

**HAMILTON UNIFIED SCHOOL DISTRICT
BOARD MEETING
AGENDA
Hamilton High School Library
Thursday, May 25, 2017**

6:00 p.m.	Closed Session
6:30 p.m.	Open Session No Earlier than 6:30 p.m.
Following Consent Agenda	Adjourn to Closed Session

1.0 OPENING BUSINESS:

Call to order and roll call

_____ Gabriel Leal, President	_____ Rosalinda Sanchez	_____ Tomas Loera
_____ Hubert "Wendall" Lower, Clerk	_____ Rod Boone	

2.0 IDENTIFY CLOSED SESSION ITEMS:

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS: Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

4.0 ADJOURN TO CLOSED SESSION: To consider qualified matters.

1. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Charles Tracy regarding HTA and CSEA negotiations.
2. Government Code Section 54957 (b), Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
3. Government Code Section 54956.9, Subdivision (a), Existing litigation. Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

Report out actions taken in closed session.

5.0 PUBLIC SESSION/FLAG SALUTE:

6.0 ADOPT THE AGENDA: (M)

7.0 COMMUNICATIONS/REPORTS:

1. Board Member Comments/Reports.
2. Reclassification Ceremony by Maggie Sawyer.
3. ASB President and Student Council President Reports.
 - a. Hamilton High, Hernan Urena-Valdes.
 - b. Hamilton Elementary, Jose Mendez.
4. District Reports
 - a. Food Service Report by LeAnn Radtke. (Page 1)
 - b. Operations Report by Marc Eddy. (Page 2)
 - c. Technology Report by Derek Hawley. (Page 3)
5. Principal and Dean of Student Reports
 - a. Cris Oseguera, Hamilton High School Principal.
 - i. Seal of Biliteracy Students.
 - ii. Communication letters to HHS – 2017 Teaching Excellence and Achievement (TEA) and Sierra Pacific Industries. (Page 4-5)
 - b. Darcy Pollak, Hamilton Elementary School Principal.
 - c. Maria Reyes, District Dean of Students.
6. Chief Business Official/Facilities Report by Diane Lyon.
 - a. DSA Certification of Compliance for Application 02-115244 Hamilton Elementary School. (Page 6)
7. Superintendent Report by Charles Tracy.
 - a. Dates to Remember:
 - i. Holidays:

1. Monday, May 29th in observance of Memorial Day.
- ii. Last Day of School:
 1. Friday, June 9, 2017.
- iii. School Board Meetings:
 1. Wednesday, June 7, 2017 (Special – LCAP and Budget Public Hearing).
 2. Wednesday, June 28, 2017 (LCAP and Budget Approval).

8.0 **CORRESPONDENCE:** None to report.

9.0 **DISCUSSION ITEMS:**

1. Progress report on Academic Parent Teacher Teams (handout)(Heffley, Bryan, and Anderson)
2. Report on development and implementation plan for the use of Standards Based Reports Cards for K-5. (handout) (Firth)
3. Common Core Cadre up-date for 2016-17. (Anderson and Firth)
4. Disclosure of Collective Bargaining Agreement, AB 1200 and GC 3547.5 for Hamilton Unified School District and CSEA. (Page 7-10)
5. Disclosure of Collective Bargaining Agreement, AB 1200 and GC 3547.5 for Hamilton Unified School District and HTA. (Page 11-14)
6. First Reading of Board Policy 0450 Comprehensive Safety Plan. (Page 15-26)
7. First Reading of Administrative Regulation 3553 Free and Reduced Price Meals (Page 27-34)
8. First Reading of Administrative Regulation 5121 Grades/Evaluation of Student Achievement. (Page 35-43)
9. Second Reading of updated Board Policy and Administrative Regulation 5141.52 Suicide Prevention. (Page 44-52)

10.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

11.0 **ACTION ITEMS:**

1. Academic Parent Teacher Team Contracts for 2017-18 (handout) (Anderson)
2. 2017-18 Common Core Cadre Contracts.
3. Updated Board Policy and Administrative Regulation 5141.52 Suicide Prevention. (Page 44-52)
4. HUSD College Readiness Block Grant Plan (CRBG) (C. Oseguera). (Page 53-56)
5. Approve the formation of a leadership/task force to investigate Spanish language instructional models and make a program recommendation to the Board at the November Board meeting.
6. Adopt for English Language Arts, grades TK through 5, Benchmark Advance (c2017) published by Benchmark Education Company.
7. Adopt for English Language Arts, grades 6 through 8, Study Sync (c2015) published by McGraw-Hill.
8. Adopt the proposed Standards Based Report Cards for K-5.
9. District Athletic Director Job Description and Stipend. (Page 57)
10. High School Activities Director Job Description and Stipend. (Page 58-59)
11. Updated HUSD Organizational Chart. (Page 60)
12. Disclosure of Collective Bargaining Agreement, AB 1200 and GC 3547.5 for Hamilton Unified School District and CSEA. (Page 7-10)
13. Disclosure of Collective Bargaining Agreement, AB 1200 and GC 3547.5 for Hamilton Unified School District and HTA. (Page 11-14)

12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Warrants and Expenditures. (Page 61-84)
2. Minutes for the Regular Board Meeting on April 26, 2017. (Page 85-90)
3. Williams Quarterly Report. (Page 91)
4. Program Self-Evaluation Process, Fiscal Year 2016-17. (Page 92-95)
5. Golden State Risk Management Authority, 2017-2018 Preliminary Contribution Amounts. (Page 96-97)
6. 2017-2018 Designation of CIF Representatives to League. (Page 98-99)
7. Hamilton Elementary School Site Council Meeting Minutes for: March 9, 2017. (Page 100)
8. Hamilton Elementary School Site Council Meeting Agenda for: May 11, 2017. (Page 101)
9. Hamilton Elementary School Site Council Meeting Minutes for: April 13, 2017. (Page 102-103)

10. Interdistrict Transfers (elementary students reapply annually).

a. Out

i. Hamilton Elementary School

1. TK X1
2. Kindergarten X 2
3. 1st Grade X 3
4. 2nd Grade X 2
5. 3rd Grade X 1
6. 5th Grade X 3
7. 6th Grade X 1
8. 8th Grade X 2

ii. Hamilton High School

1. 9th Grade X 1
2. 10th Grade X 2

b. In

i. Hamilton Elementary School

1. Kindergarten X 2
2. 2nd Grade X 1

ii. Hamilton High School

1. 9th Grade X 8

11. Personnel Actions as Presented:

a. New Hires:

- i. Chris Chandler Social Science Teacher Hamilton Elementary School
- ii. Dave Elkin District Universal – Maintenance & Transportation HUSD

b. Resignations/Retirement:

- i. Charles Johnson JV Volleyball Hamilton High School
- ii. Tracey Leveroni Math Teacher Hamilton Elementary School

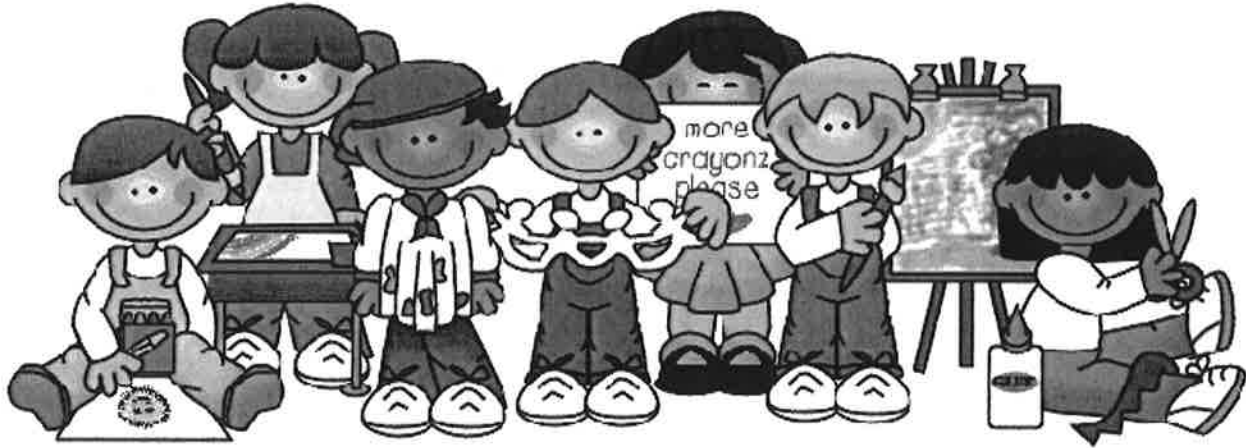
13.0 **ADJOURN TO CLOSED SESSION:**

1. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Charles Tracy regarding HTA and CSEA negotiations.
2. Government Code Section 54957 (b), Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.

14.0 **ADJOURNMENT:**

April 2017 Food Services Report
Hamilton Unified School District
Director of Nutrition and Student Welfare

LeAnn Radtke



Combined District totals 14 days of school

Lunches 6743 = \$20841.00

Breakfasts 3718 = \$7255.00

Boys and Girls Club snacks 2337 = \$2337.00

Boys and Girls Supper 770 = \$2610.30

Total \$33043.30

Monthly Report April

Transportation

Total Miles driven April 2993

13 Extra Trips 800 Miles

Maintenance

HHS

HVAC repairs Rm 1

Backflow tests

5 Home Baseball / Softball Games

Open House

HES

HVAC Repairs Rm 301

Backflow tests

Technology Report

Frank James, Director of Technology

Derek Hawley, Information Systems Technician

Completed Tasks – May

1. Blackboard web migration: web content has been migrated and steps are being made to organize and format the old content within the new design.
2. Dell Monitor: installation of new Dell 70" interactive monitor has been completed in Room 607 at the elementary school. Teachers have been able to use this new monitor and it appears to be well received.
3. Destiny project: quotes have been obtained and the beginning preparations are being made for our library volume migration.
4. Google/Smart Classroom Project: equipment has been chosen and roll out plan has been agreed upon for this project. Quotes are currently being obtained for the Google Summer Project. Furthermore four teachers have been selected to pilot the smart classroom project.
5. Community Day ISP: All permits for this project have been approved and Comcast is currently routing fiber to this location. Speed test are projected to be completed before the end of May.



Hamilton High School
620 Canal Street
Hamilton City, California 95951

Dear Principal Cris Oseguera,

Thank you for your school's support of the 2017 Teaching Excellence and Achievement (TEA) Program. TEA is a program of the Bureau of Educational and Cultural Affairs of the U.S. Department of State and implemented by IREX. As a partner in the TEA Program, your teachers and the TEA Fellows continue to grow as master teachers through the impact of the professional development and cultural programming.

By welcoming international teachers, such as the TEA Fellows, into your classroom and school, you are an important partner in developing global classrooms in your community and around the world. According to a 2016 survey of TEA and International Leaders in Education Program (ILEP) alumni from the past 10 years from 74 countries, one alumna/a reaches an average of 180 students annually—that means that the current TEA and ILEP alumni network of 2,350 teachers reaches nearly 390,000 students globally each year.

The placement at your school provided the TEA Fellows direct, quality exposure to working with U.S. teachers and students. Thank you for creating such a rich experience for the TEA Fellows. We hope that we also provided your school with a unique international classroom experience. We understand that hosting a TEA Fellow can be a significant commitment for your school's teachers and we greatly appreciate your and their time and efforts. We are also grateful to the host university for coordinating the placement.

Global education is an important component of building 21st century skills necessary for students to be competitive in today's workforce, and teachers are the greatest resource to empower students in becoming global citizens. We encourage you and your teachers to continue your journey and learn more about international exchange by visiting www.eca.state.gov and www.irex.org.

Thank you again for your involvement in the TEA Program! We hope you'll consider continuing to host fellows in the future. Have a great rest of the school year!

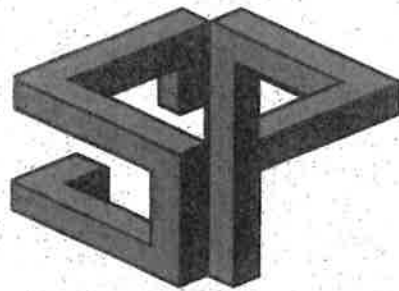
Sincerely,

A handwritten signature in black ink, appearing to read "Mariya Chetyrkina".

Mariya Chetyrkina
Project Director
Education Practice, IREX

We want to hear about your experience! To share how your school or classroom benefited from hosting TEA Program Fellow(s), contact IREX at teaglobal@irex.org. We welcome feedback about how the TEA Program influenced student engagement, interest in global learning, attendance, grades, behavior, and inspiration.

By sharing your story, you're helping IREX communicate the impact of the TEA Program with the program funder, the U.S. Department of State, to make sure financial support for these important programs continues.



**SIERRA PACIFIC
INDUSTRIES**

Mr. Oseguera,

May 5, 2017

I just wanted to commend your sophomore students that sat in on my second rotation presentation at today's Glenn County Career Speaker Day event. They were respectful, engaged and self-assured. At the end of my presentation, they each came forward, shook my hand and thanked me. You should be proud!

Sincerely, Becky Roe



April 18, 2017

Certification of Compliance

Mr. Charles Tracy
Hamilton Union Elementary School District
P.O. Box 488
Hamilton City, CA 95951

Project: Hamilton Elementary School (Hamilton Unified School District)
Application #: 02-115244
File Id #: 11-18
Scope: Relocation of 3-Classroom Buildings (Relocatable)

Dear Mr. Charles Tracy:

The Department of General Services' records indicate that the construction of the referenced project has been completed in accordance with design documents approved by the Department, and that all the Verified Reports covering the construction have been received. Therefore, the Department of General Services Certifies as follows:

This project is in compliance with California State regulations as to the safety of design and construction of public schools, and for the accommodation of persons with disabilities.

As stated in our letter approving the plans and specifications for this project, the Department does not review design documents or construction for compliance with the electrical, mechanical, or plumbing regulations. It is the responsibility of the professional consultants named on the application to verify compliance with appropriate parts of the California Building Code, and to submit Verified Reports documenting compliance.

Sincerely,

For

Chester "Chet" Widom, FAIA
State Architect
Division of the State Architect
CW: mf

cc: School Board
Architect/Engineer - Kirk Brainerd
File

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and GC 3547.5

Hamilton Unified

School District

Name of Bargaining Unit: CSEA

Certificated _____ Classified X

The proposed agreement covers the period beginning 7/1/2017 and ending
6/30/2020 and will be acted upon by the Governing Board at its meeting on

May 25, 2017

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement		
		Current Year Increase/Decrease 2017-18	Year 2 Increase/Decrease 2018-19	Year 3 Increase/Decrease 2019-20
1. Salary Schedule	\$ 641,428	\$ 22,450	\$ 16,597	\$ 13,610.00
		3.50%	2.59%	2.12%
2. Other Compensation Stipends, Bonuses, etc.	\$ -			
		0.00%	\$0.00	\$0.00
Description of Other Compensation				
3. Statutory Benefits STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 147,686.00	\$ 5,185.95	\$ 3,833.91	\$ 3,143.91
		3.51%	2.60%	2.13%
4. Health/Welfare Plans	\$ 156,772.00	\$ 2,408.00		\$ -
		1.54%	0.00%	0.00%
5. Total Compensation Add items 1 thru 4 to equal 5	\$ 945,886	\$ 30,044	\$ 20,431	\$ 16,754
		3.18%	2.16%	1.77%
6. Step and Column Due to movement plus any changes due to the settlement. This is a subset of Item No. 1		\$ -		
7. Total Number of Represented Employees (Use FTEs if appropriate)	18.1	18.5	18.5	18.5
8. Total Compensation Cost for Average Employee	\$ 51,129	\$ 1,624	\$ 1,104	\$ 906
		3.18%	2.16%	1.77%

**Disclosure of Collective Bargaining Agreement
Page 2**

Were any additional steps, columns, or ranges added to the schedules? If yes, please explain.

No

**Are staffing adjustments necessary for the district to implement the proposed agreement?
If yes, please provide details.**

No

Describe any contingency language included in the proposed agreement (e.g. reopeners, etc.).

N/A

Will this agreement create, increase, or decrease deficit spending in the current or subsequent two years?

Possibly; as projected in the district's latest Second Interim MYP.

Please identify the source of funding for the proposed agreement for the current year.

N/A

If this is a single-year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e. what will allow the district to afford this contract beyond the current year)?

If this is a multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years?

Increased LCFF revenues and district reserves as necessary.

Based on the district's multi-year projection, do unrestricted reserves continue to remain at, or above, the State's required minimum reserve level in the current and two subsequent years? If no, how does the district plan to restore its unrestricted reserves?

Yes

B. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

	Column 1 Latest Board- Approved Budget Before Settlement 2016-17 Budget	Column 2 Adjustments as a Result of Settlement	Column 3 Other Revisions	Column 4 Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF (8010-8099)	\$ 7,324,649		\$ -	\$ 7,324,649
Remaining Revenues (8100-8799)	\$ 1,182,399		\$ -	\$ 1,182,399
TOTAL REVENUES	\$ 8,507,048	\$ -	\$ -	\$ 8,507,048
EXPENDITURES				
1000 Certificated Salaries	3,425,303		\$ -	\$ 3,425,303
2000 Classified Salaries	953,611		\$ -	\$ 953,611
3000 Employee Benefits (Stat.) Health & Welfare	1,544,957		\$ - \$ -	\$ 1,544,957 \$ -
4000 Books and Supplies	435,538		\$ -	\$ 435,538
5000 Services and Operating Expenses	949,382		\$ -	\$ -
6000 Capital Outly	171,000		\$ -	\$ 171,000
7000 Other	920,161		\$ -	\$ 920,161
TOTAL EXPENDITURES	\$ 8,399,952	\$ -	\$ -	\$ 8,399,952
OPERATING SURPLUS (DEFICIT)	\$ 107,096	\$ -	\$ -	\$ 107,096
OTHER SOURCES AND TRANSFERS IN			\$ -	\$ -
OTHER USES AND TRANSFERS OUT			\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	107,096	\$ -	\$ -	\$ 107,096
BEGINNING BALANCE			\$ -	\$ -
ENDING BALANCE	\$ 107,096	\$ -	\$ -	\$ 107,096


Certification

Pursuant to amendments of the GC Section 3547.5 as contained in AB 2756 effective June 21, 2004, the Superintendent and Chief Business Official must certify in writing that the costs incurred under the collective bargaining agreement(s) outlined in this disclosure can be met by the district during the term of the agreement(s). Provisions contained in Title V also require the president or clerk of the board must attest to the disclosure and review by the governing board at the time of formal board action on the proposed agreement(s).

The information provided in this document details the financial implications and itemizes any budget revisions necessary to meet the costs of the proposed collective bargaining agreement(s) and is hereby submitted to the governing board for public disclosure in accordance with the requirements of GC 3547.5. The following certification will be approved prior to ratification of the applicable labor agreement(s).

Please check either Positive, Qualified, or Negative:

- X Positive
- Qualified
- Negative

_____ District Superintendent (Signature)	_____ Date
 _____ District Chief Business Official (Signature)	<u>5-9-17</u> _____ Date

After public disclosure of the provisions contained in this document, the governing board, at its meeting on May 25, 2017 (date), took action to approve the proposed agreement with the CSEA bargaining unit.

_____ President or Clerk, Governing Board (Signature)	_____ Date
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DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and GC 3547.5

Hamilton Unified

School District

Name of Bargaining Unit: HTA

Certificated x Classified

The proposed agreement covers the period beginning 7/1/2017 and ending

6/30/2020 and will be acted upon by the Governing Board at its meeting on

May 25, 2017

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement		
		Current Year Increase/Decrease 2017-18	Year 2 Increase/Decrease 2018-19	Year 3 Increase/Decrease 2019-20
1. Salary Schedule	\$ 2,498,957	\$ 87,463	\$ 64,661	\$ 53,022.00
		3.50%	2.59%	2.12%
2. Other Compensation Stipends, Bonuses, etc.	\$ -			
		0.00%	\$0.00	\$0.00
Description of Other Compensation				
3. Statutory Benefits STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 397,471.00	\$ 13,635.56	\$ 10,080.65	\$ 8,266.13
		3.43%	2.54%	2.08%
4. Health/Welfare Plans	\$ 459,118.00	\$ 29,792.00		\$ -
		6.49%	0.00%	0.00%
5. Total Compensation Add items 1 thru 4 to equal 5	\$ 3,355,546	\$ 130,891	\$ 74,742	\$ 61,288
		3.90%	2.23%	1.83%
6. Step and Column Due to movement plus any changes due to the settlement. This is a subset of Item No. 1		\$ -		
7. Total Number of Represented Employees (Use FTEs if appropriate)	40	42	42	42
8. Total Compensation Cost for Average Employee	\$ 79,894	\$ 3,116	\$ 1,780	\$ 1,459
		3.90%	2.23%	1.83%

Disclosure of Collective Bargaining Agreement
Page 2

Were any additional steps, columns, or ranges added to the schedules? If yes, please explain.

No

Are staffing adjustments necessary for the district to implement the proposed agreement? If yes, please provide details.

No

Describe any contingency language included in the proposed agreement (e.g. reopeners, etc.).

N/A

Will this agreement create, increase, or decrease deficit spending in the current or subsequent two years?

Possibly; as projected in the district's latest Second Interim MYP.

Please identify the source of funding for the proposed agreement for the current year.

N/A

If this is a single-year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e. what will allow the district to afford this contract beyond the current year)?

If this is a multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years?

Increased LCFF revenues and district reserves as necessary.

Based on the district's multi-year projection, do unrestricted reserves continue to remain at, or above, the State's required minimum reserve level in the current and two subsequent years? If no, how does the district plan to restore its unrestricted reserves?

Yes

B. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

	Column 1 Latest Board- Approved Budget Before Settlement 2016-17 Budget	Column 2 Adjustments as a Result of Settlement	Column 3 Other Revisions	Column 4 Total Current Budget (Columns 1+2+3)
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Remaining Revenues (8100-8799)	\$ 1,182,399		\$ -	\$ 1,182,399
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EXPENDITURES				
1000 Certificated Salaries	3,425,303		\$ -	\$ 3,425,303
2000 Classified Salaries	953,611		\$ -	\$ 953,611
3000 Employee Benefits (Stat.) Health & Welfare	1,544,957		\$ - \$ -	\$ 1,544,957 \$ -
4000 Books and Supplies	435,538		\$ -	\$ 435,538
5000 Services and Operating Expenses	949,382		\$ -	\$ -
6000 Capital Outly	171,000		\$ -	\$ 171,000
7000 Other	920,161		\$ -	\$ 920,161
TOTAL EXPENDITURES	\$ 8,399,952	\$ -	\$ -	\$ 8,399,952
OPERATING SURPLUS (DEFICIT)	\$ 107,096	\$ -	\$ -	\$ 107,096
OTHER SOURCES AND TRANSFERS IN			\$ -	\$ -
OTHER USES AND TRANSFERS OUT			\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	107,096	\$ -	\$ -	\$ 107,096
BEGINNING BALANCE			\$ -	\$ -
ENDING BALANCE	\$ 107,096	\$ -	\$ -	\$ 107,096

Certification

Pursuant to amendments of the GC Section 3547.5 as contained in AB 2756 effective June 21, 2004, the Superintendent and Chief Business Official must certify in writing that the costs incurred under the collective bargaining agreement(s) outlined in this disclosure can be met by the district during the term of the agreement(s). Provisions contained in Title V also require the president or clerk of the board must attest to the disclosure and review by the governing board at the time of formal board action on the proposed agreement(s).

The information provided in this document details the financial implications and itemizes any budget revisions necessary to meet the costs of the proposed collective bargaining agreement(s) and is hereby submitted to the governing board for public disclosure in accordance with the requirements of GC 3547.5. The following certification will be approved prior to ratification of the applicable labor agreement(s).

Please check either Positive, Qualified, or Negative:

- X Positive
- Qualified
- Negative

District Superintendent
(Signature)

Date



District Chief Business Official
(Signature)

5-9-17

Date

After public disclosure of the provisions contained in this document, the governing board, at its meeting on May 25, 2017 (date), took action to approve the proposed agreement with the HTA bargaining unit.

President or Clerk, Governing Board
(Signature)

Date

COMPREHENSIVE SAFETY PLAN

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

- (cf. 0410 - Nondiscrimination in District Programs and Activities)*
- (cf. 1312.3 - Uniform Complaint Procedures)*
- (cf. 3515 - Campus Security)*
- (cf. 3515.2 - Disruptions)*
- (cf. 3515.3 - District Police/Security Department)*
- (cf. 3515.7 - Firearms on School Grounds)*
- (cf. 5131 - Conduct)*
- (cf. 5131.2 - Bullying)*
- (cf. 5131.4 - Student Disturbances)*
- (cf. 5131.7 - Weapons and Dangerous Instruments)*
- (cf. 5136 - Gangs)*
- (cf. 5137 - Positive School Climate)*
- (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. 5145.3 - Nondiscrimination/Harassment)*
- (cf. 5145.7 - Sexual Harassment)*
- (cf. 5145.9 - Hate-Motivated Behavior)*

Note: Pursuant to Education Code 32281 and 32286, each school is required to adopt a comprehensive school safety plan (Option 1 below). However, districts with an average daily attendance (ADA) of 2,500 or less are authorized by Education Code 32281 to develop a districtwide safety plan in lieu of developing school plans; thus, those districts may select either Option 1 or 2 to reflect district practice. Any district may choose to develop both district and school plans.

COMPREHENSIVE SAFETY PLAN (continued)**(Districts with 2,500 or less ADA that choose to develop a districtwide plan)**

The Superintendent or designee shall oversee the development of a districtwide comprehensive safety plan that is applicable to each school site. (Education Code 32281)

Note: The following two paragraphs apply to all districts. Education Code 32286 requires that the school site council review and update the comprehensive safety plan by March 1 of each year. In districts with ADA of 2,500 or less that choose to develop a districtwide plan in accordance with Option 2 above, the Superintendent or designee may conduct the annual review.

Pursuant to Education Code 32288, the updated plan(s) must be submitted to the district for approval. The Board may choose to delegate to the Superintendent or designee the responsibility to review and approve the updated plans, but the Board remains responsible for ensuring compliance with the law.

The comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year and forwarded to the Board for approval. (Education Code 32286, 32288)

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

(cf. 0500 - Accountability)

(cf. 9320 - Meetings and Notices)

Note: Education Code 32288 requires that districts notify the California Department of Education if a school has not complied with the safety plan requirements. In the event that the Superintendent of Public Instruction determines that there has been a willful failure by a district to make any report required by Education Code 32280-32289, Education Code 32287 provides that the district may be fined up to \$2,000.

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

Tactical Response Plan

Note: The following section is **optional**. Pursuant to Education Code 32281, the Governing Board may, after consulting with law enforcement officials, elect to have the district, rather than the school site council, develop those portions of the comprehensive safety plan that include tactical responses to criminal incidents that may result in death or serious bodily injury.

Notwithstanding the process described above, any portion of a comprehensive safety plan that includes tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the

COMPREHENSIVE SAFETY PLAN (continued)

affected school premises, and apprehend the criminal perpetrator(s), shall be developed by district administrators in accordance with Education Code 32281. In developing such strategies, district administrators shall consult with law enforcement officials and with a representative of an employee bargaining unit, if he/she chooses to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code 32281)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

Public Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

(cf. 1340 - Access to District Records)

Note: The following paragraph is **optional**. Pursuant to Education Code 32281, the Board may choose to prohibit disclosure of those portions of the comprehensive safety plan that include tactical responses to criminal incidents.

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

Legal Reference: (see next page)

COMPREHENSIVE SAFETY PLAN (continued)*Legal Reference:*EDUCATION CODE*200-262.4 Prohibition of discrimination**32260-32262 Interagency School Safety Demonstration Act of 1985**32270 School safety cadre**32280-32289 School safety plans**32290 Safety devices**35147 School site councils and advisory committees**35183 School dress code; uniforms**35291 Rules**35291.5 School-adopted discipline rules**35294.10-35294.15 School Safety and Violence Prevention Act**48900-48927 Suspension and expulsion**48950 Speech and other communication**49079 Notification to teacher; student act constituting grounds for suspension or expulsion**67381 Violent crime*PENAL CODE*422.55 Definition of hate crime**626.8 Disruptions**11164-11174.3 Child Abuse and Neglect Reporting Act*CALIFORNIA CONSTITUTION*Article 1, Section 28(c) Right to Safe Schools*CODE OF REGULATIONS, TITLE 5*11987-11987.7 School Community Violence Prevention Program requirements**11992-11993 Definition, persistently dangerous schools*UNITED STATES CODE, TITLE 20*7111-7122 Student Support and Academic Enrichment Grants**7912 Transfers from persistently dangerous schools*UNITED STATES CODE, TITLE 42*12101-12213 Americans with Disabilities Act**Management Resources:*CSBA PUBLICATIONS*Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016**Safe Schools: Strategies for Governing Boards to Ensure Student Success, October 2011**Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010**Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2010**Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*Safe Schools: A Planning Guide for Action, 2002*FEDERAL BUREAU OF INVESTIGATION PUBLICATIONS*Uniform Crime Reporting Handbook, 2004**Management Resources continued: (see next page)*

COMPREHENSIVE SAFETY PLAN (continued)

Management Resources: (continued)

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

U.S. SECRET SERVICE AND U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2004

WEB SITES

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

California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss>

California Governor's Office of Emergency Services: <http://www.caloes.ca.gov>

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

Centers for Disease Control and Prevention: <http://www.cdc.gov/ViolencePrevention>

Federal Bureau of Investigation: <http://www.fbi.gov>

National Center for Crisis Management: <http://www.schoolcrisisresponse.com>

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

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

U.S. Secret Service, National Threat Assessment Center: <http://www.secretservice.gov/protection/ntac>

COMPREHENSIVE SAFETY PLAN

Development and Review of Comprehensive School Safety Plan

The school site council shall consult with local law enforcement in the writing and development of the comprehensive school safety plan. When practical, the school site council also shall consult with other school site councils and safety committees. (Education Code 32281, 32282)

(cf. 0420 - School Plans/Site Councils)

The school site council may delegate the responsibility for developing a comprehensive safety plan to a school safety planning committee composed of the following members: (Education Code 32281)

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. Other members, if desired

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Before adopting the comprehensive safety plan, the school site council or school safety planning committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the plan. (Education Code 32288)

The school site council or safety planning committee shall notify, in writing, the following persons and entities of the public meeting: (Education Code 32288)

1. The local mayor
2. A representative of the local school employee organization
3. A representative of each parent organization at the school, including the parent teacher association and parent teacher clubs

(cf. 1230 - School-Connected Organizations)

4. A representative of each teacher organization at the school

COMPREHENSIVE SAFETY PLAN (continued)

(cf. 4140/4240/4340 - Bargaining Units)

5. A representative of the school's student body government
6. All persons who have indicated that they want to be notified

In addition, the school site council or safety planning committee may notify, in writing, the following entities of the public meeting: (Education Code 32288)

1. Representatives of local religious organizations
2. Local civic leaders
3. Local business organizations

(cf. 1700 - Relations Between Private Industry and the Schools)

Content of the Safety Plan

Each comprehensive safety plan shall include an assessment of the current status of any crime committed on campus and at school-related functions. (Education Code 32282)

The assessment may include, but not be limited to, reports of crime, suspension and expulsion rates, and surveys of students, parents/guardians, and staff regarding their perceptions of school safety.

(cf. 0500 - Accountability)

(cf. 0510 - School Accountability Report Card)

The plan also shall identify appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, including all of the following: (Education Code 32282)

1. Child abuse reporting procedures consistent with Penal Code 11164

(cf. 5141.4 - Child Abuse Prevention and Reporting)

2. Routine and emergency disaster procedures including, but not limited to:
 - a. Adaptations for students with disabilities in accordance with the Americans with Disabilities Act

(cf. 6159 - Individualized Education Program)

COMPREHENSIVE SAFETY PLAN (continued)

- b. An earthquake emergency procedure system in accordance with Education Code 32282

(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 3516.3 - Earthquake Emergency Procedure System)

- c. A procedure to allow public agencies, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. 1330 - Use of School Facilities)
(cf. 3516.1 - Fire Drills and Fires)
(cf. 3516.2 - Bomb Threats)
(cf. 3516.5 - Emergency Schedules)
(cf. 3543 - Transportation Safety and Emergencies)

3. Policies pursuant to Education Code 48915(d) for students who commit an act listed in Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations

(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

4. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

(cf. 4158/4258/4358 - Employee Security)

5. A policy consistent with the prohibition against discrimination, harassment, intimidation, and bullying pursuant to Education Code 200-262.4

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 5131.2 - Bullying)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

6. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel" pursuant to Education Code 35183, the provisions of that dress code and the definition of "gang-related apparel"

(cf. 5132 - Dress and Grooming)

COMPREHENSIVE SAFETY PLAN (continued)

7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school

(cf. 5142 - Safety)

8. A safe and orderly school environment conducive to learning

(cf. 5137 - Positive School Climate)

9. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5

(cf. 5144 - Discipline)

Among the strategies for providing a safe environment, the school safety plan may also include:

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management, and conflict resolution

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying, hazing, and cyberbullying, as well as behavioral expectations and consequences for violations

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5131 - Conduct)

3. Curriculum that emphasizes prevention and alternatives to violence, such as multicultural education, character/values education, media analysis skills, conflict resolution, community service learning, and education related to the prevention of dating violence

(cf. 6142.3 - Civic Education)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6142.8 - Comprehensive Health Education)

4. Parent involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus

COMPREHENSIVE SAFETY PLAN (continued)

(cf. 1240 - Volunteer Assistance)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

5. Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.61 - Drug Testing)
(cf. 5131.62 - Tobacco)
(cf. 5131.63 - Steroids)

6. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system, and the schools that lead to the development of a set of common goals and community strategies for violence prevention instruction

(cf. 1020 - Youth Services)

7. District policy related to possession of firearms and ammunition on school grounds

(cf. 3515.7 - Firearms on School Grounds)

8. Measures to prevent or minimize the influence of gangs on campus

(cf. 5136 - Gangs)

9. Procedures for receiving verification from law enforcement when a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime

(cf. 5116.1 - Intradistrict Open Enrollment)

10. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for closing campuses to outsiders, installing surveillance systems, securing the campus perimeter, protecting buildings against vandalism, and providing for a law enforcement presence on campus

(cf. 1250 - Visitors/Outsiders)
(cf. 3515 - Campus Security)
(cf. 3515.3 - District Police/Security Department)
(cf. 3530 - Risk Management/Insurance)
(cf. 5112.5 - Open/Closed Campus)
(cf. 5131.5 - Vandalism and Graffiti)

COMPREHENSIVE SAFETY PLAN (continued)

11. Guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on school campuses. Guidelines may include, but are not limited to, the following:

- a. Strategies to create and maintain a positive school climate, promote school safety, and increase student achievement
- b. Strategies to prioritize mental health and intervention services, restorative and transformative justice programs, and positive behavior interventions and support
- c. Protocols to address the mental health care of students who have witnessed a violent act at any time, including, but not limited to, while on school grounds, while coming or going from school, during a lunch period whether on or off campus, or during or while going to or coming from a school-sponsored activity

12. Strategies for suicide prevention and intervention

(cf. 5141.52 - Suicide Prevention)

13. Procedures to implement when a person interferes with or disrupts a school activity, remains on campus after having been asked to leave, or creates a disruption with the intent to threaten the immediate physical safety of students or staff

(cf. 3515.2 - Disruptions)

14. Crisis prevention and intervention strategies, which may include the following:

- a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate

(cf. 3515.5 - Sex Offender Notification)

(cf. 5131.4 - Student Disturbances)

- b. Threat assessment strategies to determine the credibility and seriousness of a threat and provide appropriate interventions for the potential offender(s)
- c. Assignment of staff members responsible for each identified task and procedure

COMPREHENSIVE SAFETY PLAN (continued)

- d. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan
- e. Coordination of communication to schools, Governing Board members, parents/guardians, and the media

(cf. 1112 - Media Relations)
(cf. 9010 - Public Statements)

- f. Development of a method for the reporting of violent incidents
- g. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling

- 15. Staff development in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

- 16. Environmental safety strategies, including, but not limited to, procedures for preventing and mitigating exposure to toxic pesticides, lead, asbestos, vehicle emissions, and other hazardous substances and contaminants

(cf. 3510 - Green School Operations)
(cf. 3513.3 - Tobacco-Free Schools)
(cf. 3514 - Environmental Safety)
(cf. 3514.1 - Hazardous Substances)
(cf. 3514.2 - Integrated Pest Management)

FREE AND REDUCED PRICE MEALS

The Governing Board recognizes that adequate nutrition is essential to the development, health, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of students from low-income families in the district's food service program.

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 3552 - Summer Meal Program)

(cf. 5030 - Student Wellness)

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 6177 - Summer Learning Programs)

The district shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria. (Education Code 49550, 49552)

The Superintendent or designee shall ensure that meals provided through the free and reduced-price meals program meet applicable state and/or federal nutritional standards in accordance with law, Board policy, and administrative regulation.

(cf. 3550 - Food Service/Child Nutrition Program)

Schools participating in the Special Milk Program pursuant to 42 USC 1772 shall provide milk at no charge to students who meet federal eligibility criteria for free or reduced-price meals.

The Board shall approve, and shall submit to the California Department of Education for approval, a plan that ensures that students eligible to receive free or reduced-price meals and milk are not treated differently from other students. (Education Code 49557)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 3555 - Nutrition Program Compliance)

(cf. 5145.3 - Nondiscrimination/Harassment)

Confidentiality/Release of Records

All applications and records related to eligibility for the free and reduced-price meals program shall be confidential and may not be released except as provided by law and authorized by the Board or pursuant to a court order. (Education Code 49558)

(cf. 5125 - Student Records)

The Board authorizes designated employees to use individual records pertaining to student eligibility for the free and reduced-price meals program for the following purposes: (Education Code 49558)

FREE AND REDUCED PRICE MEALS (continued)

1. Disaggregation of academic achievement data

(cf. 6162.51 - State Academic Achievement Tests)

2. Identification of students eligible for alternative supports in any school identified as a Title I program improvement school

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 6171 - Title I Programs)

If a student transfers from the district to another district, charter school, county office of education program, or private school, the Superintendent or designee may share the student's meal eligibility information to the other educational agency to assist in the continuation of the student's meal benefits.

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to another school district, charter school, or county office of education that is serving a student living in the same household for purposes related to program eligibility and data used in local control funding formula calculations. (Education Code 49558)

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to the Superintendent of Public Instruction for purposes of determining allocations under the local control funding formula and for assessing accountability of that funding. (Education Code 49558)

The Superintendent or designee may release information on the school lunch program application to the local agency that determines eligibility for participation in the Medi-Cal program if the student has been approved for free meals or, if included in the agreement with the local agency, for reduced-price meals. He/she also may release information on the school lunch application to the local agency that determines eligibility for CalFresh or another nutrition assistance program authorized under 7 CFR 210.1 if the student has been approved for free or reduced-price meals. Information may be released for these purposes only if the student's parent/guardian consents to the sharing of information and the district has entered into a memorandum of understanding with the local agency which, at a minimum, includes the roles and responsibilities of the district and local agency and the process for sharing the information. After sharing information with the local agency for purposes of determining eligibility for that program, no further information shall be shared unless otherwise authorized by law. (Education Code 49557.2, 49557.3, 49558)

(cf. 5141.6 - School Health Services)

Legal Reference: (see next page)

FREE AND REDUCED PRICE MEALS (continued)

Legal Reference:

EDUCATION CODE

48980 Notice at beginning of term

49430-49434 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49494 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act of 1974

49547-49548.3 Comprehensive nutrition service

49550-49562 Meals for needy students

CODE OF REGULATIONS, TITLE 5

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 20

1232g Federal Educational Rights and Privacy Act

6301-6514 Title I programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch program

1771-1791 Child nutrition, especially:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.10-220.21 National School Breakfast Program

245.1-245.13 Determination of eligibility for free and reduced-price meals and free milk

WELFARE AND INSTITUTIONS CODE

14005.41 Basic health care

Management Resources: (see next page)

FREE AND REDUCED PRICE MEALS (continued)

Management Resources:

CSBA PUBLICATIONS

Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, 2012

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, 2012

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS

NSD SNP-12-2015 Updated Guidance on Sharing of School Meal Applications and the Passing of Assembly Bill 1599, July 2015

USDA-SNP-07-2010 Change in Free and Reduced-Price Meal Application Approval Process, September 2010

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Feed More Kids, Improve Program Participation

Direct Certification Implementation Checklist, May 2008

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Eligibility Manual for School Meals: Determining and Verifying Eligibility, July 2015

Provision 2 Guidance: National School Lunch and School Breakfast Programs, Summer 2002

WEB SITES

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

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

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

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

FREE AND REDUCED PRICE MEALS

Applications

The Superintendent or designee shall ensure that the district's application form for free and reduced-price meals and related materials include the statements specified in Education Code 49557 and 7 CFR 245.5. The district's application packet shall include the notifications and information listed in Education Code 49557.2.

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3551 - Food Service Operations/Cafeteria Fund)
(cf. 3552 - Summer Meal Program)

The application form and related information shall be distributed in paper form to all parents/guardians at the beginning of each school year and shall be available to students at all times during the school day. (Education Code 48980, 49520; 42 USC 1758; 7 CFR 245.5)

(cf. 5145.6 - Parental Notifications)

In addition, the district application form for free and reduced price meals shall be available online. The online application form shall require completion of only those questions necessary for determining eligibility, contain clear instructions for families that are homeless or migrant, and comply with other requirements specified in Education Code 49557.

An application form and related information shall also be provided whenever a new student is enrolled.

At the beginning of each school year, the Superintendent or designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the district attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person. (7 CFR 245.5)

Eligibility

The Superintendent or designee shall determine students' eligibility for the free and reduced-price meals program based on the criteria specified in 42 USC 1758 and 1773 and 7 CFR 245.1-245.13 and made available by the California Department of Education.

When authorized by law, participants in other federal or state programs may be directly certified, without further application, for enrollment in the free and reduced-price meals program. (Education Code 49561; 42 USC 1758)

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6175 - Migrant Education Program)

FREE AND REDUCED PRICE MEALS (continued)**Verification of Eligibility**

Not later than November 15 of each year, the Superintendent or designee shall verify the eligibility of a sample of household applications approved for the school year in accordance with the sample sizes and procedures specified in 42 USC 1758 and 7 CFR 245.6a. (42 USC 1758; 7 CFR 245.6a)

If the review indicates that the initial eligibility determination is correct, the Superintendent or designee shall verify the approved household application. If the review indicates that the initial eligibility determination is incorrect, the Superintendent or designee shall: (42 USC 1758; 7 CFR 245.6a)

1. If the eligibility status changes from reduced price to free, make the increased benefits immediately available and notify the household of the change in benefits
2. If the eligibility status changes from free to reduced price, first verify the application, then notify the household of the correct eligibility status, and, when required by law, send a notice of adverse action as described below
3. If the eligibility status changes from free or reduced price to paid, send the household a notice of adverse action as described below

If any household is to receive a reduction or termination of benefits as a result of verification activities, or if the household fails to cooperate with verification efforts, the Superintendent or designee shall reduce or terminate benefits, as applicable, and shall properly document and retain on file in the district the reasons for ineligibility. He/she also shall send a notice of adverse action to any household that is to receive a reduction or termination of benefits. Such notice shall be provided 10 days prior to the actual reduction or termination of benefits. The notice shall advise the household of: (7 CFR 245.6a)

1. The change and the reasons for the change
2. The right to appeal, when the appeal must be filed to ensure continued benefits while awaiting a hearing and decision, and instructions on how to appeal
3. The right to reapply at any time during the school year

Confidentiality/Release of Records

The Superintendent designates the following district employee(s) to use individual records pertaining to student participation in the free and reduced-price meals program for the purpose of disaggregation of academic achievement data or for the identification of students who are eligible for alternative supports in a Title I program improvement school:

FREE AND REDUCED PRICE MEALS (continued)

(Director of Nutrition and Student Welfare)

In using the records for such purposes, the Superintendent or designee shall ensure that:
(Education Code 49558)

1. No individual indicators of participation in the free and reduced-price meals program are maintained in the permanent records of any student if not otherwise allowed by law.

(cf. 5125 - Student Records)

2. Information regarding individual student participation in the free and reduced-price meals program is not publicly released.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

3. All other confidentiality provisions required by law are met.
4. Information collected regarding individual students certified to participate in the free and reduced-price meals program is destroyed when no longer needed for its intended purpose.

Nondiscrimination Plan

The district's plan for students receiving free or reduced-price meals shall ensure the following: (Education Code 49557; 42 USC 1758)

1. The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.
2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.
3. The students shall not be required to work for their meals or for milk.
4. The students shall not be required to use a separate dining area, go through a separate serving line or entrance, or consume their meals or milk at a different time.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3555 - Nutrition Program Compliance)

FREE AND REDUCED PRICE MEALS (continued)

When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price. (Education Code 49557; 7 CFR 245.8)

Prices

The maximum price that shall be charged to eligible students for reduced-price meals shall be 40 cents for lunch and 30 cents for breakfast. (42 USC 1758, 1773)

GRADES/EVALUATION OF STUDENT ACHIEVEMENT

The Governing Board believes that grades serve a valuable instructional purpose by helping students and parents/guardians understand performance expectations and identifying the student's areas of strength and those areas needing improvement. Parents/guardians and students have the right to receive course grades that represent an accurate evaluation of the student's academic performance.

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

The Superintendent or designee shall establish a uniform grading system that shall be applied to all students in that course and grade level. Teachers shall inform students and parents/guardians how academic performance will be evaluated in the classroom.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

A teacher shall base a student's grades solely on the quality of the student's academic work and his/her mastery of course content based on district standards. Students shall have the opportunity to demonstrate this mastery through a variety of methods, including, but not limited to, tests, projects, portfolios, and/or class discussion as appropriate. Other elements that are not a direct measure of knowledge and understanding of course content, such as attendance, effort, student conduct, and work habits, shall not be factored into the academic grade but may be reported separately.

(cf. 6011 - Academic Standards)
(cf. 6162.5 - Student Assessment)

Whenever a student misses an assignment or assessment due to either an excused or unexcused absence, he/she shall be given full credit for subsequent satisfactory completion of the assignment or assessment.

(cf. 6154 - Homework/Makeup Work)

A teacher may reduce course credit to a student if the student has accumulated 6 or more unexcused absences during the semester.

(cf. 5113 - Absences and Excuses)
(cf. 5113.1 - Chronic Absence and Truancy)

Students in grades K-3 shall receive progress reports at the end of each grading period rather than letter grades.

At all grade levels, report cards may include reports of student progress on specific academic standards applicable to the course and grade level.

GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)

When reporting student performance to parents/guardians, teachers may add narrative descriptions, observational notes, and/or samples of classroom work in order to better describe student progress in specific skills and subcategories of achievement.

A report card for a student with a disability may contain information about his/her disability, including whether that student received special education or related services, provided that the report card informs parents/guardians about their child's progress or level of achievement in specific classes, course content, or curriculum. However, transcripts that may be used to inform postsecondary institutions or prospective employers of the student's academic achievements shall not contain information disclosing the student's disability.

(cf. 5125 - Student Records)
(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

A grade assigned by the teacher shall not be changed by the Board or the Superintendent except as provided by law, Board policy, or administrative regulation. (Education Code 49066)

(cf. 5125.3 - Challenging Student Records)

The Superintendent or designee shall determine the methodology to be used in calculating students' grade point average (GPA), including the courses to be included within the GPA and whether extra grade weighting shall be applied to Advanced Placement, International Baccalaureate, honors, and/or concurrent postsecondary courses.

(cf. 6141.4 - International Baccalaureate Program)
(cf. 6141.5 - Advanced Placement)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6172.1 - Concurrent Enrollment in College Classes)

Legal Reference: (see next page)

GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)*Legal Reference:*EDUCATION CODE48070 *Promotion and retention*48205 *Excused absences*48800-48802 *Enrollment of gifted students in community college*48904-48904.3 *Withholding grades, diplomas, or transcripts*49066 *Grades; finalization; physical education class*49067 *Mandated regulations regarding student's achievement*49069.5 *Students in foster care, grades and credits*51242 *Exemption from physical education based on participation in interscholastic athletics*69432.9 *Cal Grant program; notification of grade point average*76000-76002 *Enrollment in community college*CODE OF REGULATIONS, TITLE 510060 *Criteria for reporting physical education achievement, high schools*30008 *Definition of high school grade point average for student aid eligibility*UNITED STATES CODE, TITLE 201232g *Family Education Rights and Privacy Act (FERPA)*CODE OF FEDERAL REGULATIONS, TITLE 3499.1-99.67 *Family Educational Rights and Privacy Act*COURT DECISIONS*Owasso Independent School District v. Falvo*, (2002) 534 U.S. 426*Las Virgenes Educators Association v. Las Virgenes Unified School District*, (2001) 86 Cal.App.4th 1*Swany v. San Ramon Valley Unified School District*, (1989) 720 F.Supp. 764*Johnson v. Santa Monica-Malibu Unified School District Board of Education*, (1986) 179 Cal.App.3d 593*Management Resources:*CSBA PUBLICATIONS*Research-Supported Strategies to Improve the Accuracy and Fairness of Grades*, Governance Brief, July 2016U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS CORRESPONDENCE*Report Cards and Transcripts for Students with Disabilities*, October 17, 2008WEB SITESCSBA: <http://www.csba.org>California Department of Education: <http://www.cde.ca.gov>California Student Aid Commission: <http://www.csac.ca.gov>U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

GRADES/EVALUATION OF STUDENT ACHIEVEMENT

Note: Education Code 49067 **mandates** the Governing Board to approve regulations requiring the evaluation of each student's academic performance for each grading period. The following administrative regulation should be revised to reflect district practice and the grade levels offered by the district.

The Superintendent or designee shall inform teachers of the district's policy regarding grading, including expectations that grades shall be based on factors that directly measure students' knowledge and skills in the content area and shall not include nonacademic factors.

Report cards displaying students' grades in each subject or course shall be distributed to parents/guardians at the end of each grading period. Parents/guardians shall be offered an opportunity to meet with their child's teacher(s) to discuss the grades and strategies to improve their child's performance.

(cf. 6020 - Parent Involvement)

Note: Education Code 49067 **mandates** that the Board approve regulations requiring either a conference with the parent/guardian or a written report sent to the parent/guardian whenever a student is in danger of failing a course. Pursuant to Education Code 49067, the refusal of a parent/guardian to attend the conference or to respond to the written report shall not preclude failing the student at the end of the grading period.

Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. (Education Code 49067)

(cf. 5123 - Promotion/Acceleration/Retention)

Note: The following **optional** paragraph is for use by districts that maintain high schools.

For each student in grades 9-12, the Superintendent or designee shall maintain a transcript recording the courses taken, the term that each course was taken, credits earned, final grades, and date of graduation.

(cf. 5125 - Student Records)
(cf. 6146.1 - High School Graduation Requirements)

Grades for Academic Performance

Note: The following **optional** section may be revised to reflect district practice.

For grades K-3, students' level of progress for each grading period shall be reported as follows:

- O Outstanding
- S Satisfactory
- N Needs Improvement

GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)

Note: The following list may be revised to include plus and minus signs if used by the district.

For grades 4-12, grades for academic performance shall be reported for each grading period as follows:

A	(90-100%)	Outstanding Achievement	4.0 grade points
B	(80-89%)	Above Average Achievement	3.0 grade points
C	(70-79%)	Average Achievement	2.0 grade points
D	(60-69%)	Below Average Achievement	1.0 grade points
F	(0-59%)	Little or No Achievement	0 grade points
I		Incomplete	0 grade points

An Incomplete shall be given only when a student's work is not finished by the end of the grading period because of illness or other excused absence. If not made up within six weeks, the Incomplete shall become an F.

Note: The following **optional** paragraph is for use by districts that maintain high schools and choose to assign extra grade weighting to Advanced Placement, International Baccalaureate, honors, or concurrent postsecondary courses.

Districts should be aware that, in determining college admissions eligibility, the extra grade weighting will be factored into university admissions only if the courses have been certified as honors courses by the University of California and are in the following "a-g" subjects: history-social science, English, advanced mathematics, laboratory science, language other than English, and visual and performing arts.

Because of the more rigorous nature of Advanced Placement, International Baccalaureate, honors, and concurrent postsecondary courses, students receiving a grade of A, B, or C in those courses shall receive extra grade weighting as follows:

A	(90-100%)	Outstanding Achievement	5.0 grade points
B	(80-89%)	Above Average Achievement	4.0 grade points
C	(70-79%)	Average Achievement	3.0 grade points

(cf. 6141.4 - International Baccalaureate Program)

(cf. 6141.5 - Advanced Placement)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6172.1 - Concurrent Enrollment in College Classes)

Grades for Physical Education

No grade of a student participating in a physical education class may be adversely affected due to the fact that the student, because of circumstances beyond his/her control, does not wear standardized physical education apparel. (Education Code 49066)

(cf. 6142.7 - Physical Education and Activity)

GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)

Note: The following **optional** paragraph is for use by districts that maintain high schools and may be revised to reflect additional grade levels at the district's discretion. 5 CCR 10060 lists criteria by which districts must appraise the quality of high school physical education programs, including criteria for reporting student achievement in physical education.

Student performance in high school physical education courses shall be based upon evaluation of the student's individual progress, attainment of goals in each instructional area, tests designed to determine skill and knowledge, and physical performance tests. (5 CCR 10060)

Note: The following **optional** paragraph may be used by districts that allow high school students to fulfill physical education credits through interscholastic athletics carried on wholly or partially after regular school hours pursuant to Education Code 51242; see BP 6142.7 - Physical Education and Activity.

High school students using interscholastic athletic participation to fulfill physical education requirements, as authorized by Education Code 51242, may be graded on this participation provided a teacher credentialed to teach physical education supervises this participation and assigns the grade.

(cf. 6145.2 - Athletic Competition)

Grades for College Courses

Note: The following **optional** section is for use by districts maintaining grades 9-12 that choose to grant district credit for completion of postsecondary courses pursuant to Education Code 48800-48802 and 76000-76002; see BP/AR 6172.1 - Concurrent Enrollment in College Classes.

When the district has approved a student to receive district credit for coursework completed at a community college or four-year college, he/she shall receive the same letter grade as is granted by the college.

Grades for Citizenship and Work Habits

Note: In Las Virgenes Educators Association v. Las Virgenes Unified School District, the court determined that a citizenship mark is a "grade" within the meaning of Education Code 49066 and upheld a teacher's right to make the final decision regarding a citizenship mark.

Any grades assigned for citizenship or work habits, such as effort or study skills, shall be reported as follows:

- O Outstanding
- S Satisfactory
- N Needs Improvement

GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)**Pass/Fail Grading**

Note: The district may choose to expand the following **optional** section to identify specific courses or programs for which students may elect a Pass/Fail grade rather than an A-F grade (e.g., alternative education program, non-college-preparatory summer school courses, etc.).

The Superintendent or designee may identify courses or programs for which students may, with parent/guardian permission, elect to earn a Pass or Fail grade instead of a letter grade.

Students who receive a Pass grade shall acquire the appropriate semester units of credit for the course. The grade shall not be counted in determining class rank, honors list, or membership in the California Scholarship Federation. Students who receive a Fail grade shall not receive credit for taking the course.

Peer Grading

Note: In Owasso Independent School District v. Falvo, the U.S. Supreme Court held that students' grades on assignments and tests are not "education records" until the teacher records them, and therefore the practice of peer grading does not violate the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 USC 1232g); see BP/AR 5125 - Student Records. Furthermore, for the same reason, the Supreme Court did not prohibit the practice of having students report the grades aloud so that the teacher may record them. The following section is **optional**.

At their discretion, teachers may use peer grading of student tests, papers, and assignments as appropriate to reinforce lessons.

Repeating Classes

Note: The following **optional** section is for use by districts that maintain high schools. Districts may adopt a different approach than the one described below, such as the use of averaging.

With the approval of the principal or designee, a student may repeat a course in order to raise his/her grade. Both grades received shall be entered on the student's transcript, but the student shall receive credit only once for taking the course. The highest grade received shall be used in determining the student's overall grade point average (GPA).

Withdrawal from Classes

Note: The following **optional** section is for use by districts maintaining high schools and should be revised to reflect district practice.

A student who drops a course during the first six weeks of the grading period may do so without any entry on his/her permanent record card. A student who drops a course after the first six weeks of the grading period shall receive an F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.

GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)**Effect of Absences on Grades**

Note: The following section is for use by districts that choose to authorize teachers to assign failing grades to students who have excessive unexcused absences pursuant to Education Code 49067; see the accompanying Board policy. Education Code 49067 **mandates** such districts to establish regulations which include, but are not limited to, providing (1) a reasonable opportunity for students or parents/guardians to explain the absences and (2) a method for identifying in a student's record the failing grades assigned on the basis of unexcused absences.

Teachers who choose to withhold class credit because of excessive unexcused absences shall so inform students and parents/guardians of such a possibility at the beginning of the school year or semester. When a student reaches the number of unexcused absences defined as excessive in Board policy, the student and parent/guardian shall again be notified of the district's policy regarding excessive unexcused absences.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

The student and parent/guardian shall have a reasonable opportunity to explain the absences. (Education Code 49067)

If a student receives a failing grade because of excessive unexcused absences, the student's record shall specify that the grade was assigned because of excessive unexcused absences. (Education Code 49067)

Note: Pursuant to Education Code 49069.5, grades for a student in foster care shall not be lowered if the student is absent from school due to (1) a decision by a court or placement agency to change the student's placement, in which case the student's grades and credits shall be calculated as of the date the student left school, or (2) a verified court appearance or related court-ordered activity. See BP 6173.1 - Education for Foster Youth.

Grades for a student in foster care shall not be lowered if the student is absent for any reason specified in Education Code 49069.5.

(cf. 6173.1 - Education for Foster Youth)

Grade Point Average

Note: The following **optional** section should be revised to reflect the district's methodology for calculating GPA. Districts may calculate multiple GPAs for a single student (e.g., academic GPA, total GPA) for different purposes (e.g., eligibility for extracurricular activities, athletic programs, honors at graduation, or other district programs that use GPA as a criterion). Districts should be aware that, in determining college admissions eligibility, the California State University and the University of California consider students' GPA in the "a-g" subjects required for college entry and is based on grades recorded in their high school transcripts.

GRADES/EVALUATION OF STUDENT ACHIEVEMENT (continued)

The Superintendent or designee shall calculate each student's GPA using the grade point assigned to each letter grade in accordance with the scale described in the section "Grades for Academic Performance" above. The grade points for all applicable coursework shall be totaled and divided by the number of courses completed. Pass/Fail grades shall not be included in the determination of a student's GPA.

(cf. 5126 - Awards for Achievement)

(cf. 6145 - Extracurricular and Cocurricular Activities)

When plus and minus designations are added to letter grades, they shall not be considered in determining GPA.

Note: Education Code 69432.9 provides that all students in grade 12 will be considered Cal Grant applicants unless they opt out of the program. The GPA of all students in grade 12 who have not opted out of the program shall be submitted to the Student Aid Commission. See AR 5125 - Student Records for related requirements.

Each academic year, the Superintendent or designee shall provide to the Student Aid Commission the GPA of all district students in grade 12, except for students who have opted out or are permitted by the rules of the Student Aid Commission to provide test scores in lieu of the GPA. (Education Code 69432.9)

SUICIDE PREVENTION

The Governing Board recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. To attempt to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing measures and strategies for use by the district, the Superintendent or designee may consult with school health professionals, school counselors, school psychologists, school social workers, administrators, other staff, parents/guardians, students, local health agencies, mental health professionals, and community organizations.

(cf. 1020 - Youth Services)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Such measures and strategies shall include, but are not limited to:

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students in the secondary grades

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

SUICIDE PREVENTION (continued)

2. Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others

(cf. 6142.8 - Comprehensive Health Education)

3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

4. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the youth suicide problem, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis
5. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
6. Crisis intervention procedures for addressing suicide threats or attempts
7. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. (Education Code 215)

Legal Reference: (see next page)

SUICIDE PREVENTION (continued)*Legal Reference:*EDUCATION CODE

215 Student suicide prevention policies
 32280-32289 Comprehensive safety plan
 49060-49079 Student records
 49602 Confidentiality of student information
 49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent
 5850-5883 Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide, Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Preventing Suicide: A Toolkit for High Schools, 2012

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <http://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, Suicide Prevention Program:

<http://www.dhcs.ca.gov/services/MH/Pages/SuicidePrevention.aspx>

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <http://www.nasponline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services

Administration: <http://www.samhsa.gov>

Policy
 adopted:

HAMILTON UNIFIED SCHOOL DISTRICT
 Hamilton City, California

SUICIDE PREVENTION

Staff Development

Suicide prevention training shall be provided to teachers, counselors, and other district employees who interact with students at the secondary level. The training shall be offered under the direction of a district counselor/psychologist and/or in cooperation with one or more community mental health agencies.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Materials for training shall include how to identify appropriate mental health services at the school site and within the community, and when and how to refer youth and their families to those services. Materials also may include programs that can be completed through self-review of suitable suicide prevention materials. (Education Code 215)

Staff development shall include research and information related to the following topics:

SUICIDE PREVENTION (continued)

1. The higher risk of suicide among certain groups, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth
2. Individual risk factors such as previous suicide attempt(s) or self-harm, history of depression or mental illness, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, impulsivity, and other factors

(cf. 5131.6 - Alcohol and Other Drugs)

3. Warning signs that may indicate depression, emotional distress, or suicidal intentions, such as changes in students' personality or behavior and verbalizations of hopelessness or suicidal intent
4. Protective factors that may help to decrease a person's suicide risk, such as resiliency, problem-solving ability, access to mental health care, and positive connections to family, peers, school, and community
5. Instructional strategies for teaching the suicide prevention curriculum and promoting mental and emotional health
6. School and community resources and services, including resources and services that meet the specific needs of high-risk groups

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

7. District procedures for intervening when a student attempts, threatens, or discloses the desire to die by suicide

Instruction

SUICIDE PREVENTION (continued)

The district's comprehensive health education program shall promote the healthy mental, emotional, and social development of students and shall be aligned with the state content standards and curriculum framework. Suicide prevention instruction shall be incorporated into the health education curriculum at appropriate secondary grades and shall be designed to help students:

1. Identify and analyze signs of depression and self-destructive behaviors and understand how feelings of depression, loss, isolation, inadequacy, and anxiety can lead to thoughts of suicide
2. Develop coping and resiliency skills and self-esteem
3. Learn to listen, be honest, share feelings, and get help when communicating with friends who show signs of suicidal intent
4. Identify trusted adults, school resources, and/or community crisis intervention resources where youth can get help and recognize that there is no stigma associated with seeking services for mental health, substance abuse, and/or suicide prevention

(cf. 1020 - Youth Services)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5141.6 - School Health Services)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6164.2 - Guidance/Counseling Services)

Intervention

Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.

Every statement regarding suicidal intent shall be taken seriously. Whenever a staff member suspects or has knowledge of a student's suicidal intentions based on the student's verbalizations or act of self-harm, he/she shall promptly notify the principal or school counselor.

SUICIDE PREVENTION (continued)

Although any personal information that a student discloses to a school counselor shall generally not be revealed, released, referenced, or discussed with third parties, the counselor may report to the principal or student's parents/guardians when he/she has reasonable cause to believe that disclosure is necessary to avert a clear and present danger to the health, safety, or welfare of the student. In addition, the counselor may disclose information of a personal nature to psychotherapists, other health care providers, or the school nurse for the sole purpose of referring the student for treatment. (Education Code 49602)

(cf. 5141 - Health Care and Emergencies)

A school employee shall act only within the authorization and scope of his/her credential or license. An employee is not authorized to diagnose or treat mental illness unless he/she is specifically licensed and employed to do so. (Education Code 215)

Whenever schools establish a peer counseling system to provide support for students, peer counselors shall receive training that includes identification of the warning signs of suicidal behavior and referral of a suicidal student to appropriate adults.

(cf. 5138 - Conflict Resolution/Peer Mediation)

When a suicide attempt or threat is reported, the principal or designee shall ensure student safety by taking the following actions:

1. Immediately securing medical treatment and/or mental health services as necessary
2. Notifying law enforcement and/or other emergency assistance if a suicidal act is being actively threatened
3. Keeping the student under continuous adult supervision until the parent/guardian and/or appropriate support agent or agency can be contacted and has the opportunity to intervene
4. Removing other students from the immediate area as soon as possible

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5141 - Health Care and Emergencies)

The principal or designee shall document the incident in writing, including the steps that the school took in response to the suicide attempt or threat.

SUICIDE PREVENTION (continued)

(cf. 5125 - Student Records)

The Superintendent or designee shall follow up with the parent/guardian and student in a timely manner to provide referrals to appropriate services as needed. If the parent/guardian does not access treatment for the student, the Superintendent or designee may meet with the parent/guardian to identify barriers to treatment and assist the family in providing follow-up care for the student. If follow-up care is still not provided, the Superintendent or designee shall consider whether he/she is required, pursuant to laws for mandated reporters of child neglect, to refer the matter to the local child protective services agency.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

For any student returning to school after a mental health crisis, the principal or designee and/or school counselor may meet with the parents/guardians and, if appropriate, with the student to discuss re-entry and appropriate next steps to ensure the student's readiness for return to school.

Postvention

In the event that a student dies by suicide, the Superintendent or designee shall communicate with the student's parents/guardians to offer condolences, assistance, and resources. In accordance with the laws governing confidentiality of student record information, the Superintendent or designee shall consult with the parents/guardians regarding facts that may be divulged to other students, parents/guardians, and staff.

SUICIDE PREVENTION (continued)

The Superintendent or designee shall implement procedures to address students' and staff's grief and to minimize the risk of imitative suicide or suicide contagion. He/she shall provide students, parents/guardians, and staff with information, counseling, and/or referrals to community agencies as needed. School staff may receive assistance from school counselors or other mental health professionals in determining how best to discuss the suicide or attempted suicide with students.

Any response to media inquiries shall be handled by the district-designated spokesperson who shall not divulge confidential information. The district's response shall not sensationalize suicide and shall focus on the district's postvention plan and available resources.

(cf. 1112- Media Relations)

After any suicide or attempted suicide by a student, the Superintendent or designee shall provide an opportunity for all staff who responded to the incident to debrief, evaluate the effectiveness of the strategies used, and make recommendations for future actions.

**Hamilton Unified School District
College Readiness Block Grant
Grades 9-12
2016-2019**

Background Information:

In June 2016, California Governor Jerry Brown signed the 2016-17 state budget into law. The budget included \$200 million allocated to the College Readiness Block Grant (CRBG) and is intended to provide eligible local education agencies (LEAs) with at least one unduplicated pupil in grades 9-12, in an accredited school, with no less than \$75,000.

Funding Purpose:

The College Readiness Block Grant is established for the purposes of providing high school students, particularly unduplicated pupils, with additional supports to increase the number who enroll at institutions of higher education and complete an undergraduate degree within four years. EC 41580 authorizes the CRBG as well as providing for the development of a plan describing how the school district will utilize CRBG funds to increase or improve services for unduplicated pupils to ensure access to post-secondary education and to ensure college readiness. Additionally, the CRBG plan shall include information as to how it aligns with the LCAP.

Fiscal Impact:

The Hamilton Unified School District will receive \$75,000 in grant funding to be expended anytime during the 2016-17, 2017-18, and 2018-19 fiscal school years.

Educational Impact:

Increased access and completion of A-G requirements for unduplicated pupils. Increased access and exposure to, awareness of, and enrollment in post-secondary educational institutions for all students, particularly unduplicated pupils. Increased access, exposure, and enrollment in Advanced Placement courses.

Status and Board Requirements:

Hold public discussion of CRBG plan and approve at subsequent board meeting.

Hamilton Unified School District College Readiness Block Grant 2016-2019

Introduction:

The Hamilton Unified School District provides a variety of support services for unduplicated pupils in grades 9-12 designed to increase matriculation to college and success. These support services include our intervention time within our school day, Math and English support classes in our schedule, access to credit recovery for students, as well as the implementation of CCSS Math courses. Hamilton High School also has offered concurrent enrollment with Butte College and has articulation with Butte College with various courses. Also, Hamilton High School has implemented Career and Technical Education (CTE) pathways. The CRBG funds will allow us to address specific roadblocks that our unique student demographics present.

How will funds be used to increase or improve services for unduplicated pupils to ensure college readiness?:

The focus of our College Readiness Block Grant will include the following- to increase the number of students who are successfully enrolling in and completing A-G requirements and AP courses; and to increase parent and student awareness of, and exposure to, college opportunities.

To increase A-G completion and AP success for unduplicated pupils, we will:

- Provide additional academic support beginning in ninth grade with implementation of new bell schedule and a math lab for each 9th grade student.
- Provide professional development to staff in courses (English and Math) to increase student success.
- Subsidize the cost of AP Exams and PSAT for unduplicated pupils.
- Improve the high school intervention period to increase student success.
- Increase the career pathway offerings and options for all students in 9-12th grades.
- Increase course offerings that are A-G approved.

To increase parent and student awareness of college opportunities we will:

- Provide parents with access to meetings and trainings which includes strategies for successful college entry, A-G course completion, Early Assessment Program (EAP), SAT and ACT testing, concurrent enrollment and dual enrollment information and opportunities, and financial aid.
- Increase college campus visits to expose students to opportunities to higher education.
- Improve upon program that includes a focus on college preparedness to be integrated into 9th and 10th grade sequence.
- Increase access to career exploration and college tours through both technology and site visits.
- Increase and improve a dedicated career exploration center located in an accessible and user friendly area.
- Increase the exposure of Hamilton High Students to numerous local industry and business partners, as well as local colleges. Former HHS graduates that are attending UC and CSU colleges will be invited to present.
- Create a college going culture schoolwide by implementing department rituals that address specific topics such as A-G requirements, study expectations, and expanding research concepts.

Additionally, HUSD will continue to participate in collaborative efforts for our students with Butte College and CSU, Chico to increase the number of students attending and successfully completing local post-secondary

educational institutions. Dual enrolment options for the 2017-18 and 2018-19 school years are being actively explored.

How will the CRBG plan align with the HUSD LCAP?:

The Hamilton Unified School District LCAP includes specific goals and information regarding college and career readiness for our students. LCAP Goals for HUSD are the following:

HUSD LCAP Goal 1- Condition of Learning goal to include highly qualified classroom instruction to promote college, career readiness with academic instruction in place to help all students succeed.

HUSD LCAP Goal 2- Pupil Outcomes, all students will need to demonstrate proficiency on quizzes, tests, benchmark assessments and state academic performance exams to insure that they are achieving at the highest potential prior to promoting from 8th grade and graduating from high school. For those students who are second language learners or those students with special needs, additional resources and support are needed to accomplish the goal of graduating high school with the highest quality of education.

HUSD LCAP Goal 3- Engagement: District to improve parent participation, community input and student engagement through inclusion of all stakeholders in the learning process.

The CRBG plan aligns with the HUSD LCAP and the LCAP includes specific goals tied to A-G course requirement completion and state and college testing results. Specifically these are as follows:

- Current A-G course requirement completion is 43% with a goal to improve by 3%.
- Increase 11th grade EAP pass rates for students.
- Increase the percentage of students enrolled in AP courses and increase the AP exam pass rate.
- Increase staff to achieve and maintain highly qualified classroom instruction with the impetus being to improve and increase student success.
- Increase opportunities for parent engagement.

How will all pupils, particularly unduplicated pupils, be provided access to A-G Courses?:

In Hamilton Unified School District, all students currently have access to quality instruction in a-g courses of instruction. We recognize, however, that there are a number of potential roadblocks to successfully completing the A-G series. Some of those roadblocks include a high percentage of students who are not prepared to take high level courses when they enter ninth grade. Steps have already been taken by HUSD to vertically align math curriculum with the high school and feeder schools to ensure incoming students who enter 9th grade are prepared for A-G level math course rigor- specifically with the required math lab for all incoming 9th graders. This model may be continued in other departments such as English, Science, and eventually Social Science, particularly with the continued implementation of CCSS.

At the high school level, we have identified the barriers to college matriculation as a lack of parent understanding of how to prepare their student for college success as well as the accessibility of college; student difficulty successfully completing certain courses within the A-G requirements, and financial issues that impact the number of students who take AP exams. Tutoring will be implemented to assist those students that are struggling to access the rigor of the content. In addition, we will expand parent awareness through our existing successful models such as our Cash for College workshop and College and Scholarship Night. Potentially, a parent information liaison may be coordinating these efforts for our parents in the future.

How will we measure the impact of these funds to increase pupil access and successful matriculation to institutions of higher learning?:

As part of the HUSD LCAP, we have established the completion of A-G requirements as a metric for measuring our progress towards increasing opportunities for college entrance. This metric will be used to measure improvement for purposes of this grant. In addition, we utilize the AP Exam success (score of 3 or higher) as a metric on the LCAP. This metric will also help us measure the growth in the number of students who are college ready as part of this grant. Hamilton Unified participates in the CALPASS system which is designed to collect data on matriculation and successful completion of college. In addition, HUSD will continue to participate and collaborate with Butte College and CSU, Chico for means to improve our students access and exposure to college. We will provide additional data which will allow for evaluation of the impact of these funds on pupil access and successful matriculation to college.

HAMILTON UNIFIED SCHOOL DISTRICT

Job Description

JOB TITLE: District Athletic Director

SALARY RANGE:	\$ 10,500 annual stipend	DIVISION:	Administrative Stipend Schedule
DEPARTMENT:	District and Site Administration	LOCATION:	District Schools
REPORTS TO:	Superintendent	WORK YEAR:	11 Months
APPROVED BY:	Governing Board	DATE:	July 1, 2017

SUMMARY: Servers under the direction of the District Superintendent to provide guidance and administrative oversight of Student Extra Curricular and CIF Sporting Programs at District Schools. (Grades 7-12)

ESSENTIAL DUTIES AND RESPONSIBILITIES: Other duties may be assigned.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Coordinate all aspects of the 7-12 extracurricular sports teams and California Interscholastic Federation programs for 9-12th grades for the District.
2. Schedule games for all athletic teams 7-12.
3. Coordinate Transportation for all athletic events.
4. Manage District athletic budget.
5. Serve as administrative designee as needed 9-12.
6. Coordinate all coaching trainings and certification as required by CIF or similar organizations.
7. Schedule venues for practice and games for 7-12.
8. Schedule game personnel, officials, emergency services standby, and support personnel.
9. Records of athletic achievement and awards night coordination
10. Work closely with High School Athletic Boosters Club.
11. Provide site principals and coaches with student eligibility as prescribed by CIF (9-12).
12. Annually budget and attend the Athletic Directors Conference.
13. Attend all North Section CIF meetings and trainings as required.
14. Serve on and be an advisor to all CIF required committees.
15. Serve as an advisor to the Superintendent regarding athletic issues.

Knowledge of and/or ability to do the following:

1. Proper use of a personal computer and related software.
2. Demonstrate commitment to students and learning.
3. Demonstrate knowledge of essential state and federal laws regarding IDEA and FAPE.
4. Working knowledge of related functions of the AERIES School Information System.
5. Provide professional input by attending and participating in scheduled meetings.
6. Identify student needs and cooperate with other staff members in assessing and helping students solve health, attitude, and learning problems.
7. Communicate with parents to discuss individual student's progress.
8. Supervise students activities as assigned.
9. Perform basic attendance accounting and business service as required.
10. Participate in curriculum and other developmental programs within the school of assignment and/or on a district level.

Ability to:

1. Understand and follow oral and written instructions.
2. Use tact, discretion, and courtesy at all times.
3. Establish and maintain effective working relationships with District staff, faculty, students, parents, and others

HAMILTON UNIFIED SCHOOL DISTRICT

Job Description

JOB TITLE: District Activities Director

SALARY RANGE:	\$4,000	DIVISION:	Administrative Stipend Schedule
DEPARTMENT:	District and Site Administration	LOCATION:	High School
REPORTS TO:	Superintendent	WORK YEAR:	10 Months
APPROVED BY:	Governing Board	DATE:	July 1, 2017

SUMMARY: Servers under the direction of the District Superintendent to provide guidance and administrative oversight of Student Activities Program at the district High Schools.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Other duties may be assigned.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Coordinate all facets of student activities
2. Supervise Student Body Clubs and Organizations
3. Review and approve student body accounts and expenditures
4. Coordinate all dances and social events as necessary
5. Advise the Superintendent and Principal on District student activities
6. Coordinate Prom and Winter formal
7. Coordinate Senior farewell
8. Assist the Dean of Students/HS Principal with Senior Project Night and Awards Night
9. Assist with High School Graduation.

Knowledge of and/or ability to do the following:

1. Proper use of a personal computer and related software.
2. Demonstrate commitment to students and learning.
3. Demonstrate knowledge of instructional leadership, curriculum development, and program design.
4. Demonstrate knowledge of essential state and federal laws regarding IDEA and FAPE.
5. Working knowledge of related functions of the AERIES School Information System.
6. Provide professional input by attending and participating in scheduled meetings.
7. Identify student needs and cooperate with other staff members in assessing and helping students solve health, attitude, and learning problems.
8. Communicate with parents to interpret contemporary teaching methods and to discuss individual student's progress.
9. Supervise students in out-of-classroom activities as assigned and share in sponsorship of student activities.
10. Perform basic attendance accounting and business service as required.
11. Participate in curriculum and other developmental programs within the school of assignment and/or on a district level.
12. May plan and coordinate the work of student teachers, teacher assistants, aides, or other paraprofessionals.

Ability to:

1. Understand and follow oral and written instructions.
2. Use tact, discretion, and courtesy at all times.
3. Establish and maintain effective working relationships with District staff, faculty, students, parents, and others encountered in the course of work.
4. Facilitate large and small group processes.

EDUCATION AND/OR EXPERIENCE: Bachelor's Degree required. Master's Degree preferred.

LANGUAGE SKILLS: Ability to communicate effectively orally and in writing. Spanish Speaking preferred.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems in the workplace with some direction. Maintain cooperative working conditions with students, teachers, administrators, co-workers, and community members.

CERTIFICATES AND LICENSES: Any valid credential issued by the State of California to perform the services of a teacher in the subject area in grades 7-12.

OTHER SKILLS AND ABILITIES:

1. A valid credential issued by the State of California to perform the services of a teacher in the subject area in grades 7-12.
2. A valid California Driver's License and proof of adequate automobile insurance as stipulated by the State of California.
3. Must provide a DMV driving record print out that indicates a satisfactory record prior to the time of employment.

PHYSICAL DEMANDS: The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, reach with hands and arms, and stoop or kneel. The employee must occasionally lift and/or move fifty (50) pounds or more. Specific vision abilities required by this job include close vision and the ability to adjust focus. The use of sharp implements and dangerous equipment that when improperly used may cause injury or death are utilized while performing this job's functions.

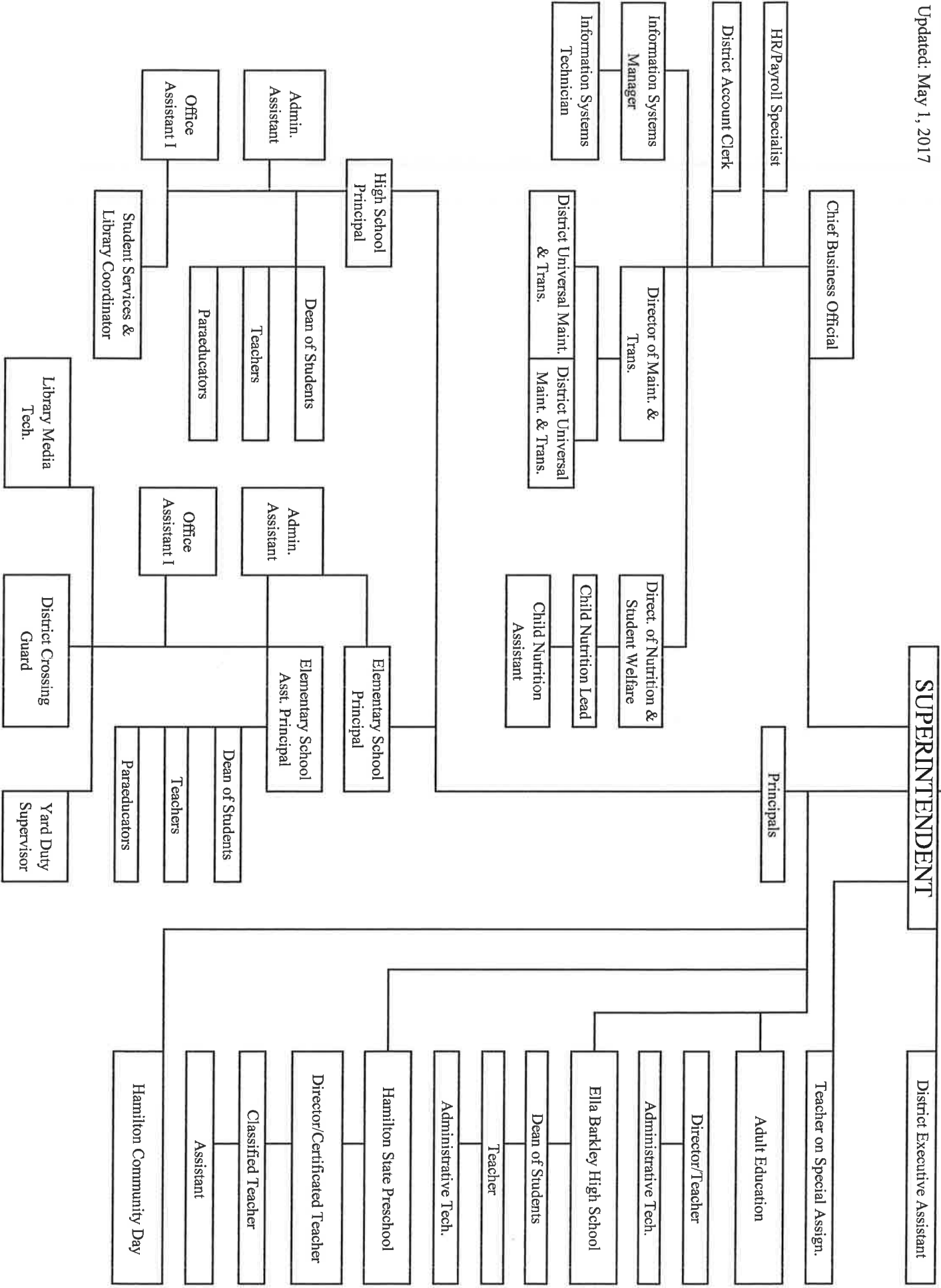
WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The employee is continuously interacting with public, staff, and students. The employee frequently will be required to meet multiple demands from several people. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate and it may occasionally be heavy.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, extreme cold, extreme heat, and minor risk of electrical shock.

HAMILTON UNIFIED SCHOOL DISTRICT

Organizational Chart

Updated: May 1, 2017



Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj ABA num Account num
 Reg Reference Date Description
 000253/00 APPEAL-DEMOCRAT 462220622

PO-000441 03/31/2017 00197745-UNIV MAINT JOB 1 01-0000-0-0000-2700-5990-000-000-00000 NY P 0.00 126.63
 PO-000441 03/31/2017 198538-PROF#0461-16C1 1 01-0000-0-0000-2700-5990-000-000-00000 NY P 0.00 166.74
 TOTAL PAYMENT AMOUNT 293.37

000053/00 CALIFORNIA WATER SERVICE CO
 PO-000422 03/31/2017 APR 3141117777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 45.63
 PO-000422 03/31/2017 APR 4141117777 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 45.63
 TOTAL PAYMENT AMOUNT 91.26

000334/00 CALSTRS-JEM
 PV-000165 03/30/2017 JAN-MAR 2017 ADMIN FEES 01-0000-0-0000-2700-5890-000-000-00000 NN 138.00
 TOTAL PAYMENT AMOUNT 138.00

000234/00 CAROLINA BIOLOGICAL SPLY CO
 PO-017596 04/07/2017 49836873 RI 1 01-0000-0-1110-1000-4300-100-000-00000 NN F 56.51 919.03
 TOTAL PAYMENT AMOUNT 919.03

001470/00 CRIS OSEGUERA
 PV-000164 03/30/2017 QTR 3 MILEAGE; JAN-MAR 2017 01-0000-0-1110-1000-5200-100-006-00000 NN 438.15
 PV-000164 03/30/2017 QTR 3 MILEAGE; JAN-MAR 2017 01-0000-0-0000-2700-5200-000-000-00000 NN 131.83
 TOTAL PAYMENT AMOUNT 569.98

000057/00 EDUCATIONAL DESIGN LLC
 PO-017597 04/10/2017 18922 1 01-4126-0-1110-1000-5200-000-000-00000 NN F 1,180.00
 TOTAL PAYMENT AMOUNT 1,180.00

000162/00 GRAINGER
 PO-000409 04/05/2017 9408200989 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 34.22
 PO-000409 04/03/2017 9404787674 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 2.38
 TOTAL PAYMENT AMOUNT 36.60

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr DD Account num TRMPS Liq Amt Net Amount
 Reg Reference Date

001364/00 HEATHER SUFENTES 01-4126-0-1110-1000-5200-000-000-00000 NN 01-0001-0-0000-2700-5200-000-000-00000 NN 57.00 * 21.00 36.00
 PV-000163 03/30/2017 RETMB PARKING OVERAGE
 PV-000163 03/30/2017 RETMB PARKING OVERAGE
 TOTAL PAYMENT AMOUNT 57.00

000414/00 HERFF JONES 01-4126-0-1110-1000-4300-100-000-00000 YN P 174.87 174.87
 PO-017199 04/01/2017 853052-DIPLOMAS
 TOTAL PAYMENT AMOUNT 174.87
 TOTAL USE TAX AMOUNT 12.68

000301/00 HUNT & SONS INC 942209320 01-0000-0-0000-3600-4392-000-000-00000 NN P 1,260.79 1,260.79
 PO-000400 03/31/2017 628074
 TOTAL PAYMENT AMOUNT 1,260.79

000068/00 JENNIFER FIRTH 01-4126-0-1110-1000-5200-000-000-00000 NN 105.00 105.00
 PV-000167 03/29/2017 DAILY CAFE MEALS
 TOTAL PAYMENT AMOUNT 105.00

000524/00 MJB WELDING SUPPLY 01-0350-0-6000-1000-4300-000-053-00000 NN P 150.71 150.71
 PO-017231 04/05/2017 01164452
 TOTAL PAYMENT AMOUNT 150.71

002014/00 SPECIALIZED FIBERS 01-0100-0-0000-8100-5590-000-000-00000 NN P 0.00 55.00
 PO-000433 04/01/2017 APR HS SF2721
 PO-000433 04/01/2017 APR ELEM SF2720
 TOTAL PAYMENT AMOUNT 110.00

002002/00 TRUDY BRYAN 01-4126-0-1110-1000-5200-000-000-00000 NN 165.00 165.00
 PV-000166 03/29/2017 DAILY CAFE MEALS & PARKING
 TOTAL PAYMENT AMOUNT 165.00

012 HAMILTON UNIFIED SCHOOL DIST. J46791
 BATCH 47; MAY 31 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0047 BATCH 47: MAY 31 2017
 Fund : 01 GENERAL FUND

APY500 L.00.12 04/12/17 15:09 PAGE 3
 << Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func	Obj	ABA num	Sit	BDR	DD	Account num	T9MPS	Liq Amt	Net Amount
000593/00	VERIZON WIRELESS															
PO-000411	03/23/2017	MAR 9781133126		1 01-0000-0-0000-2700-5990-000-000-00000	NN	P									0.00	95.70
PO-000411	04/01/2017	APR 9782940615		1 01-0000-0-0000-2700-5990-000-000-00000	NN	P									0.00	89.36
TOTAL PAYMENT AMOUNT																185.06 *
TOTAL Fund PAYMENT																5,436.67 **
TOTAL USE TAX AMOUNT																12.68
TOTAL Fund PAYMENT																5,436.67

012 HAMILTON UNIFIED SCHOOL DIST. J46791
 BATCH 47; MAY 31 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0047 BATCH 47; MAY 31 2017
 Fund : 13 CAFETERIA

APV500 L.00.12 04/12/17 15:09 PAGE 4
 << Open >>

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr DD TRMPS Liq Amt Net Amount
 Reg Reference Date

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	TRMPS	Liq Amt	Net Amount
000764/00	DANIELSON CO														
CM-000031	04/10/2017	130572	13-5310-0-0000-3700-4700-000-000-00000	N											-8.40
PO-000425	04/10/2017	130305	13-5310-0-0000-3700-4300-000-000-00000	NN P											64.68
PO-000425	04/10/2017	130363	13-5310-0-0000-3700-4300-000-000-00000	NN P											59.61
PO-000425	04/10/2017	130363	13-5310-0-0000-3700-4700-000-000-00000	NN P											908.75
PO-000425	04/10/2017	130305	13-5310-0-0000-3700-4700-000-000-00000	NN P											1,537.22
PO-000425	04/10/2017	130305	13-5310-0-0000-3700-5890-000-000-00000	NN P											8.00
PO-000425	04/10/2017	130365	13-5310-0-0000-3700-4700-000-049-00000	NN P											286.34
PO-000425	04/12/2017	130573	13-5310-0-0000-3700-4700-000-000-00000	NN P											84.00
TOTAL PAYMENT AMOUNT															2,940.20

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	TRMPS	Liq Amt	Net Amount
000763/00	PROPACIFIC FRESH														
PO-000407	04/10/2017	6435366	13-5310-0-0000-3700-4700-000-000-00000	NN P											622.55
PO-000407	04/10/2017	6435295	13-5310-0-0000-3700-4700-000-000-00000	NN P											547.73
PO-000407	04/10/2017	6435366	13-5310-0-0000-3700-4300-000-000-00000	NN P											49.96
TOTAL PAYMENT AMOUNT															1,220.24

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	TRMPS	Liq Amt	Net Amount
TOTAL Fund PAYMENT															4,160.44 **
TOTAL BATCH PAYMENT															9,597.11 ***
TOTAL USE TAX AMOUNT															12.68
TOTAL DISTRICT PAYMENT															9,597.11 *****
TOTAL USE TAX AMOUNT															12.68
TOTAL FOR ALL DISTRICTS:															9,597.11 *****
TOTAL USE TAX AMOUNT															12.68
TOTAL USE TAX AMOUNT															0.00
TOTAL USE TAX AMOUNT															9,597.11

Number of checks to be printed: 17, not counting voids due to stub overflows.

Printed: 04/12/2017 15:10:43

Prepared by: *Christa Daniels* 4/12/17
 Date: _____
 Approved by: _____
 Date: _____

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func	Obj	ABA num	Site	Bdr	DD	TRMPS	Liq Amt	Net Amount
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000332/00	BOARD OF EQUALIZATION														
PV-000168	04/06/2017	QTR 1 JAN-MAR 2017; 57-416161		01-0000-0-0000-3600-4392-000-000-000000	NN									121.11	121.11
														TOTAL PAYMENT AMOUNT	121.11

000045/00	CATA INC														
PO-017608	04/14/2017	CATA SUMMER CONF REGIST		1 01-3550-0-3800-1000-5200-000-000-000000	NN F									948.00	948.00
														TOTAL PAYMENT AMOUNT	948.00

000563/00	DIANE LYON		561259712												
PV-000171	04/18/2017	FEB-APR MILEAGE & MEALS		01-0000-0-0000-7300-5200-000-000-000000	NN									113.42	113.42
PV-000171	04/18/2017	FEB-APR MILEAGE & MEALS		01-0000-0-0000-7300-5200-000-000-000000	NN									440.02	440.02
														TOTAL PAYMENT AMOUNT	553.44

000353/00	DIVISION OF THE STATE														
PV-000169	04/18/2017	SH16-1345; ADDNL FROM 17-591		01-9151-0-0000-8500-5890-000-000-000000	NN									119.00	119.00
														TOTAL PAYMENT AMOUNT	119.00

000320/00	GERLINGER STEEL & SUPPLY CO														
PO-017235	04/11/2017	0229326		1 01-6382-0-3800-1000-4300-000-000-000000	NN P									225.23	225.23
														TOTAL PAYMENT AMOUNT	225.23

000162/00	GRAINGER														
PO-000409	04/11/2017	9413188609		1 01-8150-0-0000-8100-4300-000-000-000000	NN P									0.00	0.00
														TOTAL PAYMENT AMOUNT	12.22

000445/00	IT SAVVY														
PO-017613	04/16/2017	00947786		1 01-9150-0-0000-2420-5890-000-000-000000	NN P									493.52	493.52
PO-017613	04/13/2017	00947636		1 01-9150-0-0000-2420-5890-000-000-000000	NN P									990.00	990.00
														TOTAL PAYMENT AMOUNT	1,483.52

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func	Obj	ABA num	Account num	TMPS	Liq Amt	Net Amount
C01136/00	JOLENE TOWNE												

PV-000170	04/18/2017	TRAFFIC REPT REIMB		01-0000-0-0000-2700-5890-000-000000	NN							10.00	10.00
TOTAL PAYMENT AMOUNT												10.00	

C01388/00 LARRY'S PEST & WEED CONTROL 141953612

PO-000440	03/23/2017	MAR 2017 ELEM & HS		1 01-0000-0-0000-8100-5590-000-000000	NY P							0.00	408.00
PO-000440	03/23/2017	MAR 2017 ELEM PRESCH		1 01-0000-0-0000-8100-5590-000-000000	NY P							0.00	30.00
PO-000440	03/23/2017	MAR 2017 ELEM SPEC ED		1 01-0000-0-0000-8100-5590-000-000000	NY P							0.00	30.00
PO-000440	03/23/2017	MAR 2017 HS SPEC ED		1 01-0000-0-0000-8100-5590-000-000000	NY P							0.00	30.00
TOTAL PAYMENT AMOUNT												498.00	

C00084/00 PGE&E

PO-000416	04/13/2017	APR HS 9921774729-6		1 01-0000-0-0000-8100-5590-000-000000	NN P							0.00	5,499.69
TOTAL PAYMENT AMOUNT												5,499.69	

C00137/00 SCHOOL SERVICES OF CALIF INC

PO-000426	03/23/2017	MARCH 2017 SERVICES		1 01-0000-0-1110-1000-5890-000-000000	NN P							245.00	245.00
TOTAL PAYMENT AMOUNT												245.00	

000942/00 SCHOOL TECH SUPPLY

PO-017600	04/17/2017	30887		1 01-0000-0-0000-2700-4300-800-000-000000	NN F							276.33	276.33
TOTAL PAYMENT AMOUNT												276.33	

001235/00 TODAYS CLASSROOM

PO-017612	04/17/2017	17-6969		1 01-6300-0-1110-1000-4300-000-000-000000	NN F							350.71	350.71
TOTAL PAYMENT AMOUNT												350.71	

TOTAL Fund PAYMENT												10,342.25
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Vendor/Addr Remit name Description Tax ID num Deposit type Pd Res Y Goal Func Obj Sit BDR DD TRMPS Liq Amt Net Amount
 Req Reference Date
 001452/00 CUMMINGS COMPANY INC

PO-017534 04/18/2017 3341 1 13-5310-0-0000-3700-5630-000-000000 NN F 9,815.00 9,815.00
 TOTAL PAYMENT AMOUNT 9,815.00 * 9,815.00

000209/00 GOLD STAR FOODS
 PO-000415 04/06/2017 FEB BOX FEE-2012980 3 13-5310-0-0000-3700-5890-000-000000 NN P 0.00 8.80
 TOTAL PAYMENT AMOUNT 8.80 * 8.80

TOTAL Fund	PAYMENT	9,823.80 **			
TOTAL BATCH PAYMENT		20,166.05 ***	0.00	20,166.05	
TOTAL DISTRICT PAYMENT		20,166.05 ****	0.00	20,166.05	
TOTAL FOR ALL DISTRICTS:		20,166.05 ****	0.00	20,166.05	

Number of checks to be printed: 15, not counting voids due to stub overflows.
 Printed: 04/20/2017 15:42:19

Approved by: Chris Barber Date: _____
 Approved by: _____ Date: _____

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num
 Req Reference Date
 000008/00 CALIFORNIA'S VALUED TRUST H/W
 PO-000444 04/18/2017 MAY 2017 1 01-0000-0-0000-0000-9571-000-000-00000 NN P 0.00 26,987.96
 PO-000444 04/18/2017 MAY 2017 2 01-0000-0-0000-0000-9572-000-000-00000 NN P 0.00 59,740.25
 PO-000444 04/18/2017 MAY 2017 3 01-0000-0-0000-0000-9573-000-000-00000 NN P 0.00 10,243.75
 TOTAL PAYMENT AMOUNT 96,971.96 * 96,971.96

TOTAL Fund PAYMENT 96,971.96 **
 TOTAL BATCH PAYMENT 96,971.96 *** 0.00 96,971.96
 TOTAL DISTRICT PAYMENT 96,971.96 **** 0.00 96,971.96
 TOTAL FOR ALL DISTRICTS: 96,971.96 ***** 0.00 96,971.96

Number of checks to be printed: 1, not counting voids due to stub overflows.

Prepared by Walter Hamman Date 4/21/17
 Authorized by _____ Date _____

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date									Site	BDR	DD	TRMPS

000010/00 ALHAMBRA & SIERRA SPRINGS

PO-000406	04/27/2017	APR HS 9858589 042717		1	01-0000-0-0000-2700-4300-100-000-00000	NN	P					0.00	51.20
PO-000406	04/27/2017	APR MAINT 9858589 042717		2	01-8150-0-0000-8100-4300-000-000-00000	NN	P					0.00	13.41
PO-000406	04/27/2017	APR ELEM 9858589 042717		3	01-0000-0-3200-1000-4300-000-000-00000	NN	P					0.00	15.20
PO-000406	04/27/2017	APR ELEM 9858589 042717		4	01-0000-0-0000-2700-4300-800-000-00000	NN	P					0.00	57.20
TOTAL PAYMENT AMOUNT													137.01

000717/00 ARK DESIGN CONSTRUCTION & ROOF 680310708

PV-000172	04/22/2017	8986-REMOVE SHADE STRUCTURE			01-0000-0-0000-8100-5630-000-000-00000	NY							1,600.00
TOTAL PAYMENT AMOUNT													1,600.00

001075/00 AT&T

PO-000403	04/12/2017	9533132		1	01-0000-0-0000-2700-5990-000-000-00000	NN	P					0.00	26.63
PO-000403	04/12/2017	9533273		1	01-0000-0-0000-2700-5990-000-000-00000	NN	P					0.00	194.94
TOTAL PAYMENT AMOUNT													221.57

000053/00 CALIFORNIA WATER SERVICE CO

PO-000422	04/26/2017	MAY 6314177777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P					0.00	106.05
PO-000422	04/26/2017	MAY 0669843652		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P					0.00	676.49
PO-000422	04/26/2017	MAY 4328876467		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P					0.00	508.24
PO-000422	04/26/2017	MAY 3624177777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P					0.00	14.78
PO-000422	04/26/2017	MAY 7314177777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P					0.00	284.30
TOTAL PAYMENT AMOUNT													1,589.86

000180/00 CATHY WHITNEY 563064874

PO-017622	05/04/2017	BUS DRIVER TRAIN MAR-APR		1	01-0000-0-0000-3600-5890-000-000-00000	NY	F					687.50	687.50
TOTAL PAYMENT AMOUNT													687.50

001279/00 ERIN JOHNSON

PO-017526	05/03/2017	REIMB EJ NUGGET ADA HOTEL		1	01-0000-0-1110-1000-5200-100-006-00000	NN	F					275.00	256.36
TOTAL PAYMENT AMOUNT													256.36

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit BDR DD TOWPS Liq Amt Net Amount
 Req Reference Date

000753/00 GLENN COUNTY ROAD SHOP 2 01-0000-0-0000-3600-5630-000-000-00000 NN P 0.00 1,443.74
 TOTAL PAYMENT AMOUNT 1,443.74 *

000162/00 GRAINGER PO-000409 04/24/2017 9423771048 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 400.43
 PO-000409 04/24/2017 9425296051 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 172.80
 PO-000409 04/17/2017 9418382249 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 51.89
 PO-000409 04/17/2017 9418382256 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 33.44
 TOTAL PAYMENT AMOUNT 658.56 *

000113/00 HAMILTON CITY COMMUNITY SVC PO-000414 05/01/2017 MAY-JUNE ELIAB 2 01-0000-0-3200-8100-5590-000-000-00000 NN P 0.00 70.25
 PO-000414 05/01/2017 MAY-JUNE COMM DAY 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 70.25
 PO-000414 05/01/2017 MAY-JUNE HS 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 1,475.23
 PO-000414 05/01/2017 MAY-JUNE ELEM 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 2,107.47
 PO-000414 05/01/2017 MAY-JUNE PRESCH 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 70.25
 TOTAL PAYMENT AMOUNT 3,793.45 *

000307/00 HAMILTON HIGH SCHOOL PV-000175 04/14/2017 PETTY CASH REIMB 01-0000-0-0000-8100-4392-000-000-00000 NN P 24.05
 PV-000175 04/14/2017 PETTY CASH REIMB 01-0000-0-0000-3600-5890-000-000-00000 NN P 6.00
 PV-000175 04/14/2017 PETTY CASH REIMB 01-0000-0-0000-2700-5990-000-000-00000 NN P 27.86
 TOTAL PAYMENT AMOUNT 57.91 *
 000114/00 HAMILTON UNIFIED REVOLVING FND PO-017556 04/10/2017 3931-EVERY 15 MIN SHIRTS 1 01-0000-0-1110-1000-4300-000-042-00000 NN F 2,273.70
 TOTAL PAYMENT AMOUNT 2,273.70 *

001364/00 HEATHER SUFENTES PV-000173 04/22/2017 PARENT INVOLVEMENT SUPPLY REIM 01-3010-0-1110-1000-4300-000-000-00000 NN P 75.59
 TOTAL PAYMENT AMOUNT 75.59 *

012 HAMILTON UNIFIED SCHOOL DIST. J48411
 BATCH 50; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0050 BATCH 50; MAY 25 2017
 Fund : 01 GENERAL FUND

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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Req Reference	Date			Pd Res	Y Goal	Func Obj	Slc Bdr DD	T9MPS

000414/00	HERFF JONES LLC							
PO-017199	04/20/2017	857855 DIPLOMA COVERS		1	01-0000-0-1110-1000-4300-100-000-00000	YN	P	856.34
TOTAL PAYMENT AMOUNT								856.34
TOTAL USE TAX AMOUNT								62.08

000072/00	HILLIARD							
PO-000412	04/26/2017	602511358		1	01-8150-0-0000-8100-4300-000-000-00000	NN	P	0.00
PO-000412	04/26/2017	602511357		1	01-8150-0-0000-8100-000-000-00000	NN	P	0.00
TOTAL PAYMENT AMOUNT								651.98
TOTAL PAYMENT AMOUNT								651.98

000973/00	JIVE COMMUNICATIONS INC							
CM-000032	04/19/2017	CM-154802-FEB DATA BILL ERROR		01	0000-0-0000-2700-5990-000-000-00000	NN		-128.24
PO-000442	05/01/2017	MAY PHONE:686121		1	01-0000-0-0000-2700-5990-000-000-00000	NN	P	1,164.80
PO-000442	05/01/2017	MAY DATA:686121		1	01-0000-0-0000-2700-5990-000-000-00000	NN	P	318.75
PV-000176	04/19/2017	575812-LATE FEE/ ERATE ISSUES		01	0000-0-1110-1000-5890-000-000-00000	NN		46.19
TOTAL PAYMENT AMOUNT								1,401.50

000640/00	KRISTEN HAMMAN							
PV-000177	05/04/2017	MILEAGE REIMS APRIL		01	0000-0-0000-7300-5200-000-000-00000	NN		161.57
TOTAL PAYMENT AMOUNT								161.57

001388/00	LARRY'S PEST & WEED CONTROL							
PO-000440	04/22/2017	APR 2017 HS & ELEM		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P	408.00
PO-000440	04/22/2017	APR 2017 ELEM PRESCH		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P	30.00
PO-000440	04/22/2017	APR 2017 ELEM SPEC ED		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P	30.00
PO-000440	04/22/2017	APR 2017 HS SPEC ED		1	01-0000-0-0000-8100-5590-000-000-00000	NY	P	30.00
TOTAL PAYMENT AMOUNT								498.00

001450/00	MARIA REYES							
PV-000174	04/10/2017	REIMS CONF GAS/TOLLS		01	4035-0-1110-1000-5200-000-000-00000	NN		22.00
PV-000174	04/10/2017	REIMS CONF GAS/TOLLS		01	7338-0-1110-1000-5200-000-000-00000	NN		5.00
TOTAL PAYMENT AMOUNT								27.00

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj ABA num Account num
 Req Reference Date
 000524/00 MJB WELDING SUPPLY

PO-017231 04/25/2017 1166020 2 01-0350-0-6000-1000-4300-000-053-00000 NN P 0.00 29.92
 PO-017231 04/29/2017 1166757 3 01-0350-0-6000-1000-5890-000-053-00000 NN P 0.00 19.00
 TOTAL PAYMENT AMOUNT 48.92 * 48.92

000309/00 OFFICE DEPOT INC
 PO-017145 04/10/2017 919482198001 1 01-0000-0-1110-1000-4300-800-000-00000 NN P 464.37 464.37
 PO-017609 04/13/2017 921040783001 1 01-0000-0-1110-1000-4300-800-000-00000 NN F 245.82 245.82
 TOTAL PAYMENT AMOUNT 710.19 * 710.19

000027/00 ORLAND HARDWARE
 PO-017240 03/29/2017 K20444 1 01-6382-0-3800-1000-4300-000-000-00000 NN P 22.53 22.53
 PO-017240 04/27/2017 333265 1 01-6382-0-3800-1000-4300-000-000-00000 NN P 48.68 48.68
 TOTAL PAYMENT AMOUNT 71.21 * 71.21

001331/00 PARK SEED WHOLESale INC
 PO-017436 04/14/2017 C117196637 1 01-0350-0-6000-1000-4300-000-052-00000 YN F 622.65 638.65
 TOTAL PAYMENT AMOUNT 638.65 * 638.65
 TOTAL USE TAX AMOUNT 46.30

000084/00 PGE
 PO-000416 04/26/2017 MAY ELEM 3699672995-4 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 3,896.73
 TOTAL PAYMENT AMOUNT 3,896.73 * 3,896.73

000512/00 PLATT ELECTRIC SUPPLY INC
 PO-000432 04/19/2017 Z140262 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 400.03
 TOTAL PAYMENT AMOUNT 400.03 * 400.03

000134/00 QUILL CORPORATION
 PO-017120 04/20/2017 6152122 1 01-0000-0-1110-1000-4300-000-000-00000 NN P 548.95 548.95
 PO-017120 04/20/2017 6152122 2 01-0000-0-1110-1000-4300-100-000-00000 NN P 769.27 823.42
 PO-017150 04/20/2017 6112457 1 01-0000-0-1110-1000-4300-800-000-00000 NN P 1,016.84 1,372.37
 PO-017614 04/14/2017 6021303 1 01-0000-0-0000-2700-4300-000-000-00000 NN F 38.71 38.71
 TOTAL PAYMENT AMOUNT 2,783.45 * 2,783.45

012 HAMILTON UNIFIED SCHOOL DIST. J48411
 BATCH 50; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0050 BATCH 50; MAY 25 2017
 Fund : 01 GENERAL FUND

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Vendor/Addr Remit name Description Tax ID num Deposit type Pd Res Y Goal Func Obj Slt Bdr DD T9MPS Liq Amt Net Amount
 Reg Reference Date

001510/00 RAY MORGAN COMPANY
 PO-000413 04/19/2017 MAY DIST 1574839 1 01-0000-0-0000-2700-5620-000-000-00000 NN P 0.00 529.84
 PO-000413 04/19/2017 MAY HS 1574839 2 01-0000-0-1110-1000-5620-100-000-00000 NN P 0.00 794.72
 PO-000413 04/19/2017 MAY ELEM 1574839 3 01-0000-0-1110-1000-5620-800-000-00000 NN P 0.00 1,838.23
 PO-000413 04/19/2017 MAY ELEM 1574839 4 01-0000-0-3200-1000-5620-000-000-00000 NN P 0.00 128.88
 PO-000413 04/19/2017 MAY COMM DAY 1574839 5 01-0000-0-3550-1000-5620-000-000-00000 NN P 0.00 74.60
 TOTAL PAYMENT AMOUNT 3,366.27

001382/00 U S BANK CORPORATE

PO-017140 05/05/2017 MISC MEETING SUPPLIES 1 01-0000-0-1110-1000-4300-000-000-00000 NN P 349.73 349.73
 PO-017225 05/05/2017 ELEM MTG SUPPLIES 2 01-0000-0-1110-1000-4300-800-000-00000 NN P 103.85 103.85
 PO-017225 05/05/2017 ELEM MTG SUPPLIES 3 01-3010-0-1110-1000-4300-000-000-00000 NN P 56.70 56.70
 PO-017431 05/05/2017 MJC FIELD DAY HOTEL 1 01-7010-0-3800-1000-5200-000-000-00000 NN F 583.20 583.20
 PO-017497 05/05/2017 CC CADRE SUPPLIES 1 01-4203-0-1110-1000-4300-000-000-00000 NN F 92.71 92.71
 PO-017502 05/05/2017 NSTA CONF HOTEL 1 01-6264-0-1110-1000-5200-000-000-00000 NN F 2,947.60 2,952.56
 PO-017564 05/05/2017 CABE HOTEL,MS & HS 1 01-4126-0-1110-1000-5200-000-000-00000 NN F 635.90 635.88
 PO-017585 05/05/2017 OPEN HOUSE CLEAN CLOTHES 1 01-0000-0-1110-1000-5890-100-000-00000 NN F 150.00 150.00
 PO-017598 05/05/2017 DAILY CARE HOTEL TB & JF 1 01-4126-0-1110-1000-5200-000-000-00000 NN F 540.23 540.23
 PO-017599 05/05/2017 JULIUS CAESAR BOOKS 1 01-1400-0-1110-1000-4200-000-000-00000 NN P 19.12 19.12
 PO-017599 05/05/2017 JULIUS CAESAR BOOKS 1 01-1400-0-1110-1000-4200-000-000-00000 NN P 68.87 68.87
 PO-017601 05/04/2017 CAREER FAIR SUPPLIES 1 01-0000-0-0000-2700-4300-000-000-00000 NN F 188.04 188.01
 PO-017602 05/05/2017 QUIZLET RENTZ 1 01-6382-0-3800-1000-4300-000-000-00000 NN F 34.99 34.99
 PO-017610 05/05/2017 EVERY 15 MIN SUPPLIES 1 01-0000-0-1110-1000-4300-000-042-00000 NN F 49.12 49.12
 PO-017611 05/05/2017 INPOCUS LAMP REPL 1 01-9150-0-0000-2420-4300-000-000-00000 NN F 176.73 176.78
 PV-000179 05/04/2017 4246044555628555 01-8150-0-0000-8100-4392-000-000-00000 NN 650.85 650.85
 PV-000179 05/04/2017 4246044555628555 01-0000-0-0000-2700-4300-000-000-00000 NN 74.60 74.60
 PV-000179 05/04/2017 4246044555628555 01-7010-0-3800-1000-5200-000-000-00000 NN 459.65 459.65
 PV-000179 05/04/2017 4246044555628555 01-0000-0-0000-2700-4300-000-000-00000 NN 45.91 45.91
 PV-000179 05/04/2017 4246044555628555 01-6382-0-3800-1000-5200-000-000-00000 NN 149.63 149.63
 PV-000179 05/04/2017 4246044555628555 01-6264-0-1110-1000-5200-000-000-00000 NN 30.90 30.90
 PV-000179 05/04/2017 4246044555628555 01-0000-0-0000-7300-5200-000-000-00000 NN 20.85 20.85
 TOTAL PAYMENT AMOUNT 7,752.64
 TOTAL USE TAX AMOUNT 19.48

002012/00 UNITED GROCERS

PO-017587 04/04/2017 OPEN HOUSE SUPPLIES 1 01-0000-0-1110-1000-4300-100-000-00000 NN F 294.82 294.82
 TOTAL PAYMENT AMOUNT 294.82 *
 TOTAL USE TAX AMOUNT 294.82

See Also: Fund 11
See Also: Fund 13

See Also: Funds 11 & 12

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit BDR DP TRMPS Liq Amt Net Amount
 Req Reference Date

000715/00 US BANK EQUIPMENT FINANCE 310841368 1 01-0000-0-1110-1000-5620-100-000-00000 NN P 0.00 664.64
 PO-000437 04/27/2017 MAY 2017 329632269 TOTAL PAYMENT AMOUNT 664.64 * 664.64

000377/00 WASTE MANAGEMENT
 PO-000402 05/01/2017 MAY 2017 HS CAFE 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 191.66
 PO-000402 05/01/2017 MAY 2017 HS MAINT 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 766.64
 PO-000402 05/01/2017 MAY 2017 ELEM MAINT 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 248.20
 PO-000402 05/01/2017 MAY 2017 ELEM CAFE 1 01-0000-0-0000-8100-5590-000-000-00000 NN P 0.00 191.66
 TOTAL PAYMENT AMOUNT 1,398.16 * 1,398.16

TOTAL Fund PAYMENT 38,417.35 **
 TOTAL USE TAX AMOUNT 127.86 38,417.35

012 HAMILTON UNIFIED SCHOOL DIST. J48411
 BATCH 50; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0050 BATCH 50; MAY 25 2017
 Fund : 11 ADULT EDUCATION

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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Rd Res	Y Goal	Func	Obj	ABA num	Sit	BDR	DD	Account num	TRMPS	Liq Amt	Net Amount
001510/00	RAY MORGAN COMPANY															
PO-000413	04/19/2017	MAY ADED 1574839		6 11-6391-0-4110-1000-5620-000-000-00000	NN	P									0.00	128.88
PO-000413	04/19/2017	MAY ADED-CC 1574839		7 11-6391-0-4110-1000-5620-000-022-00000	NN	P									0.00	74.60
TOTAL PAYMENT AMOUNT																203.48 *

001382/00 U S BANK CORPORATE

PO-017607 05/05/2017 FORKLIFT FUEL

TOTAL PAYMENT AMOUNT																29.95 *
TOTAL Fund																233.43 **
PAYMENT																233.43

012 HAMILTON UNITED SCHOOL DIST. J48411
 BATCH 50; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0050 BATCH 50; MAY 25 2017
 Fund : 12 CHILD DEVELOPMENT

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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Rd Res	ABA num Y Goal Func Obj	Account num Slt Bdr DD	TRMPS	Liq Amt	Net Amount
001510/00	RAY MORGAN COMPANY								
PO-000413	04/19/2017	MAY PRESCH 1574839		8 12-6105-0-1110-1000-5620-000-000-00000	NN P			0.00	128.88
TOTAL PAYMENT AMOUNT									128.88
TOTAL Fund PAYMENT									128.88 **

Vendor/Addr Remit name Description Tax ID num Deposit type ADA num Account num
 Req Reference Date Description Fd Res Y Goal Func Obj Sit Bdr DP TRMPS Liq Amt Net Amount
 000764/00 DANIELSON CO

PO-000425	04/22/2017	130815	4	13-5310-0-0000-3700-4300-000-049-00000	NN	P	0.00	276.68	
PO-000425	04/24/2017	131176	3	13-5310-0-0000-3700-5890-000-000-00000	NN	P	0.00	8.00	
PO-000425	04/24/2017	131176	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,082.58	
PO-000425	04/24/2017	130807	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	617.35	
PO-000425	05/01/2017	132091	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,297.81	
PO-000425	05/01/2017	132099	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,101.85	
PO-000425	05/01/2017	132099	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	119.22	
PO-000425	05/01/2017	132091	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	32.34	
PO-000425	05/01/2017	130807	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	104.69	
PO-000425	05/01/2017	131176	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	48.69	
			TOTAL PAYMENT AMOUNT					4,689.21	

000592/00 MISSION UNIFORM & LINEN

PO-000405	04/27/2017	504795478	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	32.69	
PO-000405	05/04/2017	504841261	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	30.90	
PO-000405	05/04/2017	504841262	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	32.69	
			TOTAL PAYMENT AMOUNT					96.28	

002012/00 UNITED GROCERS

PO-000438	04/04/2017	181647 & 189952	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	106.48	
PO-000438	04/04/2017	181647 & 189952	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	279.92	
			TOTAL PAYMENT AMOUNT					386.40	

TOTAL Fund	PAYMENT	5,171.89	**
TOTAL BATCH PAYMENT		43,951.55	***
TOTAL USE TAX AMOUNT		127.86	
TOTAL DISTRICT PAYMENT		43,951.55	****
TOTAL USE TAX AMOUNT		127.86	
TOTAL FOR ALL DISTRICTS:		43,951.55	****
TOTAL USE TAX AMOUNT		127.86	
		0.00	
		43,951.55	

Number of checks to be printed: 36, not counting voids due to stub overflows.
 Printed: 05/05/2017 13:21:08

Prepared by *Christina Davis* Date *5/5/17*
 Approved by _____ Date _____

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num
 Req Reference Date Description
 001391/00 ABSOLUTE HEATING & AIR INC 510664349
 PO-000435 05/03/2017 5405050317 1 01-8150-0-0000-8100-5630-000-0000-0000-000000 NN P 0.00
 PO-000435 05/01/2017 5372050117 1 01-8150-0-0000-8100-5630-000-000-0000-000000 NN P 0.00
 TOTAL PAYMENT AMOUNT 407.50 *

001008/00 BILL TAYLOR 530622500
 PO-017262 05/01/2017 CLOSE BAL;DU 5/10 1 01-0000-0-0000-3600-5890-000-000-000000 NY C 2,160.00
 TOTAL PAYMENT AMOUNT 0.00 *

000446/00 BOB'S PLUMBING CO 680257931
 PO-017625 04/21/2017 BACKFLOW DEVICE TEST 1 01-8150-0-0000-8100-5630-000-000-000000 NY F 315.00
 TOTAL PAYMENT AMOUNT 315.00 *

001310/00 BUDGET BLINDS 208006845
 PO-017635 03/16/2017 187106 1 01-8150-0-0000-8100-4300-000-000-000000 NY F 3,050.78
 TOTAL PAYMENT AMOUNT 3,050.78 *

000794/00 BUS WEST - FRESNO
 PO-017606 03/31/2017 BN86980 1 01-0000-0-0000-3600-4300-000-000-000000 NN F 339.55
 TOTAL PAYMENT AMOUNT 339.55 *

001074/00 CALIFORNIA ASSN FOR 953151449
 PO-017563 03/17/2017 A17550 1 01-4126-0-1110-1000-5200-000-000-000000 NY F 1,470.00
 TOTAL PAYMENT AMOUNT 1,470.00 *

000053/00 CALIFORNIA WATER SERVICE CO
 PO-000422 04/28/2017 MAY 4141117777 1 01-0000-0-0000-8100-5590-000-000-000000 NN P 0.00
 PO-000422 04/28/2017 MAY 3141117777 1 01-0000-0-0000-8100-5590-000-000-000000 NN P 45.63
 TOTAL PAYMENT AMOUNT 91.26 *

012 HAMILTON UNIFIED SCHOOL DIST. J48809
 BATCH 51; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0051 BATCH 51; MAY 25 2017
 Fund : 01 GENERAL FUND

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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func	Obj	ABA num	Account num	TRMPS	Liq Amt	Net Amount
001023/00	FP MAILING SOLUTIONS												
PO-017329	05/02/2017	RI103231437 MAY-JUNE		1 01-0000-0-1110-1000-5620-100-000-000000	NN	P						111.54	111.54
				TOTAL PAYMENT AMOUNT								111.54	111.54
000609/00	FRANKLIN CONSTRUCTION INC		680174771										
PO-017207	05/01/2017	CLOSE BAL;DL 5/10		1 01-9151-0-0000-8500-5890-000-000-000000	NN	C						201,283.00	0.00
				TOTAL PAYMENT AMOUNT								0.00	0.00
001129/00	GEORGE ROOFING		942848037										
PO-017518	05/09/2017	101047		1 01-9151-0-0000-8500-5630-000-000-000000	NY	F						19,000.00	19,000.00
				TOTAL PAYMENT AMOUNT								19,000.00	19,000.00
000349/00	LARKIN AUTO ELECTRIC		564958031										
PO-000401	05/02/2017	001011		1 01-8150-0-0000-8100-5630-000-000-000000	NY	P						0.00	174.11
PO-000401	05/03/2017	001014		1 01-8150-0-0000-8100-5630-000-000-000000	NY	P						0.00	177.08
				TOTAL PAYMENT AMOUNT								351.19	351.19
001388/00	LARRY'S PEST & WEED CONTROL		141953612										
PO-017467	05/04/2017	8007-AG OLIVES		1 01-0350-0-6000-8100-5590-000-053-000000	NY	F						900.00	849.00
				TOTAL PAYMENT AMOUNT								849.00	849.00
000148/00	LRT GRAPHICS												
PO-017604	04/12/2017	24683		1 01-0000-0-1110-1000-4300-000-000-000000	NN	F						353.12	353.12
				TOTAL PAYMENT AMOUNT								353.12	353.12
001531/00	MASTER MIX		549905339										
PO-017636	05/08/2017	SOUND FOR EVERY 15 MIN		1 01-0000-0-1110-1000-4300-000-042-000000	NY	F						695.00	695.00
				TOTAL PAYMENT AMOUNT								695.00	695.00

012 HAMILTON UNIFIED SCHOOL DIST. J48809
 BATCH 51; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0051 BATCH 51; MAY 25 2017
 Fund : 01 GENERAL FUND

APY500 L.00.12 05/10/17 15:03 PAGE 3
 << Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func Obj	ABA num	Account num	TRMPS	Liq Amt	Net Amount
000814/00	NORTH AMERICAN TECHNICAL		202033492									
PO-017208	05/01/2017	CLOSE BAL;DL 5/10		1 01-3151-0-0000-8500-000-000-00000	NY	C					1,000.00	0.00
TOTAL PAYMENT AMOUNT												0.00

002014/00 SPECIALIZED FIBERS

PO-000433	05/01/2017	MAY HS SF2951		1 01-3000-0-0000-8100-5590-000-000-00000	NN	P					0.00	55.00
PO-000433	05/01/2017	MAY ELEM SF2950		1 01-3000-0-0000-8100-5590-000-000-00000	NN	P				0.00	55.00	
TOTAL PAYMENT AMOUNT												110.00

000738/00 STATE OF CALIFORNIA

PO-017642	05/01/2017	ERP APPL#61/62570-00-0003		1 01-0000-0-0000-2700-5890-000-000-00000	NN	F					676.59	676.59
TOTAL PAYMENT AMOUNT												676.59

001163/00 TEACHERS PAY TEACHERS

PO-017633	05/09/2017	61071		1 01-3000-0-1110-1000-4300-800-000-00000	NN	F					36.45	25.39
PO-017640	05/10/2017	60464		1 01-3001-0-1110-1000-4300-000-000-00000	NN	F					98.95	98.95
TOTAL PAYMENT AMOUNT												124.34

000252/00 THOMAS HYDRAULIC AND HARDWARE

PO-017626	04/02/2017	386775		1 01-3150-0-0000-8100-4300-000-000-00000	NN	F					85.80	85.80
TOTAL PAYMENT AMOUNT												85.80

000693/00 VERIZON WIRELESS

PO-000411	04/28/2017	MAY 9784754683		1 01-0000-0-0000-2700-5990-000-000-00000	NN	P					0.00	86.14
TOTAL PAYMENT AMOUNT												86.14

000040/00 WARREN CONSULTING ENGINEER INC

PO-016716	05/01/2017	CLOSE BAL;DL 5/10		1 01-9151-0-0000-8500-5890-000-000-00000	NN	C					1,500.00	0.00
TOTAL PAYMENT AMOUNT												0.00

012 HAMILTON UNIFIED SCHOOL DIST. J48809
 BATCH 51; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0051 BATCH 51; MAY 25 2017
 Fund : 01 GENERAL FUND

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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func	Obj	ABA num	Sit	BDR	DD	T9MPS	Liq Amt	Net Amount	
000743/00	WEST COAST PAPER															
PO-000429	04/16/2017	10088641		1	01-8150-0-0000		8100-4300-000-0000	NN	P					0.00	51.27	
PO-000429	04/26/2017	10088640		1	01-8150-0-0000		8100-4300-000-0000	NN	P					0.00	861.32	
TOTAL PAYMENT AMOUNT														912.59 *	912.59	
TOTAL Fund														PAYMENT	29,029.40 **	29,029.40

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Slt Bdr DD Account num TRMPS Ldg Amt Net Amount
 Reg Reference Date

000762/00 CRYSTAL CREAMERY

PO-000445	04/03/2017	15688050	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	234.18
PO-000445	04/03/2017	15688072	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	89.41
PO-000445	04/06/2017	15688209	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	241.89
PO-000445	04/10/2017	15707343	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	77.44
PO-000445	04/10/2017	15707345	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	256.00
PO-000445	04/13/2017	15707379	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	161.26
PO-000445	04/20/2017	15731003	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	178.56
PO-000445	04/24/2017	15740032	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	66.53
PO-000445	04/27/2017	15740190	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	0.00	217.94
			TOTAL PAYMENT AMOUNT	1,523.21				1,523.21

000276/00 GAGER'S INC.

PO-000404	05/02/2017	1082969	1	13-5310-0-0000-3700-4300-000-000-0000	NN	P	0.00	80.98
			TOTAL PAYMENT AMOUNT	80.98				80.98

000176/00 GLENN CO ENVIRONMENTAL HEALTH 946000691

PV-000180	04/27/2017	IN0006102 & IN0006103	13-5310-0-0000-3700-5890-000-000-0000	NN			200.00
PV-000180	04/27/2017	IN0006102 & IN0006103	13-5310-0-0000-3700-5890-000-000-0000	NN			200.00
			TOTAL PAYMENT AMOUNT	400.00			400.00

000592/00 MISSION UNIFORM & LINEN

PO-000405	04/13/2017	504704747	1	13-5310-0-0000-3700-4300-000-000-0000	NN	P	0.00	32.69
			TOTAL PAYMENT AMOUNT	32.69				32.69

000763/00 PROPACIFIC FRESH

CM-000033	05/01/2017	DUP EMT INV#6418246	13-5310-0-0000-3700-4700-000-000-0000	N			-806.94
CM-000034	05/01/2017	RA6442205	13-5310-0-0000-3700-4700-000-000-0000	N			-23.25
CM-000035	05/01/2017	RA6431096	13-5310-0-0000-3700-4700-000-000-0000	N			-13.63
CM-000036	05/01/2017	RA6431095	13-5310-0-0000-3700-4700-000-000-0000	N			-11.45
CM-000037	05/01/2017	RA6436699	13-5310-0-0000-3700-4700-000-000-0000	N			-26.00
CM-000038	05/01/2017	RA6447439	13-5310-0-0000-3700-4700-000-000-0000	N			-23.85
PO-000407	05/01/2017	6443547	2	13-5310-0-0000-3700-4300-000-000-0000	NN	P	49.86
PO-000407	04/24/2017	6439917	2	13-5310-0-0000-3700-4300-000-000-0000	NN	P	24.98
PO-000407	04/24/2017	6439917	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	645.51
PO-000407	05/01/2017	6443547	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	412.98
PO-000407	04/17/2017	6437797	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	704.50
PO-000407	04/17/2017	6437981	1	13-5310-0-0000-3700-4700-000-000-0000	NN	P	331.77

012 HAMILTON UNIFIED SCHOOL DIST. J48809
 BATCH 51; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0051 BATCH 51;MAY 25 2017
 Fund : 13 CAFETERIA

APY500 L.00.12 05/10/17 15:03 PAGE 6
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Vendor/Addr Remit name Date Description Tax ID num Deposit type Pd Res Y Goal Func Obj ABA num Account num L1q Amt Net Amount
 Req Reference Date Description
 000763 (CONTINUED)

PO-000407 05/01/2017 6443784

TOTAL PAYMENT AMOUNT 1 13-5310-0-0000-3700-4700-000-000-000000 NN P 0.00 692.58
 1,957.06 *

TOTAL Fund PAYMENT 3,993.94 ** 3,993.94

012 HAMILTON UNIFIED SCHOOL DIST. J48809
 BATCH 51; MAY 25 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0051 BATCH 51; MAY 25 2017
 Fund : 40 SPECIAL RESERVE - CAP PROJECTS

APY500 I. 00.12 05/10/17 15:03 PAGE 7
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Vendor/Addr Reg Reference Date Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Ldg Amt Net Amount
 000738/00 STATE OF CALIFORNIA

PO-017642 05/01/2017 ERP APPL#61/62570-00-0003 2 40-0000-0-0000-8100-5890-000-000-00000 NN F 97.51 97.51
 PO-017642 05/01/2017 ERP APPL#61/62570-00-0003 3 40-6225-0-0000-8100-5890-000-000-00000 NN F 21,791.66 21,791.66
 TOTAL PAYMENT AMOUNT 21,889.17 * 21,889.17

TOTAL Fund PAYMENT 21,889.17 ** 21,889.17
 TOTAL BATCH PAYMENT 54,912.51 *** 54,912.51
 TOTAL DISTRICT PAYMENT 54,912.51 **** 54,912.51
 TOTAL FOR ALL DISTRICTS: 54,912.51 **** 0.00 54,912.51

Number of checks to be printed: 24, not counting voids due to stub overflows.
 Number of zero dollar checks: 4, will be skipped.

Printed: 05/10/2017 15:03:31

Prepared by Christa DeBorja 5/10/17
 Date
 Authorized by _____ Date _____

**HAMILTON UNIFIED SCHOOL DISTRICT
BOARD MEETING
MINUTES**

**Hamilton High School Library
Wednesday, April 26, 2017**

6:00 p.m. Closed Session
6:30 p.m. No Earlier than 6:30 PM

1.0 OPENING BUSINESS:

Call to order and roll call

Gabriel Leal, President Rosalinda Sanchez Tomas Loera
 Hubert "Wendall" Lower, Clerk Rod Boone

2.0 IDENTIFY CLOSED SESSION ITEMS:

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS: Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

4.0 ADJOURN TO CLOSED SESSION: To consider qualified matters.

1. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Charles Tracy and Attorney, Matt Juhl-Darlington regarding HTA and CSEA negotiations.
2. Government Code Section 54957 (b), Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
3. Government Code Section 54956.9, Subdivision (a), Existing litigation. Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

Report out actions taken in closed session.

Gabriel Leal, Board President: The Board gave direction to Superintendent on three (3) personnel issues.

5.0 PUBLIC SESSION/FLAG SALUTE: 6:46 p.m.

6.0 ADOPT THE AGENDA: (M)

Motion for approval and to remove item number 6 from Action Items to be removed by Tomas Loera, seconded by Wendall Lower.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

7.0 COMMUNICATIONS/REPORTS:

1. Board Member Comments/Reports
 - a. Nothing to report.
2. ASB President and Student Council President Reports.
 - a. Hamilton High, Hernan Urena-Valdes.
 - i. Absent at track meet for Hamilton High School.
 - b. Hamilton Elementary, Jose Mendez.
 - i. CAASPP testing beginning on Monday, May 1, 2017.
 - ii. May Dance Festival is on Thursday, May 4, 2017.
 - iii. Progress reports will be mailed on Friday, April 28, 2017.
 - iv. Track and field for Hamilton Elementary School has continued training.
3. District Reports
 - a. Food Service Report by LeAnn Radtke. (Page 1)
 - b. Operations Report by Marc Eddy. (handout)
 - c. Technology Report by Derek Hawley. (Page 2)
4. Principal and Dean of Student Reports

- a. Cris Oseguera, Hamilton High School Principal.
 - i. FFA took 24 students to the State Leadership Conference in Fresno.
 1. Tree Judging Team was 2nd, with John Zuppan as 2nd high individual.
 2. Farm Power was 6th.
 3. Joel Mendoza won the State Proficiency in the area of Grain Production Placement and Michael Romo won the Specialty Crop Placement. Both boys will be competing at the national level. They both won \$250.
 4. Raelene Garnett was one of 3 finalists interviewed for \$5,000 scholarship, unfortunately she did not receive it.
 - ii. Glenn County Fair is May 18 – 21, 2017.
 - iii. Hamilton High School Prom is Saturday, April 29, 2017.
 - iv. CAASPP Testing begins on Monday, May 1, 2017.
 - v. Every 15 Minutes will take place on Monday, May 8-9, 2017.
 - vi. Senior Project are on Wednesday, May 24, 2017.
 - vii. Awards Night is Wednesday, May 31, 2017.
 - viii. April 13th – students from drama class compete at GIF – what does this stand for? Ask oseguera.
 - ix. Hamilton High School was chosen for the 2016 CA Honor Roll School Award.
 - x. A signing ceremony will take place for Kelly Koehnen. She will be signing for the University of Notre Dame in the Hamilton High School Library at 2:30 p.m. on Monday, May 1, 2017. She will run Track for the Fighting Irish.
 - xi. Janice Lohse attended the National Science Teachers Conference
 1. There were many different workshops. Bill Nye was keynote speaker. Extremely beneficial – all other science teachers went as well.
 - b. Darcy Pollak, Hamilton Elementary School Principal.
 - i. Current enrollment is 417.
 - ii. Leadership teams planned goals for remainder of year and next school year.
 - iii. CAASPP Testing begins on Monday, May 1, 2017.
 - iv. Last weekend of special education academy is coming to an end
 - v. Planning for end of year and planning for next year.
 - vi. May Dance Festival and school showcase will be on Thursday, May 4, 2017.
 - vii. Summer School will be with the Boys and Girls Club Hamilton City – 115 children invited.
 - viii. Playground stencil partnership with Healthy Communities and Glenn County First 5 (J. Firth).
 1. Melissa Stearns: CSU, Chico's Center for Healthy Communities (CHC) is helping with an environment change to the campus encouraging children to be active while linking with educational standards. Playground stencils will provide opportunities for students to incorporate physical activity during recess which can improve their behavior in the classroom. The stencils will be provided by the California Department of Public Health (CDPH). Paint brushes, and supplies will be provided by CHC. Volunteers include CHC staff and interns, CSU, Chico Health Education Techniques Students, After School Program Students, and Hamilton Elementary Teachers and Administration.
 - c. Maria Reyes, District Dean of Students.
 - i. 40 students have registered for Butte College.
 - ii. CAASPP Testing begins on Monday, May 1, 2017.
 - iii. Ella Barkley High School students will be doing a scaled down version of senior projects.
5. Chief Business Official/Facilities Report by Diane Lyon.
 - a. Handout – written.
 6. Superintendent Report by Charles Tracy.
 - a. DAC meeting times.
 - a. No spring meeting but there will be in the fall.
 - i. The DAC committee voted for this.
 - b. Boys & Girls Clubs of the North Valley – Hamilton City summer options. (Page 3)
 - a. Fundraiser "Farm to Fork" dinner is Saturday, May 13, 2017 at Capay Farms. Please visit the www.bgcnv.org for more information. Money goes to supporting our local Hamilton City Boys and Girls Club.
 - c. Dates to Remember:
 - i. Holidays:
 1. Monday, May 29th in observance of Memorial Day.
 - ii. May 25th: School Board Meeting in the Hamilton High School Library at 6:30 pm for Open Session..
 - iii. Will bring results of negotiations to board.

8.0 **CORRESPONDENCE:** None to report.

9.0 **DISCUSSION ITEMS:**

1. E-Rate C2 project (handout) (F. James).
 - a. Last year's E-Rate project allowed us to acquire and install an enterprise class Firewall to protect all of the HUSD computers and servers from the internet. We also acquired an enterprise class Wi-Fi system that aids us in moving forward toward student devices. This year we went out to bid on extending the support of those two services for the next five years. We also added two new core networks switches. One for HHS and one for HES. This two switches are critical to growing the size of our network by allow more devices to be connected simultaneously as well as ensuring we secure the network from threats. The total cost of this project is \$21651.66 before E-Rate discounts. Our E-Rate discount is 85% so the district will be responsible for the remaining 15% of that price. In closing, this project is leveraging our E-Rate funding to continue to expand on the technology at HUSD.
2. HUSD College Readiness Block Grant Plan (CRBG) (C. Oseguera). (Page 4-7)
 - a. The College Readiness Block Grant is established for the purposes of providing high school students, particularly unduplicated pupils, with additional supports to increase the number who enroll at institutions of higher education and complete an undergraduate degree within four years.
 - b. The focus of our College Readiness Block Grant will include the following- to increase the number of students who are successfully enrolling in and completing A-G requirements and AP courses; and to increase parent and student awareness of, and exposure to, college opportunities.
3. Overview of language options for HUSD (handout) (H. Sufuentes and M. Sawyer).
 - a. *Hamilton Elementary School Assistant Principal, Heather Sufuentes and ELD Coordinator/Teacher on Special Assignment, Maggie Sawyer:* reviewed potential options for a language program at Hamilton Elementary School.
 - b. Mrs. Sufuentes and Mrs. Sawyer reviewed the following research in their PowerPoint: local and state wide connections with language program educators and experts in other schools, connection with CSU, Chico, HUSD staff interest in language program survey, preschool parent interest in language program survey, parent lunch/ morning coffee language program discussion, school visit/interview with schools who have language programs, and California Association for Bilingual Educator (CABE).
 - i. Different models of language programs were also discussed, i.e. 90:10, 50:50, and FLES.
 - c. Bring back to May Board meeting as an action item to decide on the direction HUSD would like to go.
 - d. PowerPoint is available on the District website.
 - e. There are a lot of factors – teacher professional development, parent involvement, and budgeting.
 - f. HUSD needs to make sure this will work before implementing; interest, commitment, and budgeting is needed from parents, community and staff to make this type of program successful.
 - g. *Board Member, Wendall Lower:* how would that look for English only teachers?
 - h. *Hamilton Elementary School Assistant Principal, Heather Sufuentes:* there are bilingual staff onsite and there will be professional development.
 - i. There are extra costs for curriculum and professional development.
 - i. *Board Member, Wendall Lower:* Is there extra funding for this type of program?
 - j. *Hamilton Elementary School Assistant Principal, Heather Sufuentes:* there are potential grants.
4. Declare Adult Ed Trailer worth no more than \$2,500. (Page 8-13)
 - a. *Superintendent, Charles Tracy:* They do not meet the field act. We have looked at trying to give them away and demolition – both of which cost a considerable amount of money.
 - b. Needs to be approved per board policy.
 - c. *Board Member, Wendall Lower:* Can the Hamilton City Fire Dept. use them for potential training?
 - d. *Superintendent, Charles Tracy:* not allowed to have fire on site.
5. Declare Opportunity Trailer worth no more than \$2,500. (Page 8-13)
 - a. See above notes.
6. First Reading of updated Board Policy and Administrative Regulation 5141.52 Suicide Prevention. (Page 14-22)
 - a. New law per requirements.
 - b. Training of our staff on signs; many people miss signs. Partner with GCOE on training and our Target Solutions.
7. Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) – University of California, Davis. (Page 23)
 - a. If grant approved in June HUSD will receive a 6th through 12th counselor to help see benefit of undergrad and career college readiness. Our district would work with counselor (100 percent cost is provided by grant for 7 years). HUSD would only need to provide an office space; HUSD would not spend any additional funds.
8. MOU between Hamilton Elementary School and Glenn County Office of Education for 2017 summer program. (Page 28) ~~17~~

- a. For Expect Success Summer Camp.
- 9. Hamilton Unified School Board Self Evaluation forms. (Page 25)
 - a. *Board President, Gabriel Leal*: During the Small Districts Association Conference school board self-evaluations were discussed. These will be shared out in public session. We should evaluate ourselves. This will occur yearly in January.
- 10. Random Selection of 1 parent to win the Lenovo Notebook computer for completing the LCAP Parent Survey 2017 (L. Anderson).
 - a. Elia Ruiz
- 11. English Language Arts Adoption, Grades K through 5: Benchmark Advance (c2017) published by Benchmark Education Company (handout)(J. Firth)
 - a. Discussed Benchmark program.
 - i. Built for interactive learning, efficient for teachers to accelerate language and learning, engaging complex texts, English language development that amplifies core instruction.
- 12. English Language Arts Adoption, Grades 6 through 8: Study Sync (c2015) published by McGraw-Hill (handout) (J. Firth)
 - a. See above notes.
- 13. Review LCAP Parent/Community Survey results. (handout)
 - a. *Teacher on Special Assignment, Leslie Anderson*: the survey was open for approximately one month. Ms. Ortiz was available to solicit and provide support for parent participation.
 - b. Overall conclusions: Parents are generally pleased with their child's school. All individual responses were positive. Parents would like to see more electives and enrichment opportunities. Parents seem to be enthusiastic about the prospect of Dual Language opportunities at HUSD. Although students have access to the internet, most parents do not have an email on file. More outreach should be considered in this area.
 - c. Mrs. Anderson went over results of survey by question in the meeting.
- 14. Local Control and Accountability Plan (LCAP) review and questions to the Superintendent. (Page 26-27)
 - a. There were a few questions submitted to the Superintendent, all of which were addressed. Questions and answers are included in the packet and are available on the District webpage.
 - b. The District received questions for the Local Control and Accountability Plan (LCAP) on Thursday, April 6, 2017 at the Hamilton High School Open House ("Questions to the Superintendent") and on Friday, April 7, 2017 at the Hamilton Elementary School ELAC/DELAC Parent Luncheon.

10.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

Parent and Community Member, Vicky Casillas:

Asked that the Every 15 Minutes be extended to the 8th graders.

Hamilton High School Principal, Cris Oseguera:

No, this program is done every 4 years for grades 9 through 12. Most schools do not include all high school grades. Because it includes all high school grades we do it every few years.

Parent and Community Member, Vicky Casillas:

Expressed her concern on the dress code at Hamilton Elementary School, specially related to hats/beanies. The enforcement is not consistent. She also noted that recently her student was brought to the office for a small amount of read on their clothing but has worn it in the past with no issues. Ms. Casillas would like enforcement of dress code to be fair for all students and consistent.

Superintendent, Charles Tracy:

I completely agree with you, enforcement should be consistent. I recommend that we look at our current dress policy for updating. This will be looked at during out Hamilton Unified Leadership Committee Meeting in May (HULC). These meetings occur on Board meeting days from 3:30 p.m. to 4:30 p.m. in the Hamilton High School Library. As always, parents, staff, and board members are welcome to attend.

Board Member, Tomas Loera: Thanked all of the staff for all of the hard work they are doing and appreciated the information brought before the Board.

11.0 **ACTION ITEMS:**

1. E-Rate C2 project.

Motion for approval by Tomas Loera, seconded by Wendall Lower.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

2. Declare Adult Ed Trailer worth no more than \$2,500 and designate District administration to sell without advertising.

Motion for approval by Rod Boone, seconded by Tomas Loera.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

3. Declare Opportunity Trailer worth no more than \$2,500 and designate District administration to sell without advertising.

Motion for approval by Rod Boone, seconded by Tomas Loera.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

4. Resolution 16-17-106 Voluntary Retirement Savings Plan, Section 457 (b) Internal Revenue Code. (Page 28-36)

Motion for approval by Wendall Lower, seconded by Tomas Loera.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

5. FFA Stipend. (Page 37-38)

Motion for approval by Tomas Loera, seconded by Rod Boone.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

6. English Language Arts Adoption, Grades 6 through 8: Study Sync (c2015) published by McGraw-Hill.

a. REMOVED DURING APPROVAL OF THE AGENDA.

12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Warrants and Expenditures. (Page 40-61)
2. Minutes for the Regular Board Meeting on March 22, 2017. (Page 62-67)
3. Hamilton Elementary School Site Council Meeting Agenda for: March 13, 2017. (Page 68)
4. Hamilton Elementary School Site Council Meeting Agenda for: April 13, 2017. (Page 69)
5. Hamilton Elementary School Single Plan for Student Achievement 2016-17. (Page 70-96)
6. Title I, Part A Carryover Waiver 15-16. (Page 97)
7. Interdistrict Transfers (new – elementary students reapply annually).
 - a. Out
 - i. None to report
 - b. In
 - i. None to report
8. Personnel Actions as Presented:
 - a. New Hires:

i. Karissa Sywulka	Music Teacher	HES/HUSD
ii. Maria Llamas	Spanish Teacher	HES
iii. Diane Holly Day	Math Teacher	HES/HHS
iv. Gloria Godinez	Temporary Teacher	HES

b. Resignations/Retirement:

i. None to report

Motion for approval by Tomas Loera, seconded by Wendall Lower.

Motion Carried: 4-0

Loera: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Sanchez: Absent	

13.0 ADJOURNMENT: 8:46 p.m.

Wendall Lower, Clerk

Charles Tracy, Superintendent

Quarterly Report on Williams Uniform Complaints
(Education Code § 35186)

Person completing this form: Charles Tracy

Title: Superintendent

Quarterly Report Submission Date:
(check one)

- January 2017
- April 2017
- July 2017
- October 2017

Date for information to be reported publicly at governing board meeting: August 18, 2016

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.

	Total No. of Complaints	No. Resolved	No. Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
TOTALS			

Charles Tracy, Superintendent

Date Signed

**Program Self-Evaluation Process
Fiscal Year 2016–17**

Contractor Legal Name: Hamilton Unified School District		Vendor Number: 76562	
Contract Type(s): CSPP			
Check each box verifying the collection, analysis, and integration of each assessment data toward ongoing program improvement for all applicable contract types.			
<input checked="" type="checkbox"/> Program Review Instrument FY 2016–17 – All Contract Types: http://www.cde.ca.gov/ta/cr/documents/eescos1617.pdf			
<input checked="" type="checkbox"/> Desired Results Parent Survey – All Contract Types: http://www.cde.ca.gov/sp/cd/ci/documents/parentsurvey.doc			
<input checked="" type="checkbox"/> Age Appropriate Environment Rating Scales – Center-based/CFCC Contracts Types: http://www.ersi.info/ecers.html			
<input checked="" type="checkbox"/> Desired Results Developmental Profile and DRDPtech Reports - Center-based/CFCC Contracts Types: https://www.desiredresults.us/drdo-forms			
Using a narrative format, summarize the staff and board member participation in the PSE process: This form can be expanded and is not limited to a single page.			
The teachers, Margrit Vogelesang, Irma Garcia, and Teresa Leal, completed DRDP's in October and April. We imputed our fall scores into the DRDP Tech by Feb. We printed out a group detailed report, and group report and used the information to complete the program action plan. Margrit completed the 2016-2017 EES Program Instrument On-Site in May 2017. Mrs. Garcia and Mrs. Leal completed ECERS in January and created three action steps in March. Parents completed the survey during the March 14 parent meeting. Janet Barnes from CPIN had 9 trainings throughout the school year to focus on our action plans of more literacy. Margrit completed the Program Review Instrument in May 2017. The board will review the self-evaluation on May 18, 25.			
Statement of Completion: I certify that all documents required as a part of the PSE have been completed and are available for review and/or submittal upon request.			
Signature of Executive or Program Director: 		Date: May 15, 17	
Name of Executive or Program Director as listed in the Child Development Management Information System (please print): Margrit Vogelesang		Phone Number: 530 826-0341	

Scan and submit both the EESD 4000A and EESD 4000B TO FY1617PSE@cde.ca.gov.

Mail hard copy **ONLY** if the PSE cannot be sent electronically to:

FY 2016–17 Program Self-Evaluation
Early Education and Support Division
California Department of Education
1430 N Street, Suite 3410
Sacramento, CA 95814

**Summary of Program Self-Evaluation
Fiscal Year 2016–17**

Contractor Legal Name: Hamilton Unified School District		Vendor Number: 76562
Contract Type(s): CSPP	Age Group (Infant/Toddler, Preschool, School-Age) Preschool	
Program Director Name (as listed in the Child Development Management Information System): Margrit Vogelesang		
Program Director Phone Number: 530 826-0341		Program Director E-mail: mvogelesang@husdschools.org
This form can be expanded and is not limited to a single page.		
<p>1. Provide a summary of the program areas that did not meet standards and a list of tasks needed to improve those areas.</p>		
<p>1. In the area of parent surveys, two parents were not satisfied with how to find other services in the community and where to report health and safety complaints. A clip board was created to hang on the parent board, and a bi-monthly newsletter addressing services will be sent out on the back of the menu each month. It will continue to be written in handbook, and reviewed twice a year during parent meetings.</p> <p>2. ECERS: Water table and activities were added to the year lesson plan, but there was difficulty to set up, and make it happen. QRIS will order cabinets for storage and hopefully be installed for next year. It was founded that circle time is too long for some children, and we are now giving an option for children to sit on a side table with manipulatives. New school rules from CSEFEL were put into place for children to understand why we have school rules.</p> <p>3. DRDP's: With the help from CPIN, we worked on LLD9 with 46% of children building earlier. We have incorporated a new literacy group activity box to be more hands on large motor movement, and using handwriting without tears. We added a question of the day, dismiss children by the ABC cube, journal writing, word and letter knowledge during music, and adding vocabulary cards to weekly books.</p>		
<p>4. Provide a summary of areas that met standards and a summary of procedures for ongoing monitoring to ensure that those areas continue to meet standards.</p>		
<p>1. Overall scores for parent survey were satisfied with receiving information on development, parenting skills, and how their child is doing. Parents replied with, "We love it here!", and "teachers are amazing". Monthly handouts will continue on stages of development.</p> <p>2. We scored high with drama, and math with materials always rotating every quarter or month. This will continue.</p> <p>3. We completed our first DRDP tech reporting (Yah!) for fall, and our goal for next year is to complete fall and spring.</p>		

4. We continue to involve parents in the advisory parent meeting, and during parent conferences. They help plan curriculum activities by suggesting ways to help, laundry children's drama clothes, and prep work. All parents were asked to find two tasks to help volunteer with.

5. CPIN helped us greatly by providing trainings, materials, and motivation to become better teachers and creating a positive learning environment. We will be asking if they can join us again next year.

6. QRIS will be working more closely with us in completing our ECERS next year.

7. No finding were found in the Program Review Instrument.

Scan and submit both the EESD 4000A and EESD 4000B TO FY1617PSE@cde.ca.gov.

Mail hard copy **ONLY** if the PSE cannot be sent electronically:

FY 2016–17 Program Self-Evaluation
Early Education and Support Division
California Department of Education
1430 N Street, Suite 3410
Sacramento, CA 95814

California Department of Education
March 2017

Post Office Box 706
Willows, CA 95988

April 17, 2017

Hamilton Unified School District
Chuck Tracy
PO Box 488
Hamilton City, CA 95951

RE: 2017-2018 PRELIMINARY CONTRIBUTION AMOUNTS

Dear Member:

Attached are your preliminary contribution amounts for the 2017 – 2018 fiscal year. The GSRMA Board of Directors reviewed preliminary rates at their March meeting. The contribution amounts will be finalized and considered for approval at the May 10, 2017, Board of Directors meeting.

Our method for calculating some contribution amounts includes the use of exposure data such as payroll and/or the number of volunteer fire fighters (for fire departments.) For this, we have estimated your 17-18 payroll based on your latest reported estimate – in most cases your 16-17 budget. If this amount differs from what you are budgeting for 17-18, please contact us so we can make the adjustment.

Again this year, we include an experience modifier (x-mod) in our contribution calculation methodology. The x-mod is a member agency's ratio of payroll vs. losses for the last 5 years compared to the rest of our members. An x-mod less than 1 means a member has low loss experience and a good ratio that lowers their contribution. An x-mod higher than 1 means a member may have claims resulting in an unfavorable ratio that increases their contribution. The purpose of the x-mod is to allocate total contribution as fairly as possible. It also is a way to encourage good safety and loss prevention practices by our member agencies.

Invoices for final contributions will be distributed June 1, 2017, and will be due July 1, 2017. Please review these amounts as soon as possible. If you require explanation or wish to discuss, please contact our Member Services team at memberservices@gsrma.org or call us at 530-934-5633.

Sincerely,



Scott Schimke, ARM
Risk Manager

Post Office Box 706
Willows, CA 95988

Golden State Risk Management Authority
2017 – 2018 Contribution - Comparison with 2016 – 2017

HAMILTON UNIFIED SCHOOL DISTRICT

	17/18	Compare To: 16/17	Diff	% Increase (Decrease)
All Coverages	\$207,967	160,341	47,626	29.70
Workers' Comp.	\$118,148	83,953	34,195	40.73
WC Payroll	4,708,655.00	4,207,123.00	501,532.00	11.92
WC Entry Date	7/1/1980			
Rate	2.51	2.00		
General Liability	\$61,029	48,176	12,853	26.68
GL Payroll	4,708,655.00	4,207,123.00	501,532.00	11.92
GL Entry Date	7/1/1980			
Rate	1.30	1.15		
Property	\$22,210	22,448	(238)	(1.06)
Prop. Insured Value	17,250,976.00	16,653,437.00	597,539.00	3.59
HV Property	\$0			
Auto	\$5,725	4,953	772	15.59
Auto Insured Value	1,135,169.00	933,535.00	201,634.00	21.60
Mobile Equip	\$290	259	31	11.97
ME Insured Value	119,543.00	105,132.00	14,411.00	13.71
Watercraft	\$0			
Bond	\$338			
Pollution	\$227			

WC X-Mod: 0.892
(Prior Year: 0.535)

GL X-Mod: 1.139
(Prior Year: 1.101)



TO: SUPERINTENDENT OF PUBLIC SCHOOLS
PRINCIPAL OF PRIVATE SCHOOLS

FROM: ROGER L. BLAKE

RE: FORM TO RECORD DISTRICT AND/OR SCHOOL REPRESENTATIVES TO LEAGUES

DATE: MAY 1, 2017

Enclosed is a form upon which to record your district and/or school representatives to leagues for **next year, 2017-2018**. It is a form sent every year to you in order to obtain the names of league representatives to every league in the state and to make sure that the league representatives are designated by school district or school governing boards. **It is a legal requirement that league representatives be so designated.**

The education code gives the authority for high school athletics to high school governing boards. The code also requires that the boards, after joining CIF, designate their representatives to CIF leagues. This is a necessity! (Ed. Code 33353 (a) (1))

We are asking that, after action by the governing board, you **send the names of league representatives to your CIF Section office**. Obviously, the presumption behind this code section is that the representatives of boards are the only people who will be voting on issues, at the league and section level, that impact athletics.

If a governing board does not take appropriate action to designate representatives or this information is not given to Section offices within the required time frame, CIF is required to suspend voting privileges (CIF Constitution, Article 2, Section 25, p.17) for the affected schools.

At the State Federated Council level we will be asking that Sections verify that their representatives are designated in compliance with this Ed. Code section.

I hope this gives you a bit of background. Thank you for all you do to help support high school athletics. It is a valuable program in all high schools and we appreciate the support you give to the program and to CIF.

Please return the enclosed form no later than June 30, 2017 directly to your CIF Section Office. Addresses of each section are listed on the back of the form. Please contact us if we can give you further information.

2017-2018 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 30, 2017.**

Hamilton Unified School District/Governing Board at its May 25, 2017 meeting,
(Name of school district/governing board) (Date)
appointed the following individual(s) to serve for the 2017-2018 school year as the school's league representative:

PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL Hamilton High School
NAME OF REPRESENTATIVE Charles Tracy POSITION Superintendent
ADDRESS P.O. Box 488 CITY Hamilton City ZIP 95951
PHONE 530.826.3261 FAX 530.826.0440 E-MAIL ctracy@hudschools.org

NAME OF SCHOOL Hamilton High School
NAME OF REPRESENTATIVE Cris Osequera POSITION Principal
ADDRESS P.O. Box 488 CITY Hamilton City ZIP 95951
PHONE 530.826.3261 FAX 530.826.0440 E-MAIL cosequera@hudschools.org

NAME OF SCHOOL Hamilton High School
NAME OF REPRESENTATIVE Erin Johnson POSITION Athletic Director
ADDRESS P.O. Box 488 CITY Hamilton City ZIP 95951
PHONE 530.826.3261 FAX 530.826.3261 E-MAIL ejohnson@hudschools.org

NAME OF SCHOOL Hamilton High School
NAME OF REPRESENTATIVE Matt Jarvis POSITION Football Coach
ADDRESS P.O. Box 488 CITY Hamilton City ZIP 95951
PHONE 530.826.3261 FAX 530.826.0440 E-MAIL mjarvis@hudschools.org

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Charles Tracy Signature
Address P.O. Box 488 City Hamilton City Zip 95951
Phone 530.826.3261 Fax 530.826.0440

**PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.
SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.**

HES School Site Council Meeting Minutes 3/9/17

Item 1: Called to order 7:35AM

Item 2: Members Present

Parents: Ray Villar, Genaro Reyes, Lenia Garcia

Staff: Jenny Firth, Darcy Pollak, Heather Sufuentes, Trudy Bryan, Leslie Anderson, Dianna Ortiz

Item 3: Verification of posting of the agenda—72 hours in advance

Posted 3/6/17

Item 4: Public Comment—None

Item 5: Approval of the minutes

Ray made motion to approval of minutes. Genaro seconded, motion passed, minutes approved

Item 6: Reviewed LCAP information

Item 7: Committees to develop SMART goals and action steps for the SPSA, aligned to the LCAP

Revise Goals, send out through email, revisit in special meeting

Item 8: postponed

Action Items

Special meeting March 23rd 7:30 AM

Agenda—review and approve SMART Goal/Action Steps

Adjourned 9:04 am



Hamilton Elementary School
277 Capay Avenue • P.O. Box 277
Hamilton City, CA 95951-0277
School Office (530) 826-3474 • Fax (530) 826-0419
District Office (530) 826-3261

**Hamilton Elementary School
School Site Council Meeting**

**Thursday May 11, 2017 7:30 AM
Hamilton Elementary School—Conference Room 204**

Agenda

ORDER OF BUSINESS

- Item 1** **Call to Order**
- Item 2** **Establish Quorum (3 HES Staff, 2 Parents/Community Members)**
Staff Present:
Parents Present:
- Item 3** **Verification of Posting of the Agenda—72 Hours in Advance**
Anticipated posting by May 5, 2017
- Item 4** **Public Comment**
This is the time for members of the audience to present items not on the Agenda. Comments should be limited to a maximum of three minutes duration. The SSC is prohibited by State Law from taking action on any item presented if it is not listed on the Agenda.
- Item 5** **Approval of Minutes—(5 minutes.)**
April 13, 2017 (Attachment #1)

DISCUSSION ITEMS

- Item 6** Review LCAP information (**Anderson**)
- Item 7** Discuss new ELA adoptions; Benchmark Advance (K-5) and Study Sync (6-8) (**Firth**)
- Item 8** Discuss RFEP students (**Sawyer**)
- Item 9** Discuss expansion of bi-literacy education (**Sawyer**)
- Item 10** Updates: (**Pollak**)

ACTION ITEMS

- Item 11** Establish the voting procedure for next year.
- Item 12** Set the August 2017 meeting date

ADJOURNMENT By 8:30 AM

HES School Site Council Meeting Minutes 4/13/17

Item 1: Called to order 7:36 AM

Item 2: Members Present

Parents: Ray Villar, Genaro Reyes, Elia Ruiz

Staff: Trudy Bryan, Heather Sufuentes, Dianna Ortiz, Leslie Anderson, Darcy Pollak

Item 3: Verification of posting of the agenda—72 hours in advance

Posted April

Item 4: Public Comment—None

Announcements: May dance festival, Golf tournament, See's Candy Fundraisers, Stencil Project April 29th

Item 5: Approval of Minutes

Ray made motion to approve minutes, Trudy seconded, Minutes passed, minutes approved.

Item 6: Trudy reviewed LCAP updates

Item 7: Discussion/Comments on SPSA 2016-17

Item 8: Discussed Read Naturally Subscription

Item 9: Discussed STAR Assessment Suite (Early Lit, Reading Math) subscription

Item 10: Discussed Accelerated Reader subscription

Item 11: Updates: New middle school schedule to align with High School

Item 12: Add Jenny to agenda to discuss curriculum, add Maggie to agenda to discuss EL/Reclassification.

Action Items

Ray made motion to approve to approve SPSA 2016-17, Trudy seconded, motion passed.

Ray made motion to approve Read Naturally Subscription, Trudy seconded, motion passed.

Ray made motion to approve STAR Assessment Suite subscription, Trudy seconded, motion passed.

Ray made motion to approve Accelerated Reader subscription, Trudy seconded, motion passed

Next meeting breakfast

Adjourned 8:31 AM

