on February 27th. The district was notified today that all of our FPM issues have been resolved. He thanked Mrs. Watts and Mr. Wood for their great assistance on this project.

4. Administration

Mr. Wood believes the Thrive process has been informative and has opened lines of communication. He has started working with the SAC's on the things we are doing. COVID has derailed things like the PLC process, instructional practices and SEL lessons. He feels that gathering information and working collaboratively is the way to go. We need to create an identity and want the best teachers in front of our kids. We may need to let go of some old things and embrace some new things. He is working on a needs analysis.

5. DOJ Update

Dr. Willenberg stated the Community Bulletin has been sent to the DOJ. Other districts are using our document as an example. The bulletin includes data on attendance, grades, discipline and more. Our chronic absenteeism rate last year was 21% and has risen to 45% this year. Having kids at school every day increased our grad rate. The grad rate for special education rose 8% last year. Our suspension and expulsion rates are up this year. He has a quarterly phone call with the DOJ next week. Mrs. King would like to get a copy of the Progressive Intervention Plan. Dr. Willenberg responded that he will email a copy to all board members tomorrow.

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

6. **21/22 California School Dashboard Indicators**

Dr. Willenberg stated that the data is being reviewed and we will determine how to make improvements. On a good note, our graduation rate has increased from 83.5% to 89%. Our suspensions decreased from 12.5% to 5.5%. Our EL progress declined by 44%, our ELA proficiency declined by 78.6 points being below standard, and our map proficiency, which was already in the negative, declined by an additional 150.1 points. There was no College and Career indicator last year. We only had three dual enrollment classes last year and have increased that number to 20 this year. Dr. Englund asked if the numbers were skewed due to COVID. Dr. Willenberg responded that many schools are seeing similar dips as well as a 30% increase in chronic absenteeism, which is based on missing more than 10% of the school year. Ninety percent of last year's juniors took the State English and math tests. Students are allowed to opt out but districts are penalized for it. Students took the CAHSEE more seriously as it had to be passed to earn a diploma.

OLD BUSINESS (None)

CONSENT CALENDAR

7. **Minutes from the December 14th Board Meeting**
8. **Check Registers Dated 12/6 – 1/9**
9. **Monthly Financial Report**
10. **2nd Quarter Scholarship Donation Report**
11. **Donation of \$215 from the Ladies Auxiliary FOE to PHS for Senior Festivities**
12. **Independent Contractor Agreement with Cary Yasuhara for DJ Services at the Winter Formal**
13. **New Foundations in Health Science Course Description**
14. **Revised Independent Study PE Course Description**
15. **Addition of “Wonder” Novel as Supplemental Materials to English Classes**
16. **22/23 CTE Committee Members**
17. **School Accountability Report Cards – LPHS, OHS, PHS and CDS**
18. **Graduation Waiver Requests**
19. **High Risk Activity #1 – OHS Ski Trip to Mt. Shasta Ski Park**
20. **High Risk Activity #2 – OHS Environmental Club Overnight Camp Trip in Trinidad, CA**
21. **High Risk Activity #3 – OHS Cheerleaders to the National Competition in Las Vegas, NV**

#76-22/23: On a motion by Mrs. King, seconded by Mr. Sehorn, the consent calendar was approved as presented by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

NEW BUSINESS

22. **Review/Revise One-Time Project List**

Dr. Willenberg stated that he got the list from Mrs. Schneider at LPHS detailing which things needed to be purchased and which things should be removed from the weight room. Maintenance will be painting and doing some reconfiguration in the cardio and weight rooms. Mr. Damon asked how often the tennis courts are resurfaced. Dr. Willenberg stated that the courts at LPHS were resurfaced 7-8 years ago and it has been determined that it wasn't the best quality of work. Courts should be resurfaced every 10-12 years. The quote to add lighting to the ball fields at LPHS is \$4 million and \$3 million for OHS. The cost to switch to LED lights at Harrison Stadium is \$390,000. Mr. Damon asked how much money would be saved by using LED lights. Mr. LaGrone estimated the cost savings at two-thirds.

#77-22/23: On a motion by Mr. Sehorn, seconded by Dr. Englund, the proposed new projects were added to the one-time project list as presented by the following vote:

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

23. Acceptance of June 30, 2021 Audit Report

Dr. Willenberg stated that all state and federal programs were found to be in compliance. The only finding was that PHS did not use the correct FIT report in their SARC last year. He verified that the correct FIT reports were used in each of the SARC's this year.

#78-22/23: On a motion by Dr. Englund, seconded by Mrs. King, the Audit Report was accepted as presented by the following vote:

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

24. MOU with the County of Butte for SRD Services Through June 30, 2023

#79-22/23: On a motion by Dr. Englund, seconded by Mr. Smith, the MOU was approved as presented by the following vote:

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

25. Resolution for Tie-Breaking Criteria for Certificated Employees

#80-22/23: On a motion by Mrs. King, seconded by Dr. Englund, Resolution #8-22/23 was approved as presented by the following vote:

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

26. District EL Master Plan

Mr. Wood wanted to publicly thank Mr. Burket for his outstanding work on this project. The Plan was approved by the DELAC yesterday.

#81-22/23: On a motion by Mr. Sehorn, seconded by Mrs. King, the EL Master Plan was approved as presented by the following vote:

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

27. Acceptance of Grant Funds from the BCOE Charitable Trust

#82-22/23: On a motion by Dr. Englund, seconded by Mr. Sehorn, the grant funds were accepted as presented by the following vote:

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

28. Revisions to Administrative Regulation 6145.2 (Athletic Competition)

Jennifer Lopez, LPHS parent, reiterated her concern from past meetings about students only having one probationary period. We are punishing students who struggle. Her son is finally getting the help that he needs. A coach told her that three OHS students got to play football while LPHS students remained ineligible. Dr. Willenberg responded that the district's athletic policy was aligned with Chico's about three years ago. Mrs. King thinks we should lower our standards. Mr. Damon stated that he's usually for raising the standards. Dr. Willenberg stated that the Athletic Director's (AD's) feel that kids are students first and athletes second. They have access to help during consultation four days per week, and can go to specific teachers who signed up as tutors. Dr. Englund stated that kids need support and it's hard to get it in a 24-minute consultation period. Mrs. Lopez stated that Mr. Harles had a tutoring program setup when he was AD. Dr. Willenberg stated that students could also get free tutoring 24/7 through Tutor.com. Will luli stated that tutors are only available in English and math. He believes a 2.0 GPA is too low. When he coached, he saw kids do better when they were pushed harder and being held accountable. Mrs. King feels we should provide tutoring to athletes. Dr. Willenberg responded that we have a limited number of teachers willing to tutor before or after school. Mrs. King stated that we should pay them. Dr. Willenberg responded that they are paid. Mr. Damon believes that being involved in sports, auto, or another favorite class is motivating to many students. Lee Papa, OHS coach, stated that many teachers don't have their gradebooks updated, which makes it hard to monitor student grades. Kids don't understand that they can make up work to improve their grade and often give up instead. Dr. Englund stated that kids can look up projected grades to learn what they need to earn on a test to stay eligible. Mr. Papa said that he wasn't aware of the tutoring options. It would be helpful to have some kind of liaison to help athletes. Dr. Englund feels there needs to be a team mom or group of moms to help.

#83-22/23: On a motion by Mr. Sehorn, seconded by Mr. Damon, the administrative regulation was approved as presented by the following vote:

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

29. Paying AP Exam Fees with A-G Access Grant Funds

#84-22/23: On a motion by Mr. Sehorn, seconded by Mrs. King, AP exam fees will be funded by the A-G Access Grant as presented by the following vote:

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

30. MOU with CSEA Chapter #342

#85-22/23: On a motion by Mrs. King, seconded by Dr. Englund, the MOU was approved as presented by the following vote:

Ayes: Damon, Englund, King, Sehorn, Smith
Noes: None
Abstentions: None
Absent: None

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

31. Extension of a MOU with the Boys & Girls Club of the North Valley

#86-22/23: On a motion by Dr. Englund, seconded by Mr. Sehorn, the MOU was extended as presented by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

32. New MOU with the Boys & Girls Club of the North Valley

#87-22/23: On a motion by Dr. Englund, seconded by Mr. Sehorn, the MOU was approved presented by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

33. Out of State Travel Request #1

#88-22/23: On a motion by Dr. Englund, seconded by Mrs. King, Dr. Lamar Collins and Froylan Mendoza were approved to attend the Cutler Consulting Group's Winter Conference in Reno, NV, on February 19th and 20th as presented by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

34. Out of State Travel Request #2

#89-22/23: On a motion by Mrs. King, seconded by Mr. Smith, Teresa Leyva and John Permann were approved to attend the National Science Teacher Association Conference in Atlanta, GA, from March 22nd–25th as presented by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

35. Amended Personnel Assignment Order

#90-22/23: On a motion by Mrs. King, seconded by Dr. Englund, the amended Personnel Assignment Order was approved by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

(Irrespective of effective dates, new employees may not report to their school campus until Personnel Office has communicated completion of pre-employment requirements to site Principal.

Certificated

Brad Bidlack
Teacher-CIS
Retirement w/cont'd District pd benefits until
age of 65yrs & w/\$2000 Early Tells Incentive
Effective 6/2/2023

William McCutchen
Librarian
Resignation
Effective 6/2/2023

Eric Isenberg
Teacher – LPHS
Resignation w/\$2,000 Early Tells Incentive
Effective 6/2/2023

2022/23 Extra Duty Assignments

OHS

Drama – Stephanie Greco

2022/23 Substitute Teachers

Justin Boschma

2022/23 Coaches

LPHS

Baseball

Varsity Head Coach – Dennis Enser (PD)
Varsity Asst. Coach – Josh Osborn (PD)
Varsity Asst. Coach – Mike Webb (NP)
Varsity Asst. Coach – Phillip Lawrence (NP)
JV Head Coach – Joe Hothan (PD)
JV Asst. Coach – Rob Weir (NP)

Frosh Asst. Coach – Matt Adamson (NP)
Frosh Asst. Coach – Ronnie Belser (NP)

Softball

Varsity Asst. Coach - Shelby Watts (NP)
JV Asst. – Melvin (Jake) Engasser (NP)

Boys Tennis

Head Coach – Jessica Coon (PD)
Assistant Coach – Rob Rodney (NP)

Track

Assistant Coach – Mark Atteberry (NP)

OHS

Wrestling

Isaac Potts – Change from NP to PD
Damien Allen – Change from NP to PD

Tennis

Boys Head Coach – Mark Coleman (PD)

Golf

Head Coach – Tom Lewis (PD)

Baseball

Varsity Head Coach – Earl Johnson (PD)
Varsity Asst. Coach – Tom Gutierrez (NP)

Classified

Vanessa Scarbrough
Para-Educator II – LPHS
Resignation
Effective 12/31/2022

Margie Osby
Para-Educator II – ATC
Termination prior to completion of
probationary period
Effective 1/4/2023

Michela Monnot
Administrative Secretary – PHS
Resignation
Effective 1/30/2023

Libbie Benedict
Grant Funded Para-Educator II – LPHS
Increase from 4 hrs. p/day to 6hrs p/day
Effective 1/9/2023

Michael Commander
SH Para-Educator II – LPHS
Voluntary transfer to CDS at step/column
12/E01 \$19.79 p/hr.
Effective 1/19/2023

Amy Rempel
Para-Educator II – ATC
Resignation
Effective 1/20/2023

Christine Latouche
Para-Educator II – OHS
Request for FMLA/CFRA Medical Leave
Effective 1/13/2023 – 3/20/2023

John Casaulong
Asst. Dir. of Facilities, IT, & Transportation
8.0hrs p/day, 260 days p/yr.
Confidential AFIT/E \$6,308 p/month
Effective 1/30/2023

2022/23 Substitute Courier

Jordan Giles
Roberta Duran
Rholy Igot

2022/23 Substitute Para-Educator II

Dorinda Matney-Scofield

MINUTES OF REGULAR MEETING – JANUARY 18, 2023

Certificated (Cont.)

Softball

Varsity Head Coach – Allison Mache (PD)
Varsity Asst. Coach – Teresa Leyva (PD)
Varsity Asst. – Emily Houghton (NP)
JV Head Coach – Julia Hardin (PD)

Track

Boys Head Coach – Patrick Cleary (PD)
Boys Asst. Coach – Richardo Torres (PD)
Girls Head Coach – Rick Villanueva (PD)

Classified (Cont.)

Shameka Williams
Targeted Case Manager – PHS
8.0hrs p/day; 240 days p/yr.
Step/Column 28/D \$27.97 p/hr.
Effective 1/30/2023

See Hang
Para Educator II
Extend PFL/Baby Bonding Leave
Effective 1/22/2023 – 2/16/2023

36. Outside Expulsion Case #3-22/23

#91-22/23: On a motion by Mr. Sehorn, seconded by Mrs. King, the terms of the outside expulsion case were approved by the following vote:

Ayes:	Damon, Englund, King, Sehorn, Smith
Noes:	None
Abstentions:	None
Absent:	None

- Be admitted to the district.
- Be referred to Community Day School for the remainder of the 22/23 school year under the terms and conditions of their expulsion from the Chico Unified School District that OUHSD can enforce.

37. Items for Next Agenda (None)

The board reconvened to closed session at 7:56 p.m.

RESULTS OF CLOSED SESSION

At 9:10 p.m., the board reconvened to open session. The following action was taken:

#92-22/23: On a motion by Mr. Damon, seconded by Mr. Sehorn, a new "Superintendent Legacy Program," was established and the Board directed Dr. Willenberg to begin the search for a "Superintendent in Training," for the 23-24 school year by the following vote:

Ayes:	Damon, Englund, King, Sehorn
Noes:	None
Abstentions:	Smith
Absent:	None

ADJOURNMENT

On a motion by Dr. Englund, seconded by Mrs. King, the meeting adjourned at 9:11 p.m.

(Signature of Board Official)

ATTEST:

Secretary to the Board of Trustees

**OROVILLE UNION HIGH SCHOOL DISTRICT
SPECIAL BOARD OF TRUSTEES MEETING
February 1, 2023**

MINUTES

CALL TO ORDER

Board Vice President, Dr. Englund, called the meeting to order at 5:30 p.m. on Wednesday, February 1, 2023, at the Transportation Conference Room.

ROLL CALL

Board Members Present: Amber Englund, Ray Sehorn and Tyler Smith

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

PLEDGE OF ALLEGIANCE

Mr. Damon arrived at 5:33 p.m.

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS (None)

CLOSED SESSION

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

The board convened to closed session at 5:33 p.m.

RESULTS OF CLOSED SESSION

At 7:24 p.m., the board reconvened to open session. No action was taken.

ADJOURNMENT

On a motion by Dr. Englund, seconded by Mr. Smith, the meeting adjourned at 7:25 p.m.

ATTEST:

(Signature of Board Official)

Secretary to the Board of Trustees

Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-247784	01/10/2023	Watts, Susan M	01-4300	Reimb-BCSO Incident Report Fee		35.00
3005-247785	01/10/2023	Galev, Mihai R	01-5200	BDR reimb-LP12/8&12/15soccer, 12/22Bsktb		78.00
3005-247786	01/10/2023	Giles, Brandon	01-5200	ReimbConf@BCOERestorative Practice Training		41.90
3005-247787	01/10/2023	Rogowski, Ryan K	01-4300	Reimb-PBIS Incentives		92.00
3005-247788	01/10/2023	Olson, Christina C	01-5200	Reimb Mileage Banking & Errands		16.75
3005-247789	01/10/2023	ACCULARM DAN R LEDFORD	01-5800	Lease & Mont Srv Cellbkup 1/1/2023-12/31/2023 Maint & Transp		1,122.00
3005-247790	01/10/2023	ANIXTER INC	01-4300	Key Supplies		27.65
3005-247791	01/10/2023	AT&T	01-5900	9391008278 Mthly Srv 1/24-12/23 2022	26.65	
				9391008279 Mthly Srv 1/24-12/23 2022	26.65	
				9391008280 Mthly Srv 1/24-12/23 2022	26.68	
				9391008281 Mthly Srv 1/24-12/23 2022	26.67	
				9391008282 Mthly Srv 1/24-12/23 2022	594.74	
			11-5900	9391008282 Mthly Srv 1/24-12/23 2022	21.67	
				9391047160 Mthly systmt 1/24-12/23 2022	365.48	
			13-5900	9391008282 Mthly Srv 1/24-12/23 2022	4.08	1,092.62
3005-247792	01/10/2023	BATTERIES PLUS	01-4300	Batteries 12V 20AH	281.89	
				Batteries 12V Lead	298.01	579.90
3005-247793	01/10/2023	CSU CHICO	01-5800	Fall 2022 Sem Inter Fees-T Holloway		1,500.00
3005-247794	01/10/2023	California Survey & Drafting Supplies	01-4300	Drafting Class Supplies-T Frazier		419.56
3005-247795	01/10/2023	CITY OF OROVILLE	01-5800	Resource Officer Cust# OROHS		21,875.00
3005-247796	01/10/2023	Condensed Curriculum International, Inc.	11-5800	EKG Tech Billing	909.30	
				Pharmacy Tech Billing	1,818.60	2,727.90
3005-247797	01/10/2023	CREATIVE IMAGING	01-5800	HOEvent Photo's		423.37
3005-247798	01/10/2023	CRESCO	01-5620	Scissor Lift OHS Heaters		541.86
3005-247799	01/10/2023	JACE CROSSWELL CROSSWELL TRUCKING	01-4300	Decomposed Granite		885.36
3005-247800	01/10/2023	DAY WIRELESS SYSTEMS	01-5900	January 2023 Billing		777.50
3005-247801	01/10/2023	HEATHER MCGOWAN DBA SOUNDING BOARD MKT & COMM	01-5800	Comm Srv Dec 2022		3,187.50
3005-247802	01/10/2023	Dannis Woliver Kelley	01-5801	Prof Svcs 11/01-11/23/2022	6,948.97	
				Prof Svcs 11/14-11/30/2022	4,789.00	11,737.97
3005-247803	01/10/2023	ERICKSON LAW FIRM A.P.C.	01-5801	Mand Services 11/1-11/30/2022		2,131.50
3005-247804	01/10/2023	HOBBS PEST SOLUTIONS INC	01-5502	Mthly Service-2022 December	398.00	
				Mthly Service-2022 November	75.00	
			11-5502	Mthly Service-2022 December	55.00	528.00
3005-247805	01/10/2023	HOME DEPOT	01-4300	Bit Sets	26.97	

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

ESCAPE ONLINE
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Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-247805	01/10/2023	HOME DEPOT	01-4300	BoxCovers	20.82	
				CarrBolt	12.26-	
				Casting	24.46	
				CAT6riserBlueCable	211.09	
				CordCovers	181.99	
				FinNails,Moldin&Casting	57.59	
				gloves&sproyFoamSealant	19.23	
				HexBolt	17.28	
				Latch Shields	68.09	
				MiscMaintSupplies	250.06	
				PainingSupplies	82.64	
				SawBladeSet	34.61	
3005-247806	01/10/2023	INSIDE OUT DESIGNS	01-4300	Vnl&Screws	33.27	1,015.84
3005-247807	01/10/2023	JACKSONS GLASS CO	01-5640	OHS Welcome Sign		220.32
				ReplaceDisplayCaselPHS	1,533.18	
				Windoos RM#1020 LPHS	453.42	
				Windoos OHS A-wing	3,935.32	
				WindowStudentUnion OHS	163.08	6,085.00
3005-247808	01/10/2023	NORCAL FOOD EQUIPMENT	01-4300	LPHS t'stat,probe&PerSwitch		462.32
3005-247809	01/10/2023	OROVILLE FORD	01-5620	FuelTankRepair-1FT7W2BT6HED70271		1,642.40
3005-247810	01/10/2023	PAPE KENWORTH	01-4362	AirFilter	174.55	
			01-4363	Coolant Kit,ClearbuleDef	431.60	
				Test-Fluid Eng, Advanc	230.57	836.72
3005-247811	01/10/2023	PG&E	01-5501	8353087371-6 12/1-12/29/2022		1,063.86
3005-247812	01/10/2023	PRACTI-CAL INC	01-5800	MedicalBilling		220.18
3005-247813	01/10/2023	PSI Services LLC	11-5800	HiSetTestFees		1,295.00
3005-247814	01/10/2023	RAY MORGAN COMPANY	01-5602	Lease12/14/22-3-16-23&usage9/17-12/16/2022	1,094.25	
			01-5603	Lease12/14/22-3-16-23&usage9/17-12/16/2022	543.83	1,638.08
3005-247815	01/10/2023	School Steps Inc.	01-5800	BMastonPSY 12/1-12/17/2022		6,457.50
3005-247816	01/10/2023	SFWP - ACCTS RECEIVABLE	01-5505	007833-000 December2022Water	122.99	
				007847-000December2022Water	286.56	409.55
3005-247817	01/10/2023	THERAPY TRAVELERS, LLC	01-5800	SchNurse12/12-12/18/2022		3,960.00
3005-247818	01/10/2023	TPx Communications	01-5900	168341 MthlySrv 12/23-1/22/2023	1,263.38	
			11-5900	168341 MthlySrv 12/23-1/22/2023	150.38	1,413.76
3005-247819	01/10/2023	Turf Star Inc.	01-4300	GroundsSupplies		1,306.61
3005-247820	01/10/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4200	TPTenglishCurric-KWeidenman	99.99	
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Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-247820	01/10/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4300	ConstClassSupplies-DMilano	168.77	
				LPCulinary-AvonderMehden	252.25	
				OHSHomeEchSupplies-SSmith	1,034.71	
3005-248208	01/12/2023	Ochs, Jeffrey M	01-5200	SSCAL CMetcallEmpLeaveWebinar-SWatts	315.00	1,870.72
3005-248209	01/12/2023	Olson, Anna M	11-5640	Reimb-FluorTubeDisposal		74.24
3005-248210	01/12/2023	Naiman, Maria M	11-4300	Reimb-CopiesWatercolorClass		78.59
3005-248211	01/12/2023	Deadmore, Jacqueline	01-4300	Reimb-ClassSupplies		59.37
3005-248212	01/12/2023	Bowers, Jessica	13-5300	Reimb-MemberFeeCSNA		55.00
3005-248213	01/12/2023	360 Degree Customer Inc	01-5200	Reimb-MileageBanking		19.25
			01-5800	LVN HSadrin 12/1-12/15/2022	3,663.00	
				ParaEd(9)12/1-12/15/2022	30,836.00	
				SpTherp ZYusufov 12/1-12/15/2022	9,416.00	43,915.00
3005-248214	01/12/2023	Amazon.com Llc	01-4200	Wonder	16.95	
			01-4300	AgDeptSupplies	901.47	
				BikeClassSupplies	628.70	
				Canon EOS RebelCamers(5)	2,246.20	
				ClassSupplies-JReid	319.97	
				Design&GlassclassSupplies-TAllen	700.06	
				GolfCrtBatteryCharger	216.48	
				ID PrinterInk	146.15	
				LP OfficeSupplies	126.60	
				LP ScienceClassSupplies	350.26	
				PBIS Prizes LPHS	320.56	
				RecycledCyclesSupplies	165.35	
				ScienceClassSupplies	263.69	
				StudentIDmachineRibbon	314.98	
				TonerInk	199.66	6,917.08
3005-248215	01/12/2023	B&H FOTO & ELECTRONICS CORP.	01-4300	ProSeriesRotaryTrimmer&PhotoClassSup	2,225.45	
				plies-JTooker		
			01-4400	ProSeriesRotaryTrimmer&PhotoClassSup	529.80	2,755.25
				plies-JTooker		
			01-4300	AA Batteries	16.23	
				MiscBolts,nuts,washers	4.32	
				MiscBolts,NutsEtc	30.21	
				NeopreneCement	21.63	
				PuttyKinfe&Silicone	47.15	
				rbrPaste&RoofCmnt	58.41	
				SB PushEndCap	32.46	
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3005-248216	01/12/2023	BETTER DEAL EXCHANGE	01-4300	TrashCans&GphrMolePois	206.69	
				TubeHeatShrinkAsst	4.32	
				uBolt	5.17	
				uBolt&tapeMeasure	29.58	
				uBolts	6.04	
3005-248217	01/12/2023	BUSWEST	01-4363	BrassNipple	10.81	473.02
3005-248218	01/12/2023	BUTTE COUNTY ELECTIONS DIV	01-4363	GearPump		2,684.58
3005-248219	01/12/2023	CDW GOVERNMENT INC	01-5802	ElectionCosts-11/8/2022GenElection		1,289.22
3005-248220	01/12/2023	PSI CONSULTING INC. CLAY PLANET	01-4300	TonerLibraryOHS		531.17
3005-248221	01/12/2023	COMERS PRINT SHOP	01-4300	Art Supplies		381.15
				BusCrds-MKermen	54.13	
				TigerPrideFlyers	52.37	106.50
3005-248222	01/12/2023	DANIELSEN CO	13-4300	Foods&Supplies	615.57	
				Foods&Supplies Suppers	27.57	
				Foods	1,497.48	
				Foods Suppers	59.32	
				Foods&Supplies	1,914.77	
				Foods&Supplies Suppers	545.27	
				Unpaid Sales Tax	46.76-	4,613.22
3005-248223	01/12/2023	DELL MARKETING LP	01-4400	OptiPlex 7000 Computer	1,143.64	
			11-4400	OptiPlex 7000 Computers(4)	4,574.55	5,718.19
3005-248224	01/12/2023	EMST, LLC	11-5800	EMT CourseFees		3,925.00
3005-248225	01/12/2023	FGL Environmental	01-5800	SoilAnalysisLPsod		101.00
3005-248226	01/12/2023	GOLD STAR FOODS	13-4700	Foods	11,063.07	
				Foods Suppers	571.36	
				FoodsStorage	140.60	11,775.03
3005-248227	01/12/2023	HILLYARD INC.	01-4300	MiscCustodialSupplies		1,583.33
3005-248228	01/12/2023	CENTURY LINK	01-5900	Acct#87101630 BillingJanuary2023		.58
3005-248229	01/12/2023	NASCO EDUCATION LLC	01-4300	ClassSupplies-TAllen		2,730.11
3005-248230	01/12/2023	NORTHAM DISTRIBUTORS INC	13-4700	Foods	1,940.83	
				Suppers	483.10	2,423.93
3005-248231	01/12/2023	OROVILLE FORD	01-5620	Service AG-26		1,908.58
3005-248232	01/12/2023	OROVILLE POWER EQUIPMENT	01-4300	HexHeadSelfTappingScrew	19.83	
				PulleyMandre17180	9.55	29.38
3005-248233	01/12/2023	PACE SUPPLY CORP	01-4400	120gal240v Electric Rheem Heater		2,392.82
3005-248234	01/12/2023	PG&E	01-5501	6255577568-3 12/01-12/29/2022		954.98
3005-248235	01/12/2023	RESERVE ACCOUNT	01-5900	ReserveAcct#43854678		500.00

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3005-248236	01/12/2023	PROPACIFIC FRESH	13-4700	Foods	1,085.95	
				Foods & Suppers	387.76	
				Foods Suppers	131.57	1,605.28
3005-248237	01/12/2023	RAMIRO RUBALCABA	01-5800	Dec2022 Services	687.50	
3005-248238	01/12/2023	S&L Meat Sales Company, Inc.	13-4300	Nov2022 Services	687.50	1,375.00
				Foods&Supplies	1,106.57	
				Supplies	66.42	
			13-4700	Foods	118.01	
				Foods&Supplies	1,121.80	
				Unpaid Sales Tax	48.95-	2,363.85
3005-248239	01/12/2023	SCHOOL SPECIALTY, LLC	01-4300	ClassroomSupplies-RTorres		3,321.73
3005-248240	01/12/2023	STATE OF CALIF DEPT OF JUSTICE	01-5804	Cust#140602 DEC2022Billing-8	160.00	
			13-5804	Cust#140602 DEC2022Billing-8	96.00	256.00
3005-248241	01/12/2023	TEHAMA TIRE SERVICE	01-4364	Tires 15-3 Lic#1424615		466.15
3005-248242	01/12/2023	THERMALITO WATER & SEWER DIST	01-5505	6.173.01 MthlySvr 11/28-12/27/2022	51.50	
				6.206.01 MthlySvr11/28-12/27/2022	83.12	134.62
3005-248243	01/12/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4300	HomeEcSupplies-SSmith	74.61	
				LPculinarySupplies-AvanderMehden	161.87	
3005-248344	01/17/2023	Earley, Andree M	01-5850	KahootSubscSGreco-JWood	71.91	308.39
			01-5200	Reimb-WrklunchK12WrkforceAGteachers&Paras		140.18
3005-248345	01/17/2023	Stafford, Regina	01-5200	Reimb-NatAgEducatorsRegFee,MealsLodging&Transportation		1,160.06
3005-248346	01/17/2023	A-1 APPLIANCE	01-5620	AG WasherPumpReplacement		210.90
3005-248347	01/17/2023	ACDC LEADERSHIP AND CONSULTING	01-4300	APmacroeconomicsLicensesExp7/1/2023		565.00
3005-248348	01/17/2023	CA DEPT OF TAX & FEE ADMIN	01-4361	Acct#057-415687		78.00
				10/1/22-12/31/22DieselFuelExemptBusOperator		
3005-248349	01/17/2023	CA DEPT OF TAX & FEE ADMIN	01-4361	Acct#044-002025		742.00
				2022StorageTankUnderground		
3005-248350	01/17/2023	CA DEPT OF TAX & FEE ADMIN	13-9580	Acct#029-300061 10/1/22-12/31/22USETAX		1,169.00
3005-248351	01/17/2023	FOOD MAXX SAVE MART SUPERMARKET	01-4300	CUnderwoodClassSuppliesCUST#-4243	82.47	
				JYoungerClassSuppliesCUST#-4243	32.54	115.01
3005-248352	01/17/2023	OUHSD CLEARING ACCOUNT	01-5800	Service Charge December		25.00
3005-248353	01/17/2023	OUHSD REVOLVING FUND	01-5800	Dec Reimb		35.00
3005-248354	01/17/2023	RECOLOGY BUTTE COLUSA COUNTIES	01-5506	8100123160 MthlySrvDEC2022	1,227.37	
				8100123161 MthlySrvDEC2022	2,421.13	
				8100123162 MthlySrvDEC2022	1,113.57	

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3005-248354	01/17/2023	RECOLOGY BUTTE COLUSA COUNTIES	01-5506	Acct#8100123161 GenWastMix	50.32	
				Acct#8100123161 Organics	245.40	
			11-5506	8100123160 MthlySrvDEC2022	194.86	5,252.65
3005-248355	01/17/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4300	ClassroomSupplies-JFord	239.96	
				ConstClassSupplies-DMilano	95.92	
				FFA MeetingFood-RDaley	161.47	
			01-5900	UPSFeeRDSReturn-BCash	16.67	
			11-5806	IndoorMediaAdvOAE-JOchs	600.00	
			13-4300	FiberTrays-JDeadmore	148.91	
				FoodsSupplies-JDeadmore	23.32	1,286.25
3005-248815	01/24/2023	ACE PLUMBING	01-5640	DrainCleaningOHSlibrary		386.00
3005-248816	01/24/2023	Amazon.com Llc	01-4300	DO supplies	157.79	
				DockingStation	172.11	
				OAE ClassSupplies	73.59	
				Return2022CalOrgINV#17KX1K1JTX7G	19.45-	
			01-4360	Transportation Supplies	119.00	
				TranspRunningBoards	541.22	
			11-4300	DockingStation	76.82	
				OAE ClassSupplies	82.20	1,203.28
3005-248817	01/24/2023	AT&T	11-5900	Acct#234371-07367366		107.41
3005-248818	01/24/2023	B&H FOTO & ELECTRONICS CORP.	01-4300	PhotoClassSupplies-JTooker		96.46
3005-248819	01/24/2023	PEARLSON INC. BAND SHOPPER SUPERIOR	01-4300	BandFlags&Accessories		800.52
		CHEER,SUPERIOR TEAM				
3005-248820	01/24/2023	Berry Electric	01-5640	LPHSreplaceballHoopWinchSwitchs&pan els		898.30
3005-248821	01/24/2023	WILLIAM PATTERSON BETTER BUILT FENCE	01-5640	NewFencingWeightRoomArea-OHS		32,517.00
3005-248822	01/24/2023	BETTER DEAL EXCHANGE	01-4300	GarmentHook	4.32	
				LeatherGloves	51.93	
				Mole&GopherPsn/AntBait	14.70	
				MoscBolts,Nuts,Washers	2.55	
				SftWireTie	16.43	
				Tape/WireBrush	11.88	
				velcro	14.06	115.87
3005-248823	01/24/2023	BOYS & GIRLS CLUBS OF THE NORTH VALLEY	01-5800	Feb2023ContractPymt		17,400.00
3005-248824	01/24/2023	California Chamber of Commerce	01-4300	CDI:1057 HR2023supplies		813.41
3005-248825	01/24/2023	CALIF WATER SERVICE COMPANY	01-5505	9931655860 12/02-01/3/2023	50.20	
			11-5505	8767360151 12/02-01/3/2023	263.44	313.64
3005-248826	01/24/2023	RTU/Indoor Media	11-5806	CarAdAdvertising OAE		5,144.00

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3005-248827	01/24/2023	Castle Branch Inc	11-5800	StudentScreening VK87		200.00
3005-248828	01/24/2023	CDW GOVERNMENT INC	01-4300	Webcam		58.92
3005-248829	01/24/2023	CHRISTENSEN TELECOMMUNICATIONS, INC	01-5640	BogenSpeakersOHSouthcampus		5,054.23
3005-248830	01/24/2023	COLLEGE BOARD PSAT/NMSQT	01-5800	SchCode:0522295 PSAT/NMSQT 10/2022admin OHS	5,046.00	
				SchCode:0522295 PSAT9/2022-Jan2023 admin OHS	2,322.00	7,368.00
3005-248831	01/24/2023	CRESCO	01-5620	ArticulatingBoomLift		162.60
3005-248832	01/24/2023	DAN'S ELECTRICAL SUPPLY	01-4300	Fuses		59.34
3005-248833	01/24/2023	DANIELSEN CO	13-4300	Foods&Supplies	420.23	
				Foods&SuppliesSuppers	27.57	
				Foods&Supplies	3,552.43	
				Foods&SuppliesSuppers	234.31	
				FoodsSuppers	548.19	
				Unpaid Sales Tax	32.35-	4,750.38
3005-248834	01/24/2023	Delphi Creativity Group	01-4300	ClassSupplies-TAllen		638.39
3005-248835	01/24/2023	Dennis Devany Dennis Devany Plumbing	01-5640	CalShapeGrantFixtureInstallsLPHS		12,577.82
3005-248836	01/24/2023	AERIES SOFTWARE DBA EAGLE SOFTWARE	01-5850	AeriesSISftwrLicReneala2/2023-6/2023		13,095.54
3005-248837	01/24/2023	MESA ENERGY SYSTEM INC.	01-5640	OHSgymHeaters		968.00
3005-248838	01/24/2023	Geary Pacific Supply	01-4300	SwitchPress1"WCFurnace	5,985.00	40.36
3005-248839	01/24/2023	GOLD STAR FOODS	13-4700	Foods	270.96	
				FoodsSuppers		
				HamburgerBunsRtnOrgInv#5720102	16.00-	6,239.96
3005-248840	01/24/2023	GRAINGER INC	01-4300	Ceiling Tile	751.66	
			01-4363	Binder/HexTorxKeys	44.48	
				TranspSupplies	147.58	943.72
3005-248841	01/24/2023	HILLYARD INC.	01-4300	CustodialSupplies	230.45	
				MiscCustodialSupplies	833.11	
3005-248842	01/24/2023	MJB SALES & SERVICE	01-4300	TowelRollsCustodialSupplies	2,997.56	4,061.12
				AG Acetylene&OxygenCylinders	403.75	
				AG ElectrodeRod	218.56	
3005-248843	01/24/2023	MT SHASTA SPRING WATER CO INC	01-4300	AG Supplies	252.90	875.21
				DO 5 5GAL BOTTLES	45.35	
			01-4363	TRANSP 3 5GAL BOTTLES	29.35	74.70
3005-248844	01/24/2023	NORCAL FOOD EQUIPMENT	01-5620	LPHSovenRepairs		1,268.18
3005-248845	01/24/2023	NORTHAM DISTRIBUTORS INC	13-4700	Foods	1,315.49	
				Suppers	193.48	1,508.97
3005-248846	01/24/2023	OREILLY AUTOMOTIVE INC	01-4362	OilFilter 14-2	5.73	
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3005-248846	01/24/2023	OREILLY AUTOMOTIVE INC	01-4362	OilFilter&MotorOil 09-1	31.70	
				OilFilter&MotorOil stock	126.78	
			01-4363	Battery&CoreCharge	494.62	
				Battery&CoreReturnORGINV#376938	71.37-	
				CoreReturnORGINV#374650	10.00-	
				CoreReturnORGINV#376938	10.00-	
				TireChains	335.51	902.97
3005-248847	01/24/2023	OFFICE DEPOT	01-4300	Chair-EFfranks	323.21	
				DryErasePaddle	194.80	
				Ink	73.75	
				Markers	29.80	
				NewTeacherSupplies	240.69	
				OfficeSupplies	54.97	
				Pallet of Paper LPHS	1,994.85	
				PaperBags	51.94	2,964.01
3005-248848	01/24/2023	OROVILLE ADULT ED REVOLVING	11-8671	December Reimb, Reimb Ck#1462-1462		522.50
3005-248849	01/24/2023	OROVILLE POWER EQUIPMENT	01-4300	GroundsSupplies		481.39
3005-248850	01/24/2023	OUHSD SCHOLARSHIP FUND	73-5800	Reimb Ck 1757-1769		4,575.00
3005-248851	01/24/2023	PG&E	01-5501	0290829210-1 11/21-12/20/2022		1,319.24
3005-248852	01/24/2023	PITNEY BOWES GLOBAL Leasing Payments	01-5602	0015847950-3rdQuarterLease	148.98	
			11-5602	0012377199 3rdQuarterLease	83.44	232.42
3005-248853	01/24/2023	POLICYFIND	01-5800	ArchaeologyServicesTime & Materials		224.00
3005-248854	01/24/2023	PROPACIFIC FRESH	13-4700	Foods	1,674.68	
				Foods & Suppers	360.07	2,034.75
3005-248855	01/24/2023	RAY MORGAN COMPANY	01-5603	MaintContract&usage10/1-12/31/2022	66.65	
				MaintContract01/01-03/31/2023	215.80	
				MaintContract10/1-12/31/2022	154.12	
			11-5603	MaintContract&usage01/01-03/31/2023	722.57	
				MaintContract&usage10/1-12/31/2022	752.30	
				MaintContract01/01-03/31/2023	776.28	
				MaintContract10/1-12/31/2022	776.28	3,464.00
3005-248856	01/24/2023	Redwood Toxicology Lab Inc	01-5800	Screenings- Acct#015000	130.55	
				12/15-12/28/2022		
				Screenings- Acct#020151 12/13/2022	131.20	261.75
3005-248857	01/24/2023	REFRIGERATION SUPPLIES DISTRIBUTOR	01-4300	120/240v5circuitWrlsPwrCont&repeter	2,340.01	
				ReturnWrlsPwrContModules	2,094.66-	245.35
3005-248858	01/24/2023	S&L Meat Sales Company, Inc.	13-4300	Foods&Supplies	64.03	
			13-4700	Foods&Supplies	240.48	
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3005-248859	01/24/2023	SANTA CLARA COUNTY OFFICE OF EDUCATION	01-5800	Datazone22.23SY	Unpaid Sales Tax	300.18
3005-248860	01/24/2023	Semington Architects Inc	01-6200	OHS Culinary Lab Dec2022services	4.33-	12,925.00
			25-6200	Survey PR RelocationLPHS	2,960.75	
				Dec2022Services	5,735.50	8,696.25
3005-248861	01/24/2023	SEVEN UP BOTTLING COMPANY OF CHICO INC	11-5601	LeaseSuites#B&C		3,600.00
3005-248862	01/24/2023	SFWP - ACCTS RECEIVABLE	01-5505	007833-000 Jan2023Water	106.61	
				007847-000 Jan2023Water	272.30	378.91
3005-248863	01/24/2023	SHARP LOCKSMITHING GARAGE DOOR	01-4300	Keys(3) JD Tractor		12.99
3005-248864	01/24/2023	SPURR	01-5501	Acct#24002Billingsinclude10/28-12/30/2022	45,015.92	
			11-5501	Acct#24002Billingsinclude10/28-12/30/2022	351.84	45,367.76
3005-248865	01/24/2023	STAPLES-BUSINESS ADVANTAGE	01-4300	WrlsKeyboard&Kcoups		43.13
3005-248866	01/24/2023	STATE OF CALIF DEPT OF JUSTICE	11-5800	FingerprintApp Cust#140602		32.00
				Oct2022MMiller		
3005-248867	01/24/2023	STEVE WEISS MUSIC INC.	01-4300	GongStankw/wheels	286.19	
				StrataTimpaniHerad	110.42	396.61
3005-248868	01/24/2023	THERAPY TRAVELERS, LLC	01-5800	SchNurse1/1-1/7/2023	3,960.00	
				SchNurse1/8-1/14/2023	3,960.00	7,920.00
3005-248869	01/24/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4300	ArClassSupplies-MKermen	83.56	
				Block3Awards-MKermen	151.00	
				ClassroomSupplies-JFord	144.79	
				ClassSupplies&PBISincentives-MKermen	180.56	
				ClassSupplies-WUpton	156.66	
				ClassSuppliesSoilSamples-MRedding	74.91	
				LPHSCulinarySupplies-AvonderMehden	199.83	
				OHSCulinarySupplies-SSmith	574.20	
				PBIS PantherBuckIncentives-MKermen	333.59	
			01-5200	CasboLeave	215.00	
				ofAbsenceTrainingDLogasa-SWatts		
				FlightEdTechSprSummit-JWood	462.95	
			01-5300	CPALicenseRenewal-SWatts	280.00	
			01-5800	CalSPRA AwardsSubmission-PBianey	50.00	
				OHSCulinaryAllergens-SSmith	550.00	
			01-5850	k5LearningAnnualSubscription	23.95	
			13-4300	StaffChefCoats-JDeadmore	86.01	
			13-4700	CateringOHSstaffing-JDeadmore	239.83	

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Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-248869	01/24/2023	US BANK CORPORATE PAYMENT SYSTEM	13-4700	PizzaLuncPwrOtgOHS-JDeadmore	587.01	4,393.85
3005-248870	01/24/2023	WESTERN TREE NURSERY INC	01-4300	Trees OHS Campus		1,249.46
3005-249113	01/26/2023	ARC ALTERNATIVES	01-5800	ProfServices		1,290.00
3005-249114	01/26/2023	Cuny, John J	01-4300	ReimbClassSupplies		136.35
3005-249115	01/26/2023	Davis, Michael J	01-5200	ReimbBDmeals-1/12LPsoccer&1/20LPBB		67.00
3005-249116	01/26/2023	Tooker, Julie E	01-4300	ReimbDehumidifer for classroom		198.41
3005-249117	01/26/2023	Jenkins, Joel A	01-5200	ReimbBDmeals-1/6RvbandPK1/19Band1/23 LPSoccer		56.00
3005-249118	01/26/2023	Loudermilk, David K	01-5200	ReimbHonorsWridWstryTripAngellsIsland		547.00
3005-249119	01/26/2023	Shaffer, Marta	01-4300	ReimbClassSupplies		47.64
3005-249120	01/26/2023	Siplin Jr., Durrell B	01-5200	ReimbMilage&MealsPBISTrainRocklin		66.84
3005-249121	01/26/2023	Gardner, Emily	01-4300	ReimbSkeletonModel for AnatomyClass		100.28
3005-249122	01/26/2023	Cash, Amber	01-5200	ReimbMileage forSiteTesting	172.32	32.78
3005-249123	01/26/2023	Amazon.com Llc	01-4200	BookforAcadeca-Wieland (16)	491.96	
			01-4300	BandSupplies	79.88	
				Gloves	64.92	
				YogaBall-SPED	66.74	
			01-4363	TranspSupplies	134.23	1,010.05
			11-4300	MonitorDock		2,746.19
3005-249125	01/26/2023	CALIF WATER SERVICE COMPANY	01-5505	Acct#0556577777 12/10-1/1/2023		599.00
3005-249126	01/26/2023	CharacterStrong LLC	01-5200	AdminMstrmdSeriesReg-KWiedenman		1,116.00
3005-249127	01/26/2023	COLLEGE BOARD PSAT/NMSQT	01-5800	SchCode:052293 PSAT/NMSQT 10/2022admin LPHS		265.21
3005-249128	01/26/2023	COMERS PRINT SHOP	01-4300	2500#10WindowEnvelopes-OHS	367.16	
3005-249129	01/26/2023	DANIELSEN CO	13-4300	Foods&Supplies	544.97	
			13-4700	Foods	2,067.86	2,955.17
				Foods&Supplies	24.82-	5,332.50
3005-249130	01/26/2023	Dannis Woliver Kelley	01-5801	ProfSvcst12/01-12/20/2022		796.59
3005-249131	01/26/2023	ECOLAB	13-4300	DishwasherSupplies		3,298.00
3005-249132	01/26/2023	ERICKSON LAW FIRM A.P.C.	01-5801	GenServices12/01-12/31/2022	1,420.00	300.00
				MandServices12/01-12/31/2022	1,878.00	207.60
3005-249133	01/26/2023	Mooretown Rancheria Fearther Falls Casino	01-5800	HOFrmDepositFeather-FallsCasino		550.00
3005-249134	01/26/2023	FOOD MAXX SAVE MART SUPERMARKET	01-4300	CUST#-4243 ATCSupplies		
3005-249135	01/26/2023	FORTUNA UHSD	01-5200	22.23AgCooperativeTeacherConferReg		
3005-249136	01/26/2023	GOLD STAR FOODS	13-4700	Foods	3,161.89	3,518.76
				FoodsSuppers	356.87	130.35
3005-249137	01/26/2023	LATITUDES	01-4300	AlumSigns&platesOHS		

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Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-249138	01/26/2023	NORTHAM DISTRIBUTORS INC	13-4700	Foods	1,252.90	
3005-249139	01/26/2023	OFFICE DEPOT	01-4300	Suppers	231.84	1,484.74
3005-249140	01/26/2023	PAPA CITRUS LLC	13-4700	Calendars&KleenexPHS		86.41
3005-249141	01/26/2023	PROPACIFIC FRESH	13-4700	Foods-Navel Oranges		150.00
3005-249142	01/26/2023	PSI Services LLC	11-5800	Foods	903.41	
3005-249143	01/26/2023	QUALITY SUITES SAN LUIS OBISPO	01-5200	FoodsSuppers	109.06	1,012.47
3005-249144	01/26/2023	S&L Meat Sales Company, Inc.	13-4700	HiSetTestFees-Dec2022		779.25
3005-249145	01/26/2023	SWRCB ACCOUNTING OFFICE	01-5800	Confirm#38407356 AG HotelReservation		3,287.72
3005-249146	01/26/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4300	Foods		658.24
				FACID#5R04I017915		1,738.00
				AnnualPermitFee2023		
				ATCSupplies-JTatom	788.49	
				ClassSupplies-AEarley	60.43	
				ClassSupplies4000STANDAN-WUpton-		
				ClassSuppliesCarbClnr-WUpton-	86.68	
				ClassSuppliesTotes/Box-WUpton-	18.80	
				ClassSuppliesWireBrsh-WUpton-	219.48	
				ConstClassBuckets-DMilano	11.34	
				ConstClassSaw-DMilano	128.67	
				ConstClassScrews&Guide-DMilano	343.17	
				ConstClassSupplies-DMilano	38.36	
				OSTAneogDOlunch-CWIllenberg	26.95	
				ACSA23SympConfDoorDashMealDelivery-KWiedenman	91.15	
			01-5200	ACSA23SympConfHotelBalance-KWiedenman	24.75	
				ACSA23SympConfLytRide-KWiedenman	889.82	
				ACSA23SympConfPkgFee-KWiedenman	57.98	
				ACSA23SympConfUberRide-KWiedenman	40.00	
				AirFareNatScieConfJPermann-KWiedenman	16.91	
				AirFareNatScieConfTLevyvaGutierrez-KWiedenman	688.96	
				SchServWKSShopPkingFee-CWIllenberg	688.96	
				ReimbBD LP/OBand Meal	37.09	4,257.99
				ReimbPBISTrainingRocklinMeals		15.00
				ReimbPBISTrainingRocklinMileage		28.00
						75.98

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Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-249573	01/31/2023	Aichele, Sarah L	01-5200	ReimbBD1/18LPhistoryAngellsland1/25LP BBOrlandMeals		67.00
3005-249574	01/31/2023	Welliver, Alisha M	01-5200	ReimbPBISTrainingRocklinMeals		28.00
3005-249575	01/31/2023	Galev, Mihai R	01-5200	ReimbBD LPHSBBGridley Meal		26.00
3005-249576	01/31/2023	Loudermilk, David K	01-4300	ReimbClassStaplers-DLoudermilk		53.17
3005-249577	01/31/2023	Swartz, Susan G	01-5200	ReimbBD LPBBOrlandMeal		26.00
3005-249578	01/31/2023	Regnerus, Kimberly	01-5200	Reimb LikCrewConcordCAMileage&Toll		169.50
3005-249579	01/31/2023	Redding, Madison	01-5200	ReimbButteCoFairMileage&Meals		134.75
3005-249580	01/31/2023	Ford, Jannie L	01-5200	ReimbChptOfficerRetreat Meals		44.00
3005-249581	01/31/2023	360 Degree Customer Inc	01-5800	ParaEd(2)12/16-12/31/2022		2,392.00
3005-249582	01/31/2023	Amazon.com Llc	01-4360	TranspSupplies		116.51
3005-249583	01/31/2023	ANIXTER INC	01-4300	KeySupplies		43.58
3005-249584	01/31/2023	BETTER DEAL EXCHANGE	01-4300	Batteries	19.64	
				Grounds Supplies	95.24	
				MiscBoltsNutsWashers	42.21	
				MiscMaintSupplies	62.25	
				Sckt,hex key	21.20	
				Screwdriver	8.22	
				Screwdriver Set	46.60	
			01-4363	Hinge,MiscBoltsNutsWashers	17.41	
				tape	5.81	318.58
3005-249585	01/31/2023	COMERS PRINT SHOP	01-4300	TigerTickets		384.23
3005-249586	01/31/2023	CPM EDUCATIONAL PROGRAM INC	01-5200	CPM MathConf-Diaz&Saeturn		910.00
3005-249587	01/31/2023	DAY WIRELESS SYSTEMS	01-5900	February2023Billing		777.50
3005-249588	01/31/2023	Dr Howard Taras	01-5800	Protocols forMedServices for Medi-cal Billing		70.00
3005-249589	01/31/2023	GRAINGER INC	01-4300	Door	296.61	
3005-249590	01/31/2023	HILLYARD INC.	01-4363	MagneticTack	11.00	307.61
			01-4300	CustodialSupplies	2,146.34	
3005-249591	01/31/2023	HOBBS PEST SOLUTIONS INC	01-4363	TranspSupplies	358.48	2,504.82
			01-5502	MthlyService-2023 January	478.00	
3005-249592	01/31/2023	HOME DEPOT	11-5502	MthlyService-2023 January	55.00	533.00
			01-4300	Clips	6.39	
				Door Aluminum Closer	127.74	
				Instant StartElectr	38.40	
				LightBulbs	12.97	
				MaintSupplies	6.80	
				nails	35.72	
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Checks Dated 01/10/2023 through 02/06/2023

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3005-249592	01/31/2023	HOME DEPOT	01-4300	RainSuit	34.61	
				RoofSealant	228.89	
				Sealant	102.01	
				TimerSwitch	102.82	
				TimerSwitchReturned	102.82-	593.53
3005-249593	01/31/2023	JACKSONS GLASS CO	01-5620	SafetyGlass StudentUnionOHS	476.02	
			01-5640	ClearGlass CWingRm1 OHS	168.27	
				ClearLamSftyGlass EastGymLPHS	264.24	
				GreyTemperedRmQ-8 OHS	470.27	
				PolyCarbOverWindowRmQ-8 OHS	578.98	1,957.78
3005-249594	01/31/2023	NORCAL FOOD EQUIPMENT	01-6400	Cont.SandwichPrepTableOHS		7,914.16
3005-249595	01/31/2023	OFFICE DEPOT	01-4300	DeskRecdBkn-Returned	428.99-	
				Efranks DesktopFiles	29.60	
				EfranksBknFileORGINV#25761191001	14.80-	
				MiscOfficeSupplies OAE	87.82	
				OverPymt on Invoice	6.00-	
				OverPymt on VR23-00222	46.25-	
				Replacemnt of BknDesk	428.99	
				Toner	66.45	
			11-4300	MiscOfficeSupplies OAE	62.14	
				OAE SmClip	1.69	178.96
				OAE SmClipsORGINV#276511457001	1.69-	232.85
3005-249596	01/31/2023	PAPE' KENWORTH	01-4362	Test-Fluid Eng		250.00
3005-249597	01/31/2023	Pete's Music Center	01-5620	TubaRepair		416.44
3005-249598	01/31/2023	PITNEY BOWES GLOBAL Leasing Payments	01-5602	0012534541-3rdQuarterLease		270,496.00
3005-249599	01/31/2023	RIVERSIDE TECHNOLOGIES INC.	01-4300	Chromebooks(800)		2,753.02
3005-249600	01/31/2023	RT'S AUTO BODY, INC	01-5620	Repairs Bus 88		22.50
3005-249601	01/31/2023	TEHAMA TIRE SERVICE	01-4364	FlatRepair Bus98		
3005-249602	01/31/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4200	Intro toEduCWilliamberg	97.43	
				SPEDteacherGuides-CWilliamberg	26.16	
			01-4300	ClassroomSupplies-AEarley	191.34	
			01-4360	ComersBluePostcrds-JLagrone	53.32	
				ComersCHP108aForms-JLagrone	50.01	
			13-4300	KitClnSupplies-JDeadmore	34.69	899.05
				OfficeSupplies-JDeadmore	446.10	
3005-249775	02/02/2023	Earley, Andree M	01-4300	Reimb	164.65	
				K12CounselorDatLnch&AGventureProgram		
				s		

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Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-249775	02/02/2023	Earley, Andree M	01-5200	Reimb K12CounselorDatLnch&AGventureProgram s	213.96	
3005-249776	02/02/2023	Leith, Bonnie	01-4300	ReimbFlightNAAE&ACTEconference	112.95	491.56
3005-249777	02/02/2023	Amazon.com Llc	01-4300	Reimb APonlineWksp		175.00
3005-249778	02/02/2023	AT&T	01-5900	DOSupplies		472.61
				9391008278 MthlySrv12/24/22-1/23/2023	27.24	
				9391008279 MthlySrv12/24/22-1/23/2023	27.24	
				9391008280 MthlySrv12/24/22-1/23/2023	27.24	
				9391008281 MthlySrv12/24/22-1/23/2023	27.27	
				9391008282 MthlySrv 12/24/22-1/23/2023	605.34	
			11-5900	9391008282 MthlySrv 12/24/22-1/23/2023	21.74	
				9391047160 MthlySrv12/24/22-1/23/2023	373.62	
			13-5900	9391008282 MthlySrv 12/24/22-1/23/2023	4.11	1,113.80
3005-249779	02/02/2023	B&H FOTO & ELECTRONICS CORP.	01-4300	PhotoClassSupplies-JTooker		40.75
3005-249780	02/02/2023	Castle Branch Inc	11-5800	StudentScreening VK87		280.00
3005-249781	02/02/2023	CDW GOVERNMENT INC	01-5850	Securityware-EduBitDefGZ1Y250-499(320)		4,160.00
3005-249782	02/02/2023	CLASSIC GOLF CAR INC	01-5620	SPEDgolfCartRepairsLPHS		849.50
3005-249783	02/02/2023	CPM EDUCATIONAL PROGRAM INC	01-5850	CoreCONnIntegratgedTe&Std5yreBooks		46,500.00
3005-249784	02/02/2023	DANIELSEN CO	13-4300	Foods&Supplies	26.95	
				SuppersFoods&Supplies	55.15	
			13-4700	Foods	712.70	
				Foods&Supplies	1,773.64	
				SuppersFoods&Supplies	478.48	
				Unpaid Sales Tax	5.55-	3,041.37
3005-249785	02/02/2023	DELL MARKETING LP	01-4400	OptiPlex 7000 Computer-JYounger	1,167.44	
				OptiPlex 7000 Computer-RStafford	1,167.44	2,334.88
3005-249786	02/02/2023	MESA ENERGY SYSTEM INC.	01-5640	OHSgymHeaters3&4&thermostat		6,424.00
3005-249787	02/02/2023	EMST, LLC	11-5800	Jan BLShealthcareProv.aCourse		350.00
3005-249788	02/02/2023	ENLOE MEDICAL CENTER	01-5804	PRE SCREENING(8) Acct#743 Dec2022	464.00	
			13-5804	PRE SCREENING(8) Acct#743 Dec2022	354.00	818.00
3005-249789	02/02/2023	GOLD STAR FOODS	13-4700	Foods		2,787.86
3005-249790	02/02/2023	LG ENVIRONMENTAL	01-4361	MthlyInspection- Jan2023		150.00
3005-249791	02/02/2023	Marco Palm	01-4400	Buffet "C"Clarinet for Clarinets Direct		1,321.62
3005-249792	02/02/2023	MJB SALES & SERVICE	01-4300	Contact Tip	21.03	
				Electrode	213.79	234.82
3005-249793	02/02/2023	NORTHAM DISTRIBUTORS INC	13-4700	Foods	569.54	
				Suppers	77.20	646.74
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Checks Dated 01/10/2023 through 02/06/2023

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3005-249794	02/02/2023	Novak Educational Consulting	01-5800	InPersonCoachingw/LisaBosio1/26&1/27/2023		8,200.00
3005-249795	02/02/2023	OUHSD SCHOLARSHIP FUND	73-5800	Reimb Ck 1770-1778		6,255.00
3005-249796	02/02/2023	PAPA CITRUS LLC	13-4700	Foods-Navel OrangesOHS		150.00
3005-249797	02/02/2023	PG&E	01-5501	7241342564-5	25,648.73	
				Includes12/16/2022-1/17/2023		
			11-5501	7241342564-5	674.05	26,322.78
				Includes12/16/2022-1/17/2023		
3005-249798	02/02/2023	PROPACIFIC FRESH	13-4700	Foods		229.50
3005-249799	02/02/2023	SUTTER COUNTY SUPERINTENDENT OF SCHOOLS	01-5200	pymt2of3CASC Program-T Arnold		1,200.00
3005-249800	02/02/2023	TPx Communications	01-5900	168341 MthlySrv 1/23-2/22/2023	1,259.16	
			11-5900	168341 MthlySrv 1/23-2/22/2023	146.87	1,406.03
3005-249801	02/02/2023	UC Davis AR Lockbox	01-5200	C-STEM Academy Reg J Danielson		600.00
3005-249802	02/02/2023	US BANK CORPORATE PAYMENT SYSTEM	01-4300	2/1BoardWksp-PBlaney	303.10	
				ABCMouseAssmtMemb-LCollins	39.95	
				ABCMouseSub-LCollins	45.00	
				ATC supplies-JTatom	55.58	
				CDSInstSuppliesGarden&Science-MKernen	303.33	
				CDSBPBISincentives-MKernen	135.92	
				ConstCisSupplies-DMilano	246.18	
				HomeEcFoods-SSmith	607.75	
				LPCulinary-AvonderMehden	324.97	
				StaffApprLnch-MKernen	297.69	
				TractorBatteryAG-AEarley	188.58	
			01-5200	CABE2023RegFMendoza-Jwood	790.00	
				CABE2023RegJWood-Jwood	790.00	
				CABE2023RegLCollins-Jwood	790.00	
				CABE2023RegSGreco-Jwood	790.00	
				MFE/ALA LeadConfHotelRm-JFord	189.28	
				MFE/ALA LeadConfHotelRmCollins-JFord	189.28	6,086.61
3005-249803	02/02/2023	WEX BANK	01-4361	Acct#0496-00-828381-4		148.75
				LPwrestlingFallRiver		
3813-249124	01/26/2023	CALIFORNIA'S VALUED TRUST FINANCE DEPARTMENT	76-9544	RetireeBilling February 2023	56,163.03	
			76-9560	ActiveBilling February 2023	429,625.71	485,788.74
Total Number of Checks					237	1,362,751.67

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Checks Dated 01/10/2023 through 02/06/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
Fund Summary						
Fund	Description	Check Count	Expensed Amount			
01	GeneralFund	196	771,671.73			
11	AdultEducationFund	31	30,430.65			
13	CafeteriaSpecialRevenueFund	31	58,457.81			
25	CapitalFacilitiesFund	1	5,735.50			
73	FoundationPrivPurposeTrustFu	2	10,830.00			
76	Warrant/Pass-ThroughFund	1	485,788.74			
Total Number of Checks			237			
Less Unpaid Sales Tax Liability			162.76			
Net (Check Amount)			1,362,751.67			

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Fund 01 - General Fund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
LCFF Revenue Sources						
8011	LCFFStateAid-CurrentYear	16,286,339.00	17,037,732.00	11,034,254.00	6,003,478.00	64.76
8012	EduProtectionAccountStAidCurYr	4,351,212.00	7,174,042.00	3,740,489.00	3,433,553.00	52.14
8013	LCFFTransportation		468,192.00		468,192.00	
8019	LCFFRevenueLimitStateAidPriYrs		865,568.00		865,568.00	
8021	Homeowners'Exemptions	105,608.00	94,737.00	14,325.84	80,411.16	15.12
8022	TimberYieldTax	31,438.00	71,890.00	14,546.53	57,343.47	20.23
8029	OthrSubventionsIn-LieuTaxes	3,855.00	4,009.00		4,009.00	
8041	SecuredRollTaxes	8,009,622.00	8,702,961.00	5,080,390.95	3,622,570.05	58.38
8042	UnsecuredRollTaxes	510,947.00	499,754.00	503,597.64	3,843.64-	100.77
8043	PriorYearsTaxes	13,955.00	15,853.00	10,686.44	5,166.56	67.41
8044	SupplementalTaxes	148,879.00	182,874.00	83,492.61	99,381.39	45.66
8045	EducathRevenueAugmentationFund	1,918,871.00-	1,716,549.00-	681,856.49-	1,034,692.51-	39.72
8047	CommunityRedevelopmentFunds	1,588,769.00	1,548,508.00	691,549.25	856,958.75	44.66
8096	Trns2ChrttSchllnLieuOfPropTaxes	193,321.00-	201,203.00-	108,521.00-	92,682.00-	53.94
	Total LCFF Revenue Sources	28,938,432.00	34,748,368.00	20,382,954.77	14,365,413.23	58.66
Federal Revenue						
8181	SpecialEducation-Entitlement	539,790.00	548,709.00		548,709.00	
8182	SpeEdu-DiscretionaryGrants		102,531.00		102,531.00	
8290	AllOtherFederalRevenue	3,226,486.00	3,581,106.00	862,323.01	2,718,782.99	24.08
	Total Federal Revenue	3,766,276.00	4,232,346.00	862,323.01	3,370,022.99	20.37
Other State Revenues						
8520	ChildNutrition		100,000.00		100,000.00	
8550	MandatedCostReimbursements	136,000.00	136,000.00	136,106.00	106.00-	100.08
8560	StateLotteryRevenue	482,945.00	502,000.00	161,995.45	340,004.55	32.27
8590	AllOtherStateRevenue	1,971,464.00	2,241,106.00	3,026,689.70	785,583.70-	135.05
	Total Other State Revenues	2,590,409.00	2,979,106.00	3,324,791.15	345,685.15-	111.60
Other Local Revenue						
8650	LeasesandRentals	6,000.00	6,000.00	9,159.30	3,159.30-	152.66
8660	Interest	83,000.00	83,000.00	58,336.58	24,663.42	70.29
8677	InteragencySrvcsBetweenLEAs	1,248,498.00	1,537,426.00	713,594.03	823,831.97	46.41
8699	AllOtherLocalRevenue	158,975.00	188,975.00	170,224.73	18,750.27	90.08
8792	TrnsfrApportionmentFrmCntyOffcs	1,734,241.00	1,724,536.00	548,909.00	1,175,627.00	31.83
	Total Other Local Revenue	3,230,714.00	3,539,937.00	1,500,223.64	2,039,713.36	42.38
	Total Year To Date Revenues	38,525,831.00	45,499,757.00	26,070,292.57	19,429,464.43	57.30

Fund 01 - GeneralFund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Certificated Salaries							
1100	Certificated TeachersSalaries	8,850,975.00	8,893,771.00	3,998,364.30	4,824,980.79	70,425.91	54.25
1101	TeacherSubPay	198,379.00	228,508.00		152,483.00	76,025.00	66.73
1102	TeacherExtraPay	301,559.00	302,987.00	12,881.90	132,441.38	157,663.72	43.71
1200	CertificdPupilSupportSalaries	1,193,298.00	1,170,123.00	503,523.80	624,066.01	42,533.19	53.33
1202	PupilSupportExtraPay	14,500.00	23,820.00		20,914.16	2,905.84	87.80
1300	CrtificdSuprvsrAdmnstrtrSlry	1,468,901.00	1,477,281.00	641,000.06	836,281.27	.33-	56.61
1301	CertAdminSub				1,580.00	1,580.00-	NO BDGT
1302	CertAdminExtraPay	48,840.00	48,840.00		22,735.60	26,104.40	46.55
1900	OtherCertificatedSalaries	86,212.00	86,832.00	39,469.50	47,363.40	.90-	54.55
1901	CertOtherSub				400.00	400.00-	NO BDGT
1902	OtherCertificatedExtraPay	291,336.00	293,398.00		32,938.32	260,459.68	11.23
Total Certificated Salaries		12,454,000.00	12,525,560.00	5,195,239.56	6,696,183.93	634,136.51	53.46
Classified Salaries							
2100	ClassifiedInstructionalSalary	1,346,328.00	1,304,197.00	509,454.92	621,029.83	173,712.25	47.62
2101	ParaEdSubPay	21,500.00	26,500.00		766.10	25,733.90	2.89
2102	ParaEdExtraPay	14,000.00	16,613.00		7,666.47	8,946.53	46.15
2200	ClassifiedSupportSalaries	2,261,569.00	2,225,818.00	950,819.72	1,200,356.45	74,641.83	53.93
2201	ClassSupportSubPay	91,000.00	95,125.00		49,532.36	45,592.64	52.07
2202	ClassSupportExtraPay	102,000.00	95,926.00		61,184.91	34,741.09	63.78
2300	ClassSuprvsrAdministratorsSlry	270,189.00	308,035.00	112,578.75	157,610.25	37,846.00	51.17
2400	ClericlTechniclOfficStaffSlrys	1,426,596.00	1,451,971.00	585,041.78	815,057.67	51,871.55	56.13
2401	ClericalSubPay	6,500.00	6,500.00		13,985.01	7,485.01-	215.15
2402	ClericalExtraPay	24,376.00	24,322.00		18,868.16	5,453.84	77.58
2900	OtherClassifiedSalaries	45,777.00	45,777.00	20,698.25	25,169.80	91.05-	54.98
2902	OtherClassifiedExtraPay				78,496.25	78,496.25-	NO BDGT
Total Classified Salaries		5,609,835.00	5,600,784.00	2,178,593.42	3,049,723.26	372,467.32	54.45
Employee Benefits							
3101	STRSCertificatedPositions	3,747,264.00	3,773,103.00	959,068.11	1,172,489.31	1,641,545.58	31.07
3102	STRSCertificatedPositions	8,319.00	14,355.00	6,461.70	7,917.00	23.70-	55.15
3201	PERSCertificatedPositions	104,467.00	90,410.00	41,138.12	50,029.25	757.37-	55.34
3202	PERSCertificatedPositions	1,310,861.00	1,295,176.00	523,124.10	687,312.04	84,739.86	53.07
3301	OASDImedcrAltrmtvCertfcPositns	25,301.00	21,636.00	9,836.91	15,606.39	3,807.30-	72.13
3302	OASDImedcrAltrmtvClasPosition	319,911.00	317,127.00	128,986.08	180,923.81	7,217.11	57.05
3311	MedicareCertificated	177,565.00	178,377.00	73,905.39	95,392.04	9,079.57	53.48
3312	MedicareClassified	79,400.00	79,164.00	30,670.88	43,175.96	5,317.16	54.54

Fund 01 - General Fund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Employee Benefits (continued)							
3401	HlthWlfrBenefitsCertificPositn	3,376,351.00	3,278,194.00	1,482,984.35	1,740,844.41	54,365.24	53.10
3402	HlthWlfrBenefitClasifidPositn	1,815,018.00	1,667,262.00	679,140.56	856,739.93	131,381.51	51.39
3501	StUnemplmntInsurncCertPositns	64,466.00	61,710.00	25,528.31	33,350.79	2,830.90	54.04
3502	StUnemplmntInsurncCissifidPos	27,402.00	27,301.00	10,576.15	14,894.89	1,829.96	54.56
3601	WCInsuranceCertificatdPositns	269,011.00	275,800.00	112,217.01	144,600.16	18,982.83	52.43
3602	WCCompenstnInsurncClassPositn	121,167.00	122,379.00	47,057.77	65,940.75	9,380.48	53.88
3701	OPEBAlocatedCertificatdPositn	484,426.00	492,122.00	202,094.91	260,251.18	29,775.91	52.88
3702	OPEBAlocatedClassifiedPositn	218,210.00	219,348.00	84,747.07	120,474.02	14,126.91	54.92
Total Employee Benefits		12,149,139.00	11,913,464.00	4,417,537.42	5,489,941.93	2,005,984.55	46.08
Books and Supplies							
4100	ApprvdTxbookCorCurriculaMterl	368,000.00	557,493.00		136,330.31	421,162.69	24.45
4200	BooksandOtherReferenceMaterial	500.00	57,136.00	4,488.15	10,646.56	42,001.29	18.63
4300	MaterialsandSupplies	1,163,732.00	1,760,891.00	310,347.13	642,394.81	808,149.06	36.48
4360	TransportationGenSupplies	18,000.00	18,000.00	13,819.69	6,509.63	2,329.32	36.16
4361	TransportationFuel	155,000.00	155,000.00		63,516.70	91,483.30	40.98
4362	TransportationOilGrease	6,000.00	6,000.00		1,165.81	4,834.19	19.43
4363	TransportationParts	40,000.00	40,000.00	19,590.25	34,279.43	13,869.68	85.70
4364	TransportationTires	10,000.00	10,000.00	4,966.24	6,569.55	1,535.79	65.70
4400	NoncapitalizedEquipment	265,140.00	275,414.00	146,892.72	114,875.18	13,646.10	41.71
4700	Food	6,000.00	3,000.00			3,000.00	
Total Books and Supplies		2,032,372.00	2,882,934.00	500,104.18	1,016,287.98	1,366,541.84	35.25
Services and Other Operating Expenditures							
5100	SubagreementsforServices		39,345.00			39,345.00	
5200	TravelandConferences	297,008.00	748,486.00	8,141.66	73,410.95	666,933.39	9.81
5300	DuesandMemberships	27,600.00	27,600.00		30,530.77	2,930.77	110.62
5450	OtherInsurance	652,000.00	695,189.00		668,398.00	26,791.00	96.15
5501	GasElectricity	433,000.00	433,000.00	79,728.60	368,496.41	15,225.01	85.10
5502	PestControl	5,900.00	5,900.00	3,712.00	3,186.00	998.00	54.00
5503	SewerFees	73,000.00	73,000.00	17,223.96	60,847.62	5,071.58	83.35
5505	Water	75,000.00	75,000.00	22,687.01	56,412.86	4,099.87	75.22
5506	WasteDisposal	50,000.00	50,000.00	34,128.69	31,033.75	15,162.44	62.07
5601	FacilitiesRent	6,000.00	6,000.00		1,211.88	4,788.12	20.20
5602	CopierPostageMeterRents	61,300.00	65,600.00	36,899.26	21,454.99	7,245.75	32.71
5603	CopierMaintenance	19,940.00	19,940.00	6,089.90	6,710.10	7,140.00	33.65
5620	EquipmentRentalsAndRepairs	183,500.00	202,368.00	47,036.49	152,623.71	2,707.80	75.42

Selection

Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 23, Starting Period = 1, Ending Account Period = 0, Stmt Option? = R,

Zero Amounts? = N, SACS? = N, Restricted? = Y)

ESCAPE

ONLINE

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Fund 01 - General Fund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Services and Other Operating Expenditures (continued)							
5630	ComputerMaintenanceRepairs	22,000.00	22,000.00		3,925.56	18,074.44	17.84
5640	BuildingAndSiteRepairs	565,117.00	813,117.00	245,148.67	546,116.89	21,851.44	67.16
5750	TransfersDirectCostsInterfund	50,000.00-	30,200.00-		5,355.59-	24,844.41-	17.73
5800	ProfConsultingSrvcsandOperExpnd	1,083,251.00	1,549,848.00	689,233.57	952,951.22	92,336.79-	61.49
5801	LegalFees	135,000.00	135,000.00		102,951.48	32,048.52	76.26
5802	ElectionFees	30,000.00	30,000.00		1,289.22	28,710.78	4.30
5804	PreEmploymentTesting	14,000.00	14,000.00		10,958.50	3,041.50	78.28
5806	Advertising	4,000.00	4,000.00		316.74	3,683.26	7.92
5850	SoftwareMaintenanceAndLicences	343,900.00	741,667.00	15,572.00	644,082.68	82,012.32	86.84
5900	Communications	72,000.00	72,000.00	5,247.91	37,039.69	29,712.40	51.44
	Total Services and Other Operating Expenditures	4,103,516.00	5,792,860.00	1,210,849.72	3,768,593.43	813,416.85	65.06
Capital Outlay							
6170	LandImprovements		220,000.00	489,221.83		269,221.83-	
6200	BuildingImprovementOfBuildings		544,000.00	367,042.31	50,931.75	126,025.94	9.36
6400	Equipment	120,559.00	662,662.00	757,822.33	219,595.33	314,755.66-	33.14
	Total Capital Outlay	120,559.00	1,426,662.00	1,614,086.47	270,527.08	457,951.55-	18.96
Tuition							
7141	OtTutExsCstDfctPmt2DisChtrSch	33,000.00-	23,000.00-			23,000.00-	
7142	OthulthnExcsCstsDfctPy2CntyOff	916,000.00	1,030,205.00		37,734.00	992,471.00	3.66
	Total Tuition	883,000.00	1,007,205.00	.00	37,734.00	969,471.00	3.75
Transfers of Indirect/direct support costs							
7350	TransIndirectCostsInterfund	114,690.00-	99,311.00-			99,311.00-	
	Total Transfers of Indirect/direct support costs	114,690.00-	99,311.00-	.00	.00	99,311.00-	
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	37,532,468.00	41,344,895.00	15,116,410.77	20,476,360.04	5,752,124.19	49.53

Fund 01 - General Fund

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	38,525,831.00	45,499,757.00		26,070,292.57	19,429,464.43	57.30
B. Expenditures	37,532,468.00	41,344,895.00	15,116,410.77	20,476,360.04	5,752,124.19	49.53
C. Subtotal (Revenue LESS Expense)	993,363.00	4,154,862.00		5,593,932.53	13,677,340.24	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	993,363.00	4,154,862.00		5,593,932.53	13,677,340.24	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	12,445,956.00	13,487,371.00		13,487,371.22		
Other Restatements (9795)						
Adjusted Beginning Balance	12,445,956.00	13,487,371.00		13,487,371.22		
G. Calculated Ending Balance	13,439,319.00	17,642,233.00		19,081,303.75		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unappropri (9790)	13,439,319.00	17,642,233.00		15,116,410.77		
Other						

Fund 08 - StudentActivityFund		Fiscal Year 2022/23 Through February 2023				
Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8699	AllOtherLocalRevenue	585,000.00	585,000.00		585,000.00	
	Total Other Local Revenue	585,000.00	585,000.00	.00	585,000.00	
	Total Year To Date Revenues	585,000.00	585,000.00	.00	585,000.00	
Expenditure Detail						
Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance
Books and Supplies						
4300	MaterialsandSupplies	585,000.00	585,000.00			585,000.00
	Total Books and Supplies	585,000.00	585,000.00	.00	.00	585,000.00
	Total Year To Date Expenditures	585,000.00	585,000.00	.00	.00	585,000.00

Fund 08 - StudentActivityFund

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	585,000.00	585,000.00			585,000.00	
B. Expenditures	585,000.00	585,000.00			585,000.00	
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses	.00	.00		.00	.00	
Sources						
LESS Uses						
E. Net Change in Fund Balance	.00	.00		.00	.00	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	309,563.00	351,081.00		351,080.98		
Other Restatements (9795)						
Adjusted Beginning Balance	309,563.00	351,081.00		351,080.98		
G. Calculated Ending Balance	309,563.00	351,081.00		351,080.98		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesign/Unappropri (9790)	309,563.00	351,081.00				
Other						

Fund 11 - Adult Education Fund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Federal Revenue						
8290	All Other Federal Revenue	170,474.00	186,585.00	17,717.00	168,868.00	9.50
	Total Federal Revenue	170,474.00	186,585.00	17,717.00	168,868.00	9.50
Other State Revenues						
8590	All Other State Revenue	38,745.00	45,023.00	45,023.00		100.00
	Total Other State Revenues	38,745.00	45,023.00	45,023.00	.00	100.00
Other Local Revenue						
8660	Interest	5,900.00	9,066.00			
8671	Adult Education Fees	100,000.00	100,000.00	2,788.54	6,277.46	30.76
8677	Interagency Svcs Between LEAs	1,273,097.00	1,287,964.00	96,120.68	3,879.32	96.12
8699	All Other Local Revenue	35,491.00	43,536.00		1,287,964.00	
	Total Other Local Revenue	1,414,488.00	1,440,566.00	98,909.22	1,341,656.78	6.87
	Total Year To Date Revenues	1,623,707.00	1,672,174.00	161,649.22	1,510,524.78	9.67

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Certificated Salaries							
1100	Certificated Teachers Salaries	357,785.00	384,217.00	1,636.50	167,022.96	215,557.54	43.47
1101	Teacher Sub Pay	2,000.00	2,000.00			2,000.00	
1300	Crtificd Suprvsr Admnstrtr Slry	45,636.00	49,029.00	18,999.50	26,636.80	3,392.70	54.33
	Total Certificated Salaries	405,421.00	435,246.00	20,636.00	193,659.76	220,950.24	44.49
Classified Salaries							
2100	Classified Instructional Salary	48,041.00	62,889.00	28,884.60	34,738.96	734.56-	55.24
2102	Para Ed Extra Pay	150.00	150.00			150.00	
2200	Classified Support Salaries	31,420.00	35,253.00	13,665.35	19,151.47	2,436.18	54.33
2201	Class Support Sub Pay	3,100.00	3,100.00		48.15	3,051.85	1.55
2400	Cleric/Technical Office Staff Slrys	184,545.00	200,164.00	79,479.00	106,898.36	13,786.64	53.41
2900	Other Classified Salaries	9,856.00	9,856.00		5,670.85	4,185.15	57.54
	Total Classified Salaries	277,112.00	311,412.00	122,028.95	166,507.79	22,875.26	53.47
Employee Benefits							
3101	STR Certificated Positions	77,014.00	82,709.00	3,927.65	36,962.49	41,818.86	44.69
3102	STR Classified Positions	1,883.00	1,883.00		592.78	1,290.22	31.48
3202	PERS Classified Positions	66,418.00	71,135.00	28,582.35	37,832.79	4,719.86	53.18
3302	OASDI/Medicr/Altrmtv Clas Position	16,997.00	19,218.00	7,530.55	10,076.47	1,610.98	52.43

Fund 11 - Adult Education Fund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Employee Benefits (continued)							
3311	MedicareCertificated	5,878.00	6,309.00	361.90	2,827.32	3,119.78	44.81
3312	MedicareClassified	3,973.00	4,494.00	1,761.15	2,401.55	331.30	53.44
3401	HlthWfrBenefitsCertificPositn	143,475.00	143,475.00	82,594.03	65,451.54	4,570.57-	45.62
3402	HlthWfrBenefitClassifdPositn	93,657.00	82,706.00	33,675.79	44,587.13	4,443.08	53.91
3501	StUnemplmntInsurncCertPositns	2,028.00	2,176.00	102.90	957.86	1,115.24	44.02
3502	StUnemplmntInsurncClassifdPos	1,371.00	1,550.00	607.25	828.10	114.65	53.43
3601	WCInsuranceCertificatdPositns	8,757.00	9,401.00	445.75	4,195.99	4,759.26	44.63
3602	WCCompensnInsurncClassPositn	5,985.00	6,726.00	2,635.80	3,596.57	493.63	53.47
3701	OPEBAlocatedCertificatdPositn	15,771.00	16,931.00	802.65	7,556.63	8,571.72	44.63
3702	OPEBAlocatedClassifiedPositn	10,780.00	12,114.00	4,746.95	6,477.20	889.85	53.47
Total Employee Benefits		453,987.00	460,827.00	167,774.72	224,344.42	68,707.86	48.68
Books and Supplies							
4100	ApprvdTxbookCorCurriculaMterl				3,893.40	3,893.40-	NO BDGT
4200	BooksandOtherReferenceMaterial				2,055.52-	2,055.52	NO BDGT
4300	MaterialsandSupplies	15,894.00	19,131.00	1,300.35	7,412.05	10,418.60	38.74
4400	NoncapitalizedEquipment	13,000.00	13,000.00	1,641.49	4,574.55	6,783.96	35.19
Total Books and Supplies		28,894.00	32,131.00	2,941.84	13,824.48	15,364.68	43.03
Services and Other Operating Expenditures							
5200	TravelandConferences	5,000.00	4,000.00		1,812.34	2,187.66	45.31
5300	DuesandMemberships	3,760.00	3,760.00		1,843.82	1,916.18	49.04
5501	GasElectricity	23,935.00	23,935.00	1,018.71	11,939.55	10,976.74	49.88
5502	PestControl	700.00	700.00	385.00	385.00	70.00-	55.00
5503	SewerFees	1,400.00	1,400.00		1,562.76	162.76-	111.63
5505	Water	6,000.00	6,000.00	854.83	2,645.17	2,500.00	44.09
5506	WasteDisposal	3,000.00	3,000.00	1,209.96	1,191.66	598.38	39.72
5601	FacilitiesRent	42,000.00	42,000.00	15,040.00	28,800.00	1,840.00-	68.57
5602	CopierPostageMeterRents	1,000.00	1,000.00	84.12	250.32	665.56	25.03
5603	CopierMaintenance	5,370.00	5,370.00	645.90	4,954.10	230.00-	92.26
5620	EquipmentRentalsAndRepairs	950.00	950.00			950.00	
5640	BuildingAndSiteRepairs	40,000.00	32,210.00		15,153.24	17,056.76	47.05
5750	TransfersDirectCostsInterfund	18,000.00	18,000.00		1,950.00	16,050.00	10.83
5800	ProfConsultingSrvcsandOperExpnd	109,000.00	109,000.00	33,792.05	63,318.87	11,889.08	58.09
5806	Advertising	45,000.00	42,000.00		29,963.12	12,036.88	71.34
5850	SoftwareMaintenanceAndLicences	30,689.00	22,902.00	295.00	15,555.82	7,051.18	67.92
5900	Communications	41,956.00	41,956.00	908.98	19,758.21	21,288.81	47.09

Fund 11 - Adult Education Fund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
	Total Services and Other Operating Expenditures	377,760.00	358,183.00	54,234.55	201,083.98	102,864.47	56.14
Capital Outlay							
6400	Equipment	20,000.00	12,000.00			12,000.00	
	Total Capital Outlay	20,000.00	12,000.00	.00	.00	12,000.00	
Transfers of Indirect/direct support costs							
7350	Trans Indirect Costs Interfund	65,435.00	67,746.00			67,746.00	
	Total Transfers of Indirect/direct support costs	65,435.00	67,746.00	.00	.00	67,746.00	
	Total Year To Date Expenditures	1,628,609.00	1,677,545.00	367,616.06	799,420.43	510,508.51	47.65

Fund 11 - AdultEducationFund

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	1,623,707.00	1,672,174.00		161,649.22	1,510,524.78	9.67
B. Expenditures	1,628,609.00	1,677,545.00	367,616.06	799,420.43	510,508.51	47.65
C. Subtotal (Revenue LESS Expense)	4,902.00-	5,371.00-		637,771.21-	1,000,016.27	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	4,902.00-	5,371.00-		637,771.21-	1,000,016.27	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	690,144.00	794,198.00		794,197.87		
Other Restatements (9795)						
Adjusted Beginning Balance	690,144.00	794,198.00		794,197.87		
G. Calculated Ending Balance	685,242.00	788,827.00		156,426.66		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unappropri (9790)	685,242.00	788,827.00				
Other				367,616.06		

Fund 13 - CafeteriaSpecialRevenueFund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Federal Revenue						
8220	ChildNutritionPrograms	1,215,000.00	1,091,258.00	529,508.60	561,749.40	48.52
	Total Federal Revenue	1,215,000.00	1,091,258.00	529,508.60	561,749.40	48.52
Other State Revenues						
8520	ChildNutrition	70,000.00	430,000.00	194,371.92	235,628.08	45.20
	Total Other State Revenues	70,000.00	430,000.00	194,371.92	235,628.08	45.20
Other Local Revenue						
8634	FoodServiceSales	13,000.00	13,000.00	4,068.63	8,931.37	31.30
8660	Interest	1,000.00-	1,000.00-	935.68	1,935.68-	-93.57
8699	AllOtherLocalRevenue			10,139.50	10,139.50-	NO BDGT
	Total Other Local Revenue	12,000.00	12,000.00	15,143.81	3,143.81-	126.20
	Total Year To Date Revenues	1,297,000.00	1,533,258.00	739,024.33	794,233.67	48.20

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Classified Salaries							
2200	ClassifiedSupportSalaries	305,494.00	310,632.00	140,770.80	159,278.72	10,582.48	51.28
2201	ClassSupportSubPay	17,000.00	17,000.00		8,382.75	8,617.25	49.31
2202	ClassSupportExtraPay	8,100.00	8,100.00		6,826.27	1,273.73	84.27
2300	ClassSupvrAdmintratorsSlry	68,741.00	68,691.00	31,223.10	37,467.72	.18	54.55
2400	ClericTechnicOfficStaffSlrys	19,450.00	14,020.00	8,840.95	4,206.82	972.23	30.01
	Total Classified Salaries	418,785.00	418,443.00	180,834.85	216,162.28	21,445.87	51.66
Employee Benefits							
3102	STRSClassifiedPositions	1,910.00	1,910.00			1,910.00	
3202	PERSClassifiedPositions	90,079.00	86,500.00	39,898.10	44,566.66	2,035.24	51.52
3302	OASDIMedicrAltrmtvClasPosition	25,307.00	25,286.00	10,925.56	13,093.48	1,266.96	51.78
3312	MedicareClassified	5,919.00	5,913.00	2,555.23	3,062.19	295.58	51.79
3402	HlthWfarBenefitClasfidPositn	98,620.00	110,863.00	50,559.22	60,304.25	.47-	54.40
3502	StUnemplmntInsurmcClassidPos	2,041.00	2,039.00	881.10	1,055.90	102.00	51.79
3602	WCCompenstnInsurmcClassPositn	9,025.00	9,016.00	3,906.00	4,668.97	441.03	51.79
3702	OPEBAIlocatedClassifiedPositn	16,291.00	16,279.00	7,034.40	8,408.70	835.90	51.65
	Total Employee Benefits	249,192.00	257,806.00	115,759.61	135,160.15	6,886.24	52.43
Books and Supplies							
4300	MaterialsandSupplies	50,000.00	50,000.00	2,362.89	28,092.81	19,544.30	56.19

Fund 13 - CafeteriaSpecialRevenueFund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Books and Supplies (continued)							
4700	Food	433,000.00	521,000.00	206,612.65	303,960.41	10,426.94	58.34
	Total Books and Supplies	483,000.00	571,000.00	208,975.54	332,053.22	29,971.24	58.15
Services and Other Operating Expenditures							
5200	TravelandConferences	500.00	950.00		397.99	552.01	41.89
5300	DuesandMemberships	500.00	1,050.00		669.44	380.56	63.76
5750	TransfersDirectCostsInterfund	1,000.00	2,200.00		1,616.50	583.50	73.48
5800	ProfConsultingSvcsandOperExpnd	3,000.00	9,100.00		3,051.00	6,049.00	33.53
5804	PreEmploymentTesting	1,700.00	900.00		1,176.00	276.00-	130.67
5850	SoftwareMaintenanceAndLicences	4,000.00	4,000.00		2,432.00	1,568.00	60.80
5900	Communications				33.61	33.61-	NO BDGT
	Total Services and Other Operating Expenditures	10,700.00	18,200.00	.00	9,376.54	8,823.46	51.52
Transfers of Indirect/direct support costs							
7350	TransIndirectCostsInterfund	49,255.00	31,565.00			31,565.00	
	Total Transfers of Indirect/direct support costs	49,255.00	31,565.00	.00	.00	31,565.00	
	Total Year To Date Expenditures	1,210,932.00	1,297,014.00	505,570.00	692,752.19	98,691.81	53.41

Fund 13 - CafeteriaSpecialRevenueFund Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	1,297,000.00	1,533,258.00		739,024.33	794,233.67	48.20
B. Expenditures	1,210,932.00	1,297,014.00	505,570.00	692,752.19	98,691.81	53.41
C. Subtotal (Revenue LESS Expense)	86,068.00	236,244.00		46,272.14	695,541.86	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	86,068.00	236,244.00		46,272.14	695,541.86	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	41,702.00	201,424.00		201,423.63		
Other Restatements (9795)						
Adjusted Beginning Balance	41,702.00	201,424.00		201,423.63		
G. Calculated Ending Balance	127,770.00	437,668.00		247,695.77		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	127,770.00	437,668.00				
Other				505,570.00		

Fund 25 - Capital Facilities Fund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8660	Interest	9,100.00	9,100.00	4,160.29	4,939.71	45.72
8681	Mitigation/Developer Fees	423,000.00	150,000.00	97,993.28	52,006.72	65.33
	Total Other Local Revenue	432,100.00	159,100.00	102,153.57	56,946.43	64.21
	Total Year To Date Revenues	432,100.00	159,100.00	102,153.57	56,946.43	64.21

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Services and Other Operating Expenditures							
5750	Transfers Direct Costs Interfund	31,000.00	10,000.00		1,789.09	8,210.91	17.89
	Total Services and Other Operating Expenditures	31,000.00	10,000.00	.00	1,789.09	8,210.91	17.89
Capital Outlay							
6200	Building Improvement Of Buildings				10,802.50	10,802.50-	NO BDGT
	Total Capital Outlay	.00	.00	.00	10,802.50	10,802.50-	NO BDGT
	Total Year To Date Expenditures	31,000.00	10,000.00	.00	12,591.59	2,591.59-	125.92

Fund 25 - Capital Facilities Fund

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	432,100.00	159,100.00		102,153.57	56,946.43	64.21
B. Expenditures	31,000.00	10,000.00		12,591.59	2,591.59-	125.92
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses	401,100.00	149,100.00		89,561.98	59,538.02	
Sources						
LESS Uses						
E. Net Change in Fund Balance	401,100.00	149,100.00		89,561.98	59,538.02	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	705,633.00	937,351.00		937,351.12		
Other Restatements (9795)						
Adjusted Beginning Balance	705,633.00	937,351.00		937,351.12		
G. Calculated Ending Balance	1,106,733.00	1,086,451.00		1,026,913.10		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesign/Unappropri (9790)	1,106,733.00	1,086,451.00				
Other						

Fund 26 - RDAFeesFund

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8625	ComRdvlpmntFndNotSubject2LCFFDd	221,000.00	221,000.00	139,443.42	81,556.58	63.10
8660	Interest	7,500.00	7,500.00	4,988.32	2,511.68	66.51
	Total Other Local Revenue	228,500.00	228,500.00	144,431.74	84,068.26	63.21
	Total Year To Date Revenues	228,500.00	228,500.00	144,431.74	84,068.26	63.21
Expenditure Detail						
Object	Description	Adopted Budget	Revised Budget	Actual	Balance	% Used
Capital Outlay						
6170	LandImprovements		1,372,426.00		272,426.00	
	Total Capital Outlay	.00	1,372,426.00	.00	272,426.00	
	Total Year To Date Expenditures	.00	1,372,426.00	.00	272,426.00	

Fund 26 - RDAFeesFund

Fiscal Year 2022/23 Through February 2023

Description

Revenues, Expenditures, and Changes in Fund Balance

	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
A. Revenues	228,500.00	228,500.00		144,431.74	84,068.26	63.21
B. Expenditures		1,372,426.00	1,100,000.00		272,426.00	
C. Subtotal (Revenue LESS Expense)	228,500.00	1,143,926.00-		144,431.74	188,357.74-	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	228,500.00	1,143,926.00-		144,431.74	188,357.74-	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	1,105,715.00	1,143,926.00		1,143,925.78		
Other Restatements (9795)						
Adjusted Beginning Balance	1,105,715.00	1,143,926.00		1,143,925.78		
G. Calculated Ending Balance	1,334,215.00	.00		1,288,357.52		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	1,334,215.00					
Other				1,100,000.00		

Fund 51 - BndIntRdmpntFndA

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other State Revenues						
8571	VoidIndbtcdnesLeviHmownrExmptn	3,100.00	3,100.00	800.18	2,299.82	25.81
8572	VtdIndbtcdnsLevOtrSbvntnsInLuTx	1,500.00	1,500.00		1,500.00	
	Total Other State Revenues	4,600.00	4,600.00	800.18	3,799.82	17.40
Other Local Revenue						
8611	VotedIndebtednssLevieSecurdRol	496,000.00	496,000.00	223,143.73	272,856.27	44.99
8612	VotdIndebtednesLevieUnscurdRol	25,000.00	25,000.00	22,512.99	2,487.01	90.05
8613	VotdIndebtednesLeviePrYrTaxes	1,100.00	1,100.00	725.22	374.78	65.93
8614	VotdIndbtcdnsLevieSuplmtntTaxe	8,100.00	8,100.00	5,688.71	2,411.29	70.23
8660	Interest	6,000.00	6,000.00	2,794.30	3,205.70	46.57
	Total Other Local Revenue	536,200.00	536,200.00	254,864.95	281,335.05	47.53
	Total Year To Date Revenues	540,800.00	540,800.00	255,665.13	285,134.87	47.28

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Debt Service							
7433	BondRedemptions	191,521.00	191,521.00		191,520.80	.20	100.00
7434	BondInterestOtherServiceCharge	338,479.00	338,479.00		338,479.20	.20-	100.00
	Total Debt Service	530,000.00	530,000.00	.00	530,000.00	.00	100.00
	Total Year To Date Expenditures	530,000.00	530,000.00	.00	530,000.00	.00	100.00

Fund 51 - BndIntRdmpFndA

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	540,800.00	540,800.00		255,665.13	285,134.87	47.28
B. Expenditures	530,000.00	530,000.00		530,000.00		100.00
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses	10,800.00	10,800.00		274,334.87-	285,134.87	
Sources						
LESS Uses						
E. Net Change in Fund Balance	10,800.00	10,800.00		274,334.87-	285,134.87	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	875,684.00	855,226.00		855,225.95		
Other Restatements (9795)						
Adjusted Beginning Balance	875,684.00	855,226.00		855,225.95		
G. Calculated Ending Balance	886,484.00	866,026.00		580,891.08		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unappropri (9790)	886,484.00	866,026.00				
Other						

Fund 52 - BndIntRdmpntFndB

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other State Revenues						
8571	VoidIndbtdnesLeviHmownrExmptn	2,800.00	2,800.00	484.59	2,315.41	17.31
8572	VtdIndbtdnsLevOtrSbvntrnsInLuTx	1,000.00	1,000.00		1,000.00	
	Total Other State Revenues	3,800.00	3,800.00	484.59	3,315.41	12.75
Other Local Revenue						
8611	VotedIndebtdnssLevieSecurdRol	383,000.00	383,000.00	136,100.49	246,899.51	35.54
8612	VotdIndebtdnesLevieUnscurdRol	18,100.00	18,100.00	13,646.32	4,453.68	75.39
8613	VotdIndebtdnesLeviePrYrTaxes	800.00	800.00	623.05	176.95	77.88
8614	VotdIndbtdnssLevieSuplmtntTaxe	6,200.00	6,200.00	3,448.22	2,751.78	55.62
8660	Interest	4,300.00	4,300.00	2,239.00	2,061.00	52.07
	Total Other Local Revenue	412,400.00	412,400.00	156,057.08	256,342.92	37.84
	Total Year To Date Revenues	416,200.00	416,200.00	156,541.67	259,658.33	37.61

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Debt Service							
7433	BondRedemptions	134,055.00	134,055.00		134,054.70	.30	100.00
7434	BondInterestOtherServiceCharge	255,945.00	255,945.00		255,945.30	.30-	100.00
	Total Debt Service	390,000.00	390,000.00	.00	390,000.00	.00	100.00
	Total Year To Date Expenditures	390,000.00	390,000.00	.00	390,000.00	.00	100.00

Fund 52 - BndIntRdmpfFndB

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	416,200.00	416,200.00		156,541.67	259,658.33	37.61
B. Expenditures	390,000.00	390,000.00		390,000.00		100.00
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses	26,200.00	26,200.00		233,458.33-	259,658.33	
Sources						
LESS Uses						
E. Net Change in Fund Balance	26,200.00	26,200.00		233,458.33-	259,658.33	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	645,488.00	673,822.00		673,822.06		
Other Restatements (9795)						
Adjusted Beginning Balance	645,488.00	673,822.00		673,822.06		
G. Calculated Ending Balance	671,688.00	700,022.00		440,363.73		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unappropri (9790)	671,688.00	700,022.00				
Other						

Fund 53 - BndIntRdImptFndHarrison

Fiscal Year 2022/23 Through February 2023

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other State Revenues						
8571	VotIndbtddnesLeviHmownrExmptn	7,000.00	7,000.00	979.27	6,020.73	13.99
8572	VotIndbtddnesLeviHmownrExmptn	3,000.00	3,000.00		3,000.00	
	Total Other State Revenues	10,000.00	10,000.00	979.27	9,020.73	9.79
Other Local Revenue						
8611	VotIndbtddnesLeviSecurdRol	920,000.00	920,000.00	275,896.07	644,103.93	29.99
8612	VotIndbtddnesLeviUnscurdRol	51,000.00	51,000.00	37,397.94	13,602.06	73.33
8613	VotIndbtddnesLeviPriYrTaxes	2,200.00	2,200.00	1,504.47	695.53	68.39
8614	VotIndbtddnesLeviSuplmtlTaxe	17,000.00	17,000.00	9,303.57	7,696.43	54.73
8660	Interest	12,000.00	12,000.00	5,839.23	6,160.77	48.66
	Total Other Local Revenue	1,002,200.00	1,002,200.00	329,941.28	672,258.72	32.92
	Total Year To Date Revenues	1,012,200.00	1,012,200.00	330,920.55	681,279.45	32.69

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Debt Service							
7433	BondRedemptions	778,011.00	778,011.00		778,011.00		100.00
7434	BondInterestOtherServiceCharge	107,380.00	107,380.00		107,380.30	.30-	100.00
	Total Debt Service	885,391.00	885,391.00	.00	885,391.30	.30-	100.00
	Total Year To Date Expenditures	885,391.00	885,391.00	.00	885,391.30	.30-	100.00

Fund 53 - BndIntRdmpFndHarrison

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	1,012,200.00	1,012,200.00		330,920.55	681,279.45	32.69
B. Expenditures	885,391.00	885,391.00		885,391.30	.30-	100.00
C. Subtotal (Revenue LESS Expense)	126,809.00	126,809.00		554,470.75-	681,279.75	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	126,809.00	126,809.00		554,470.75-	681,279.75	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	1,723,301.00	1,649,470.00		1,649,470.33		
Other Restatements (9795)						
Adjusted Beginning Balance	1,723,301.00	1,649,470.00		1,649,470.33		
G. Calculated Ending Balance	1,850,110.00	1,776,279.00		1,094,999.58		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	1,850,110.00	1,776,279.00				
Other						

Fund 73 - FoundationPrivPurposeTrustFund							Fiscal Year 2022/23 Through February 2023		
Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd			
Revenue Detail									
Other Local Revenue									
8660	Interest	20,000.00	20,000.00	7,260.46	12,739.54	36.30			
8699	AllOtherLocalRevenue	30,000.00	30,000.00	9,636.54	20,363.46	32.12			
	Total Other Local Revenue	50,000.00	50,000.00	16,897.00	33,103.00	33.79			
	Total Year To Date Revenues	50,000.00	50,000.00	16,897.00	33,103.00	33.79			
Expenditure Detail									
Object	Description	Adopted Budget	Revised Budget	Actual	Balance	% Used			
Services and Other Operating Expenditures									
5800	ProfConsultingSrvcsandOperExpnd	50,000.00	50,000.00	43,371.00	6,629.00	86.74			
	Total Services and Other Operating Expenditures	50,000.00	50,000.00	43,371.00	6,629.00	86.74			
	Total Year To Date Expenditures	50,000.00	50,000.00	43,371.00	6,629.00	86.74			

Fund 73 - FoundationPrivPurposeTrustFund

Fiscal Year 2022/23 Through February 2023

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	50,000.00	50,000.00		16,897.00	33,103.00	33.79
B. Expenditures	50,000.00	50,000.00		43,371.00	6,629.00	86.74
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses	.00	.00		26,474.00-	26,474.00	
Sources						
LESS Uses						
E. Net Change in Fund Balance	.00	.00		26,474.00-	26,474.00	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)	1,460,524.00	1,372,947.00		1,372,947.07		
Other Restatements (9795)						
Adjusted Beginning Balance	1,460,524.00	1,372,947.00		1,372,947.07		
G. Calculated Ending Balance	1,460,524.00	1,372,947.00		1,346,473.07		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	1,460,524.00	1,372,947.00				
Other						

Fund 76 - Warrant/Pass-ThroughFund

Fiscal Year 2022/23 Through February 2023

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						



Memorandum

To: The OUHSD Board Members

From: Susan Watts *SW*

Date: 2/1/23

Re: Expansion of Informed K12 Agreement

The Board previously approved an agreement with InformedK12 to convert paper forms into electronic versions, support district staff, and implement changes when needed. The cost of this service is \$10,830 per year for a 10 form package. More forms have been identified that would make processes more efficient if converted into electronic versions, including several ASB forms. The next package will increase the cost to \$20,000 per year. In addition, there will be a \$6,000 one-time fee for the consultant to create the electronic forms, train staff and provide implementation support. Approval is requested to expand the agreement with K12Informed from 10 forms to 20 forms. This will be funded with unrestricted funding.



555 12th St., Suite 1670

Oakland, California

94607

www.informedk12.com

Oroville Union High
2211 Washington Ave.
Oroville, CA 95966

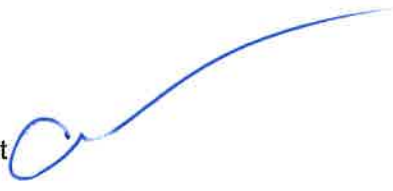
Date: 1/25/2023

Terms and Cost Valid Until:

Service	Unit Price
Internal Office forms and workflow processes Premium License: Up to 20 process package All processes include: <ul style="list-style-type: none">• Unlimited electronic signatures, interactive form fields, pre-filled data fields, and reusable templates to automatically collect, route, and track responses and approvals• Unlimited responses archived with full access search and nightly back-ups for all data• Phone, chat, and email support for form managers and recipients• Continuous upgrades and extensive browser and device support• Online webinars and resources for form managers	\$9,170 / year
Existing forms and workflow processes <ul style="list-style-type: none">• 10 Forms Implemented	\$10,830 / year
20 Form Implementation Package (one-time fee) <ul style="list-style-type: none">• Dedicated implementation specialist to lead implementation and change management consultation for forms with complex workflows• Informed K12-supported set up for high value processes• Custom district-wide trainings and outreach• Data review and report for initial launches	\$6,000
TOTAL COST TO EXPAND:	\$15,170
ANNUAL COST:	\$20,000



To: OUHSD Board of Trustees
From: Corey Willenberg, EdD, Superintendent
Date: January 24, 2023
Subject: Paid Internship Agreement with CSU, Chico



The Superintendent is seeking approval of a five year agreement with the California State University, Chico for paid internships for difficult to fill teaching vacancies.

OUHSD has had an agreement with the California State University, Chico for many years.

The agreement is attached for review.

California State University, Chico
School of Education
Oroville Union High School District

Paid Internship Agreement

This agreement is between Oroville Union High School District (“District”) and California State University, Chico (“University”), who may be referred to collectively as the parties. The District is authorized under Education Code 44320 et seq., to cooperate with institutions of higher education in providing training and experience to credential candidates who hold an intern credential, or are participating in an alternative paid internship position (“Paid Intern”). This Agreement describes and confirms the expectations and responsibilities of the Parties regarding the Program through which University students who hold an intern credential from the California Commission on Teacher Credentialing, or are participating in an alternate paid internship position (“Paid Interns”) will gain experience in the public school setting. University employs one or more experienced credentialed teachers, administrators, or doctoral candidates who have agreed to provide direct classroom supervision and support to Paid Interns and Local Support Teachers. Such individuals may be referred to below as *University Supervisors*.

I. TERM OF THE AGREEMENT

- A. This Agreement shall remain in effect for a term of five (5) years beginning 12.16.2022 and ending 12.15.2027, unless terminated sooner. Either party may terminate this Agreement on 30 days’ written notice to the other party.

II. RECITALS

- A. University operates a program for the education and training of candidates pursuing a California Preliminary Education Specialist (Mild/Moderate and Moderate/Severe) Teaching Credential, and Preliminary Multiple Subject Teaching Credential or Preliminary Single Subject Teaching Credential with English Learner Authorization (ELA) and is accredited by the California Commission on Teacher Credentialing (CTC) with approval to offer intern options in these programs.

III. CTC REQUIREMENTS FOR SUPPORT AND SUPERVISION OF INTERN TEACHERS

- A. In 2013, the California Commission on Teacher Credentialing (CTC) adopted policies that specify the number of hours of general support and supervision, as well as additional specific English Learner support and supervision, which must be provided to Paid Interns. The regulations (California Education Code §44321; 5 Cal. Code Reg. § 80033) were approved and made part of law effective 2014.
- B. Under the approved regulations, the University and District must:
1. Identify a Local Support Teacher or other designated individual who meet the CTC’s specified criteria prior to a Paid Intern’s start date.
 2. Provide a minimum of 144 hours per year (72 hours per semester) of support/mentoring and supervision must be provided to each Paid Intern including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies.

- a. A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.
3. Provide an additional 45 hours per year (23 hours per semester) of support/mentoring and supervision specific to meeting the needs of English Learners is required for a Paid Intern who enters the program without a valid English learner authorization listed on a previously issued Multiple Subject, Single Subject, or Education Specialist Teaching Credential or a valid English Learner Authorization or Cross-Cultural, Language and Academic Development (CLAD) Certificate. The additional hours of support can be provided by the credential program and/or the district employed Local Support Teacher. The individual(s) providing this support must hold a valid California Teaching Credential with a valid English Learner Authorization or Cross-Cultural Language and Academic Development (CLAD) Certificate.
 - a. A minimum of one hour of support/mentoring and supervision specific to English Learners must be provided to the Paid Intern every five instructional days.
 - b. More information regarding the types of activities that count towards these support hours may be found at
<https://www.csuchico.edu/soe/internship-information/index.shtml>
4. As per California Education Code section 44462, the site must meet the minimum salary specifications for an intern and may reduce the intern's salary by up to one-eighth to offset intern support.

IV. DISTRICT AND/OR SCHOOL ADMINISTRATOR RESPONSIBILITIES:

- A. District will submit to University's School of Education a *School District Letter of Intent to Hire* (Exhibit A). Visit University School of Education's website <https://www.csuchico.edu/soe/internship-information/index.shtml> for more information.
- B. District will provide each Paid Intern with a certified, experienced district-employed Local Support Teacher who will work collaboratively with the University Supervisor to support the Paid Intern in achieving competency in the teaching performance expectations prior to the Paid Intern's first day as a teacher of record. District will provide documentation to the University of appropriate credentialing of district-employed Local Support Teacher as needed. The Local Support Teacher must:
 1. hold valid clear or life California teaching credential and valid English Learner Authorization that authorizes them for the subject and services they are providing (credential subject area must align with the subject area being pursued by the intern; teachers with preliminary credentials are ineligible),
 2. have a minimum of three years of successful K-12 teaching experience,
 3. be recognized and recommended by the site administrator as an qualified and effective teacher,
 4. be an effective communicator and collaborator with other professional teachers, and
 5. commit to creating a diverse, democratic, and socially responsible society in which every student is valued.

- C. District will identify a district-employed Local Support Teacher, and will complete the *Local Support Teacher Information Form* (Exhibit B). Form will be submitted to University's School of Education prior to the Paid Intern's start date.
- D. District will provide new teacher orientation, on-going support and other clinical/professional experiences for Paid Interns teaching within the District under the supervision of a district-employed Local Support Teacher.
- E. District will provide appropriate training, personal protective equipment, materials and work area for students prior to students performing assigned tasks or working with the Organization's clients. Appropriate training shall include, but not be limited to, pandemic training as it relates to the student's learning activities
- F. District will provide release time and compensation for the Paid Intern and Local Support Teacher for participation in District group/regional group meetings and professional development activities including time to observe other exemplar teachers teaching in their classrooms as per section III.B.
- G. District will pay University a sum of \$1,500 per semester per Paid Intern.
- H. District will immediately notify University if the District has knowledge of or suspects any professional or ethical violations by a Paid Intern. University will cooperate with District in any investigation concerning the reported violation.
- I. District will instruct Paid Intern in school policies regarding child abuse reporting, sexual harassment and professional conduct.
- J. District, in conjunction with University's School of Education, and in compliance with CTC requirements, shall develop and implement an appropriate professional development plan for the Paid Intern. District will advise the Paid Intern in developing an individual academic program plan for completion of the credential program within two years, as determined by the issuance date of the Intern Credential and meet the requirements for the preliminary credential being sought.
- K. Support the completion of the Intern Requirement Checklist (Exhibit C), and in consultation with the School of Education, develop and implement an appropriate Professional Development Plan for the intern, in compliance with CTC requirements.
- L. District will notify the University of any changes in employment during the internship;
- M. Release the intern from employment if the School of Education determines that the terms of the internship are not being met.
- N. District will review details and pre-requisite requirements for becoming a Paid Intern found at <https://www.csuchico.edu/soe/internship-information/index.shtml>, and verify that the proposed teaching position:
 - i. is in a public school district or public charter school;
 - ii. is a regular teaching position authorized by the standard credential which the credential candidate is pursuing;
 - iii. does not displace any certificated employees in the school district;
 - iv. is at least 50% of a full-time position;
 - v. is appropriate for the subject matter competence of the credential candidate;
 - vi. is supported by the local bargaining unit representing district teachers;
 - vii. is hired through an alternative authorization to teach while the Intern Credential is being processed, if necessary; and

- viii. is assigned a reasonable teaching load for a teacher- in-training and protected from extracurricular and case-overload demands.

V. UNIVERSITY DUTIES

- A. University will work collaboratively with the District's Human Resource Department, School Site Administration, and staff in the assignment of the Paid Intern placement.
- B. Where required, University will guarantee that Paid Interns have met California Commission for Teacher Credentialing (CTC) requirements for an Intern Credential (Certificate of Clearance, Basic Skills subject matter competence, U.S. Constitution) and University requirements (satisfactory completion of course work that meets the CTC pre-service requirement, a copy of the district offer of employment) prior to recommending the candidate for an Intern Credential.
- C. University will provide a description of the courses to be completed within two years by the Paid Intern, a plan for the completion of the pre-service or other clinical training including student teaching, and guidance regarding the completion of other requirements necessary for the preliminary credential, if applicable;
- D. University will assign a University Supervisor who will observe the Paid Intern's on-site teaching at least four times during the semester(s), submit written observations, review lesson plans, and write a final evaluation.
- E. Provide support and supervision assistance with 72 hours of support/mentoring, and, if necessary, 23 hours of additional English Learner training (required if intern does not already hold an English Learner Authorization) each academic term.
- F. University Supervisor will confer regularly with District and site administration and district-employed Local Support Teacher through meetings, telephone calls, and/or e-mail.
- G. University will immediately notify appropriate District and site administration if University administration has knowledge of, or suspects any professional or ethical violations by a Paid Intern. District will cooperate with University in any investigation concerning the reported violation.
- H. University will guarantee that the Paid Intern and the University Supervisor have appropriate fingerprinting and background check clearance.
- I. University will instruct Paid Interns in *California Department of Education Child Abuse Identification & Reporting Guidelines*.
- J. For each Paid Intern District employs, University will invoice District in December, for the fall semester, and May, for the spring semester. District will pay university within 30 days of receipt of invoice.

VI. DISTRICT DISCRETION

- A. It is at the sole discretion of the District to hire a University candidate for a Paid Intern position and to terminate the assignment in accordance with District policies and procedures. The District will notify the University of any review that could result in termination. The University will notify the CTC to withdraw the intern credential of a Paid Intern who is terminated by the District.

VII. LIABILITY INSURANCE & WORKERS' COMPENSATION

- A. The University shall take out and maintain a "claims-made" policy of general liability and professional liability insurance (including personal injury with limits not less than \$1 million per loss and damage to property of others up to \$5,000 per incident), with extended reporting period of three (3) years, covering Paid Interns, and naming District as an additional named insured under such insurance policy or policies. Further, University agrees to maintain professional and comprehensive general liability insurance with no exclusion for molestation or abuse at a minimum of Five Million Dollars (\$5,000,000) per occurrence and Twenty Million Dollars (\$20,000,000) in aggregate throughout the course of this Agreement.
- B. Further, University shall provide written notice that should any of the above described policies be cancelled before the expiration thereof, notice will be delivered in accordance with the policy provisions. University also agrees to maintain statutory Workers' Compensation coverage on any individuals considered as employees of University working at District pursuant to this Agreement at all times during the course of this Agreement.
- C. University shall provide certificates evidencing all coverage referred to in this Section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis. If the coverage is on a claims-made basis, University hereby agrees that not less than thirty (30) days prior to the effective date of termination of University's current insurance coverage or termination of this Agreement, University shall either purchase three (3) year tail coverage per claim or provide proof of continuous coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of University's current coverage or prior to termination of this Agreement, as applicable, and provide District a certificate of insurance evidencing such coverage.
- D. The University is permissibly self-insured through the State of California for automobile liability.
- E. The District shall maintain automobile liability, general liability, workers' compensation and errors and omissions liability coverages for themselves and their respective employees. Errors or omissions liability coverage shall include coverage for negligence relating to alleged sexual misconduct and shall be on an occurrence basis. Automobile liability coverage must apply to owned, non-owned and hired automobiles. The required coverage may be provided by way of adequately documented individual or pooled self-insurance.
- F. The District shall be named as an additional insured or covered party on the liability coverages maintained by the University, and such coverages shall be primary to any coverages maintained by the District. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/ \$2 million aggregate.
- G. District shall maintain workers' compensation coverage applicable to its employees, including Paid Interns.

VIII. INDEMNIFICATION

- A. University shall defend, indemnify and hold District and its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the

extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officials, agents, or employees.

- B. District shall defend, indemnify and hold University, its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damage arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officials, agents, or employees.

IX. ADDITIONAL PROVISIONS

- A. Nothing contained in this Agreement shall be deemed or construed to create a joint venture, partnership, principal-agent or employment relationship between the parties and neither party shall have the authority to bind the other party for any purpose.
- B. This Agreement and the rights and obligations of the parties shall be governed and construed by the laws of the State of California. Any lawsuit concerning or arising out of this Agreement shall venue in the county where the District is located.
- C. This Agreement supersedes all prior and contemporaneous agreements and understandings between the parties, both oral and written, with respect to its subject matter and constitutes the complete agreement and understanding between the parties, unless modified in a writing executed by both parties.
- D. In the event of a dispute between the parties arising from this Agreement, the parties agree to mediate the dispute before initiating litigation. The Parties agree that with regard to any dispute or claim related to this Agreement, prior to the initiation of a lawsuit or other legal action, they shall and must, in good faith, submit the claim or dispute to mediation with any mutually agreeable neutral. The costs of the neutral will be split equally between the Parties. The prevailing party shall be entitled to recovery from the losing party the prevailing party's reasonable expenses (attorney fees and costs) incurred in the lawsuit or legal action as allowed by law.
- E. If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be amended to achieve as nearly as possible the same effect as the original provision, and the remainder of this Agreement shall remain in full force and effect.
- F. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.
- G. This Agreement may be executed in any number of counterparts, each of which shall be an original as against any party whose signature appears and all of which together shall constitute one agreement.
- H. Organization is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19." Organization is familiar with and informed about the Centers for Disease Control and Prevention (CDC) current guidelines regarding COVID-19 as well as applicable federal, state and local government directives regarding COVID-19. Organization the best of its knowledge and belief, is in compliance with those current CDC

guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed or updated, Organization will take steps to comply with the modified, changed or updated guidelines or directives. If at any time Organization becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify University of that fact.

X. NOTICES

Any notice required to be given pursuant to the terms and provisions of this Agreement shall be in writing and shall be sent first class mail to the following addresses:

For the University:	For the Community Organization:
California State University, Chico Director of Procurement & Contract Services 400 W. 1 st St. Chico, CA 95929-0244	Oroville Union High School District 2211 Washington Ave. Oroville, CA 95966

XI. THIS AGREEMENT may at any time be altered, changed, or amended by mutual consent of the parties in writing.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the day and year first above written.

California State University, Chico

By 
Deborah Summers, Associate Dean
College of Communication and Education

By 
Lupita Arim-Law
Procurement and Contract Services

Date _____

Oroville Union High School District

By COREY WILLENBERG
COREY WILLENBERG (Jan 20, 2023 13:42 PST)
Corey Willenger, PhD

Title Superintendent

Date _____

LETTER OF INTENT TO HIRE FROM EMPLOYER

DATE: _____

TO: School of Education
 Credential Advisor
 California State University, Chico
 Chico, CA 95929-0222



SUBJECT: Intent to Hire Paid Intern Teacher

This letter verifies that this district intends to hire a Paid Intern.

Paid Intern name: _____

Student Id: _____

School site assigned: _____

*Assigned school site administrator: _____

Email: _____

Position FTE Select FTE

Credential sought: Education Specialist: ☐ Mild/Moderate ☐ Moderate/Severe☐ Multiple Subject ☐ Single Subject Choose One

Self-contained classroom: Grade level(s): _____

Beginning date: _____ Ending date: _____

(Note: Ending date cannot be after the term in which the Paid Intern will complete the credential program.)

The school district/COE and the University will collaborate in the support and performance assessment of the Paid Intern. The Paid Intern and the hiring school district/COE have verified fulfillment of the following Commission on Teacher Credentialing requirements for an Internship Credential, as outlined in the **Paid Internship Agreement**. This form can be reviewed at this link <https://www.csuchico.edu/soe/more/internship-information.shtml> under Required Documents/Forms. Please be aware of the internship fee listed under *District and/or School Administrator Responsibilities*. The school district/COE must have an active Paid Internship Agreement with the University prior to Internship start date.

Hiring Information

Name of school district/COE hiring Intern: _____

Mailing address: _____

County: _____

Authorized hiring administrator name and title (if different than above)*: _____

Email of hiring administrator (if different than above)*: _____

Sincerely,

Superintendent/Human Resources/Personnel Director Print Name: _____

Phone: _____ Email: _____

Please email this form directly to the Credential Advisor click [here](#) for their email <https://www.csuchico.edu/soe/advising/index.shtml>

Submit Document Button: **SUBMIT**

**LOCAL SUPPORT TEACHER INFORMATION FORM**

Local Support Teachers are dedicated professionals who work closely with University Supervisors to help Paid Interns become successful teachers by providing supervision, guidance, and instruction as described in the District and/or School Administration Responsibilities of the Paid Internship Agreement, can be reviewed at this link <https://www.csuchico.edu/soe/more/internship-information.shtml> under Required Documents/Forms.

Paid Intern Name: _____

Student ID: _____

LST Responsibilities:

1. Meet with the intern and University Supervisor at the beginning of the semester to create a cooperative plan for fulfilling each party's responsibilities.
2. Support the intern a minimum of two hours per five instructional days and a minimum of 72 hours each academic term in a variety of content areas, as verified on the **Intern Requirement Checklist** can be reviewed at this link <https://www.csuchico.edu/soe/more/internship-information.shtml> under Resources. This plan should include a schedule of:
 - a. classroom visits and observations,
 - b. conferences with intern (and with University Supervisor when requested), and
 - c. other training.
3. Provide an additional 23 hours of support each academic term regarding English learners, if required this is in addition to the 72 hours of support required each academic term; see **Intern Requirement Checklist**.
4. Schedule additional time with the intern as needed. Be available to provide assistance and answer the intern's questions.
5. Write and submit at least two observation reports of the intern's teaching during each semester of the internship. Require written lesson plans; discuss and approve plans before the observed lessons are implemented.
6. Understand the aims, structure, and procedures of the professional education program.
7. Demonstrate willingness to work with School of Education faculty via orientation sessions, three-way conferences, and ongoing communication.
8. Introduce the intern to members of the local school community and acquaint the intern with school regulations and procedures.

Local Support Teacher (LST) Name: _____

☐ Must have a least three years of teaching experience and a clear credential.

LST School Site Email: _____

Phone: _____

Current grade level assignment: _____

Years at this level: _____

Current subject matter assignment: _____

Total years of teaching experience: _____

District Name: _____

School Site Name: _____

LST's Principal Name: _____

Email: _____

Credentials/Certificates held (check all that apply):

Preliminary credentials are not permitted nor do they qualify for a Local Support Teacher. Please attach a copy of LST credentials when submitting the form

☐ Multiple Subject

☐ Single Subject Subject Area(s): _____

☐ Education Specialist ☐ Mild/Moderate ☐ Moderate/Severe ☐ Other:

☐ English Learner (EL) Authorization type: _____

CTC Credential Document Number(s): _____

Supplementary or Subject Matter Authorization(s): _____

Is your credential Clear/Life? ☐ Yes ☐ No

Highest degree held: ☐ Bachelor's ☐ Master's ☐ Doctorate

Have you previously served as a Local Support or Cooperating Teacher? ☐ Yes ☐ No

☐ I have read and agree to fulfill the Local Support Teacher Responsibilities as outlined in the Paid Internship Agreement (<https://www.csuchico.edu/soe/more/internship-information.shtml>) and as detailed above.

Submit document button:

*(Please remember to attach a copy of the LST credentials
If the submit button doesn't function appropriately, please
email to credentials@csuchico.edu)*

SUBMIT



Paid Intern Requirements Checklist

1. Paid Interns complete the same program and meet the same requirements as regular credential students, except that the teaching practica are completed as an employed classroom teacher.
2. Before seeking a Paid Internship, students must meet **all** of the Commission on Teacher Credential (CTC) admission requirements including acceptance to Graduate Studies and to the appropriate credential program, exams, pre-service requirements, and prerequisite courses (see below). **These requirements are determined by the CA Education Code and the CTC; there are no exceptions.**
3. Paid Interns must seek employment and complete the hiring process themselves – the School of Education does not find intern positions. To qualify for a teaching practicum, the student must be hired by the school district as a **Paid Intern**, not as a long-term substitute or on any other authorization.
4. Permission of the Intern Advisor and Director of the School of Education are required when applying for an internship, which must be satisfactory for a teaching practicum experience. It is the student's responsibility to meet with the Intern Advisor to verify that all requirements are met (see below).
5. A paid internship requires an *Intern Credential*, granted by the CTC. Before beginning employment, the Paid Intern is responsible for completing this application process.

Paid Intern pre-qualifications and pre-requisites:

- ☐ Hold a bachelor's degree (granted before employment begins);
- ☐ Admission to the university Office of Graduate Studies;
- ☐ Acceptance into the appropriate credential program;
- ☐ Completion of all prerequisite coursework, including 120 pre-service hours;
- ☐ Hold English Language Authorization or agree to satisfy annual 45-hour annual requirement during the program;
- ☐ Verification of passage of Basic Skills Requirement (e.g. CBEST or CSET Writing Skills);
- ☐ Verification of Subject Matter Competence in subject area to be taught (e.g. CSET or waiver);
- ☐ Passage of U.S. Constitution course or exam;
- ☐ Fingerprint clearance (e.g. Certificate of Clearance);
- ☐ Release (written or email) from current Cooperating Teacher, if needed;
- ☐ Verification that school district is within the [Chico State Service Area](#);
- ☐ Permission of Intern Advisor and School of Education Director (signatures at bottom of this checklist);
- ☐ Submission of an original letter of intent to hire from a school district;
- ☐ Credential [Request for Recommendation Form](#) and \$25 check made out to CSU, Chico; and
- ☐ Submission of a Memorandum of Understanding regarding hiring a distance supervisor, if necessary.

Final requirements before you can receive your Intern Credential and begin teaching:

- ☐ Promptly submit and pay for online application for your credential, when requested by the CTC via email.

Requirements during the internship:

- ☐ Document number of support hours and submit a record of such to Intern Advisor at the end of every semester during the internship (<https://www.csuchico.edu/soe/documents/Intern%20Checklist.pdf>);
- ☐ Work with the School of Education Program Coordinator to design an academic program plan for completion of the credential program within two years, as determined by the issuance date of the Intern Credential;
- ☐ Complete all coursework in the timeframe and class format (e.g. in-person classes, Zoom courses, etc.), as prescribed by individual course instructors;
- ☐ Notify the School of Education of any changes in employment during the internship;
- ☐ Maintain continuous enrollment in required credential coursework for the duration of the internship, and maintain good standing in the credential program and the University;
- ☐ Meet all general credential obligations, as required of non-intern candidates;
- ☐ Communicate with school site and district personnel to ensure compliance with all employment requirements and responsibilities;
- ☐ Acknowledge that any relevant information regarding job performance and/or academic achievement may be shared between the employer and the School of Education; and
- ☐ Promptly complete all necessary paperwork for the internship, including that required by the Commission on Teacher Credentialing.

I have discussed all of the requirements for an internship with the Intern Coordinator. I understand the requirements and my responsibilities. (Please keep a copy of this document for your records.)

Candidate Name

Candidate Signature

Date

I have advised the above student and will approve the proposed internship if all requirements are met.

School of Education Intern Coordinator Signature

Date

School of Education Director Signature

Date



Oroville Adult Education Center

2023-2024 School Calendar

Submitted 1/4/23

JULY (23)

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				

AUGUST

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	

SEPTEMBER

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

OCTOBER

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			

NOVEMBER

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	

DECEMBER

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)

7/4 - Independence Day

7/10 - 7/28 OAE Oroville Office Open/No School

7/31 - OAE Fall Semester Begins

9/4 - Labor Day

11/10 - Veterans Day

11/20 - 11/24 - Thanksgiving Holiday

12/22 - End of Fall Semester

12/25 - 1/15 - Winter Recess

1/3/24 Spring Semester Begins

1/15 - Martin Luther King, Jr.'s Birthday

2/19 - Lincoln's Birthday

2/20 - President's Day

4/1 - 4/5 - Spring Recess

5/27 - Memorial Day Holiday

6/10 - 6/28 Summer Session

6/19 - Juneteenth Holiday

6/28 - End of School Year

Graduation/Promotion Ceremonies

6/4 - Oroville Adult Education

6/5 - Prospect High School

6/5 - ATC Promotion Ceremony

6/6 - Oroville High School

6/7 - Las Plumas High School

() Holiday (All Employees)

JANUARY (24)

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	31		

FEBRUARY

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	

MARCH

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

APRIL

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			

MAY

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

JUNE

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

FAMP DISPOSALS February 2023

[illegible]

Date Board Approved _____



Las Plumas High School

Memorandum

DATE: February 7, 2023

TO: Dr. Corey Willenberg, Superintendent
Board Members

FROM: Dr. Lamar T. Collins, Principal

SUBJECT: Dispose of Books

We are requesting board approval to dispose of 70 "The Great Gatsby" novels that are damaged and no longer usable.



To: OUHSD Board of Trustees
From: Corey Willenberg, Ed.D, Superintendent
Date: February 1, 2023
Subject: Approval of Textbooks for CSU, Chico Dual Enrolled Course

The Superintendent is working with the California State University, Chico School of Education and two of their grant projects to improve the teacher pipeline.

One aspect of their grant is to offer a dual enrolled Introduction to Teacher course to high school students enrolled in the Oroville Union High School District. The three unit course meets a prerequisite for the multiple subject or subject credential program at CSU, Chico.

The Superintendent is seeking Board approval for the two required textbooks that will be used in the course. The books are:

Teach, Introduction to Education, Fourth Edition, Koch, Janice.

A Teacher's Guide to Special Education, First Edition, Bateman, David and Cline, Jennifer.

The textbooks are available to be reviewed at the Superintendent's Office prior to the February, 15, 2022 Board meeting.

The textbooks will be purchased by CSU, Chico as part of their SEED grant.



EDUCATION SERVICES DEPARTMENT
OROVILLE UNION HIGH SCHOOL DISTRICT

MEMO

To:	OUHSD Board of Trustees	Date:	February 9, 2023
From:	Jon Wood, Director of Education		
Subject:	Independent Study PE Course Description Revision		

Recommendation:

Background:

The course description for Independent Study PE has been revised to match current practice in the district. The following items were eliminated or added to the course description:

- **Eliminated** language that required freshman students to have graduated from 8th grade to qualify for enrollment.
- **Added** language that, in addition to band students, students who are in agriculture and two-sport athletes are also considered for priority enrollment.

Financial Impact:

There is no financial impact anticipated for this change.

Oroville Union High School District
Course Description

Course Title:	Independent Study Physical Education
Aeries Course #:	500A
CBEDS #:	2518
Course Length:	One Year
Type of Credit(s):	PE (10 credits)
A-G Approved:	No
Approval Date:	N/A
Integrated (Academic & CTE):	No
2+2 Credit:	No
Dual Enrollment:	No
District Certification:	No
Prerequisite:	Students in grades 10-12 must have earned a grade of "B" or higher in their previous year of P.E. and passed the 9 th grade Physical Fitness Test (5/6 components). All freshmen must take the 9th grade Physical Fitness Test in the spring. Students enrolled in the agriculture program, LP/O Band or participating in two or more sports for their school will have priority for enrollment.
Includes Hands-on Lab Activities:	No
Grade Level(s):	9-12
Primary Textbook(s):	Fitness for Life, 6 th edition, Corbin, LeMasurier and Connell, Human Kinetics, 2014, ISBN # 978-1-4504-0022-0
Supplemental Materials:	None
Digital Resources:	None

Course Overview

This course is an additional class to a student's full, 6 period schedule. Coursework must be completed outside of the regular school day (i.e. band or athletic practice, gym, etc.). **A student taking this class cannot have an open period or be a teacher's aide in the same academic year.** This class will be taught by a certificated Physical Education teacher. Independent Study Physical Education is structured for students to focus on health related and skill related fitness.

Students will act as informed responsible individuals and be able to set, prioritize, and revise personal goals as they relate to lifelong fitness. Athletics, recreation, and lifetime sports/fitness will provide students the opportunity to apply specific health and skill related component concepts in their respective settings. Students will be required to complete a minimum of 200 minutes of physical education instruction per school week, which includes meeting with their instructor for 20 minutes per week during the consultation period to perform fitness assessments. Students will evaluate their performance, analyze data, and reflect on personal goals.

Students must have participation verified by approved qualified individuals responsible for supervising their activities (i.e. coach, band teacher, trainer). Parents will not be approved as a supervising adult.

Students must meet the course criteria and have an established background and regularly compete (outside of class) in the physical activity for which students are requesting independent study and meet the following:

- Attend mandatory weekly meetings to review attendance, progress on goals and athletic/band team participation.
- Complete all assignments and turn them in on time.
- Please see Attachment A for Approved Activities List
- Application must be completed and submitted with your course request form (Attachment B).

Course Objectives:

Cognitive:

- Students will demonstrate lifelong health and skill related fitness concepts through readings, assessments, and activities.
- Students will act as informed, responsible individuals and be able to set, prioritized and revise personal goals as they relate to fitness.
- Students will submit a weekly activity log and journal via internet prior to their allotted instructor meeting time or turn in a hard copy to their instructor at the beginning of the meeting.

Psycho-motor:

- Students will apply lifelong health and skill related fitness concepts in their settings (athletics, recreation, lifetime sports, etc.) through real life application.
- Students will participate in a physical training program to improve their motor skills and physical fitness.

Affective:

- Students will create personal fitness goals based on the student's individual fitness assessments.
- Students will demonstrate self-reflection through a journal of their health and skill related development and how it will affect their future as life movers.

Grading Policy

Weekly Activity Logs and Weekly Reflections (40%): Students will have the option to fill out a hard copy or submit the Weekly Activity and Weekly Reflection assignments via the internet. Students must complete 200 minutes of moderate to vigorous physical activity. Extra activity minutes during a week cannot be "banked" and used at a later date. Each individual activity must be a minimum of 30 minutes and a maximum of 90 minutes. All activities must include information and a signature from the verifying adult.

- **Verifying Adult:** Students will need to have an adult verify activities that they participate in. Parent/Guardian(s) will not be considered an acceptable option. Examples include: Coach, Instructor, Trainer, etc. Please include a phone number where the adult can be reached or the company that they work for (Example: if you took a spinning class at the gym you can write the instructor's name and the gym's phone number)

Homework, Tests and Projects (30%): Students will be responsible for checking the calendar on the website to find the weekly homework assignments. It is the student's responsibility to look at the calendar and plan accordingly.

Weekly Meetings with the Instructor (30%): Students will be given a specific day of the week to meet as a class with the instructor during the consultation period. During which time students can turn in any assignments from the week prior. The meeting will consist of physical activity that relates to the instructional focus of the unit. Students should be prepared to participate in activity by dressing in appropriate athletic attire: shirt, shorts/sweatpants/yoga pants, and athletic shoes.

ALL LATE WORK can be turned in for a maximum of 50% of the total points.

If the student misses any of their 200 weekly physical education minutes due to illness, he/she must submit a parent/guardian or doctor's note. If the student sustains an injury that prevents physical activity, he/she must make arrangements with their instructor.

Please attach a copy of all standards that apply to this course.

Board Approval Date: _____

Appropriate Activity List

Students can choose from the following list to complete their allotted weekly activity time requirement for their Fitness Log. All activities should be completed with a moderate to vigorous intensity to promote physical health benefits. All activities should be organized with an instructor, coach, or employee of a fitness center (example: front desk at a gym). Family members will not be allowed to verify for students unless they are part of a company or organization involved in the fitness activity (coach, trainer, etc.). See instructor for further clarification.

- Band LP/O
- Boxing
- Competitive Cheer
- Competitive Horse Riding
- Circuit Training
- Cross Country Running
- CrossFit Training
- Dance
- Fencing
- Group Cardiovascular Endurance Class: (Zumba, Pump, Step, Spinning, Aqua Aerobics, Fencing, etc.)
- Gymnastics
- Martial Arts
- Pilates
- Plyometrics
- Racing Event (5k, 10k, Cycling Race, Triathlon, etc.)
- Racquet Sports
- Swimming (Orcas and lap swimming. Not recreational swimming)
- Team Sports (FRRPD, AAU, Club Sports, etc.)
- Weight Training
- Yoga
- Other (with instructor approval): _____

If you believe an additional sport should be added to the list please contact the Instructor. Only activities that allow participants to sustain a moderate to vigorous activity level for at least 30 continuous minutes will be considered.

Low Cost / No Cost Options In the Community

FRRPD (Feather River Recreation Parks District): Fee waiver programs available
Girl Scouts or Boy Scouts
Boys and Girls Club Activities

Las Plumas and Oroville High
PE Make-ups during consultation

Independent Study Physical Education (ISPE) APPLICATION & CONTRACT

Please return this form to the Counseling Office.

Name: _____ ID# _____ Grade: _____

Primary Physical Activities:

Supervisor's Name: _____

Supervisor's Phone Number: _____

Supervisor's Email Address: _____

(Please use the back of this form to list additional supervisors and contact info.)

- A student taking this class must forfeit the option to have an open period or a period as a teacher's aide in the same academic year.
- Students will be required to complete a minimum of 200 minutes of physical education instruction for every school week in addition to written assignments.
- Students will need to have an adult verify activities that they participate in. Parent/Guardian(s) will not be considered an acceptable option.
- Students will be given a specific day of the week to meet as a class with the instructor during the consultation period, unless other arrangements are made with the instructor.
- If the student misses PE time due to illness, he/she must submit a doctor's note. If the student sustains an injury that prevents physical activity, he/she must provide a doctor's note specifying how long the student needs to refrain from physical activity.
- The School's Add/Drop Policy will be followed. Students who want to return to the general PE program will only be eligible to return to the general PE program at the start of a semester.

I have reviewed the course outline along with the information above and understand the expectations of me for ISPE:

Student's Clearly Printed Name

Student's Signature

Date: _____

I have reviewed the course outline along with the information above and understand the expectations of my student:

Parent/Guardian's Clearly Printed Name

Parent/Guardian Signature

Date: _____

Oroville Union High School District
Request for Board Approval to Participate in a "High Risk" Activity

Activity: Mountain Biking

Date(s): 2/24,3/10,3/24,3/31,4/21,5/5,5/25 Hours: 12:45-3:15

Location(s): Prospect H.S. to Brad Freeman Trails, Loafer Creek, Potters Ravine

Individuals Responsible for Supervision: Brad Lund

Cell Phone # for the Above Individuals: 530 320 5696

Additional Chaperones: _____

List of Students Attending Activity (attach list if additional space is needed): Jordan Coburn,
Geno Glaze, Timothy Rose, Robert Vasquez, Carlos Melendez, Gage Miller, Jaden Prater

Liability and property insurance can be purchased for special events through companies like insurevents.com.
Has special event insurance been purchased? ☐ Yes ☒ No If yes, please attach a copy of the policy.

Provide details of any measures taken to reduce the risk of incurring a loss: _____
*see attached document

High Risk Categories

The following activity/activities are considered "High Risk" Activities by the Butte Schools Self- Funded Programs (Policy 5.9). For any claims arising out of the specified activity/activities, the District will incur a \$5,000 deductible.

- | | | |
|---|---|--|
| ☐ Snow/ski trip | ☐ Scuba diving trips | ☐ Any water activity without the presence of a lifeguard at all times* |
| ☒ Bicycle activities/trips | ☐ Out-of-country trips | ☐ Indoor/outdoor floor hockey |
| ☐ Kickboxing, martial arts | ☐ Bonfires | ☐ Bounce houses/inflatable structures |
| ☐ Overnight trips (chaperones not fingerprinted) | ☐ Skateboard/rollerblade/ motorized cycles or similar item | ☐ Outdoor rock climbing, spelunking or rappelling (no contract for Ropes or similar course) |
| ☐ Indoor skydiving | | |
| ☐ Use of a private residence | | |

***You must complete the second page.**

Requestor's signature: [Signature]

Date: 1/27/23

Principal's signature: [Signature]

Date: 1/27/23

Asst. Superintendent's/CBO signature: [Signature]

Date: 1/27/23

Date of Board approval: _____

Forms are due to the Superintendent's office no later than the first working day of the month in which the activity occurs.

Prospect High School Recycled Cycles Mountain Bike Outings Overview

Overview:

Brad Lund will be leading and supervising students on all rides. I have been an active rider for 25 years and am well qualified to lead a small group of students on structured mountain bike rides in the Oroville Lake vicinity trail system. I have extensive experience in the outdoors leading youth outdoor adventure programs.

I currently have been coaching a Middle and High School Mountain bike team in Chico (Northstate Composite) for 3 years and have the following qualifications to ensure students are participating in a safe manner.

Qualifications:

Wilderness First Responder (Adult/child CPR /Epi Pen Cert) 2021-Current
North State Composite Mtn. Bike Coach (NICA Level 2) 2021,22,23
Camp RYLA Rotary 5110 Leadership Camp Head Facilitator 2005-2022
Therapeutic Recreation Coordinator Youth For Change NPS 2000-2005
UBI (United Bicycle Institute) Professional Bike Mechanic Schooling 2005
Professional White Water Raft Guide All Outdoors Rafting 2001
Single Subject Teaching Credential CSU Chico 2001
BA Physical Education 2000 Chico State University
Assistant Trip Leader Adventure Outings CSU Chico 1998-2000

All students will be riding a bike inspected by me to ensure the bicycle is in proper working order and is appropriately sized for the student.

All students will be required to wear a certified helmet for Mountain Biking 100% of the time they are on a bicycle.

All Rules of the Road for cyclists will also be taught and explained.

Cell Service is available on all routes we will be riding

School-Wide expectations will be expected (Safe, Responsible, Respectful)

Each student will also be provided a water bottle for hydration and we will bring trails snacks.

I will carry a first Aid Kit and tools needed for any repairs.

Ride itineraries

We will depart PHS around 12:45 and take a variety of routes to access trailheads of the Brad Freeman Trail system, the Loafer Creek area, trails along the Thermalito diversion pool and afterbay. All of the trails we will access are considered entry level Mountain bike trails and open to the public and are multi-purpose trails.

**RESOLUTION OF THE BOARD OF TRUSTEES OF
THE OROVILLE UNION HIGH SCHOOL DISTRICT**

RESOLUTION No. 9-22/23

RESOLUTION OF INTENTION TO ELIMINATE CERTIFICATED POSITION

BE IT RESOLVED, the Governing Board of the District hereby determines to modify the following instructional program and thereby eliminate the following vacant certificated positions as a result of retirement, resignation or an involuntary transfer due to an on campus need:

SERVICE
Independent Study Teacher

REDUCTION
3.0 FTE

PASSED AND ADOPTED in closed session at a meeting of the Governing Board of the Oroville Union High School District held on February 15, 2023.

Ayes: _____

Noes: _____

Absent: _____

Scott Damon, Board President
OROVILLE UNION HIGH SCHOOL DISTRICT

Oroville Union High School District
Memorandum

TO: Board of Trustees
From: Jim LaGrone, Technology Director
Date: January 13, 2023
Subject: Acceptance of cabling services

I am requesting that the Oroville Union High School District accept the bid from Comer Communications for cabling services for Las Plumas High School, Oroville High School and Prospect High School in the amount of \$27,842.03. This is an E-rate expense for category 2 equipment for funding year 2022 / 2023 and is funded at 85% by E-rate and 15% by the district of the amount quoted. Attached is the quote obtained from Comers Communications which was evaluated by the District E-rate committee in the following categories. Cost of eligible goods, cost of ineligible goods, vendor quote accuracy, prior E-rate experience and completeness and clarity of the proposal.

Thank you,

Jim LaGrone



Estimate

Date	Estimate #
11/23/2022	4788

**P.O. Box
994171
Redding, CA**

Oroville Union High School District
Attn: Accounts Payable
2211 Washington Ave
Oroville CA 95966

Qty	Description	Price per	Total
	Scope of Work: Oroville Union High Erate Cabling Proposal Form 470 #230000912 *Oroville High School Cat6A Data Drops 45* *Demo of Old Cables Included* *Fluke Test and Certify Fiber to Industry Standard* *25 Year Warranty* *Due to existing conduit pathways from the IDF to Room 1500 and Industry Standards on fill ratio we assume room for 45 cables, if not available we will meet with IT and come to the best solution with the school.		
4,750.00	Commscope Cat6A Cable - Blue - U/UTP Cable, non-plenum, 4 pair count, 1000 ft length reel	0.5004	2,376.90T
90.00	Commscope Cat6A Jack - Blue	14.82	1,333.80T
2.00	Commscope 1U 24 Port Patch Frame	73.40	146.80T
48.00	WireMold Raceway	22.00	1,056.00T
1.00	Miscellaneous Hardware and Hangers, Ect.	945.00	945.00T
1.00	Hours of Labor - Technician	5,120.00	5,120.00

****Due to rising shipping costs that are changing rapidly, this estimate Does Not include shipping.**

Signature _____

Subtotal	\$10,978.50
Sales Tax (8.25%)	\$483.33
Total	\$11,461.83



Estimate

**P.O. Box 994171
Redding, CA 96099**

Date	Estimate #
11/23/2022	4787

Oroville Union High School District
Attn: Accounts Payable
2211 Washington Ave
Oroville CA 95966

Qty	Description
	Scope of Work: Oroville Union High Erate Cabling Proposal Form 470 #230000912 *Las Plumas High Room 1500 Cat6A Data Drops 45* *Demo of Old Cables Included* *Fluke Test and Certify Fiber to Industry Standard* *25 Year Warranty* *Due to existing conduit pathways from the IDF to Room 1500 and Industry Standards on fill ratio we assume room for 45 cables, if not available we will meet with IT and come to the best solution with the school.
6,750.00	Commscope Cat6A Cable - Blue - U/UTP Cable, non-plenum, 4 pair count, 1000 ft length reel
90.00	Commscope Cat6A Jack - Blue
2.00	Commscope 1U 24 Port Patch Frame
1.00	Miscellaneous Hardware and Hangers, Ect.
1.00	Hours of Labor - Technician

Subtotal \$10,823.30

Sales Tax (8.25%) \$470.52

Total \$11,293.82

****Due to rising shipping costs that are changing rapidly, this estimate Does Not include shipping**

Signature _____



Estimate

**P.O. Box 994171
Redding, CA 96099**

Date	Estimate #
11/23/2022	4786

Oroville Union High School District
Attn: Accounts Payable
2211 Washington Ave
Oroville CA 95966

Qty	Description
	Scope of Work: Oroville Union High Erate Cabling Proposal Form 470 #230000912 *Las Plumas High Fiber 400 Wing to 2000 Wing* *Singlemode 6 Strand Fiber *Fluke Test and Certify Fiber to Industry Standard*
2.00	Bulkhead Singlemode LC Fiber 3 Position
12.00	LYNX2 SM LC-LC Fiber Ends
450.00	Commscope 6 Strand Single Mode Tight Buffered Indoor/Outdoor Fiber
1.00	Miscellaneous Hardware and Hangers, Innerduct,
1.00	Hours of Labor - Technician

Subtotal \$3,317.28

Sales Tax (8.25%) \$74.03

Total \$3,391.31

****Due to rising shipping costs that are changing rapidly, this estimate Does Not include shipping**

Signature _____



Estimate

Date	Estimate #
11/23/2022	4785

**P.O. Box 994171
Redding, CA 96099**

Oroville Union High School District
Attn: Accounts Payable
2211 Washington Ave
Oroville CA 95966

Qty	Description
	Scope of Work: Oroville Union High Erate Cabling Proposal Form 470 #230000912 *Prospect - 100 Winig* MDF Clean UP *Fluke Test and Certify Existing Cables*
5.00	Panduit MM 62.5 ST Bulk Head
1.00	Commscope 1U 24 Port Patch Frame
15.00	Commscope Cat6 Jack - Blue
1.00	Miscellaneous Hardware and Hangers
8.00	Hours of Labor - Technician

Subtotal \$1,639.05

Sales Tax (8.25%) \$56.02

Total \$1,695.07

****Due to rising shipping costs that are changing rapidly, this estimate Does Not include shipping**

Signature _____

Oroville Union High School District
Memorandum

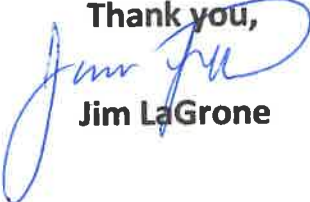
TO: Board of Trustees

From: Jim LaGrone, Technology Director

Date: February 1, 2023

Subject: Acceptance of Category 2 E-rate Purchase

I am requesting that the Oroville Union High School District accept the bid from CDWG for category 2 equipment purchase for Las Plumas High School, Oroville High School and Prospect High School in the amount of \$220,484.01. This is an E-rate expense for category 2 equipment for funding year 2022 / 2023 and is funded at 85% by E-rate and 15% by the district of the amount quoted. Attached is the quote obtained from CDWG which was evaluated by the District E-rate committee in the following categories. Cost of eligible goods, cost of ineligible goods, vendor quote accuracy, prior E-rate experience and financial stability.

Thank you,

Jim LaGrone



Oroville Union High School District

Form 470 230008104

1/20/2023

E-Rate Year 26 / Funding Year 2023-2024

Digital Copy



CDW Government LLC
230 N. Milwaukee Ave.
Vernon Hills, IL 60061

Oroville Union High School District
2211 Washington Ave.
Oroville, CA, 95966

01/20/2023



One CDW Way
230 N. Milwaukee Avenue
Vernon Hills, IL 60061
P: 847.371.5800
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Toll-free: 800.808.4239
cdwg.com/PeopleWhoGetIT

RE: CDW•G's Response to Oroville Union High School District's Form 470 230008104

Dear Ms. Watts,

CDW•G understands the objective of the RFP is for Oroville Union High School District to identify a reliable and experienced supplier partner capable of managing your network infrastructure needs. Our response demonstrates CDW•G's ability to contribute to the overall success of this initiative. Specific advantages of partnering with us include:

- CDW•G has been providing E-Rate support to K-12 customers since our inception in 1998, and CDW•G is one of the largest E-Rate providers in the country. We have a dedicated internal team that is highly trained and knowledgeable regarding the E-Rate program. Since the E-Rate Modernization in 2015, CDW•G has been awarded over 18,050 E-Rate projects totaling over \$677M in total equipment delivered to schools throughout the United States.
- CDW•G maintains strong relationships with more than 1,000 vendor partners to provide the best products, services, and support to our customers, including leading networking partners well versed in Internal Connections (IC) and Basic Maintenance of Internal Connections (BMIC).
- With CDW•G, you are supported by a highly trained and experienced account team, including a dedicated account manager who is responsible for coordinating all your needs and ensuring customer satisfaction.

CDW•G is proud to support you through your E-Rate journey with our dedicated resources and technical expertise. Should you have any questions regarding our response, please contact your Executive Account Manager, Ian Rodnick, at (312) 547-2701, or via email at ianrodn@cdw.com. We thank you for the opportunity to participate in the 470 response process and are confident you will find our response advantageous from both a strategic and budgetary standpoint.

Sincerely,

A handwritten signature in cursive script that reads "Justin Schwier".

Justin Schwier
Manager, Proposals
CDW Government LLC



CDW Government Overview

CDW is a leading multi-brand technology solutions provider to business, government, education and healthcare organizations in the United States, the United Kingdom and Canada. A Fortune 500 company with multi-national capabilities, CDW was founded in 1984 and employs approximately 15,000 coworkers. We have an expansive network of offices near major cities and a large team of field coworkers across the United States.

Our broad array of offerings range from discrete hardware and software products to integrated IT solutions such as mobility, security, data center optimization, cloud computing, virtualization and collaboration. We are technology neutral, with a product portfolio that includes more than 100,000 products from more than 1,000 brands. We provide our products and solutions through our sales and service delivery teams, consisting of nearly 6,000 customer-facing coworkers, including more than 2,000 field sellers, highly skilled technology specialists and advanced service delivery engineers.

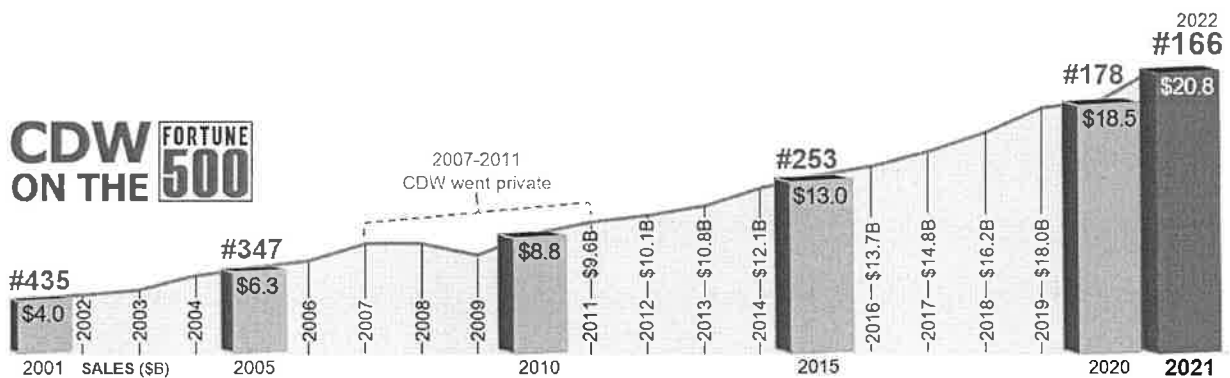
CDW debuted on the Fortune 500 in 2001, at No. 435. CDW's rise in the rankings highlights its sustainable, profitable growth over the years, from \$4 billion in sales in 2001 to \$21 billion in 2021. CDW now ranks at number 166 on the FORTUNE 500 list for 2022. CDW ranks at No. 4 on CRN's 2022 Solution Provider 500 list.

CDW QUICK FACTS

- **Headquarters:** Vernon Hills, IL
- **2021 Annual Net Sales:** \$21B
- **# of Coworkers:** 15,000
- **# of U.S. Sales Offices:** 28
- **# of Customers:** 250,000+
- **Fortune 500 Rank (2022):** 166



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



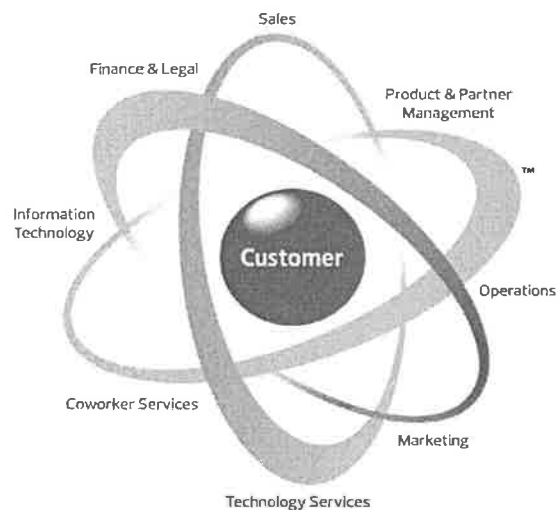
Total Solutions

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

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

Customer-Focused Philosophy

CDW continues to maintain the strong customer focus that has been the key to our success. We adhere to a core philosophy known as the CDW Circle of Service, which means that everything we do revolves around you – the customer. It drives us to provide outstanding customer service and the best value. Our objective is to have Oroville Union High School District view us as a valuable extension of your IT staff. We seek to achieve this goal by providing superior customer service through our large and experienced sales and service delivery teams. Our Market Research Team works with a third-party research firm to measure customer loyalty and satisfaction through customer surveys.



CDW Circle of Service

Strengths, Best Practices, and Value

By aligning with CDW, your organization can take advantage of our strengths, best practices, and value-added services. Highlights include:

- Experienced account team supports your day-to-day IT needs and also helps develop appropriate strategies for future product and service needs.
- Value-added presales consulting resources ensure solutions are tailored to meet your operational and budgetary requirements.
- Strong partnerships with vendors enable us to provide technology roadmaps, quick responses to questions, and competitive pricing.
- On-line procurement capabilities streamline and standardize purchasing as well as support flexible reporting and improved decision making.
- Two large ISO 9001 certified distribution centers, efficient inventory management capabilities, and distribution channel partnerships result in quick product turnaround.
- Highly trained and experienced technicians provide pre-shipment configuration services and quality assurance checks to maximize productivity.
- Flexible logistical capabilities accommodate standard or urgent delivery.
- Our breadth and depth of capabilities enables us to deliver a streamlined and cost-effective total solution from planning to ongoing management.
- CDW's business model provides local and nationwide support.
- Our financial strength and leadership will enable us to continue supporting Oroville Union High School District with leading-edge technology solutions.

Large Onsite Inventories

CDW has two large strategically located distribution centers controlled by a state-of-the-art Warehouse Management System (WMS) that ensures speed and accuracy throughout the order fulfillment and distribution processes. CDW has a 450,000-square-foot distribution center located at our headquarters in Vernon Hills, IL and a 513,000-square-foot distribution center located in North Las Vegas, NV. These locations facilitate quick distribution of products to our growing customer base throughout the country. The Vernon Hills (VH) distribution center focuses on distributing products to customers east of the Mississippi River while the Las Vegas (LV) distribution center primarily serves the western part of the United States.

CDW holds more than \$300M of available inventory in our two CDW-owned distribution centers that total almost 1M square feet. Our ISO 9001, 14001 and 28000 certified strategically located distribution centers provide speed, accuracy, and excellent geographic coverage across the United States. We have access to more than 100,000 top brand-name products from more than 1,000 leading manufacturers.



450,000-square-foot distribution center in IL

513,000-square-foot distribution center in NV

Due to the size of our facilities that span four levels of storage and three level picking modules, forklifts are required to stock and pick products as needed. Our product lineup includes desktops, notebooks, servers, peripherals, networking and communications equipment, software, accessories, plotters, network printers, desktop printers, and print supplies. CDW offers everything your IT operation could possibly need – from enterprise solutions to mouse pads.

Funding Information & Resources – K12

While we utilize many avenues to lower costs, our primary focus is being the best-valued solution for Oroville Union High School District. While providing strategic cost savings for our customers, we do not sacrifice our unique value-added offerings, because we know long term, we are providing substantial savings and support. As a vendor agnostic technology integrator, we do not push brands; we orchestrate best fit solutions. This is because Oroville UHSD is better off with solutions that make the most sense for their need. We have relationships with all the top manufacturers and service partners and have compared each of their offerings to your unique needs and objectives. For Oroville UHSD's deployment, we have tailored a custom solution which provides the most value to you for every stage of your program.

We know Oroville UHSD's need for vendor support does not stop at deployment completion. Maintaining technology program innovativeness and alignment with your education goals is a continuous and daunting task. In fact, in a year, your program will look very different. You need a vendor that does more than meet your RFP's technology requirements; you need a vendor partner that shares a passion for education and continued development. CDW•G does not rest on our laurels; we pledge to remain dedicated to supporting the full scope of Oroville UHSD's technology and related educational needs. Our partners all offer the same enthusiasm, ensuring we achieve all your program goals.

CDW•G addresses Oroville UHSD's requirements to highlight our proposed value-added services; aimed at increasing educator effectiveness, saving you budget dollars and saving you valuable IT staff time.

Get-Ed Funding Overview

GetEdFunding.com

CDW•G hosts GetEdFunding.com, a free grant-finding resource, providing access to billions of dollars' worth of educational funding opportunities. As the sponsor of the GetEdFunding website, CDW•G's mission is to help educators and institutions to uncover the funds they need to supplement shoestring budgets, expand innovative programs, prepare students for the increasingly complex skills they'll need to participate in tomorrow's workforce and help close the equity gap in educating students from all backgrounds and circumstances. This tool is dedicated to helping educators identify the funding that is needed to take learning to the next level.

This site is current, built by tapping by a wide range of print and electronic sources, web searches, organizations' web pages, communication with program administrators, and conversations with long-standing contacts. In the case of federal grants, which rely on congressional approval for continued funding, best efforts have been made to tie down agencies' sense of the likelihood of future funding. Those programs pending congressional approval are included in this collection so that they may get on your radar as future possibilities.

GetEdFunding is created by educational professionals, for educational professionals. It is designed to be an easy-to-use, relevant and reliable database. Former and currently practicing educators from various levels of pre-K through higher education and experienced educational publishing writer/editors have touched every stage of this database development. Their work included conducting research, writing entries, fact-checking, aligning curriculum, copyediting, data entry, and beta testing, among others. In addition to experienced educational publishing professionals, the team includes an education grant specialist, community college instructor, high school math teacher, special needs educator, district technology coordinator, library/media specialist, ELL teacher and elementary teacher.

This site helps Oroville Union High School District reduce the energy your teachers are spending to search for programs and money. This rich resource of grant and funding opportunities is expanded, updated, and monitored daily. You can search by six criteria, including 41 areas of focus, eight content areas and any of the 21st century themes and skills that support your curriculum. Once you are registered on the site, you can save the grants of greatest interest, then return to read about them at any time. Further, this site provides a tool for your teachers to tap into resources that are already available and applicable to their learning plans. For example, there are over 60 STEM specific programs currently available for application.

Please reach out to your Account Manager for more information and accessibility to these great programs that are here to serve your school or district. Having the expertise to connect schools and districts like your own to the government programs and their relief efforts, we can take the tedious work out of your schedule and optimize the overall process. Then you can take more time to consider your long-term options, determine what is right for you, and be on your way to greater education initiatives. Thinking about what new technology can bring for future innovation in education, is a process that starts today, with the right financial mindset and tools on your side.

Our Part in the Newest Government Funding Initiative

Approximately 30% of all public K-12 students live in households either without an internet connection or device adequate for distance learning at home. With the onset of the COVID-19 pandemic, this "homework gap" has widened exponentially, and nearly 16 million students lack the baseline technology requirements for distance learning, including reliable highspeed internet, sufficient data plans, and a computer, laptop or tablet device.



The **Emergency Connectivity Fund (ECF)**- part of the American Rescue Plan- was established in March 2021 to enhance digital equity to internet access in homes in order to support distance learning. Given that we have been providing reimbursement to K-12 & Library customers since our inception in 1998, we have the upper hand when it comes to helping customers get the right support they need for the project of their choosing. For instance, our dedicated internal team is highly trained and knowledgeable regarding all FCC reimbursement programs; we know the lay of the land when it comes to working all angles within this domain for over 20 years. More specifically, we have stayed informed and connected around the emergence of the Emergency Connectivity Fund, so that we can assist in the global crisis most effectively in the short-term and the long-term. Again, we have been awarded over 17,000 projects totaling over \$511M in total equipment and services delivered to U.S. schools, and we have never lost funding for a school, as substantiated by countless audits. CDW can be the asset that a school or district needs in securing funding, gaining leverage, and emerging with confidence.

With over 200 government and education contracts, we are the nation's largest direct response provider of multi-brand technology products and services to date. We are proud to offer our vendor-agnostic expertise towards future goals and initiatives that will benefit the new generation of schools and their students. Oroville Union High School District can count on our coworkers to maintain drive and momentum through economically difficult times our customers may face, and thereby put our best foot forward and serve up high-quality and cutting-edge technology, maintenance and support, for the growing demands of educators. Let us know how we can help you get from point A to point B, and your Account Management team will be ready to begin the collaborative process.

CDW•G as a Partner in Student Development

We believe that technology empowers students and educators to make the learning process more interactive, individualized, and hands-on. If properly deployed, technology fosters a more effective learning environment that helps students develop the necessary 21st century skills to succeed in their current environment, at the college level, and in their future careers.

For this reason, we applaud Oroville Union High School District for your work in providing students the opportunity to unlock their potential through individualized, technology-based education and the impact you have had in the success of so many students. We are humbled to contribute to this mission and have enjoyed our history collaborating with Oroville Union High School District to provide students affordable access to technology. Like technology, we continue to focus on process improvements to ensure we remain a contributing factor to the success of the Oroville Union High School District program.

We have experience handling complex deployments for the largest school districts in the country. We have deployed devices nationwide, and we have the logistics capabilities to get your devices to your students, even in adverse conditions. Over the past 20+ years, CDW's technology infrastructure solutions have stayed in line with emerging technologies. Keeping up with those technologies, such as collaboration solutions, cloud, mobility and virtualization, has been a major aspect of our ability to grow as a company. In 2020, CDW acquired Amplified IT, a leading provider of education-focused services and cloud-based software, enabling and empowering schools to leverage the innovation of Google for Education and Google Cloud.

We have actively expanded our catalog, certifications and solutions to address the latest developments in technology, including cloud, IoT, drones and esports, in order to support the changing needs of our customers. In addition, we have dedicated CDW•G resources aligned to these solution areas to help our customers understand and implement them. Moving forward, we expect the landscape in which we compete to continue to evolve as new technologies are developed, and we will continue to evolve with those technologies.

Supporting Equity in Digital Learning

Every space can become a learning space. The structures designed and set up by teachers in the classroom to promote autonomous student learning can be transposed onto a virtual classroom with some basic steps. You get the best of both worlds- educators retain aspects of learning present in a brick-and-mortar classroom, and you earn the tech benefits, including: friendly one-stop application interfaces, hands-on collaboration tools for student-to-teacher or student-to-student interactions, organizational materials for teachers and students, data modeling tools for higher-level instruction, videos and podcasts at the tips of your fingers, advanced tools, and more. All these tools can feed into learning that is systematized, organized, collaborative, fun, fairly administered, fairly assessed, and finally, not too overwhelming.

CDW•G has been actively supporting educational institutions transition to online education, as the pandemic has shown that education can no longer just rely on the traditional classroom to teach future generations. School leaders, teachers, IT teams and other departments are also coming together to reassess, learn and engage with technology in new ways with a shared goal in mind: improving the quality and reach of education.

Commitment in Action

Christine Leahy, President and CEO of CDW, was recently named to the **New York 2021 Education Power 100 list**.

This list recognizes the public officials and policymakers, superintendents and scholars, advocates and activists, and labor, business and nonprofit leaders who are putting in countless hours to ensure New York's students get a top-notch education.

Comprehensive Solutions for the Modern Learning Environment

Forget blackboards — the classroom of today is a student-centered, collaborative environment that supports a wide range of abilities and learning activities. Education, reimagined: Teachers empowered to inspire students. Students immersed in personalized learning environments that improve academic outcomes. Parents engaged in supporting student progress. That's what can happen when you integrate technology into K-12 education. CDW•G can help you get the right classroom technology and layout in your schools to motivate your students and enable better educational outcomes. We have been providing support to K-12 customers since our inception in 1998. We have experience handling complex deployments for the largest school districts in the country. We have deployed devices nationwide, and we have the logistics capabilities to get your devices to your students, even in adverse conditions.

We are a trusted technology partner to more than 15,000 K-12 schools.

You will find that CDW•G addresses Oroville Union High School District's RFP requirements to highlight our proposed value-added services; aimed at increasing educator effectiveness, saving you budget dollars and saving you valuable IT staff time. We hope to bring forth the kinds of solutions that will make for more smiles and success among parents, teachers, students, and staff.

Drive your Vision with Our K-12 Collaborators

CDW•G provides K-12 educational collaborators to assist in aligning Oroville Union High School District's Standards-Based Teaching & Learning Framework with your technology roadmap. CDW•G's Classroom Modernization Specialists team are available for future discussion with Oroville Union High School District when strategizing your technology program roadmap. Working with the leading OEMs in the industry, the role of the Classroom Modernization Specialist serves as a critical vendor-agnostic voice to assist Oroville Union High School District in sorting through all the major education platforms when making your mobility and hardware decisions. With the Classroom Modernization Specialists being vendor-neutral, Oroville Union High School District can be confident you are getting suggestions for solutions that best fit your systems and processes.

Academics and Technology have become so intertwined, it only makes sense to blend these program goals into one. This furthers collaboration, as you get both IT Staff and Educators providing expert insight in the development and vetting of what works and does not work for your schools. The available CDW•G resources unite both viewpoints and ensure Oroville Union High School District's technology program is successful from both an operational and an academic perspective. Lock-stepping your programs provides a greater benefit to your classrooms than struggling to keep two programs on pace with each other.

CDW•G E-Rate Experience

CDW•G is the wholly owned subsidiary of CDW LLC that focuses on the public sector, including federal, state, and local government agencies, educational institutions, and healthcare facilities. With over 200 government and education contracts, we are the nation's largest direct response provider of multi-brand technology products and services.

We focus on building strong relationships with our K–12 customers by leveraging our knowledgeable account managers and technical specialists to provide extensive pre- and post-award support. Our experts lead the industry in public-sector customer service and product knowledge, directly benefitting the officers, administrators, and staff of our education customers.

Based upon both exponential growth within the K–12 & Library market and accolades from our OEM partners, CDW•G has continued our investments into resources to support our customers nationwide. Those resources include our Business Development team, which consists of former educators and classroom technology specialists whose primary focus is helping our customers implement solutions attuned to the needs of IT, leadership, and curriculum. These solutions are created with realistic budget constraints in mind, often in conjunction with E-Rate funding initiatives, led by Classroom Modernization Specialists advising on the top issues in the changing 21st century classroom environment.

Credentials and Certifications

CDW•G holds several ISO certifications, including 9001:2008. Our 9001:2008 certificate of registration covers a scope of sales, configuration, repair, and support of computer and related technology. Our 14001:2004 certificate of registration includes environmental activities related to product/service management, inventory control, shipping, customer service, returns management, and receiving computers and related technologies (excluding the office, cafeterias, and lessee areas).

A Powerful E-Rate Partner

CDW•G is proud to have participated in E-Rate Projects for Category 2 since 1998, when our company was founded. Since the E-Rate Modernization in 2015, we have been awarded over 18,050 E-Rate projects totaling over \$677M in total equipment delivered to schools throughout the United States. Due to our streamlined and best-practice system of checks and balances, we have never lost funding for a school, as substantiated by countless audits. Our **dedicated E-Rate invoice team** ensures expert handling of both BEAR and SPI E-Rate invoicing.

E-Rate Program Management

Anup Sreedharan, Manager, Program Management, **Jeff Hagen**, Manager, Program Management – K12, and **Amy Passow**, Senior Manager, Education Funding Solutions, and **Dave LeNard**, E-Rate Manager offer K–12 entities their knowledge, assistance, and advisement on E-Rate matters, including but not limited to Program compliance and adherence. Mr. Sreedharan and Mr. Hagen prepare contract deliverable reports and makes modifications, as necessary, including price reductions, additions, discontinued products, replacements, and version changes. They ensure that price and supply agreements are in place from award through completion and that the E-Rate bidding, ordering, invoicing, and funding are all seamless and easy for entities to complete.

Ms. Passow and Mr. LeNard ensure CDW•G is working with E-Rate applicants in compliance with rules and regulations throughout the process. They advise on the appropriate engagement before and after Form 470 filings and works with our operations teams to ensure E-Rate ordering, invoicing,

and delivery are compliant; additionally, Mr. LeNard assists applicants with PIA reviews and preparation of Item 21 Forms as part of the Form 471 process.

Account Management Team Resources

CDW offers an account management structure that focuses on providing value-added presales consulting and comprehensive support throughout the lifecycle management of your assets. When you work with CDW, you have access to expertise that is not available within your organization. Your CDW Account Management Team coordinates with the applicable value-added resources to help your organization develop the best solution for your specific needs, challenges, and long-term goals.

Whether you need software, network communications, notebooks/mobile devices, data storage, video monitors, desktops and printers—or you require more advanced virtualization, collaboration, security, mobility, data center optimization and cloud computing solutions—CDW gets IT. Our team of technology experts and dedicated Account Teams will tailor a piece of equipment or an entire network to deliver the most effective and sustainable results. We will work closely with your organization and respond with solutions that provide robust functionality, efficiencies, and cost savings.

Account Management Resources	
Ian Rodnick Executive Account Manager P: (312) 547-2701 E: ianrodn@cdw.com	Brian Reed Sales Manager P: (312) 547-2609 E: brireed@cdw.com
E-Rate Program Management Resources	
Jeff Hagen Manager, Program Management – K12 P: 813-462-4055 E: jeff.hagen@cdwg.com	Yolanda Blomquist Program Manager P: 630-531-5478 E: yolanda.blomquist@cdwg.com
Anup Sreedharan Manager, Program Management P: 312-705-1873 E: anusree@cdw.com	Dario Bertocchi Director, Program Sales Direct Phone: 203-851-7049 Email: dariber@cdw.com

Implementation Plan

Tasks for First Two Weeks (Sample Version)

Upon award of this Oroville Union High School District's Form 470, your Account Management Team will remain in constant contact with key employee(s) at each location to implement the contract and ensure total satisfaction. CDW•G will make this process as seamless as possible, and will follow the work plan that has been developed. In addition, if requested, CDW•G will facilitate any necessary meetings via teleconference, videoconference, or in person, at your location or ours, to ensure that the process meets your expectations.

While there will always be challenges when implementing a project of such scale, CDW•G tries to minimize potential problems upfront. We will need Oroville Union High School District to provide the following in a timely manner in order to facilitate the implementation process:

- Updated contact information for all key personnel
- Information regarding product forecasts
- Standardized product list
- List of authorized users and restrictions
- Imaging specifications
- Specific reporting requirements
- Permission for CDWG to be listed on manufacturer agreements

During the implementation process, any problems or concerns should be directed to your Account Manager for immediate resolution. The following implementation plan demonstrates how CDWG will work with you to successfully implement this project.

Task	Week 1	Week 2
Account Management Set Up		
<ul style="list-style-type: none"> • Introduce key customer contacts to CDWG Account Team • Introductory letter/phone contact/ site visit 	X	
<ul style="list-style-type: none"> • Gather/confirm general customer information • Contacts: phone, email, fax • Oroville Union High School District locations and addresses 	X	
<ul style="list-style-type: none"> • Outline customer's procedures and requirements, i.e. • Frequency of contact/schedule • Turnaround expectations (quotes) • Reporting 	X	
<ul style="list-style-type: none"> • Conduct walkthrough or webinar: Account Center 		X

CDW•G Capabilities and Support		
• Make contact with Account Specialists, as needed		X
• Review technical support options	X	
• Review customer service processes (i.e. returns)	X	
Customer Financial Arrangements		
• Complete forms for credit approval	X	
• Complete financing application		X
• Arrange for leasing		X
Product Specific Needs and Services		
• Arrange conference call(s) with manufacturer(s)	X	
• Develop product forecasts	X	
• Process and test image(s)		X
• Customize asset tag/schedule asset tagging		X
• Input customer installation/configuration specifications		X
Procurement and Management Systems		
• Standardize products through your Account Center		
• Create bundles		X
• Set up purchase authorizations and controls		X
• Establish account linking		X
• Set up software license tracking system		X
• Implement asset tracking system		X
• Investigate or link with e-procurement programs and third parties		X
• Utilize EDI for invoicing and/or ordering functions		X
Pricing		
• Have CDW•G listed on all manufacturer contracts		X
• Enter pricing information into contract management system		X
Optional Systems/Services		
• Finalize staging agreement		X
• Finalize minority/disabled small business partnership		X
• Arrange for onsite services		X
• Select appropriate training programs		X
• Set up Employee Purchase Program		X

FCC FRN E-Rate Display System Status

FRN Financial

FRN	FRN Name	Red Light Status	Action
0012123287	CDW Government LLC	Green Light	View FRN Details

The above screen shot is from August 17th, 2022 – CDW•G remains in Green Light Status.
Upon request, CDW•G can provide an updated screenshot.

Spin #143005588

FCC Registration #0012123287

Pricing Offer & Purchase Agreement for E-Rate Customers

Things to consider when preparing your funding request (Form 471):

- Enter only one manufacturer part number per line item (do not bundle part numbers)
- All software should be requested under Internal Connections, Software
 - Even when bundled with warranty support from manufacturer for purchase, as long as warranty cannot be purchased on its own
 - If warranty can be purchased separately, then it should be separated for funding request, and warranty funding requested under Basic Maintenance
- Warranty only part numbers should be requested under Basic Maintenance
 - List months of service, should only be for coverage July 1 – June 30 (Funding Year)
 - List hardware supported part number
 - List site where hardware sits

CDW can complete Bulk Submission Forms if chosen as the Service Provider for your funding request, please email E-Rate@cdw.com for assistance.

E-RATE PURCHASE AGREEMENT

This E-Rate Customer Purchase Agreement (this “Agreement”) is entered into on April 1, 2023 (“Effective Date”) and is made by and between CDW Government LLC an Illinois limited liability corporation with an office at 230 N. Milwaukee Ave., Vernon Hills, Illinois 60061 (“Seller”), and Oroville Union High School District, a non-profit school or library eligible for Universal Service funding, as defined below.

E-Rate Contract Number	97712	Spin #	143005588
E-Rate Funding Year	2023	FCC Registration #	0012123287
Customer	Oroville Union High School District 2211 Washington Ave. Oroville, CA, 95966	Seller	CDW Government LLC 230 N. Milwaukee Avenue Vernon Hills, IL 60061
Effective Date	April 1, 2023	Quoted Items (see exhibit 1)	470# 230008104

1. DEFINITIONS

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

- A. “Universal Service Administrative Co.” or “USAC” – The not for profit organization designated by the U.S. Federal Communications Commission (“FCC”) to administer and ensure compliance with the Universal Services Fund.
- B. “SLP” - The Schools and Libraries Program of the Universal Service Fund, which includes the E-Rate Program and that is administered by USAC under the direction of the FCC.
- C. “E-Rate” – The education rate funding program that is a part of SLP that provides discounts to keep students and library patrons connected to broadband and voice services and which is one of the programs that form the Universal Service Program.
- D. “Funding Commitment Decision Letter” or “FCDL” – A letter that a Customer receives from USAC which indicates the applicable discount amount for a specific funding year.
- E. “Products” – E-Rate eligible products or services that include computer related hardware but are not limited to caching servers, routers, switches, wireless access points, installation, and warranty maintenance and other items which are eligible for E-Rate discounts in accordance with the rules issued by USAC.
- F. “Funding Year” – The specific calendar period, as defined by the SLP, during which the Customer is approved for funding or discounts on Products. FY 2023 is in reference to the program year.

2. TERMS AND CONDITIONS

All orders submitted to Seller by Customer for Products under this Agreement are subject to the terms and conditions on Seller’s website at <https://www.cdwg.com/content/cdwg/en/terms-conditions/sales-and-service-projects.html> (the “Sales and Service Projects”), unless otherwise stated herein.

3. PURCHASE AUTHORIZATIONS

A. E-Rate Status

- i. Customer represents and warrants that it qualifies as eligible under the SLP to receive E-Rate funding.
- ii. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT THIS AGREEMENT, WHEN EXECUTED, CONSTITUTES A CONTRACT AS REQUIRED BY USAC and the SLP.

B. E-Rate Purchases

- i. Customer represents and warrants that all purchases made under this Agreement shall be for its own use and that it is eligible to receive E-Rate funding as specified by USAC.
- ii. IN ACCORDANCE WITH FCC REQUIREMENTS, THE CUSTOMER SHALL SUBMIT A COMPLETED AND SIGNED FCC FORM 486 TO USAC The Form 486 shall be approved by USAC prior to order placement with Seller.

4. ORDERING AND ASSISTANCE

A. Ordering

E-RATE PURCHASE AGREEMENT

Purchase orders shall be submitted directly to Seller at:

CDW Government LLC
Attn: E-Rate Sales
230 N. Milwaukee Avenue
Vernon Hills, IL 60061
Phone: 800-328-4239
Facsimile: Please fax Purchase Orders to your Account Manager

B. Other Requirements

- i. All purchase orders shall include 1) a contact name; 2) phone number; 3) purchase order number; 4) part number; 5) Product description; 6) original and discounted Product price 7) percentage Customer owes and percentage SLP owes (if applicable) 8) ship to location; 9) bill to location; and 10) FRN number for each part number. SEPARATE PURCHASE ORDERS SHALL BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS SHALL BE SUBJECT TO ACCEPTANCE BY SELLER.
- ii. If the Customer is unable to commit the full purchase order amount, any balance remaining that was not funded or approved for payment by USAC will be the responsibility of the Customer. The Customer must add the following language to its purchase order:

"The total cost of this purchase order is \$ _____. The E-Rate portion is \$ _____, and is committed by USAC. If there is any issue with the E-Rate portion, Oroville Union High School District accepts full responsibility for the cost of this purchase, \$ _____."

C. Assistance with Order

- i. Customer may call 1-800-328-4239 to get assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are inconsistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall not be valid, are considered null and void and shall not be applicable to or binding on Seller.
- ii. FOR PRODUCTS WHICH ARE DISCONTINUED AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BY SELLER BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO OFFER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE, IF AVAILABLE, UPON SLP'S APPROVAL OF THE PRODUCT SUBSTITUTION.

5. PRICE AND PAYMENT TERMS

- i. Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.
- ii. Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable laws and regulations.

A. Price

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

B. Payment Terms

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

☐ **Form 474 Service Provider Invoice (SPI) Method**
Seller will invoice the Customer for the Product price, as set forth on the Product quote, net of the FCDL amount. Customer shall be responsible for making payment within thirty (30) days from date of invoice.

☐ **Form 472 Billed Entity Applicant Reimbursement (BEAR) Method**

E-RATE PURCHASE AGREEMENT

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

- ii. Seller accepts BEAR orders beginning April 1 before the beginning of the Funding Year. Seller accepts SPI orders beginning July 1 of the Funding Year when Customer has received its FCDL. Seller DOES NOT accept SPI orders before July 1 of the Funding Year.
- iii. All payments, regardless of method, shall be submitted to "Accounts Receivable" at the Seller's address listed above.
- iv. CUSTOMER MAY EITHER WAIT TO PLACE AN ORDER PRIOR TO OR AFTER RECEIPT OF ITS FCDL. IN THE EVENT THAT CUSTOMER PLACES AN ORDER PRIOR TO RECEIPT OF THE FCDL, CUSTOMER SHALL BE RESPONSIBLE FOR PAYMENT OF THE ENTIRE PURCHASE PRICE WITHOUT REGARD TO SLP FUNDING.

6. NON-ASSIGNABILITY AGREEMENT

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

- i. The term of this Agreement shall commence on April 1, 2023 ("Effective Date") and be valid through the later of the Funding Year 2023 or 9/30/2024.
- ii. Seller may terminate this Agreement at any time for any reason upon thirty (30) days prior written notice to the Customer.

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

- iii. In the event Customer receives an extension of funding from SLP, Customer will notify Seller in writing and the parties may agree to execute an amendment to extend this Agreement.

7. NOTICES

All notices and other communications required or permitted under this Agreement shall be served in person or sent by U.S. mail, Federal Express, or equivalent carrier to the party's address listed above.

8. GENERAL

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

9. ENTIRE AGREEMENT

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

10. GOVERNING LAW

This Agreement will be governed by the laws of CA, without regard to conflicts of law rules. Any litigation will be brought exclusively in a federal or state court located in the state or commonwealth where Customer's location identified above, and the parties consent to the jurisdiction of the federal and state courts located therein, submit to the jurisdiction thereof. The parties further consent to the exercise of personal jurisdiction.

11. DOCUMENT RETENTION

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

E-RATE PURCHASE AGREEMENT

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CDW Government LLC

Oroville Union High School District

(Authorized Signature)

(Authorized Signature)

Printed Name

Printed Name

Title: _____

Title: _____

Date: _____

Date: _____

E-RATE PURCHASE AGREEMENT

EXHIBIT I
Quote Date – 1/20/2023



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

SUSAN WATTS,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NDPD490	1/4/2023	PROSPECT HS ERATE	1482219	\$32,160.89

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Cisco Catalyst 9300 - switch - 48 ports - managed - rack-mountable</u> Mfg. Part#: C9300-48UXM-EDU UNSPSC: 43222612 Contract: MARKET	4	4926379	\$5,650.00	\$22,600.00
<u>Cisco StackWise 480 - stacking cable - 1.6 ft</u> Mfg. Part#: STACK-T1-50CM UNSPSC: 26121609 Contract: MARKET	4	4752735	\$43.00	\$172.00
<u>Cisco Digital Network Architecture Essentials - Term License (3 years) - 48</u> Mfg. Part#: C9300-DNA-E-48-3Y UNSPSC: 43233204 Electronic distribution - NO MEDIA Contract: MARKET	4	4728329	\$480.00	\$1,920.00
<u>Cisco Catalyst 9300 Series Network Module - Expansion Module</u> Mfg. Part#: C9300-NM-8X UNSPSC: 43201404 Contract: MARKET	4	4727526	\$1,095.00	\$4,380.00
<u>Tripp Lite 12U Wall Mount Rack Enclosure Server Cabinet Hinged Wallmount</u> Mfg. Part#: SRW12US UNSPSC: 43201601 Contract: MARKET	2	1694727	\$392.08	\$784.16

SUBTOTAL

\$29,856.16

SHIPPING	\$0.00
SALES TAX	\$2,304.73
GRAND TOTAL	\$32,160.89

PURCHASER BILLING INFO

Billing Address:

OROVILLE UNION HIGH SCHOOL DIST
ACCTS PAYABLE
2211 WASHINGTON AVE
OROVILLE, CA 95966-5440
Phone: (530) 538-2300

Payment Terms: ERATE QUOTES ONLY

DELIVER TO

Shipping Address:

PROSPECT HIGH SCHOOL
PROSPECT HS ERATE
2060 2ND ST
OROVILLE, CA 95965-3497

Shipping Method: UPS Ground (2-3 days)

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515



Sales Contact Info

Ian Rodnick | (877) 655-1832 | ianrodn@cdw.com

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Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager

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Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

SUSAN WATTS,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NDPD487	1/4/2023	OROVILLE HS ERATE	1482219	\$94,360.55

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Cisco Catalyst 9300 - switch - 48 ports - managed - rack-mountable</u> Mfg. Part#: C9300-48UXM-EDU UNSPSC: 43222612 Contract: MARKET	12	4926379	\$5,650.00	\$67,800.00
<u>Cisco StackWise 480 - stacking cable - 1.6 ft</u> Mfg. Part#: STACK-T1-50CM UNSPSC: 26121609 Contract: MARKET	12	4752735	\$43.00	\$516.00
<u>Cisco Digital Network Architecture Essentials - Term License (3 years) - 48</u> Mfg. Part#: C9300-DNA-E-48-3Y UNSPSC: 43233204 Electronic distribution - NO MEDIA Contract: MARKET	12	4728329	\$480.00	\$5,760.00
<u>Cisco Catalyst 9300 Series Network Module - Expansion Module</u> Mfg. Part#: C9300-NM-8X UNSPSC: 43201404 Contract: MARKET	12	4727526	\$1,095.00	\$13,140.00
<u>Tripp Lite 12U Wall Mount Rack Enclosure Server Cabinet Hinged Wallmount</u> Mfg. Part#: SRW12US UNSPSC: 43201601 Contract: MARKET	1	1694727	\$392.08	\$392.08

SUBTOTAL \$87,608.08

SHIPPING	\$0.00
SALES TAX	\$6,752.47
GRAND TOTAL	\$94,360.55

PURCHASER BILLING INFO

Billing Address:
OROVILLE UNION HIGH SCHOOL DIST
ACCTS PAYABLE
2211 WASHINGTON AVE
OROVILLE, CA 95966-5440
Phone: (530) 538-2300
Payment Terms: ERATE QUOTES ONLY

DELIVER TO

Shipping Address:
OROVILLE HIGH SCHOOL
OUHSD ERATE
1535 BRIDGE ST
OROVILLE, CA 95966-5099
Shipping Method: UPS Ground (2-3 days)

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

**Sales Contact Info**

Ian Rodnick | (877) 655-1832 | ianrodr@cdw.com

Need Help?[My Account](#)[Support](#)[Call 800.800.4239](tel:800.800.4239)

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdw.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager

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Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

SUSAN WATTS,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NDPD479	1/4/2023	LAS PLUMAS ERATE	1482219	\$93,962.57

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Cisco Catalvst 9300 - switch - 48 ports - managed - rack-mountable</u> Mfg. Part#: C9300-48UXM-EDU UNSPSC: 43222612 Contract: MARKET	12	4926379	\$5,650.00	\$67,800.00
<u>Cisco StackWise 480 - stacking cable - 1.6 ft</u> Mfg. Part#: STACK-T1-50CM UNSPSC: 26121609 Contract: MARKET	12	4752735	\$43.00	\$516.00
<u>Cisco Digital Network Architecture Essentials - Term License (3 years) - 48</u> Mfg. Part#: C9300-DNA-E-48-3Y UNSPSC: 43233204 Electronic distribution - NO MEDIA Contract: MARKET	12	4728329	\$480.00	\$5,760.00
<u>Cisco Catalyst 9300 Series Network Module - Expansion Module</u> Mfg. Part#: C9300-NM-8X UNSPSC: 43201404 Contract: MARKET	12	4727526	\$1,095.00	\$13,140.00
<u>Tripp Lite 12U Wall Mount Rack Enclosure Server Cabinet Hinged Wallmount</u> Mfg. Part#: SRW12US UNSPSC: 43201601 Contract: MARKET	2	1694727	\$392.08	\$784.16

SUBTOTAL

\$88,000.16

SHIPPING	\$0.00
SALES TAX	\$5,962.41
GRAND TOTAL	\$93,962.57

PURCHASER BILLING INFO

Billing Address:
OROVILLE UNION HIGH SCHOOL DIST
ACCTS PAYABLE
2211 WASHINGTON AVE
OROVILLE, CA 95966-5440
Phone: (530) 538-2300
Payment Terms: ERATE QUOTES ONLY

DELIVER TO

Shipping Address:
LAS PLUMAS HIGH SCHOOL
LAS PLUMAS ERATE
2380 LAS PLUMAS AVE
OROVILLE, CA 95966-6999
Shipping Method: UPS Ground (2-3 days)

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

**Sales Contact Info**

Ian Rodnick | (877) 655-1832 | ianrodn@cdw.com

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For more information, contact a CDW account manager

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ERATE Order Process

1. Ordering

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

CDW Government LLC

Attn: E-Rate Sales

230 N. Milwaukee Ave. Vernon Hills, IL 60061

Phone: 800.328.4239

Fax: Please fax Purchase Orders to your Account Manager, see 'Account Team' section.

2. Required Information

All orders must include

- a. Contact name, Phone number
- b. Purchase order number
- c. Part number, Product description
- d. Pre-discount and discounted product price
- e. Percentage Customer owes and percentage SLD owes (SPI – Form 474 Method)
- f. Ship to location, Bill to location
- g. FRN (Funding Request Number) for each part number
- h. Billing method (BEAR – Form 472 or SPI – Form 474)

SEPARATE PURCHASE ORDERS SHOULD BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS ARE SUBJECT TO ACCEPTANCE BY SELLER.

PO TOTAL SHOULD REFLECT FULL PURCHASE PRICE OF ORDER

3. Assistance With Order

Customer may call 1-800-328-4239 for assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are not consistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall be null and void and shall not be applicable hereto or binding on Seller. IN THE CASE OF CHANGES TO PRODUCTS AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO MAKE AVAILABLE TO THE CUSTOMER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE WHEN OR IF AVAILABLE, UPON APPROVAL FROM SLD ON PRODUCT SUBSTITUTION.

4. Price and Payment Terms

a. Price

Price shall be as stated in the quotation attached hereto as Exhibit I by Seller's Account Manager. Prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer. Any taxes will be listed separately on the invoice.

b. Payment Terms (Customer must choose one)

i. Form 474 Service Provider Invoice (SPI) Method

➤ Seller will invoice Customer for their portion of the Products upon shipment of Product and Customer shall pay the invoiced amount (discounted amount owed by Customer) within thirty (30) days from date of invoice.

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

➤ Seller will invoice Customer for pre-discount portion of the Products upon shipment of Product and Customer shall pay the invoiced amount (full amount owed by Customer) within thirty (30) days from the date of invoice.

5. Payment Method

In adherence to Federal E-rate compliance regulations, CDW-G's quoted price is all-inclusive of any and all discounts, if applicable. No further discounts will be applied during time of invoice.

All payments for both methods shall be submitted to the address presented below:

CDW-G - Attn: Accounts Receivable

230 North Milwaukee Avenue

Vernon Hills, IL 60061

- i. Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.
- ii. Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable regulations.

NOTWITHSTANDING ANYTHING TO THE CONTRARY, CUSTOMER IS RESPONSIBLE FOR PAYMENT OF 100% THE PRICE OF PRODUCTS IN THE CASE WHERE CUSTOMER PLACES ORDER FOR PRODUCTS SLD DISALLOWS CUSTOMER'S REQUEST FOR DISCOUNT AND REFUSES PAYMENT TO SELLER OF THE DISCOUNT AMOUNT FOR PRODUCTS. IF SLD DISALLOWS CUSTOMER'S REQUEST FOR DISCOUNT CUSTOMER IS IN NO WAY REQUIRED TO PLACE ORDER FOR PRODUCTS.

References

Steve Monahan
Director of Technology
Butte County Office of Education
Smonahan@bcoe.org
530-532-5650
Project Description – Cisco switching and routers through eRate.

Adam Vesely
Director of Information Technology
Paradise Unified School District
avesely@pusdk12.org
530-872-6440 ext 1245
Project description – Cisco routers and network switching; wireless deployment through the district to replace lost equipment through eRate.

John Hunter
IT Mgr
Gridley Union School District
jhunter@gusd.org
530-682-6619
Project Description – Cisco switching and Aruba wireless through eRate to refresh network.

FINANCIALS

<https://investor.cdw.com/financials/quarterly-results/default.aspx>



E-RATE FY23 (2023-2024)

REQUEST FOR PROPOSAL

470 # 230008104

**OROVILLE UNION HIGH SCHOOL DISTRICT
2211 WASHINGTON AVE OROVILLE, CA 95966-5440
Network Electronics**

PROCUREMENT TIMELINE	
RFP ISSUED:	DECEMBER 21, 2022
REQUESTS FOR INFORMATION DEADLINE	JANUARY 6, 2023 10:00 AM PST
PROPOSALS DEADLINE:	JANUARY 20, 2023 4:00 PM PST
PROJECT START DATE:	JULY 1, 2023

Service Provider Criteria and Contract Requirements

E-RATE SUPPLEMENTAL TERMS AND CONDITIONS

The District seeks to utilize the E-rate program for items outlined in this RFP.

E-RATE FUNDING CONTINGENCY

The project herein may be contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-rate. Even after award of contract(s) and/or E-rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

SERVICE PROVIDER ACKNOWLEDGEMENTS AND REQUIREMENTS

The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.

- a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.
- b. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).
- c. This offer is in full compliance with USAC's Free Services Advisory. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The service provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.
- d. Firms submitting proposals shall be responsible for any and all expenses that they may incur in preparing proposals.
- e. Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: <http://www.usac.org/sl/service-providers/step01/default.aspx>
- b. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>

- c. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before **July 1, 2023**.
- d. Prices must be held firm for the duration of the associated E-rate Funding Year(s) or until all work associated with the project is complete (including any contract and USAC approved extensions).
- e. Goods and services provided shall be clearly designated as "E-rate Eligible". Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be "cost allocated" to show the percentage of eligible costs per SLD guidelines.
- f. Within one (1) week of award, the awarded Service Provider must provide the District a bill of materials using a completed USAC "Item 21 Template" in Excel format. Subsequent schedules of values and invoices for each site must match Item 21 Attachment or subsequent service substitutions.
- g. In the event of questions during an E-rate pre-commitment review, post-commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.
- h. Services providers must comply with the FCC rules for Lowest Corresponding Price ("LCP"). Further details on LCP may be obtained at USAC's website: <http://www.usac.org/sl/service-providers/step02/lowest-corresponding-price.aspx>. Should it not be the lowest corresponding price, the service provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.
- i. Proposals shall be completed in all respects as required by the instructions herein. A proposal may be rejected if it is conditional or incomplete, or if it contains alterations of form or other irregularities of any kind. A proposal will be rejected if, in the opinion of the District, the information contained therein was intended to mislead the District in the evaluation of the proposal.
- j. The proposal submitted must not contain erasure, interlineations, or other corrections unless each correction is clearly and conspicuously authenticated by signing in the margin immediately opposite the correction the name of the person signing the proposal. An Offeror will be bound by the terms and conditions of the proposal, notwithstanding the fact that errors may be or are contained therein. However, if material errors are actually discovered in a proposal, the District will notify the Offeror that the proposal, as submitted, appears to contain errors and require the Offeror to correct the errors.
- k. The District may request a meeting with the Offeror's representative to request answers and clarifications or it may request that the Offeror answer specific questions in writing, or to make a presentation to the District or to its Governing Board prior to any Agreement award.
- l. All proposals and materials submitted in response to this RFP shall become the property of the District and shall be considered a part of the Public Record.
- m. The District reserves the right to award the Agreement as a result of the initial proposals received, or it may elect to conduct negotiations with those Offerors as determined by the District, to be within an acceptable competitive range, or to negotiate separately with any Offeror when it is determined to be in the best interest of the District. In addition, the District may request that Offerors provide a best and final offer.
- n. After acceptance of the proposal by the District, a contract between the successful firm and the District will be executed and will consist of the terms and conditions of this RFP and the Specifications.

REQUESTS FOR INFORMATION

All inquiries must be submitted via e-mail to erate@adtechgroup.com by the deadline on Page 1. Please reference 470#230008104 in the subject line.

All addendum(s), questions and answers will be posted to the E-rate EPC website at <https://data.usac.org/publicreports/Forms/Form470Rfp/Index>.

Please "Follow" the Form 470 to receive all EPC updates pertaining to the Form 470.

SCOPE OF WORK

No refurbished equipment is acceptable

The District has standardized on Cisco and Tripp Lite platforms; however, equivalent products are acceptable. If proposing equivalent product please submit data verifying equivalency with proposal.

The quotes provided must include all materials, equipment and accessories required to furnish a complete data electronics system as indicated on the parts list.

PROJECT SPECIFICATIONS

District Seeking Quotes for network electronics only, no installation. There is no other value added services being requested as a part of this Form 470 posting/RFP. Please reference "Attachment A" for additional site specifications, including but not limited to make, model/product and quantity.

Do not contact individual site, contact the technical contact identified on the Form 470. This is a network electronics scope that is specifically specified by the district-no site walk is required.

Please submit Quotations as shown in Attachment A, as well as a summary page. Specifically use the format shown in Attachment A in your price response.

PREPARATION OF PROPOSAL

- a. COVER LETTER – Stating 1) the validity of the firm and irrevocable proposal/offer being valid for up to a year after RFP closing date, 2) work will be completed on or before the Districts required completion date (if work is to be completed prior to Districts requirement, it must state so in the letter), and 3) other appropriate items. The proposal must bear the signature of a person duly authorized to sign the proposal on behalf of the Offeror, and reference this RFP and accept its terms and conditions or clearly and conspicuously indicate any exceptions. Also a brief statement that the firm understands the rules and regulations involving E-Rate and that award of the contract is contingent upon funding.
- b. DESCRIPTION OF FIRM - This section should provide a brief description of the firm and statement of interest and qualifications for providing the requested equipment and services, include information regarding the size, location, nature of work performed, and years in business, and approach that will be used in meeting the needs of the District. The firm should list and describe the firm's professional relationships involving the District for the last three (3) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to perform the proposed services. Also, the firm shall give the District written notice of any professional relationships entered into during the period of this agreement.
- c. PERSONNEL - Submit resume(s) or profiles of the individual(s) who will be assigned to provide the requested services, including their qualifications and recent related experience providing similar services. The Offeror should state the size of the firm and the number/nature of the staff to be employed in this engagement on a full-time and on a part-time basis. An affirmative statement should be included that the firm and all assigned key professional staff are currently and properly certified or licensed to perform these services
- d. CAPACITY & METHODOLOGY - Use this section to address the ability of the firm to undertake and accomplish the required scope of work for which you are requesting consideration

- e. PAST PERFORMANCE – Description of past performances of similar service and related experience. In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations (and e-rate customers, references of K-12 E-rate customers is required to include in your proposal.) The firm will list the most relevant and significant engagements performed in the last three (3) years that are similar to the size of engagement described in this request for proposal. These engagements should be ranked on the basis of project size. The firm will indicate the scope of work, date, engagement partners, total hours, and the name and telephone number of the principal client contact.
- f. CUSTOMER SERVICE COMMITMENT – Describe how the firm will provide service and fulfill the requirements and expectations of the District. Provide a description of how services will be performed by Offeror. Offerors are encouraged to provide additional information or description of resources the firm feels are pertinent to the RFP. Include letters of reference or testimonials. Ongoing commitment to providing outstanding customer service, professional development/education of staff and the number and type of employees must be indicated.
- g. Firm Financial Statement.
- h. Service Providers SPIN number and Service Provider's FCC Registration Number (FRN).
- i. Evidence of FCC Green Light Status
- j. "Equipment list" completely filled in (See Attachment A).
- k. All proposals need to include tax and shipping as separate items in the response.
- l. Proposals including labor should include a detailed breakdown of hours and manpower to be used, qualifications of manpower, training, including classroom time, per diem expenses, or any other expenses deemed necessary by Offeror
- m. Quotes should be prepared as shown in Attachment A, as well as a summary page, and include the following: Tax, Freight/Shipping, and Grand Total. Please provide a quote by location and by MDF/IDF as indicated in Attachment A. Specifically use the format shown in Attachment A in your price response.
- n. Please reference "Attachment A" for additional site specifications, including but not limited to make, model/product and quantity.

Failure by Service Provider to supply these documents shall be considered grounds for disqualification.

CLARIFICATION OF EQUIVALANCE

For convenience in designation on the plans or in the specifications, certain articles or materials to be incorporated in the work may be designated under a trade name or in the name of a manufacturer. Whenever in specifications any materials, process, or article is indicated or specified by grade, patent, or proprietary name or by name of manufacturer, such specification shall be deemed to be used for the purpose of facilitating description of material, process or article desired and shall be deemed to be followed by the words "or equal," and service provider may, unless otherwise stated, offer any material, process or article which shall be substantially equal or better in every respect to that so indicated or specified. Burden of proof as to equality of any material, process or article shall rest with service provider. **Service Provider shall submit request together with substantiating data for substitution of any "or equal" item within the response by the closing of bids.** Provision authorizing submission of "or equal" justification data shall not in any way authorize an extension of time of bid response.

Please note: All "or equal" components must not void and must be supported by corresponding manufacturer warranty.

The District retains the right to be sole judge as to whether equivalency has been proven and whether alternatives will be accepted.

SUBMISSION INSTRUCTIONS

Submission via E-mail ONLY. All offers must be submitted to the contact information below by the deadline indicated on Page 1 of this RFP.

Submit Proposal via E-mail to:

Susan Watts swatts@ouhsd.net **AND** erate@adtechgroup.com

Proposals must clearly be labeled in the subject line "Oroville Union High School District Erate Category 2 Proposal Form 470 # **230008104**"

It is the sole responsibility of the firm submitting the proposal to ensure that it is actually received by the District prior to the deadline time and due date and at the proper location. The District assumes no responsibility for transmission failures. Unless this RFP is extended by a written amendment, proposals received after the due date and time, will not be considered.

Verification of receipt can be made by contacting swatts@ouhsd.net

RIGHT TO REJECT ANY AND ALL QUOTES

The District reserves the right to reject any or all quotation submittals and to waive any informalities or minor irregularities in proposals received. The Service Provider's quotation submission is recognition of this right.

In addition, the District reserves the right to fund, (proceed with project or purchase) or not to fund, regardless of E-Rate approval.

Any potential bidder found to be in Red Light Status will be disqualified from participation in the bidding process and will be considered non-responsive.

EVALUATION AND SELECTION CRITERIA

The District, in compliance with Federal Communications Commission (FCC) rules, will award to the vendor(s) providing the most cost-effective service offering. Per the Sixth Report and Order, FCC 10-175, FCC rules dictate the following:

The District may consider factors other than price alone in the consideration of bids; price for E-rate eligible goods and services will be the primary factor considered.

SELECTION CRITERIA:

No.	Factor	Total Points Available
1	Cost of eligible goods and services	35
2	Cost of ineligible goods and services	20
3	Vendor quote accurate relative to the RFP	20
4	Experience with district/References	20
5	Financial stability	5
	Total Points	100

AWARD OF CONTRACT

The District does not guarantee an award of a contract(s) and it reserves the right to select the firm(s) that it considers to be most cost effective for the District. Award of contract is contingent upon the approval of funding from the Schools and Libraries Universal Service Administrative Company ("USAC").

If E- Rate funding is not approved, this bid and all awards may be null and void. Although the District may choose to use a different funding source if deems appropriate, at which point this bid will be utilized.

The District reserves the right to award none, some, or all of the proposal. For instance, if a response exceeds the E-rate funding limits set by USAC, the district may choose to only award up to the E-rate funding limit, less or more.

PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by the District's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions

SERVICE START DATE

The annual E-rate Funding Year begins on July 1, 2023 and ends on June 30, 2024. Regardless of the contract "effective date", E-rate eligible goods and/or services requested in this RFP shall be delivered no earlier than the start of the 2023 funding year (July 1, 2023).

INVOICING

- a. The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider Invoice (SPI). The District will only be responsible for paying its non-discounted share of costs and does not intend to use the BEAR process (Form 472). The maximum percentage the District will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Form 471 Block 5 and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision Letter from the SLD and submission and certification of Form 486, the District shall pay only the discounted amount beginning with the billing cycle immediately following said approval. Alternatively, should the District decide that it is in the best interest of the District to file a Form 472, the District will inform the Service Provider of its intent.
- b. All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the District will only be responsible for paying its non-discounted share.

ATTACHMENT A

LAS PLUMAS HIGH SCHOOL 2380 LAS PLUMAS AVE OROVILLE, CA 95966-7305

Make	Part #	% Erate Eligibility	Qty	Unit Price	Total Price	Tax	Shipping	Total Project Cost
Cisco or equivalent	C9300-48UXM-EDU	100%	12	\$5,650.00	\$67,800.00	\$4,915.50	\$-	\$72,715.50
Cisco or equivalent	C9300-NW-E-48	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	SC9300UK9-176	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	PWR-C1-1100WAC-P	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-SPS-NONE	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	CAB-TA-NA	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-SSD-NONE	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	STACK-T1-50CM	100%	12	\$43.00	\$516.00	\$37.41	\$-	\$553.41
Cisco or equivalent	C9300-SPWR-NONE	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	PWR-C1-BLANK	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-DNA-E-48	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-DNA-E-48-3Y	100%	12	\$480.00	\$5,760.00	\$-	\$-	\$5,760.00
Cisco or equivalent	C9300-NM-8X	100%	12	\$1,095.00	\$13,140.00	\$952.65	\$-	\$14,092.65
Cisco or equivalent	NETWORK-PNPLIC	100%	12	\$-	\$-	\$-	\$-	\$-
Tripp Lite or equivalent	SRW12US	100%	2	\$392.08	\$784.16	\$56.85	\$-	\$841.01

OROVILLE HIGH SCHOOL 1535 BRIDGE ST OROVILLE, CA 95966-5060

Make	Part #	% Erate Eligibility	Qty	Unit Price	Total Price	Tax	Shipping	Total Project Cost
Cisco or equivalent	C9300-48UXM-EDU	100%	12	\$5,650.00	\$67,800.00	\$5,593.50	\$-	\$73,393.50
Cisco or equivalent	C9300-NW-E-48	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	SC9300UK9-176	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	PWR-C1-1100WAC-P	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-SPS-NONE	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	CAB-TA-NA	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-SSD-NONE	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	STACK-T1-50CM	100%	12	\$43.00	\$516.00	\$42.57	\$-	\$558.57
Cisco or equivalent	C9300-SPWR-NONE	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	PWR-C1-BLANK	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-DNA-E-48	100%	12	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-DNA-E-48-3Y	100%	12	\$480.00	\$5,760.00	\$-	\$-	\$5,760.00
Cisco or equivalent	C9300-NM-8X	100%	12	\$1,095.00	\$13,140.00	\$1,084.05	\$-	\$14,224.05
Cisco or equivalent	NETWORK-PNPLIC	100%	12	\$-	\$-	\$-	\$-	\$-
Tripp Lite or equivalent	SRW12US	100%	1	\$392.08	\$392.08	\$32.35	\$-	\$424.43

PROSPECT HIGH SCHOOL 2060 2ND ST OROVILLE, CA 95965-3414

Make	Part #	% Erate Eligibility	Qty	Unit Price	Total Price	Tax	Shipping	Total Project Cost
Cisco or equivalent	C9300-48UXM-EDU	100%	4	\$5,650.00	\$22,600.00	\$1,864.50	\$-	\$24,464.50
Cisco or equivalent	C9300-NW-E-48	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	SC9300UK9-176	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	PWR-C1-1100WAC-P	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-SPS-NONE	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	CAB-TA-NA	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-SSD-NONE	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	STACK-T1-50CM	100%	4	\$43.00	\$172.00	\$14.19	\$-	\$186.19
Cisco or equivalent	C9300-SPWR-NONE	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	PWR-C1-BLANK	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-DNA-E-48	100%	4	\$-	\$-	\$-	\$-	\$-
Cisco or equivalent	C9300-DNA-E-48-3Y	100%	4	\$480.00	\$1,920.00	\$-	\$-	\$1,920.00
Cisco or equivalent	C9300-NM-8X	100%	4	\$1,095.00	\$4,380.00	\$361.35	\$-	\$4,741.35
Cisco or equivalent	NETWORK-PNPLIC	100%	4	\$-	\$-	\$-	\$-	\$-
Tripp Lite or equivalent	SRW12US	100%	2	\$392.08	\$784.16	\$64.69	\$-	\$848.85

ADDENDUM 1

ADDENDUM DESCRIPTION: 470 230008104 REQUEST FOR INFORMATION/RESPONSE

I would like to participate in the E-rate bid and propose Juniper as an equivalent of Cisco for this bid.

May I have your assistance with some questions?

My Questions:

1. *It isn't clear if they want redundant power supplies, can we confirm? Response: Redundant*
2. *Max virtual chassis configurations for Juniper EX4400s is 10; is Oroville aware of that? (Asking because they have 12 units at two sites) Response: We do not have Juniper. We are requesting Cisco.*
3. *There is no explicit information regarding service level and cloud management capability. Can we confirm? I used the ERATE SKU with Wired Assurance, VNA and CORE support. Response: No cloud management.*
4. *Is it possible for SHI to propose only the hardware/software/warranty portion of the bid while other companies can try to win the service portion of the form 470? Response: We are not asking for service. It is all or nothing.*
 1. *Or is it an All or nothing situation?*

All other bidding/contract, stipulations, dates and times remain unchanged, in full effect and by reference become a part of this addendum.

Note: It is the responsibility of each Bidder to acknowledge all addenda by signing below and submitting a copy of each addendum with their respective bid.

I HAVE READ AND UNDERSTOOD ALL PAGES OF ADDENDUM 1 OF THE ABOVE BID:





To: OUHSD Board of Trustees
From: Corey Willenberg, Ed.D, Superintendent
Date: February 1, 2023
Subject: District Safety Plan

A handwritten signature in blue ink, appearing to be "Corey Willenberg", written over the "Superintendent" line of the header.

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 of the 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 1, 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

Oroville Union High School District

Core Beliefs, Mission and Vision Statements

Core Beliefs

We believe:

1. When provided an engaging, inspiring and challenging learning environment, every student will have the opportunity to achieve at their maximum potential.
2. Active engagement of students by caring adults is key to helping students achieve.

3. Every student learns at their own pace and will have access to educational services and supports to enhance their learning experience.
4. Every student will have a goal for college and/or careers, and our district will prepare each for participation in those opportunities.
5. Every member of the learning community deserves to be part of a safe, caring, equitable and nurturing learning environment and should be treated with respect, dignity and worth.

Mission Statement

OUHSD is committed to providing every student with equitable educational and extra-curricular opportunities that prepare them to be college and/or career ready. Every school will have a positive climate that focuses on being safe, responsible and respectful.

Vision Statement

Preparing students for the future today

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 finding 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 officers who will direct, manage, and document the threat assessment process.

Step 2: Define 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 influences 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 identified 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 conflicts 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 school based mental health services or other support services and/or may refer the student to resources available within the community as needed.

Child Abuse Prevention

The district's instructional program may provide age-appropriate and culturally sensitive child abuse prevention curriculum which explains students' right to live free of abuse, includes instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, informs students of available support resources, and teaches students how to obtain help and disclose incidents of abuse. 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 may display posters, in areas on campus where students frequently congregate, notifying students of the appropriate telephone number to call to report child abuse or neglect. (Education Code 33133.5) In addition, student identification cards for students in grades 7-12 shall include the National Domestic Violence Hotline telephone number. (Education Code 215.5) 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. Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. (Education Code 32282) 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 as required by law and as specified in the accompanying administrative regulation. (Education Code 44691; Penal Code 11165.7)

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

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 employment (Penal Code 11165.5, 11165.6)
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 legally 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, for purposes of self-defense, or to obtain weapons or other dangerous objects within the control of a student (Education Code 49001)
5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by a student (Education Code 49001)
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; licensees, administrators, and employees of a licensed child day care facility; Head Start program 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 the person's 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, acting in a professional capacity or within the scope of employment, the mandated reporter 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 11165.9, 11166.05, 11167) Any district employee who reasonably believes to have 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 the person 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)

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)

Such reports shall be made to the following agency(ies):

Butte County Children's Services
78 Table Mountain Blvd. Oroville, CA 95965
(800) 400-902

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 prepare and either send, fax, or electronically transmit to the appropriate agency a written follow-up report, which includes a completed California Department of Justice (DOJ) form (BCIA 8572). (Penal Code 11166, 11168) The DOJ form may be obtained from the district office or other appropriate agencies, such as the police department, sheriff's department, or county probation or welfare 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(s) 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 the mandated reporter. (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 the mandated reporter's identity to a 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, or within the first six weeks of employment if hired during the 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. (Education Code 44691; Penal Code 11165.7)

The Superintendent or designee shall use the online training module provided by the California Department of Social Services (CDSS). (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) In addition, at least once every three years, school personnel may receive training in the prevention of child abuse, including sexual abuse, on school grounds, by school personnel, or in school-sponsored programs. (Education Code 44691)

Victim Interviews by Social Services Whenever CDSS 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 the person of the following requirements prior to the interview: (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 the child 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)

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 guidelines and/or 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

shall also file a report when obligated to do so pursuant to Penal Code 11166 using the procedures described above for mandated reporters. 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 3200-3205.

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) Before beginning employment, any person who will be a mandated reporter by virtue of the person's position shall sign a statement indicating knowledge of the reporting obligations under Penal Code 11166 and compliance with such 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 the mandated reporter's professional capacity or outside the scope of employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that the person 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, the mandated reporter may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166) No employee shall be subject to any sanction by the district for making a report unless it can be shown that the employee knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11166, 11172).

Board Approved 9/15/21

(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 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 and are given every opportunity to reach their potential. 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.

A student will not be suspended for tardiness or truancy. If a student's presence causes a danger to himself/herself 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 accomplish these goals, the Board shall adopt rules and regulations providing for: (1) consistent and equitable implementation of research-based alternatives to punitive and exclusionary discipline, including restorative practices; (2) ongoing data analysis to ensure such other means of correction/alternatives are implemented, evaluated, improved upon, and supported by a culturally responsive system and discipline is administered without regard to any protected characteristic; and

(3) implementation of Culturally-Responsive Positive Behavior Interventions and Supports (CR-BPIS) and fair and equitable disciplinary processes and procedures for addressing violations.

The Board shall also develop rules and regulations to ensure training in and implementation of social emotional learning, restorative practices, and conflict resolution and culturally responsive academic tiers of supports, also known as Multi-Tiered Systems of Support, that build strong, authentic relationships between students and staff and foster teacher confidence and student understanding and achievement.

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 alternative/other means of correction have been documented, exhausted, and 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.

Removal from a particular class shall not occur more than once every five school days.

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 may establish a supervised suspension classroom program which shall meet the requirements of law and the accompanying administrative regulation.
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 been documented, exhausted, and have failed to bring about proper conduct. (Education Code 48900.5)

If a teacher suspends a student from class pursuant to Education Code section 48910 or a supervised suspension is imposed pursuant to 48911.1, consistent, in-school programming will be available

supervised by an appropriately credentialed teacher, behavioral counseling and schoolwork assignments, tests, and quizzes shall be provided for the duration of the suspension, and a plan for re-entry to the regular classroom, along with an assessment of student work completed and assignments missed, shall be developed to support student success upon re-entry. (Education Code 48911.1)

Appeal of Suspension

Suspensions may be appealed using the procedures outlined in Education Code 49070, including appeals based on the failure to exhaust identified alternative/other means of correction prior to suspension, as is required by this policy. The appeal process and timeline shall be explained on the Suspension Notice given to the parent/guardian or student.

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 consistent with law and Board Policies. 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 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 maintain outcome data related to alternative/other means of correction, student suspensions, and expulsions in accordance with Education Code 48900.5, 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 alternative/other means of correction, 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

State Reference Description

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, 5/19/21

Suspension and Expulsion/Due Process

Suspension and expulsion are exclusionary forms of discipline and should only be used as allowed to by state law, administrative regulations, and board policy and, unless otherwise mandatory, when all other alternative means of correction and Culturally-Responsive Positive Behavior Interventions and Supports (CR-PBIS) are documented and exhausted. (Education Code 48900, 48900.5, 48915)

Alternative or other means of corrections may include, but are not limited to:

1. a conference between school staff, the student's parent or guardian, and the student;
2. teaching, re-teaching, and reinforcing appropriate behaviors;
3. home visits;
4. referrals to the school counselor, psychologist, social worker, child welfare attendance personnel, or other school support service personnel for case management and counseling;
5. convening of study teams, guidance teams, resource panel teams, or other intervention related teams to assess the behavior and develop and implement individualized plans to address the behavior in partnership with the student and their parent/guardian;
6. when applicable, referral for comprehensive psychological or psychoeducational assessment, including for the purpose of creating an individualized education program, or plan adopted pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794(a));
7. enrollment in a program for teaching prosocial behavior or anger management;
8. participation in a restorative justice program or restorative practices;
9. a culturally responsive positive behavior support approach with tiered interventions that occur during the school day on campus;
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;

11. 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;
 12. participation in a program that is sensitive to the traumas experienced by students, focuses on a student's behavioral needs, and addresses those needs in a proactive manner;
 13. community service as provided in the section below entitled "Community Service;" and
 14. conflict resolution strategies.
- (Education Code 48900.5).

Other disciplinary strategies available in lieu of suspension may be used after the exhaustion of other means of correction and consistent with state law and board policies. These include:

1. Detention after school hours as provided in the section of AR 5144 entitled "Detention After School."
2. In accordance with board policy and administrative regulation, and if such an action will not interfere with the student's classroom activities and is related to the conduct violation, restriction or disqualification from participation in extracurricular activities.

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)

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 alternative/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)

4. 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.

5. 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)

6. 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.

Re-Entry Conference After Suspension

Upon return from an off-campus suspension, the school-site shall provide for a voluntary restorative conversation with an employee trained in restorative practices and CR-PBIS to address any conflicts that may have caused the violation and assess and set forth any steps and check-ins with the student to help ensure a successful re-entry.

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 by a certificated staff member.
2. The student shall have access to and be provided with appropriate individual and group counseling services.
3. The on-campus suspension classroom shall promote completion of schoolwork and tests missed by the student during the suspension. Students shall be assigned applicable school and homework, assignments, tests, and quizzes, and the district will ensure that each school has a system to monitor such assignments to help ensure that a student assigned to in-school suspension does not fall behind due to the suspension.
4. The school-site shall provide social emotional learning and educational support programming that meets the district's goal of increasing student investment and engagement in school, developing stronger teacher-student relationships and school-connectedness, and improving educational outcomes.
5. 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.
6. The school-site shall provide for a plan to assist with the student's return to a regular classroom, which includes but is not limited to an assessment of whether the student has completed work and assignments missed during the on-campus suspension.

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
5. This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c).

6. 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.

7. The right to inspect and obtain copies of all documents to be used at the hearing
8. The opportunity to confront and question all witnesses who testify at the hearing
9. 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" (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 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 and Monitoring of Records and Outcome Data

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)

The Superintendent or designee shall maintain an electronic data system to track implementation of other/alternative means of correction, CR-PBIS, and meetings held to review and revise supports for students prior to suspension. The aforementioned data shall include:

1. student test scores;
2. annual climate surveys;
3. student attendance;
4. student class rank, if available;
5. alternative/other means of correction;
6. teacher, office, and law enforcement referrals and dispositions related to the same;
7. suspensions, including teacher, in-school, Saturday, and out of-school suspensions, and days of suspensions per incident;
8. transfers to Community Day, Continuation, and independent study; and
9. expulsions.

Each of these data elements shall be disaggregated by all categories required by state and federal law, including but not limited to those required for CALPADS reporting.

The Superintendent or designee shall disaggregate such data for review of district-level and schoolsite-level outcomes.

Culturally Responsive Positive Behavior Supports and Interventions teams (CRPBIS teams) shall review the data on a monthly basis at the district- and school-site level. During each monthly CR-PBIS team meeting, the team shall discuss ways to address areas in the school where safety issues are arising or patterns of behavior violations are occurring, identify whether implementation of alternative/other means of correction, interventions, and supports has been consistent and effective, and assess and address disproportionality in discipline, if any, for particular groups of students based on any protected characteristics.

On a quarterly basis, each school-site will share the data described above with school staff as part of a discussion focused on: (a) addressing the root causes of discrimination in discipline; (b) consistently implementing alternative/other means of correction, reviewing effectiveness, and engaging in continuous quality improvement efforts to ensure student engagement and success and school safety; and (c) assessing whether the district and school are implementing student discipline policies, practices, and procedures in a nondiscriminatory manner.

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, 5/19/21

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

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/ss/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])

BP 4119.11, 4219.11, 4319.11 (a)

Personnel

Sexual Harassment

The following policy shall apply to all district employees, interns, volunteers, contractors, job applicants, and other persons with an employment relationship with the district.

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 sex, gender, gender identity, gender expression, or sexual orientation of the victim and harassment based on pregnancy, childbirth, or related medical conditions.

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

Providing training to employees in accordance with law and administrative regulation

Publicizing and disseminating the district's sexual harassment policy to employees and others to whom the policy may apply

Ensuring prompt, thorough, fair, and equitable investigation of complaints

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

District employees who feel that they have been sexually harassed in the performance of their district responsibilities or who have knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to their direct supervisor, a district administrator, or the district's Title IX Coordinator. In any case of sexual harassment involving the supervisor, principal or any other person to whom the incident would ordinarily be reported or filed, the report may instead be submitted to the Superintendent or the District's Title IX Coordinator, who shall determine who will investigate the complaint. In any case involving the Superintendent, the report may instead be submitted to the Board President who will either investigate the complaint or obtain an independent investigator to investigate the complaint.

BP 4119.11, 4219.11, 4319.11 (b) Sexual Harassment (Cont.)

A supervisor or administrator who receives a harassment complaint shall promptly notify the Title IX Coordinator. Once notified, the Title IX Coordinator shall ensure the complaint or allegation is addressed through AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures or AR 4030 - Nondiscrimination in Employment, as applicable. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 4119.12/4219.12/4319.12 concurrently meets the requirements of AR 4030.

The Title IX Coordinator shall offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.

Upon investigation of a sexual harassment complaint, any district employee found to have engaged or participated in sexual harassment or to have aided, abetted, incited, compelled, or coerced another to commit sexual harassment in violation of this policy shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

State Description

2 CCR 11006-11086 Discrimination in employment

2 CCR 11021 Discrimination in employment - retaliation

2 CCR 11023 Harassment and discrimination prevention and correction
2 CCR 11024 Required training and education on harassment based on sex, gender identity and expression, and sexual orientation
2 CCR 11034 Terms, conditions, and privileges of employment
5 CCR 4900-4965 Nondiscrimination in elementary and secondary education programs
Ed. Code 200-262.4 Educational equity; prohibition of discrimination on the basis of sex
Gov. Code 12900-12996 Fair Employment and Housing Act
Gov. Code 12940 Unlawful discriminatory employment practices
Gov. Code 12950 Sexual harassment
Gov. Code 12950.1 Sexual harassment training
Lab. Code 1101 Political activities of employees
Lab. Code 1102.1 Discrimination: sexual orientation

Federal Description

20 USC 1681-1688 Title IX prohibition against discrimination
34 CFR 106.1-106.9 Nondiscrimination on the basis of sex in education programs or activities
34 CFR 106.51-106.61 Nondiscrimination on the basis of sex in employment in education program or activities
42 USC 2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

Adopted: 2/5/92

Amended 4/15/98, 3/7/07, 3/15/17, 5/16/18, 12/15/20

AR 4119.11, 4219.11, 4319.11 (a)

Personnel

Sexual Harassment

The following 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

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, regardless of whether or not the conduct is motivated by sexual desire. Conduct is considered to be sexual harassment when made against another person of the same or opposite sex in the work or educational setting under any of the following conditions: (Education Code 212.5; Government Code 12940; 2 CCR 11034)

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

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

The conduct has the purpose or effect of having a negative impact upon the individual's work performance or of creating an intimidating, hostile, or offensive work environment.

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.

For purposes of applying the complaint procedures specified in Title IX of the Education Amendments of 1972, sexual harassment is defined as any of the following forms of conduct that occurs in an education program or activity in which a district school exercises substantial control over the context and respondent: (34 CFR 106.30, 106.44)

A district employee conditioning the provision of a district aid, benefit, or service on the person's participation in unwelcome sexual conduct

Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity

Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291

Examples of Sexual Harassment

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

AR 4119.11, 4219.11, 4319.11 (b)
Sexual Harassment (Cont.)

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

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

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

Title IX Coordinator/Compliance Officer

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 in accordance with AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures, as well as to oversee, investigate, and resolve sexual harassment complaints processed under AR 4030 - Nondiscrimination in Employment. The Title IX Coordinator(s) may be contacted at:

Dr. Corey Willenberg, Superintendent
211 Washington Avenue
Oroville, CA 95966
(530) 538-2300, extension 1107
cwillenb@ouhsd.net

Training

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours, and nonsupervisory employees receive at least one hour, of classroom or other effective interactive training and education regarding sexual harassment. All newly hired employees and employees promoted to a supervisory position 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)

Such training may be completed by employees individually or as part of a group presentation, may be completed in shorter segments as long as the applicable hourly requirement is met, and may be provided in conjunction with other training provided to the employees. The training shall be presented by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation. (Government Code 12950.1)

The district's sexual harassment training and education program shall include, but is not limited to, the following: (Government Code 12950.1; 2 CCR 11024)

Information and practical guidance regarding federal and state laws concerning the prohibition, prevention, and correction of sexual harassment

The types of conduct that constitute sexual harassment

Remedies available for victims in civil actions, and potential employer/individual exposure/liability

Strategies to prevent harassment in the workplace

Supervisors' obligation to report sexual harassment, discrimination, and retaliation of which they become aware

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

The limited confidentiality of the complaint process

Resources for victims of unlawful harassment, such as to whom they should report any alleged harassment

Steps necessary to take appropriate remedial measures to correct harassing behavior, which includes the district's obligation to conduct an effective workplace investigation of a harassment complaint

What to do if the supervisor is personally accused of harassment

The essential elements of the district's anti-harassment policy, and how to use the policy if a harassment complaint is filed

Employees shall receive a copy of the district's sexual harassment policy and administrative regulations, which they shall read and acknowledge that they have received.

Information, including practical examples, of harassment based on gender identity, gender expression, and sexual orientation

Prevention of abusive conduct, including a review of the definition and elements of abusive conduct pursuant to Government Code 12950.1, the negative effects that abusive conduct has on the victim and other in the workplace, the detrimental consequences of this conduct on employee productivity and morale, and that a single act does not constitute abusive conduct unless the act is severe or egregious

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

The Superintendent or designee shall notify employees that the district does not discriminate on the basis of sex as required by Title IX, that the Title IX nondiscrimination requirement extends to employment, and that inquiries about the application of Title IX to the district may be referred to the district's Title IX Coordinator and/or to the Assistant Secretary for Civil Rights, U.S. Department of Education. (34 CFR 106.8)

The district shall notify employees, bargaining units, and applicants for employment of the name or title, office address, email address, and telephone number of the district's Title IX Coordinator. (34 CFR 106.8)

A copy of the Board policy and this administrative regulation shall:

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 (Education Code 231.5)

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 (Education Code 231.5)

Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct (Education Code 231.5)

Be posted, along with the name or title and contact information of the Title IX Coordinator, in a prominent location on the district's web site (34 CFR 106.8)

Be included, along with the name or title and contact information of the Title IX Coordinator, in any handbook provided to employees or employee organizations (34 CFR 106.8)

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)

The illegality of sexual harassment

The definition of sexual harassment under applicable state and federal law

A description of sexual harassment, with examples

The district's complaint process available to the employee

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

Directions on how to contact DFEH and the EEOC

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)

Complaint Procedures

All complaints and allegations of sexual harassment by and against employees shall be investigated and resolved in accordance with law and district procedures. The Title IX Coordinator shall review the allegations to determine the applicable procedure for responding to the complaint. All complaints that meet the definition of sexual harassment under Title IX shall be investigated and resolved in accordance with AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures. Other sexual harassment complaints shall be investigated and resolved pursuant to AR 4030 - Nondiscrimination in Employment.

If sexual harassment is found following an investigation, the Title IX Coordinator, or designee in consultation with the Coordinator, shall take prompt action to stop the sexual harassment, prevent recurrence, and address any continuing effects.

State Description

2 CCR 11006-11086 Discrimination in employment

2 CCR 11021 Discrimination in employment - retaliation

2 CCR 11023 Harassment and discrimination prevention and correction

2 CCR 11024 Required training and education on harassment based on sex, gender identity and expression, and sexual orientation

2 CCR 11034 Terms, conditions, and privileges of employment

5 CCR 4900-4965 Nondiscrimination in elementary and secondary education programs

Ed. Code 200-262.4 Educational equity; prohibition of discrimination on the basis of sex

Gov. Code 12900-12996 Fair Employment and Housing Act
Gov. Code 12940 Unlawful discriminatory employment practices
Gov. Code 12950 Sexual harassment
Gov. Code 12950.1 Sexual harassment training
Lab. Code 1101 Political activities of employees
Lab. Code 1102.1 Discrimination: sexual orientation

Federal Description

20 USC 1681-1688 Title IX prohibition against discrimination
34 CFR 106.1-106.9 Nondiscrimination on the basis of sex in education programs or activities
34 CFR 106.51-106.61 Nondiscrimination on the basis of sex in employment in education program or activities
42 USC 2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

Adopted: 4/15/98

Amended: 3/7/07, 7/16/08, 5/18/16, 3/15/17, 5/16/18, 12/15/20

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)

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)

Dress and Grooming

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

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

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

Approved 2/12/20

(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:

Safety Policies and Procedures are known by all staff and training is provided to insure all staff know how to respond in an emergency.

Opportunity for Improvement:

Communication with staff during an emergency.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Parent Square primary communication tool.	Parent Square is implemented and is		Mary Masters	Need staff training to teach more staff on how to use Parent Square

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 2022-2023 school year, BCSO was able to staff a part-time SRD position at Las Plumas High and Prospect High.

Currently, OUHSD contracts with the Oroville Police Department to provide an officer dedicated to Oroville High and Prospect High Schools. Due to staffing shortages, OPD needed to reduce their daily presence in the district to cover daily patrol functions in the City of Oroville.

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

Currently, Las Plumas High School has 5.0 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 Oroville Police Department for School Resource Officer (SRO) services at Oroville High School and Prospect/CDS for a yearly approximate cost of \$90,000.

The District contracts with the Butte County Sheriff Office for a part time School Resource Deputy (SRD) services at Las Plumas High and for a yearly approximate cost of \$50,000.

During the second semester of the 2021-2022 school year, OUHSD added an additional Assistant Principal at each comprehensive school.

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
Implement CR-PBIS with fidelity	CR-PBIS TOSAS at each school	Funding	C.Willenberg	Continuing
Alternatives to Suspension	Implement structured days and restorative circles	Funding	Site Administration	Continuing

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
Upgrade camera system throughout the district.	Use work order system to identify cameras that are inoperable.	Funding/Staff to install	Jim LaGrone	OUHSD has focused on upgrading the camera systems throughout the district during the last year. There are 44 cameras at LPHS, 43 cameras at OHS, 23 cameras at Prospect, and 22 cameras at the District Office/Transportation and OAE and 36 cameras at Harrison Stadium .

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

Oroville Union High School District Student Conduct Code

Conduct Code Procedures

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 themselves 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.

BP 5144 (a)

Students

Discipline

The Governing Board is committed to providing a safe, supportive, and positive school environment that 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 and positive school and classroom management strategies, full implementation of Culturally-Responsive Positive Behavior Interventions and Supports (CR-PBIS), and parent/guardian/educational representative involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

District discipline rules and procedures shall be consistent with state law and Board policies and administrative regulations and with the district's Statement of Principles, which provides that the district will:

- (a) ensure nondiscrimination in discipline consistent with state and federal law;
- (b) treat all of its students fairly and equitably in the administration of discipline, regardless of any protected characteristic or category;
- (c) ensure consistent and equitable implementation of research-based alternatives to punitive discipline and use exclusionary discipline only as a last resort after exhaustion of alternatives;
- (d) work with students who exhibit behavior issues to ensure that students remain engaged in the district's educational program and are given every opportunity to reach their potential; and
- (e) take effective and prompt steps to prevent, eliminate, and remedy the effects of harassment on students based on any protected characteristic or category.

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 positive expectations and consequences for student conduct; ensuring equity and continuous improvement in the implementation of district discipline policies and practices; reducing disproportionality in administration of discipline for any protected group; and using exclusionary discipline as a last resort after exhaustion of alternatives.

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) For students placed in detention, the district will provide social, emotional, and educational support programming with the goal of increasing student investment and engagement in school, developing stronger teacher-student relationships and school-connectedness, and improving student educational outcomes.

BP 5144 (b)

Discipline (Cont.)

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)

Seclusion and behavioral restraints are prohibited as a means of coercion, discipline, convenience, or retaliation by staff and shall not be used to correct student behavior except as permitted pursuant to Education Code 49005.4 to control behavior that poses a clear and present danger of physical harm to the student or others that cannot be immediately prevented by a less restrictive response, and in accordance with district regulations. (Education Code 49005.2)

The Board, at an open meeting, may review the approved school discipline rules for consistency with Board policy and state law. (Education Code 35291.5(d))

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, prioritize alternative means of correction, when permitted or required, and consistently implement CR-PBIS. 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.

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, the tools to form strong, cooperative relationships with students and their parents/guardian, social emotional learning, de-escalation, restorative practices, and conflict resolution strategies, and training on bias, including explicit and implicit bias.

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.

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, attendance, achievement, and school climate.

State Description

5 CCR 307 Participation in school activities until departure of bus
5 CCR 353 Detention after school
Civ. Code 1714.1 Liability of parent or guardian for act of willful misconduct by a minor
Ed. Code 32280-32289 School safety plans
Ed. Code 35146 Closed sessions
Ed. Code 35291 Rules
Ed. Code 35291.5-35291.7 School-adopted discipline rules
Ed. Code 37223 Weekend classes
BP 5144 (c)
Discipline (Cont.)

State Description

Ed. Code 44807.5 Restriction from recess
Ed. Code 48900-48926 Suspension and expulsion
Ed. Code 48980-48985 Notification of parents/guardians
Ed. Code 49005-49006.4 Seclusion and restraint
Ed. Code 49330-49335 Injurious objects
Ed. Code 49550-49564.5 Meals for needy students
Ed. Code 52060-52077 Local control and accountability plan

Federal Description

20 USC 1400-1482 Individuals with Disabilities Education Act
29 USC 794 Rehabilitation Act of 1973, Section 504
42 USC 1751-1769j School Lunch Program
42 USC 1773 School Breakfast Program

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, 5/19/21

AR 5144 (a)

Students

Discipline

The district's discipline rules and procedures regarding discipline shall be created at the district level to ensure objective, consistent, and non-discriminatory application to all students. Rules and procedures regarding discipline shall be age-appropriate, culturally responsive to students of diverse backgrounds, and promote equality and dignity.

Staff shall use preventative measures, positive resolution techniques, and alternatives to exclusionary discipline, whenever possible or required. Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as suspension or expulsion, shall be imposed only when required by law and when other means of correction have failed. (Education Code 48900.5)

Short and long-term minimum day and shortened day schedules and undocumented and other informal school removals (e.g., a student sent home for portion or all of the day) are prohibited as a disciplinary consequence for a student's behavior.

Annually, district-level discipline rules shall be reviewed by the Superintendent or the Director of Supportive School Climate 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. The district's CR-PBIS team(s) shall be responsible for leading the development of the district-wide discipline rules and procedures.

A copy of the rules shall be incorporated into a district-wide handbook made available to the entire school community. Culturally-Responsive Positive Behavior Interventions and Supports (CR-PBIS) expectations shall be created at each school-site but shall be reviewed by the Director of Supportive School Climate for consistency with CR-PBIS, fairness, and cultural responsiveness prior to implementation.

At the school-site level, CR-PBIS team meetings shall be held within the school's existing resources, during non-classroom hours, and on normal schooldays. Such team(s) shall include at least one representative of each of the following groups that reflects the diversity of the school community: (Education Code 35291.5(a))

Parents/guardians;

Teachers;

School administrators;

Classified personnel;

School security personnel, if any; and

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

Rules shall be communicated to students clearly and in a positive and age-appropriate manner.

It shall be the duty of each employee of the school to fairly and equitably enforce the school rules and procedures on student discipline, including exhausting and documenting other means of correction consistent with the law. (Education Code 35291.5, 48900.5)

Disciplinary Strategies: Culturally-Responsive Positive Behavior Interventions and Supports and Other Means of Correction

The District will implement CR-PBIS and restorative justice and practices, as a tier one and two strategy, at all schools. District rules and procedures related to discipline shall be nondiscriminatory and equitable.

To the extent possible, staff shall use disciplinary strategies that keep students in school and participating in the instructional program. Except when the student's presence causes a danger to others; or the student has committed 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.

Alternative or other means of corrections may include, but are not limited to:

a conference between school staff, the student's parent or guardian, and the student;

teaching, re-teaching, and reinforcing appropriate behaviors;

home visits;

referrals to the school counselor, psychologist, social worker, child welfare attendance personnel, or other school support service personnel for case management and counseling;

convening of study teams, guidance teams, resource panel teams, or other intervention-related teams to assess the behavior and develop and implement individualized plans to address the behavior in partnership with the student and their parent/guardian;

when applicable, referral for comprehensive psychological or psychoeducational assessment, including for the purpose of creating an individualized education program, or plan adopted pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794(a));

enrollment in a program for teaching prosocial behavior or anger management;

participation in a restorative justice program or restorative practices;

a culturally-responsive positive behavior support approach with tiered interventions that occur during the school day on campus;

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;

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;

participation in a program that is sensitive to the traumas experienced by students, focuses on a student's behavioral needs, and addresses those needs in a proactive manner;

community service as provided in the section below entitled "Community Service;" and

conflict resolution strategies.

Other disciplinary strategies available in lieu of suspension may be used after the exhaustion of other means of correction and consistent with state law and board policies. These include:

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

In accordance with board policy and administrative regulation, and if such an action will not interfere with the student's classroom activities and is related to the conduct violation, restriction or disqualification from participation in extracurricular activities.

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)

Suspension, including supervised suspension, and expulsion are a means of last resort, are governed by BP and AR 5144.1: Suspension and Expulsion/Due Process, and can only be used in accordance with state law.

Recess and Lunch Restriction Prohibited

A student shall not be required to remain in class during the noon intermission, or during any break. (5 CCR 352)

School personnel and volunteers cannot allow any disciplinary action against a student that denies or delays a meal. (Education Code 49557.5)

Detention After School

Although school staff are highly encouraged to use non-exclusionary disciplinary methods, school staff may use after-school detention for disciplinary reasons. After-school detention is limited to not more than one hour at the end of the school day. (5 CCR 353)

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

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

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.

During detention, the district shall provide social-emotional learning and educational support programming that meets the district's goal of increasing student investment and engagement in school, developing stronger teacher-student relationships and school-connectedness, and improving educational outcomes.

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, during non-school hours. 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)

The Board encourages and expects this approach to be combined with a restorative justice/practices approach, such as a voluntary conference during which the student and other affected members of the school community delineate the harm done, develop a plan to promote future positive behavior and address the harm, and reintegrate the student to the school and classroom.

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 by stipulation or other administrative action, 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)

In addition, at the beginning of each school year, the principal or designee shall notify students and parents/guardians, in writing, regarding any separate school rules related to discipline. (Education Code 35291.5)

The Superintendent or designee shall also provide written notice of disciplinary rules to transfer students at the time of their enrollment in the district. (Education Code 35291.5)

Corporal Punishment (Physical Punishment)

No student shall be subject to the infliction of corporal punishment by any person employed by or engaged in the public schools of the district. Corporal punishment includes the willful infliction of, or willfully causing the infliction of, physical pain on a student. (Education Code 49000, 49001)

An employee's use of force that is reasonable and necessary to protect himself/herself, students, staff, or other persons from physical injury, or prevent damage to property, or to obtain possession of weapons or other dangerous objects from within the control of the student, is not corporal punishment. (Education Code 49001)

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall maintain an electronic data system to track implementation of other/alternative means of correction, CR-PBIS, and meetings held to review and revise supports for students prior to suspension. The aforementioned data shall include:

student test scores;

annual climate surveys;

student attendance;

student class rank, if available;

alternative/other means of correction;

teacher, office, and law enforcement referrals and dispositions related to the same;

suspensions, including teacher, in-school, Saturday, and out-of-school suspensions, and days of suspensions per incident;

transfers to Community Day, Continuation, and independent study; and expulsions.

Each of these data elements shall be disaggregated by all categories required by state and federal law, including but not limited to those required for CalPads reporting.

The Superintendent or designee shall disaggregate such data for review of district-level and school-site-level outcomes. Culturally Responsive Positive Behavior Supports and Interventions teams (CR-PBIS teams) shall review the data on a monthly basis at the district- and school-site level. During each monthly CR-PBIS team meeting, the team shall discuss ways to address areas in the school where safety issues are arising or patterns of behavior violations are occurring, identify whether implementation of other means of correction/alternatives, interventions, and supports has been consistent and effective, and assess and address disproportionality in discipline, if any, for particular groups of students based on any protected characteristic.

On a quarterly basis, each school-site will share the data described above with school staff as part of a discussion focused on: (a) addressing the root causes of discrimination in discipline; (b) consistently implementing other/alternative means of correction, reviewing effectiveness, and engaging in continuous quality improvement efforts to ensure student engagement and success and school safety; and (c) assessing whether the district and school are implementing student discipline policies, practices, and procedures in a nondiscriminatory manner.

The Superintendent or designee shall also maintain outcome data related to student suspensions and expulsions in accordance with Education Code 48900.8 and 48916.1. Information about this requirement is found in AR and BP 5144.1.

State 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
 State Description
 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 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: 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, 5/19/21

(J) Hate Crime Reporting Procedures and Policies

BP 5145.9 (a)
 Students

Hate-Motivated Behavior

The Governing Board is committed to providing a respectful, inclusive, and safe learning environment that protects students from discrimination, harassment, intimidation, bullying, or any other type of behavior that is motivated by hate.

Hate-motivated behavior is any behavior intended to cause emotional suffering, physical injury, or property damage through intimidation, harassment, bigoted slurs or epithets, force or threat of force, or vandalism motivated in part or in whole by bias or hostility toward the victim's real or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55.

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 in a timely manner when they occur.

The Superintendent or designee shall collaborate with regional programs and community organizations to promote an environment where diversity is celebrated and hate-motivated behavior is not tolerated. Such collaborative efforts shall focus on the development of effective prevention strategies and response plans, provision of assistance to students affected by hate-motivated behavior, and/or education of students who have perpetrated hate-motivated acts.

The district shall provide students with age-appropriate instruction that:

Includes the development of social-emotional learning

Promotes an understanding, awareness, appreciation, and respect for human rights, human relations, diversity, and acceptance in a multicultural society

Explains the harm and dangers of explicit and implicit biases

Discourages discriminatory attitudes and practices

Provides strategies to manage conflicts constructively

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.

When appropriate, students who engage in hate-motivated behavior shall be disciplined.

The Superintendent or designee shall provide staff with training that:

Promotes an understanding of diversity, equity, and inclusion

Discourages the development of discriminatory attitudes and practices

Includes social-emotional learning and nondiscriminatory instructional and counseling methods

Supports the prevention, recognition, and response to hate-motivated behavior

Raises the awareness and sensitivity of staff to potentially prejudicial and discriminatory behavior

Includes effective enforcement of rules for appropriate student conduct

Employees who engage in hate-motivated behavior shall be subject to disciplinary action, up to and including dismissal.

Rules prohibiting hate-motivated behavior and procedures for reporting a hate-motivated incident shall be provided to students, staff, and parents/guardians.

This policy shall be posted in a prominent location on the district's web site in a manner that is readily and easily accessible to parents/guardians and students. (Education Code 234.6)

Complaints

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 compliance officer responsible for coordinating the district's response to complaints and complying with state and federal civil rights laws. As appropriate, the staff member shall also contact law enforcement.

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

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 or other applicable procedure. 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.

State Description

5 CCR 4600-4670 Uniform complaint procedures

5 CCR 4900-4965 Nondiscrimination in elementary and secondary education programs

Ed. Code 200-262.4 Educational equity; prohibition of discrimination on the basis of sex

Ed. Code 32282 School safety plans

Ed. Code 48900.3 Suspension for hate violence

Ed. Code 48900.4 Suspension or expulsion for threats or harassment

Pen. Code 422.55 Definition of hate crime

Pen. Code 422.6 Civil rights; crimes

Federal Description

28 CFR 35.107 Nondiscrimination on basis of disability; complaints

34 CFR 100.3 Prohibition of discrimination on basis of race, color or national origin

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 Prohibition of discrimination based on age

Adopted: 8/15/07

Amended: 2/17/10, 6/13/18, 9/15/21

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

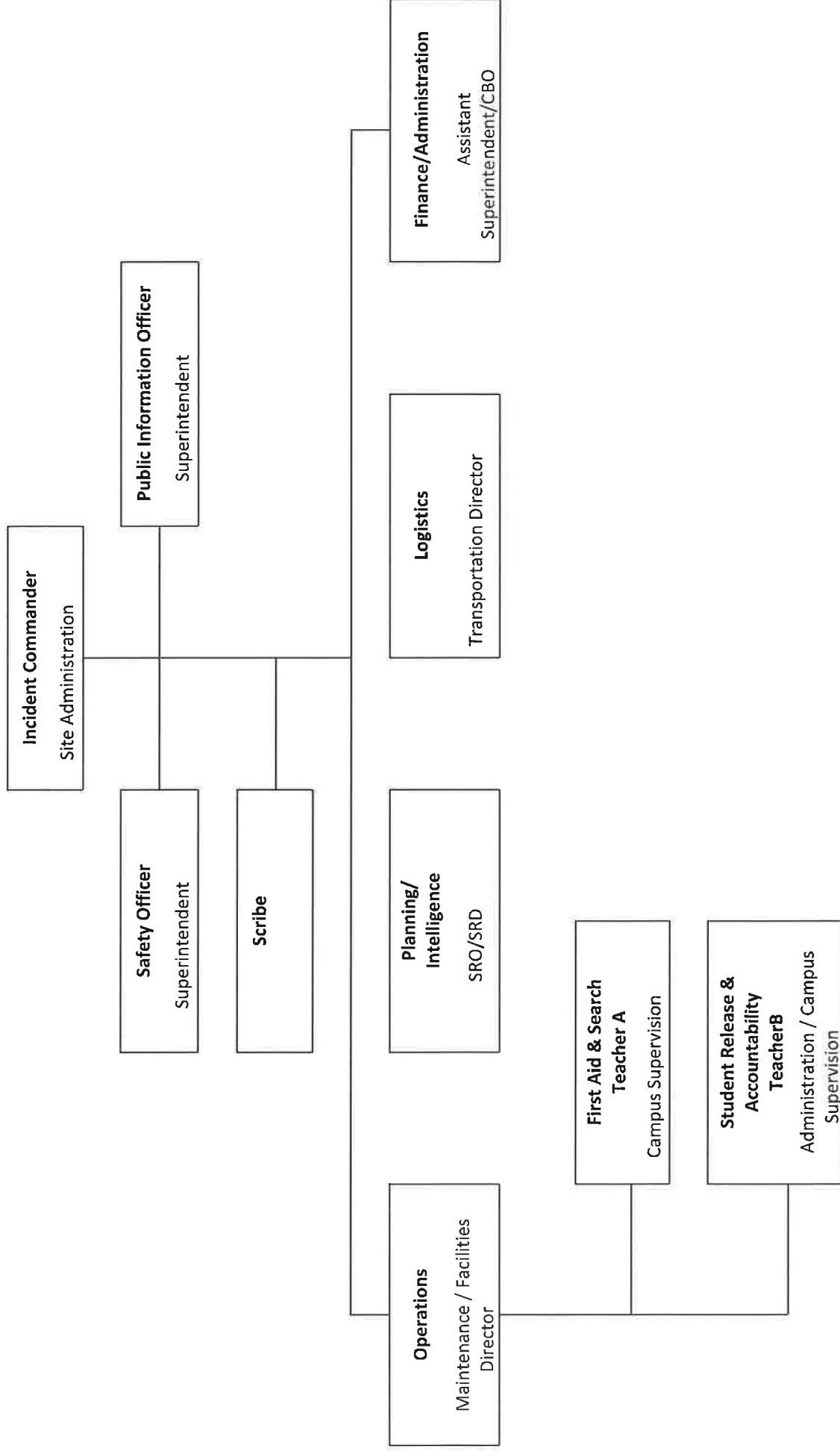
Utilities, Responders and Communication Resources

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 2021	
District Safety Committee meets and reviews plan. Revise if necessary	January 2023	
District Safety Plan presented to OUHSD Board for action	February 2023	

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 activate 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

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.

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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>

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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.nts.gov>

U.S. Department of Transportation, National Highway Traffic Safety Administration:

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 & OPERATIONS 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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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

MEMO

EDUCATION SERVICES DEPARTMENT
OROVILLE UNION HIGH SCHOOL DISTRICT



To: OUHSD Board of Trustees		
Date: February 3, 2023		
From: Jon Wood, Director of Education		
Subject: Out of District Conference Travel Request		

Recommendation:

Background:

OUHSD has one time funds available that are to be spent for special education Dispute Resolution Prevention. These funds are intended for the purpose of training staff to help prevent the occurrence of Dispute Resolution proceedings. We are requesting board approval to travel to the National Institute on Legal Issues of Education Individuals with Disabilities national conference in New Orleans, LA on April 16-20. The staff that will be attending will be Jon Wood, Director of Education, Jaymie Martinez, Ed Services Technician, and Brooke Maston and Tammy German, School Psychologists. This group will use the information gained from this conference to train other staff members and guide the process of program improvement to minimize the possibility of entering into dispute resolution.

Financial Impact:

It is anticipated that the cost to attend this conference will not exceed \$15,000. Included in this cost is conference registration, flights, hotels, and per diem. These funds will be allocated from the Special Education Dispute Resolution Prevention funds, resource 6536.

1-25-2023

OUHSD Board Members,

The Las Plumas PTSA is planning on hosting the 2023 Safe Grad Night in the Las Plumas Gyms on June 2, 2023. All of our fundraising and donations go towards putting on an amazing evening for our seniors each year. We have already requested the use of both Las Plumas gyms the evening of June 2nd. Total cost of the use of both gyms (including additional custodial fees) is \$3485.10. We are asking for a waiver for the facility charge in the Amount of \$2760.00. Every dollar we do not have to spend on fees we are able to put towards the kids.

Thank you for your consideration in this matter,

Madeline Kingsbury- Las Plumas PTSA President

Requesting Organization: LP PTSA Safe Grad

Facility Requested: LP Both Gyms

Date Requested 6/2 8am - 6/3 11am Group: II

Facility Charge (includes attendant)	# of hours	Rate	Total
First Hour	1.0	80.00	80.00
Additional Hours	26.0	50.00	1,300.00
Additional Hours (with lights - Harrison only)	0.0	75.00	0.00
			<u>1,380.00</u>
Both Gyms			<u>2</u>
Subtotal			<u>2,760.00</u>

Additional Custodial	# of hours	Rate	Daily Total
Harrison Stadium	0.0	48.34	0.00
Gym	15.0	48.34	725.10
Classroom		48.34	0.00
Other		48.34	0.00
	<u>15.0</u>	<u>38.00</u>	<u>725.10</u>

Extra help during event	# of hours	Rate	Total
Additional Attendance for large events		48.34	0.00
Sound System		0.00	0.00
District Security		48.34	0.00
Oroville Police Dept.		57.51	0.00
			<u>0.00</u>

Summary of Charges	Total
Total Event Charges	<u>\$3,485.10</u>

Facility Use Deposit (separate check)

\$100 Classroom \$500 Library/Gym \$1,000 Harrison Stadium

The facility deposit may be forfeited in the event of damage to the facility or excessive trash being left.