



## AGENDA

### REGULAR MEETING OF THE BOARD OF TRUSTEES BUCKEYE UNION SCHOOL DISTRICT

#### DISTRICT VISION STATEMENT

Working together with families, the community, and highly qualified staff, the Buckeye Union School District ensures that each student masters the knowledge and skills needed to maximize his/her academic and personal success in a global society.

**Wednesday, January 15, 2020**

**Room: District Office Board Room**

**Closed Session 6:00 p.m.**

**Open Session – 7:00 p.m.**

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. ADJOURN TO CLOSED SESSION
  1. Conference with District Negotiators Superintendent Dr. David Roth and Assistant Superintendent Jackie McHaney in reference to negotiations with the Buckeye Teachers' Association (BTA)
- IV. RECONVENE INTO OPEN SESSION & FLAG SALUTE
- V. ROLL CALL
- VI. APPROVAL OF AGENDA
- VII. PUBLIC COMMENTS
- VIII. PRESENTATIONS
  1. 2018/2019 Audit Report  
*(Jen Hall, Crowe, Horrath LLP)*
  2. California School Dashboard - State and Local Indicators Report  
*(David Roth, Ph.D., Superintendent)*

## IX. REPORTS

1. Budget Update: Jackie McHaney
2. Association Reports: BTA/CSEA
3. California Montessori Project Charter School Report: Kim Zawilski
4. Rising Sun Montessori Charter School Report: Karl Zierhut
5. Clarksville Charter School Report: Janell Sherman
6. Cottonwood Charter School Report: Julie Haycock
7. Reports and Requests by Board Members
8. Enrollment Report: Jackie McHaney
9. Superintendent's Report: Dr. David Roth

1

## X. CONSENT AGENDA

*All matters listed on the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Agenda. If items are pulled for discussion, a separate vote will occur on the item(s). The Superintendent and staff recommend approval of all Consent Agenda items.*

1. Summary Report of Warrants
2. Minutes of the Regular Meeting, December 18, 2019
3. Personnel Update
4. Donation to School: Intel Volunteer Grant Program-\$1200.00 to Camerado Springs Middle School
5. 2019/2020 School Accountability Report Cards: Blue Oak Elementary, Charter Montessori Valley View Campus, Buckeye Elementary, Mandarin Immersion Charter School, Oak Meadow Elementary, Silva Valley Elementary, William Brooks Elementary, Camerado Springs Middle School and Rolling Hills Middle School

## XI. REVIEW & ACTION ITEMS

1. Board Acceptance of the Annual Audit Report for the Year Ending June 30, 2019  
(Jackie McHaney, Asst. Superintendent)
2. First Reading of the Following California School Boards Association (CSBA) recommended Administrative Regulations (AR) Board Policies (BP), Board By-Laws (BB)
  - AR 1330 Use of School Facilities
  - AR 5113 Absences and Excuses
  - AR 5113.1Chronic Absence and Truancy

## XII. NEXT MEETING

- Wednesday, February 5, 2020, at 7:00 p.m.

### XIII. ADJOURNMENT

Any writings or documents that are public records and are provided to a majority of the governing board regarding a Open session item on this agenda will be made available for public inspection in the District Office located at 5049 Robert J. Mathews Parkway, El Dorado Hills, CA 95762 during normal business hours. Individuals who require special accommodation (American Sign Language interpreter, accessible seating, documentation in accessible formats, etc.) should contact the Superintendent at least two days before the meeting date.

**PROJECTED ENROLLMENT 2019-2020 AS OF 1-8-2020**

	Buckeye Elem.	Blue Oak Elem.	Valley View	William Brooks	Silva Valley	Oak Meadow	Mandarin	Rolling Hills	Camerado	TOTAL
TK		19	21	20	12	15				87
K	84	62	75	56	61	64	19			421
1st	73	84	80	78	73	89	23			500
2nd	65	70	88	63	66	80	18			450
3rd	54	82	93	95	91	105				520
4th	59	85	86	95	111	104				540
5th	60	91	89	77	63	94				474
6th			67					314	152	533
7th			92					330	180	602
8th			43					326	193	562
<b>TOTAL</b>	<b>395</b>	<b>493</b>	<b>734</b>	<b>484</b>	<b>477</b>	<b>551</b>	<b>60</b>	<b>970</b>	<b>525</b>	<b>4689</b>
Ending 18-19	370	457	611	509	518	633	44	995	587	
Difference	25	36	123	-25	-41	-82	16	-25	-62	

NPS 8

Draft Demograph Report - December 2019 - One Year Enrollment Projection for 20-21	Variance
66	21
437	-16
429	71
528	-78
495	25
508	32
583	-109
461	72
554	48
591	-29
4652	

<b>ENROLLMENT HISTORY</b>	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
2016/17		4653	4680	4656	4658	4705	4729	4678	4674	4689	
2017/18	4837	4764	4769	4760	4764	4775	4786	4811	4811	4803	
2018/19	4744	4729	4759	4731	4730	4777	4721	4732	4732	4731	
2019/20	N/A	4667	4662	4681	4678	4689					



## Enrollment Update from Head of School

Rising Sun Montessori School 1/7/2020

Teacher's Name	Class Grade Levels	CA Credential	Montessori Certification	CPR/1st Aide/BBP/AED	Budgeted Numbers	Current	Variance
Hana Arbuckle	TK/K Leo	CTC	Early Childhood	Yes	20	19	-1
Linda Reik	TK/K Sunflower	CTC	Early Childhood and Lower Elementary	Yes	22	22	0
Jeff Ritchie	1-3 Andromeda	CTC	Lower Elementary	Yes	27	27	0
Kate Watson	1-3 Seashell	CTC	Lower Elementary	Yes	27	25	-2
Susan Parker	4-6 Phoenix	CTC	Lower and Upper Elementary	Yes	26	23	-3
Karl Zierhut	7-8 Taurus	CTC	Secondary	Yes	26	20	-6
Totals:					148	136	-12

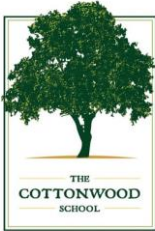


Enrollment Update from Principal

Clarksville Charter School

Current Enrollment County by County/Gradelevel as of 1/7/20

Grade	Amador	El Dorado	Placer	Sacramento
TK	5	40	3	8
KN	4	78	8	9
1	10	89	12	10
2	10	60	7	15
3	11	70	6	11
4	8	64	8	7
5	5	69	10	7
6	9	88	11	11
7	10	71	8	9
8	3	82	11	12
9	4	33	12	8
10	3	35	7	12
11	1	46	10	10
12	1	20	14	12
<b>Curent Total</b>	<b>84</b>	<b>845</b>	<b>127</b>	<b>141</b>
<b>Variance</b>	<b>-1</b>	<b>-9</b>	<b>0</b>	<b>-4</b>



## Enrollment Update from Principal

### The Cottonwood School

Current Enrollment County by County/Gradelevel as of 1/7/20

Grade	Amador	El Dorado	Placer	Sacramento
TK	0	0	75	101
KN	5	0	132	166
1	2	0	122	103
2	3	0	115	124
3	3	0	112	91
4	3	0	98	117
5	0	0	103	105
6	2	1	117	114
7	3	0	90	100
8	3	0	82	82
9	1	3	68	83
10	0	0	55	55
11	1	0	65	46
12	0	0	0	1
<b>Curent Total</b>	<b>26</b>	<b>4</b>	<b>1,234</b>	<b>1,288</b>
<b>Variance</b>	<b>-4</b>	<b>3</b>	<b>22</b>	<b>46</b>

Elementary Enrollment:	2,122
High School - Homeschool Enrollment:	371
High School - In-Seat Enrollment:	7

**Buckeye Union School District**  
2019-2020

**Summary Report of Warrants**

Warrant Registers for the period of: December 1, 2019 through December 31, 2019

Register #	Date	Fund	Fund #	Amount	Warrants
0106	3-Dec-2019	Cafeteria Fund	13	3,974.44	5
0107	3-Dec-2019	General Fund	01	70,644.02	8
0108	5-Dec-2019	General Fund	01	70,282.67	34
0109	3-Dec-2019	General Fund	01	15,416.15	10
0110	3-Dec-2019	State Building Fund	35	348.57	1
0111	11-Dec-2019	General Fund	01	77,764.25	11
0112	11-Dec-2019	General Fund	01	60,256.04	22
0113	11-Dec-2019	State Building Fund	35	10,253.44	6
0114	11-Dec-2019	Bond Int/Red Fund	51	455,968.75	1
0115	11-Dec-2019	Cafeteria Fund	13	35,419.59	7
0116	12-Dec-2019	General Fund	01	8,501.95	55
0117	18-Dec-2019	General Fund	01	42,079.75	34
0118	18-Dec-2019	General Fund	01	12,306.62	1
0119	18-Dec-2019	State Building Fund	35	187,371.04	2
0120	18-Dec-2019	General Fund	01	34,051.95	11
0121	20-Dec-2019	General Fund	01	31,348.13	6
0122	20-Dec-2019	Cafeteria Fund	13	22,411.57	9
0123	20-Dec-2019	Mello Roos	49	3,100.00	1
0124	22-Dec-2019	General Fund	01	4,359.81	3
0125	27-Dec-2019	General Fund	01	5,165.62	4
0126	30-Dec-2019	General Fund	01	41,888.70	32
0127	30-Dec-2019	Health And Welfare	01	545,431.31	11
				<u>\$1,738,344.37</u>	<u>274</u>





# BUCKEYE UNION SCHOOL DISTRICT

## MINUTES

### **PUBLIC HEARING/REGULAR MEETING OF THE BOARD OF TRUSTEES BUCKEYE UNION SCHOOL DISTRICT**

#### *DISTRICT VISION STATEMENT*

*Working together with families, the community, and a highly  
Qualified staff, the Buckeye Union School District ensures that  
Each student masters the knowledge and skills needed to maximize  
His/her academic and personal success in a global society.*

**Wednesday, December 18, 2019  
Buckeye Union School District- Board Room**

**Closed Session – 6:00 p.m.**

**Open Session – 7:00 p.m.**

- I. CALL TO ORDER  
Meeting called to order at 6:21 p.m.
- II. PUBLIC COMMENTS  
None
- III. ADJOURN TO CLOSED SESSION
  1. Conference with District Negotiators Superintendent Dr. David Roth and Assistant Superintendent Jackie McHaney in reference to negotiations with the Buckeye Teachers' Association (BTA)
  2. Conference with District Negotiators Superintendent Dr. David Roth and Assistant Superintendent Jackie McHaney in reference to negotiations with the California School Employees Association (CSEA)

#### IV. RECONVENE IN OPEN SESSION & FLAG SALUTE

The Board reconvened into open session at 7:00 p.m. Riley Johnson led the flag salute.

V. CLOSED SESSION ANNOUNCEMENTS

None

VI. ROLL CALL

Present: Brenda Hanson-Smith

Gloria Silva

Jon Yoffie

Winston Pingrey

Not Present: Kirk Seal

VII. APPROVAL OF AGENDA

Winston Pingrey motioned to approve the agenda as presented. Gloria Silva seconded the motion. The motion carried 4-0.

VIII. PUBLIC COMMENTS

Daniel Galloway gave public comment on an Afterschool Enrichment Centralized Registration Platform.

IX. PRESENTATIONS

1. Rolling Hills Middle School Student Representative: Riley Johnson Student Body President and Karli Weisser, Student Body Secretary, reported to the Board on what the student body has been doing over the last few months at Rolling Hills. Riley and Karli reported that due to first fundraiser not being as successful as they had planned, the decision was made to conduct a second fundraising event. At Rolling Hills, they started an Olive Oil fundraiser - a bottle of which can be purchased for \$20 each. Riley and Karli presented one bottle of the Olive Oil to the Board to showcase the fundraiser, which was quickly purchased. The fundraiser has been a big hit. In October students had Red Ribbon week and there were many activities in support of this event. Students have also hosted Club days to provide an opportunity to learn about what how to connect such as what afterschool clubs to join, and the students really enjoyed this event. Other activities that have been going on are at Rolling Hills are:
  - School Dance and the theme was Dance Thru the Decades;
  - Rally- Nov 22- Thanksgiving theme;
  - Dec 2- Dec 6 Hands for Hope;
  - Today was ugly sweater day;
  - Pennies for Patients theme is to Make Leukemia Disappear; and
  - Lastly they finalized the 8th grade shirt and shared with the Board as promised.
2. Transportation: Employee of the Year- Ken Harris. Director Nancy Ryan introduced Ken Harris as the Transportation Employee of the Year. Ms. Ryan shared with the Board how Ken is just one of those employees who always comes to work every day with a smile on his face and does his job

well. Ken's willingness to be flexible and team player work performance has literally rescued the transportation department in every way. Dr. Roth, presented Mr. Harris with a Certificate of Appreciation and stated that he has always noted that Ken is one of those individuals that when you walk into transportation he always has a smile on his face and is ready to safely transport students. It is remarkable. Dr. Roth thanked Ken for all he does and stated how much it is appreciated by all.

3. Oak Meadow Elementary School Single Plan for Student Achievement and the Mandarin Immersion Charter School Single Plan for Student Achievement: Principal Tracy Linyard presented the Single Plan for Student Achievement for the 2018/2019 state assessment results for both the Oak Meadow Elementary School as well as the Mandarin Immersion Charter School. A copy of Ms. Linyard's presentation is posted on the District website with the Agenda and Minutes.

Dr. Roth thanked Ms. Linyard for her presentation and leadership at the school. Dr. Roth stated he has a real appreciation for Tracy's understanding and use of data, noting immediately her attention to detail.

4. Rolling Hills Middle School Single Plan for Student Achievement: Principal Debbie Bowers and Vice-Principal Jennifer Hansen presented the Single Plan for Student Achievement for the 2018/2019 state assessment results for Rollings Hill Middle School. A copy of Ms. Bowers' and Ms. Hansen's presentation is posted on the District website with the Agenda and Minutes.

Dr. Roth thanked Ms. Bowers and Ms. Hansen for their presentation and leadership at the school. Dr. Roth stated that he is appreciative of all their efforts to engage students and improve student achievement.

5. Silva Valley Elementary School Single Plan for Student Achievement: Principal Brandon Beadle presented the Single Plan for Student Achievement for the 2018/2019 state assessment results for Silva Valley Elementary. A copy of Mr. Beadle's presentation is posted on the District website with the Agenda and Minutes.

Dr. Roth thanked Mr. Beadle for his presentation and leadership at the school, noting that although new this year to Silva Valley he can see that he has brought a lot of enthusiasm for this work to the site. Staff has been receptive to learning PBIS, etc. Dr. Roth stated that Mr. Beadle is doing a great job.

6. William Brooks Elementary School Single Plan for Student Achievement

Amy Theberge presented the Single Plan for Student Achievement for the

2018/2019 state assessment results for William Brooks Elementary. A copy of Ms. Theberge's presentation is posted on the District website with the Agenda and Minutes.

Dr. Roth thanked Ms. Theberge for her presentation and leadership at the school, really appreciating how she has raised the bar regarding teacher collaboration. Dr. Roth noted that staff has been very receptive to trying new things, which is amazing. Dr. Roth thanked Ms. Theberge and said she is doing a great job.

## X. REPORTS

1. Budget Update: Jackie McHaney  
Defer the budget update to Item XIII.1 - First Interim Report
2. Enrollment Report: Ms. McHaney reported that our current enrollment is 4687 students, which is three students less than from the prior monthly report. The District's enrollment is remaining stable.
3. Association Reports: BTA  
Ms. Gargani briefly reported that all is going well, staff is looking forward to Winter Break - everyone is ready for a much needed and well-deserved break. Ms. Gargani wished all in attendance a happy holiday.
4. Association Report: CSEA  
None
5. IB Update: Amy Gargani  
Ms. Gargani was excited to report that as part of the IB program they need to put together four (4) specific policies. Our IB Programs are happy to report that have already have two (2) of the four (4) done and done well. Specifically, the Inclusion Policy is done and the Academic Honesty Policy. The policies are part of the application process. Ms. Gargani said they have also been developing advertising with the District office in preparation for enrollment opening up in January for the 2020-2021 school year. In addition, Camerado will be hosting a parent night on Jan 22nd. Dr. Roth thanked Ms. Gargani for all of her work with the IB program - truly amazing work. He is truly in awe of all the work being done and he can see that we are meeting the goals of alignment and IB best practices.
7. California Montessori Project Charter School Report: Principal Kim Zawilski handed out CMP's annual Holiday cards. Principal Zawilski reported that a lot is going on at CMP. She said they had their Clue Drama production and the kids did a fantastic job. The Boys Basketball team had tryouts and had a great showing. The band concert is tomorrow night, all are welcome to

attend. Ms. Zawilski was very pleased to report that on their California Dashboard all is in the Green. Tremendous work!

8. Rising Sun Montessori Charter School Report: Karl Zierhut  
Karl Zierhut, head of school reported that Rising Sun started their Winter Break today. Open house was held in December. Rising Sun has held a number of community events and at this time is expecting an additional 8 students in January 2020.
9. Clarksville Charter School Report: Jennell Sherman  
Not Present
10. Cottonwood Charter School Report: Julie Haycock  
Not Present
11. Reports and Requests by Board Members  
Jon Yoffie reported that Alan Priest, from CSD, called and said that they are in escrow on the property off Bass Lake Road and has invited him for An tour.

Brenda reported that she attended the CSBA conference and found it to be good. She enjoys having the opportunity to explore items that could be of benefit to our district - good conference.

Jon Yoffie, commented that in looking at the Dashboard, it is nice to know where we are and where we do not want to be.

Gloria asked about the issue of chronic absenteeism and the large school districts. Dr. Roth responded that it is large and small - everyone across the state needs to zero into this. Dr. Roth said people will align. Mr. Pingrey stated that he works for the SARB for the county and glad that Buckeye hasn't had to use him like other districts in the County.

12. Superintendent's Report: David Roth, Ph.D.  
Superintendent Roth said this is an exciting time of the year. He and Winston attended the Buckeye and Blue Oak Band performances, which were excellent. He also had the opportunity to attend the performance of The Velveteen Rabbit, sponsored by the Buckeye Education Foundation. The Foundation has funded this opportunity for all three middle school programs in the district and the performances have been excellent. Dr. Roth advised the Board of the current state of enrollment and the challenges with declining not just in Buckeye but the entire county and state.

## XI. CONSENT AGENDA

1. Summary Report of Warrants
2. Meeting Minutes, November 6, 2019
3. Personnel Update
4. 2018/2019 Single Plans for Student Achievement: Oak Meadow Elementary, Rolling Hills Middle School, Silva Valley Elementary, and William Brooks Elementary

Gloria motioned to approve the consent agenda, and Jon seconded the motion. The motion 4-0.

## XII. DISCUSSION ITEM

1. Review Draft Final Settlement Agreement between the El Dorado Schools Financing Authority and Serrano El Dorado Owners' Association

Assistant Superintendent Jackie McHaney, reported that although it was anticipated we would have a final agreement by this meeting to present to the Board, the final document is not ready. Since the document is not ready, Ms. McHaney reviewed the terms of the Agreement and asked the Board to give direction to the Board Representative, Gloria Silva, regarding adoption of the Final Agreement. Ms. McHaney advised the Board that the only major revisions since last brought before them are specific to the high school only. President Brenda Hanson-Smith asked the Board for direction. Each Board gave Ms. Silva direction to support the Agreement.

## XIII. REVIEW & ACTION ITEMS

1. Adoption of the Positive Certification of Fiscal Year 2019/2020 First Interim Report for the Period Ending October 31, 2019, and Approval of Budget Revisions

Assistant Superintendent Jackie McHaney presented the First Interim Report for the Period Ending October 31, 2019, and Approval of Budget Revisions noting that Buckeye Union School District will be filing a positive certification tonight. Ms. McHaney reviewed the material changes to the Budget. A copy of the Budget Presentation and Reports can be found at [www.buckeyeusd.org/businessservices](http://www.buckeyeusd.org/businessservices)

Winston Pingrey moved to approve the First Interim Report as presented. Jon Yoffie seconded the motion. Motion carried 4-0.

2. Receive and File Community Facilities District (CFD) No. 2007-1 Fiscal Year 2019/2020 Annual Report

Director of Facilities, Brian McCahon, presented the Annual Report and requested that the Board approve filing of the Community Facilities District (CFD) No.2007-1 Fiscal Year 2019/2020 Annual Report.

Gloria Silva motioned to approve the filing of the Community Facilities District (CFD) No.2007-1 Fiscal Year 2019/2020 Annual Report. Jon Yoffie seconded the motion. The motion carried 4-0.

3. Authorization to Post RFP for Wide Area Network Services-E-Rate

Director of Facilities Brian McCahon is asking the Board for authorization to post RFP for Wide Area Network Services (E-Rate)

Motion to approve Jon Yoffie posting the RFP for Wide Area Network Services-E-Rate, and Winston Pingrey seconded the motion. The motion carried 4-0.

4. Blue Oak Modernization Final Accounting and Change Order Approval

Director of Facilities, Brian McCahon, shared with the Board a presentation on the final project closeout for the Blue Oak Modernization Project. Mr. McCahon requested the Board approve the final accounting and change orders as presented. Mr. Pingrey requested clarification regarding the upgrade to the fire alarm system, which was provided by Mr. McCahon.

Gloria Silva motioned to approve the Final Accounting and Approval of Change Order for the Blue Oak Modernization Project. Jon Yoffie seconded the motion. The motion carried 4-0.

5. Organization of the Board: Election of Officers, 19/20 Board Calendar Dates, Time, and Place of Board Meetings, Appointments to Committees

Election of Officers:

President: Gloria Silva nominated Brenda Hanson-Smith, Ph.D., as President. Jon Yoffie seconded the nomination. Nomination carried 4-0.

Clerk: Brenda Hanson Smith, Ph.D. nominated Gloria Silva to remain clerk, Jon Yoffie seconded the nomination. The nomination carried 4-0.

2020 Calendar Dates:

The Board Reviewed the calendar dates for the 2020 Board meetings and agreed on the presented calendar. Gloria Silva motioned to approve the calendar as presented. Winston Pingrey seconded the motion. The motion carried 4-0.

Establish the time and place of meetings for 2020:

Gloria Silva motioned that the Board of Trustees meet at 7:00 p.m. on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of the month in the Buckeye Union School District Board Room. Winston Pingrey seconded the motion. The motion carried 4-0.

Appointment to Committees

1. El Dorado County School Boards Association: Winston Pingrey  
Alternate: Gloria Silva
  2. El Dorado County School Financing: Gloria Silva  
Alternate: Brenda Hanson-Smith, Ph.D.
  3. LCAP Advisory Committee: Jon Yoffie  
Alternate: Kirk Seal
  4. Budget Advisory Committee: Gloria Silva  
Alternate: Jon Yoffie
  5. Wellness Committee: Brenda Hanson-Smith, Ph.D.  
Alternate: Kirk Seal
6. Certification by the Board of Trustees of the Verified Signatures of the Board Members and of the Persons Authorized to Sign Orders in its Name  
Superintendent Roth requested the Board Sign the Document Authorizing Staff to sign orders and draws on district funds.
7. Nomination for CSBA Delegate Assembly  
The Board did not have a nomination for the CSBA delegate assembly due to the terms for our regions are not up for nominations.

XIV. ADJOURNMENT

Jon Yoffie motioned to adjourn the meeting at 9:20 p.m. Winston Pingrey seconded the motion. The motion carried 4-0.

**Next Meeting: January 15, 2020**

Date: \_\_\_\_\_

Approved:

By: \_\_\_\_\_  
Gloria Silva, Clerk

by: \_\_\_\_\_  
David Roth, Ph.D. Secretary

*Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 5049 Robert J. Mathews Parkway, El Dorado Hills, CA 95762 during normal business hours. Individuals who require special accommodation (American Sign Language interpreter, accessible seating, documentation in accessible formats, etc.) should contact the Superintendent at least two days before the meeting date.*



**BUCKEYE UNION SCHOOL DISTRICT**

**PERSONNEL UPDATE**

*January 15, 2020*

**I. NEW CERTIFICATED/ADMINISTRATIVE STAFF**

None

**II. NEW CLASSIFIED/CLASSIFIED MGMT/CONFIDENTIAL STAFF**

Denise Baladi

-Playground Monitor at 2.25 hours per day  
at William Brooks Elementary School  
-Effective January 6, 2020

**III. CHANGE OF STATUS**

**A. Certificated/Administrative**

Susan Bejsovec

-Teacher Associate (OH) at 6 hours per day  
(5 hours on early release Wednesday) at  
Valley View Charter Montessori School  
-Now Teacher Associate (OH) at 6 hours  
per day (5 hours on early release Wednesday)  
at Buckeye Elementary School  
-Effective January 6, 2020

**B. Classified**

Raffaella Avina

-Playground Monitor at 2.25 hours per day at  
William Brooks Elementary School  
-Now Playground Monitor at 4 hours per day  
at William Brooks Elementary School  
-Effective January 6, 2020

Wendy Deitz

-Cafeteria Assistant at 4 hours per day at  
Camerado Springs Middle School  
-Now Lead Cafeteria Assistant at 6.75 hours  
per day at Camerado Springs Middle School  
-Effective January 6, 2020

Laura Knight

-Cafeteria Assistant at 2.5 hours per day at  
Oak Meadow Elementary School  
-Now Cafeteria Assistant at 1.25 hours per day  
at William Brooks Elementary School and  
4 hours per day at Camerado Springs Middle  
School  
-Effective January 6, 2020

Danielle Myers

-Teacher Associate at 1.5 hours per day and  
.5 hours 3 days a week at Oak Meadow  
Elementary School  
-Now Teacher Associate at 1.5 hours per day  
and .5 hours 3 days a week and .5 hours 3 days  
a week at Oak Meadow Elementary School  
-Effective December 16, 2019

**IV. LEAVE OF ABSENCE REQUEST**

**A. Certified**  
None

**B. Classified**  
None

**V. RESIGNATION/RETIREMENT**

**A. Certified/Administrative**  
None

**B. Classified**  
None



# Cameron Springs Middle School

2480 Merrychase Drive • Cameron Park • CA 95682  
(530) 677-1658 • (916) 933-0584 • Fax (530) 677-9537

David Roth, Ph.D., Superintendent - Buckeye Union School District  
Doug Shupe, Principal • Melinda Spooner Assistant Principal  
<http://buckeyeusd.org>

December 16, 2019

Intel

Intel Volunteer Grant Program/PC Pals

1900 Prairie City Road

Folsom, California 95630

To Whom it May Concern:

Thank you so much for a check in the amount of \$1,200 that we recently received through The Benevity Community Impact Fund.

Your donation to our school will help support and enhance, among other things, our STEM programs on our campus. The ongoing relationship between our Leadership students and the Intel volunteers is not taken for granted. We are so appreciative of the time Intel employees donate volunteering with our students.

Sincerely,

A handwritten signature in blue ink, appearing to read "Doug Shupe". The signature is fluid and cursive, with the first name "Doug" being the most prominent part.

Douglas Shupe

Principal

DS:lb

RECEIPT OF DONATION

**Camerado Springs Middle School  
2480 Merrychase Drive  
Cameron Park, California 95682**

Name of Donor: Intel PC PALS via The Benevity Community Impact Fund  
Street Address: PO Box 1010  
City, State & Zip: Safety Harbor, FL 34695  
Telephone: unk

Description of the Donation: (if cash or check, show the exact amount; if other than cash or check, include a detailed description of each item, including serial number)

ck # 000334458, \$1,200<sup>00</sup>  
Intel involved Matching Grant

Donor's estimate of value: \$1,200<sup>00</sup>

Purpose of the donation – if the donation is for a club or organization, indicate the name of the club or organization. Retain this form as a record of the donation.


Donation for the General Fund via Intel's PC PALS Program working with our Leadership Students

If the donation is for the district, either for the use of the school or for another district program, forward the cash, check or other item to the district business office with this form. Explain below whether the donation is for the school site or a specific district program.

School Site Specific. Discretionary.

Received at: Camerado Springs Middle School

Received by (principal or other administrator): Douglas Shupe

Signature:  Date: 12/15/19

**BUCKEYE UNION SCHOOL DISTRICT**

**AGENDA ITEM #: XI.1.**

**Board Acceptance of the Annual Audit Report  
for the Year Ending June 30, 2019**

**SITUATION:**

The annual audit for the fiscal year ending June 30, 2019, has been completed. The audit report is now submitted for Board review and acceptance.

**PLAN:**

The plan is to accept the annual audit report for the fiscal year ended June 30, 2019, as submitted by Crowe Horwath LLP, Certified Public Accountants.

*(Copies of the Annual Audit Report are available at the District Office and on the District's webpage.)*

**FISCAL IMPACT:**

None

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends that the Board accept the annual audit report for the fiscal year ended June 30, 2019, as submitted by Crowe Horwath LLP, Certified Public Accountants.

# **Buckeye USD**

## **Administrative Regulation**

### **Use Of School Facilities**

AR 1330

#### **Community Relations**

##### Application for Use of Facilities

Any person applying for the use of any school facilities or grounds on behalf of any society, group, or organization shall present written authorization from the group or organization to make the application.

Persons or organizations applying for the use of school facilities or grounds shall submit a facilities use statement indicating that they uphold the state and federal constitutions and do not intend to use school premises or facilities to commit unlawful acts.

##### Civic Center Use

Subject to district policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes: (Education Code 32282, 38131)

1. Public, literary, scientific, recreational, educational, or public agency meetings
2. The discussion of matters of general or public interest
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization
4. Child care programs to provide supervision and activities for children of preschool and elementary school age

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 5148.3 - Preschool/Early Childhood Education)

5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies
6. Supervised recreational activities, including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youth may participate regardless of religious belief or denomination

7. A community youth center
8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization

A veterans' organization means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories. (Military and Veterans Code 1800)

10. Other purposes deemed appropriate by the Governing Board

#### Restrictions

School facilities or grounds shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law
2. Any use which is inconsistent with the use of school facilities for school purposes or which interferes with the regular conduct of school or school work
3. Any use which involves the possession, consumption, or sale of drugs or any restricted substances, including tobacco

(cf. 3513.3 - Tobacco-Free Schools)

4. Any use which involves the possession, consumption, or sale of alcoholic beverages, except for special events approved by the Superintendent or designee pursuant to Business and Professions Code 25608 which are covered by a special events permit pursuant to Division 9 of the Business and Professions Code and which will occur at a time when students are not on the grounds. Any such use of school facilities shall be subject to any limitations that may be necessary to reduce risks to the district and ensure the safety of participants, as determined by the Superintendent or designee. Applicable limitations shall be clearly stated in the facility use agreement to be signed by the user's representative.

The district may exclude certain school facilities from nonschool use for safety or security reasons.

## Damage and Liability

Groups, organizations, or persons using school facilities or grounds shall be liable for any property damage caused by the activity. The district may charge the amount necessary to repair the damages and may deny the group further use of school facilities or grounds. (Education Code 38134)

Any group or organization using school facilities or grounds shall be liable for any injuries resulting from its negligence during the use of district facilities or grounds. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk. (Education Code 38134)

Groups or organizations shall provide the district with evidence of insurance against claims arising out of the group's own negligence when using school facilities. (Education Code 38134)

As permitted, the Superintendent or designee may require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facilities being used.

(cf. 3515.21 - Unmanned Aircraft Systems (Drones))

APPROVED:

ELDORADO HILLS, CALIFORNIA



# **Buckeye Union ESD**

## **Administrative Regulation**

### **Chronic Absence and Truancy**

AR 5113.1

#### **Students**

#### Definitions

Chronic absentee means a student who is absent for any reason on 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. (Education Code 60901)

Truant means a student who is absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. (Education Code 48260)

Habitual truant means a student who has been reported as a truant three or more times within the same school year, provided the district has made a conscientious effort to hold at least one conference with the student and his/her parent/guardian. (Education Code 48262, 48264.5)

Chronic truant means a student who has been absent from school without a valid excuse for 10 percent or more of the school days in one school year, from the date of enrollment to the current date, provided the district has met the requirements of Education Code 48260-48263 and 48291. (Education Code 48263.6)

For purposes of classifying a student as a truant, valid excuse includes, but is not limited to, the reasons for which a student shall be excused from school pursuant to Education Code 48205 and 48225.5. A valid excuse also may include other reasons that are within the discretion of school administrators and, based on the facts of the student's circumstances, are deemed to constitute a valid excuse. (Education Code 48260)

(cf. 5113 - Absences and Excuses)

(cf. 5113.2 - Work Permits)

#### Attendance Supervisor(s)

The Superintendent or designee shall appoint or contract with a supervisor of attendance and assistant supervisors as necessary to supervise the attendance of district students. Such supervisors shall perform duties related to compulsory full-time education, truancy, compulsory continuation education, work permits, and any additional duties prescribed by the Superintendent. (Education Code 48240, 48243, 48244)

## Addressing Chronic Absence

When a student is identified as a chronic absentee, the principal or designee shall communicate with the student and his/her parents/guardians to determine the reason(s) for the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

(cf. 6020 - Parent Involvement)

The student may be referred to a student success team, a school-site attendance review team, and/or El Dorado County School Attendance Review Board Hearing to assist in evaluating his/her needs and identifying strategies and programs to assist him/her.

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 5147 - Dropout Prevention)

(cf. 5149 - At-Risk Students)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

(cf. 6175 - Migrant Education Program)

A student who is struggling academically may be offered tutoring or other supplemental instruction, extended learning opportunities, and/or alternative educational options as appropriate.

(cf. 6158 - Independent Study)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6178.1 - Work-Based Learning)

(cf. 6179 - Supplemental Instruction)

(cf. 6181 - Alternative Schools/Programs of Choice)

(cf. 6183 - Home and Hospital Instruction)

(cf. 6184 - Continuation Education)

Whenever chronic absenteeism is linked to a health issue or nonschool condition, the principal or designee may recommend school or community resources and/or collaborate with community agencies and organizations to address the needs of the student and his/her family.

(cf. 1020 - Youth Services)

(cf. 5141.6 - School Health Services)

## Addressing Truancy

When a student has been identified as a truant as defined above, the following steps shall be

implemented based on the number of trancies he/she has committed:

1. Initial truancy
  - a. The student shall be reported to the principal or designee. (Education Code 48260)
  - b. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code 48260.5)
    - (1) The student is truant.
    - (2) The parent/guardian is obligated to compel the student to attend school. If the parent/guardian fails to meet this obligation, he/she may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48290-48296.
    - (3) Alternative educational programs are available in the district.
    - (4) The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
    - (5) The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or attendance supervisor or his/her designee under Education Code 48264 if found away from home and absent from school without a valid excuse.
    - (6) The student may be subject to suspension, restriction, or delay of his/her driving privilege pursuant to Vehicle Code 13202.7.
    - (7) It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.  
  
(cf. 5145.6 - Parental Notifications)
  - c. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)
  - d. The student and, as appropriate, his/her parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code 48264.5)
2. Second truancy
  - a. Any student who has once been reported as a truant shall again be reported to the principal or designee as a truant if he/she is absent from school without a valid excuse three (3) or more days or is tardy on three (3) or more days during the school year.

(Education Code 48261)

- b. The student may be assigned to an after-school or weekend study program. If the student fails to successfully complete this study program, he/she shall be subject to item #3 below. (Education Code 48264.5)
  - c. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and his/her parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code 48262)
3. Third truancy (habitual truancy)
- a. A student who is habitually truant, irregular in school attendance, or habitually insubordinate or disorderly during attendance at school may be referred to a school attendance review board (SARB) program. (Education Code 48263, 48264.5)
  - b. Upon making a referral to the SARB or the probation department, the principal or designee shall provide the student and parent/guardian, in writing, the name and address of the SARB and the reason for the referral. This notice shall indicate that the student and parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB to consider a proper disposition of the referral. (Education Code 48263)
  - c. If the student does not successfully complete the SARB recommendations, the student and parents will be referred back to SARB.
4. Absence for 10 percent of school days (chronic truancy)
- a. The principal or designee shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.
  - b. If a chronically truant student is at least age 6 years and is in any of grades K-8, the principal or designee shall notify the student's parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to Penal Code 270.1.

## Records

The Superintendent or designee shall maintain accurate attendance records for students identified as habitual or chronic truants. The Superintendent or designee also shall document all contacts with a student and his/her parent/guardian regarding the student's attendance, including a summary of all conversations and a record of all intervention efforts.

(cf. 5125 - Student Records)

Regulation BUCKEYE UNION SCHOOL DISTRICT

Approved:

ELDORADO HILLS, CALIFORNIA

Updated: 1/15/20

# **Buckeye Union ESD**

## **Administrative Regulation**

### **Absences and Excuses**

AR 5113

#### **Students**

##### Excused Absences

A student's absence shall be excused for the following reasons:

1. Personal illness (Education Code 48205)
2. Quarantine under the direction of a county or city health officer (Education Code 48205)  
(cf. 5112.2 - Exclusions from Attendance)
3. Medical, dental, optometrical, or chiropractic appointment (Education Code 48205)
4. Attendance at funeral services for a member of the immediate family, which shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state (Education Code 48205)

Immediate family shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister, or any relative living in the student's immediate household. (Education Code 45194, 48205)

5. The illness or medical appointment during school hours of a child to whom the student is the custodial parent (Education Code 48205)  
(cf. 5146 - Married/Pregnant/Parenting Students)
6. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)
  - a. Appearance in court
  - b. Attendance at a funeral service
  - c. Observation of a holiday or ceremony of his/her religion
  - d. Attendance at religious retreats not to exceed four hours per semester

- e. Attendance at an employment conference
- f. Attendance at an educational conference offered by a nonprofit organization on the legislative or judicial process
- 7. To spend time with his/her immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code 48205)  
  
(cf. 6173.2 - Education of Children of Military Families)
- 8. Participation in religious exercises or to receive moral and religious instruction in accordance with district policy (Education Code 46014)
  - a. In such instances, the student shall attend at least the minimum school day.
  - b. The student shall be excused for this purpose on no more than four days per school month.  
  
(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

#### Method of Verification

When a student who has been absent returns to school, he/she shall present a satisfactory explanation verifying the reason for the absence. Absences shall be verified by the student's parent/guardian, other person having control of the minor, or the student if age 18 or older. (Education Code 46012; 5 CCR 306)

The following methods may be used to verify student absences:

- 1. Written note, fax, email, or voice mail from parent/guardian or parent representative.
- 2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
  - a. Name of student
  - b. Name of parent/guardian or parent representative
  - c. Name of verifying employee
  - d. Date(s) of absence

- e. Reason for absence
- 3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in item #2 above.
- 4. Physician's verification.
  - a. When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.
  - b. When a student had had 3 or more consecutive days of absence or 9 absences absence in the school year, for illness verified by methods listed in #1-3 above, any further absences for illness shall be verified by a physician.

Regulation BUCKEYE UNION SCHOOL DISTRICT  
approved: September 5, 2012  
updated: January 15, 2020