

## Nondiscrimination and Equivalent Opportunities in the Athletic Program

Note: The following section reflects pertinent provisions of state and federal law regarding nondiscrimination (Education Code 200-262.4; 5 CCR 4900-4965; Title IX, 20 USC 1681-1688). The Office for Civil Rights (OCR) in the U.S. Department of Education oversees complaints regarding violations of Title IX.

No student shall be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics on the basis of any actual or perceived characteristic specified in law and BP 0410 - Nondiscrimination in District Programs and Activities. (Education Code 220, 221.5, 230; 5 CCR 4920; 34 CFR 106.41)

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*  
*(cf. 5145.3 - Nondiscrimination/Harassment)*

Note: 5 CCR 4921 and 34 CFR 106.41 authorize the establishment of separate teams for males and females where the selection of teams is based on competitive skills. 34 CFR 106.41 also authorizes single-sex teams for contact sports, as defined. Because state regulations do not address single-sex teams for contact sports, districts should consult legal counsel prior to establishing any such single-sex team for a contact sport for which selection is not based on competitive skills.

The Superintendent or designee may provide single-sex teams when selection for the teams is based on competitive skills. (5 CCR 4921; 34 CFR 106.41)

Note: Pursuant to Education Code 221.5, a district is required to permit a transgender student to participate in sex-segregated school programs and activities, including athletic teams and competitions, consistent with ~~his/her~~ **the student's** gender identity, regardless of the gender listed in the student's records; see BP/AR 5145.3 - Nondiscrimination/Harassment. The California Interscholastic Federation's (CIF) bylaws and Guidelines for Gender Identity Participation contain procedures for addressing student complaints regarding gender identity-based participation in interscholastic sports. Also see CSBA's Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Discrimination.

Each student shall be allowed to participate in any single-sex athletic program or activity consistent with ~~his/her~~ **the student's** gender identity, irrespective of the gender listed on the student's records, ~~and for which he/she the student~~ is otherwise eligible to participate, ~~irrespective of the gender listed on the student's records~~. (Education Code 221.5)

*(cf. 5125 - Student Records)*

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**ATHLETIC COMPETITION** (continued)

When a school provides only one team in a particular sport for members of one sex, but provides no team in the same sport for members of the other sex, and athletic opportunities in the total program for that sex have been previously limited, members of the excluded sex shall be allowed to try out and compete with the team. The same standards for eligibility shall be applied to every student trying out for the team, regardless of sex, sexual orientation, gender, gender identity, gender expression, or other protected group status. (5 CCR 4921; 34 CFR 106.41)

Note: 5 CCR 4922 and 34 CFR 106.41, as reflected in items #1-11 below, list factors that districts must consider when determining whether equivalent opportunities are being provided. CIF's [A Guide to Equity in Athletics](#) suggests actions that districts can take for each of the factors to help the district meet its equivalence goals. Any district with questions about equivalent athletic opportunities for its students should consult legal counsel.

The Superintendent or designee shall ensure that equivalent opportunities are available to both sexes in athletic programs by considering, among other factors: (5 CCR 4922; 34 CFR 106.41)

1. Whether the offered selection of sports and levels of competition effectively accommodate the interests and abilities of both sexes

Note: Education Code 230 provides the following three-part test to determine if a district has effectively accommodated the interests and abilities of both sexes in athletics. This test is the same three-part test that is used by OCR for helping to determine equivalent opportunities under Title IX.

The athletic program may be found to effectively accommodate the interests and abilities of both sexes using any one of the following tests: (Education Code 230)

Note: CIF's [A Guide to Equity in Athletics](#) advises that, in order to meet the criterion specified in item #1a below, the ratio of male/female athletes should be within five percent of the ratio of male/female district enrollment.

- a. Whether the interscholastic-level participation opportunities for male and female students are provided in numbers substantially proportionate to their respective enrollments
- b. Where the members of one sex have been and are underrepresented among interscholastic athletes, whether the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex

Note: In evaluating whether there is an unmet interest in a particular sport and sufficient ability to sustain a team in the sport (item #1c below), OCR considers (1) whether an institution uses nondiscriminatory methods of assessment when determining the athletic interests and abilities of its students, (2) whether a

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## ATHLETIC COMPETITION (continued)

| viable team for the underrepresented sex was recently eliminated, (3) multiple indicators of interest, (4) multiple |

indicators of ability, and (5) frequency of conducting assessments. A student survey is one indicator that may be used. A letter issued by OCR in April 2010 provides information that the district might consider in developing its own survey. In addition, CIF's A Guide to Equity in Athletics provides sample surveys.

- c. Where the members of one sex are underrepresented among interscholastic athletes and the district cannot show a history and continuing practice of program expansion as required in item #1b above, whether the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program
2. The provision and maintenance of equipment and supplies
3. Scheduling of games and practice times, selection of the season for a sport, and location of the games and practices
4. Travel and per diem allowances
5. Opportunities to receive coaching and academic tutoring
6. Assignment and compensation of coaches and tutors
7. Provision of locker rooms, practice facilities, and competitive facilities
8. Provision of medical and training facilities and services
9. Provision of housing and dining facilities and services
10. Publicity

Note: 5 CCR 4922 clarifies that unequal aggregate expenditures for members of each sex or unequal expenditures for male and female teams shall not by itself constitute a failure to provide equivalent opportunities. However, the provision of necessary funding for teams of both sexes is a factor in the determination, as specified below.

11. Provision of necessary funds

Each school that offers competitive athletics shall, at the end of the school year, post on its school web site, or on the district web site if the school does not have a web site, the following information: (Education Code 221.9)

1. The total enrollment of the school, classified by gender

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#### **ATHLETIC COMPETITION (continued)**

2. The number of students enrolled at the school who participate in competitive athletics, classified by gender
3. The number of boys' and girls' teams, classified by sport and by competition level

*(cf. 1113 - District and School Web Sites)*

The data reported for items #1-3 above shall reflect the total number of players on a team roster on the official first day of competition. The materials used to compile this information shall be retained by the school for at least three years after the information is posted on the web site. (Education Code 221.9)

*(cf. 3580 - District Records)*

### **Concussions and Head Injuries**

Note: Education Code 49475 requires districts to distribute information on concussions and head injuries to student athletes and their parents/guardians. The district may use fact sheets developed by the Centers for Disease Control and Prevention (CDC), available on CIF's web site, or other resources to develop the information sheet.

The requirements of Education Code 49475 apply to any district that offers an athletic program at any grade level and for any sport. These requirements do not apply to students engaging in an athletic activity during the regular school day or as part of a physical education course.

The Superintendent or designee shall annually distribute to student athletes and their parents/guardians an information sheet on concussions and head injuries. The student and parent/guardian shall sign and return the information sheet before the student initiates practice or competition. (Education Code 49475)

*(cf. 5145.6 - Parental Notifications)*

Note: Education Code 49032 requires that each high school coach complete an education program that includes, but is not limited to, a basic understanding of the signs and symptoms of concussions and appropriate response to them. ~~CIF makes it~~ Free online courses are available through its CIF's web site. Also see AR 4127/4227/4327 - Temporary Athletic Team Coaches.

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding concussion symptoms, prevention, and appropriate response. (Education Code 35179.1, 49032)

*(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)*

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**ATHLETIC COMPETITION** (continued)

Note: Education Code 49475 requires that a student at any grade level engaged in an athletic program apart from the regular school day or physical education course who is suspected of sustaining a concussion be immediately removed from the athletic activity and not be allowed to return until a health care provider provides written clearance. CDC's web site includes an Acute Concussion Evaluation form which may be used to provide injured students and their parents/guardians with information about monitoring symptoms and the health care provider's recommendations regarding returning to daily activities, school, and sports. See CIF's web site for additional information regarding concussions.

If a student athlete is suspected of sustaining a concussion or head injury in an athletic activity, ~~he/she~~ **the student** shall be immediately removed from the activity for the remainder of the day. The student shall not be permitted to return to the activity until ~~he/she~~ **the student** is evaluated by a licensed health care provider trained in the management of concussions and receives the health care provider's written clearance to return to the activity. If the health care provider determines that the ~~athlete~~ **student** sustained a concussion or a head injury, the ~~athlete~~ **student** shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider. (Education Code 49475)

Note: The following paragraph is for use by districts that offer a football program and may be revised to reflect the grade levels offered by the district.

A middle school or high school football team shall not hold a full-contact practice during the off-season and shall not conduct more than two full-contact practices per week during the preseason and regular season (from 30 days before the commencement of the regular season until the completion of the final interscholastic football game of that season). In addition, the full-contact portion of a practice shall not exceed 90 minutes in any single day. For these purposes, *full-contact practice* means a practice where drills or live action is conducted that involves collisions at game speed, where players execute tackles and other activity that is typical of an actual tackle football game. (Education Code 35179.5)

### Heat Illness

Note: Pursuant to Education Code 35179.1, ~~as amended by AB 2800 (Ch. 21, Statutes of 2018), effective January 1, 2019,~~ the district or CIF-developed coaching education program required by Education Code 49032 must include training on the signs and symptoms of, and the appropriate response to, heat illness. The National Federation of State High Schools offers a free online course, available on CIF's web site, that fulfills these requirements.

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding the signs and symptoms of, and the appropriate response to, heat illness, including heat cramps, heat syncope, heat exhaustion, and exertional heat stroke. (Education Code 35179.1, 49032)

Note: The following **optional** paragraph reflects recommendations in CSBA's and CIF's joint publication Preventing Catastrophic Heat Illness, and may be expanded to include additional district strategies.

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### ATHLETIC COMPETITION (continued)

To assist in the prevention of heat illness, coaches and/or athletic trainers shall gradually increase the intensity and duration of exercise to acclimate student athletes to practice in the heat, provide adequate rest breaks, make water available during all athletic activities, and alter practice plans in extreme environmental conditions.

### **Sudden Cardiac Arrest**

Note: Education Code 33479.3 requires that student athletes and their parents/guardians receive information on the nature and warning signs of sudden cardiac arrest, as provided below. This information is available from CIF or, if the athletic activity is not governed by CIF, on the California Department of Education's (CDE) web site. In addition, Education Code 33479.2 encourages districts to post on their web sites the information provided on CDE's web site pertaining to sudden cardiac arrest.

The Superintendent or designee shall distribute the California Interscholastic Federation (CIF) information sheet on sudden cardiac arrest to all student athletes who will be participating in a CIF-governed athletic activity and to their parents/guardians. The student and parent/guardian shall sign and return the information sheet prior to the student's participation in the athletic activity. If an athletic activity is not covered by CIF, the student and ~~his/her~~ parent/guardian shall, prior to the student's participation in the athletic activity, sign and return an acknowledgement that they have received and reviewed the sudden cardiac arrest information posted on the California Department of Education's web site. (Education Code 33479.2, 33479.3)

Note: Education Code 33479.6 requires the coach of an athletic activity to complete, every two years, a training course related to the nature and warning signs of sudden cardiac arrest. See AR 4127/4227/4327 - Temporary Athletic Team Coaches. ~~CIF makes free~~ online courses are available through ~~its~~ CIF's web site.

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding the nature and warning signs of sudden cardiac arrest. (Education Code 33479.6, 33479.7, 35179.1, 49032)

Note: Education Code 33479.5 and CIF bylaws provide for a student's removal from participation in an athletic activity if ~~he/she~~ **the student** passes out or faints. As defined by Education Code 33479.1, an "athletic activity" includes (1) interscholastic athletics; (2) an athletic contest or competition sponsored by a school, including cheerleading and club-sponsored sports activities; (3) noncompetitive cheerleading sponsored by a school; and (4) practices, interscholastic practices, and scrimmages for all these activities. Pursuant to Education Code 33479.5, this requirement does not apply when a student engages in an athletic activity during the regular school day or as part of a physical education course, unless the activity constitutes a practice, interscholastic practice, or scrimmage. Furthermore, Education Code 33479.5 authorizes, but does not require, the removal of a student from an athletic activity if ~~he/she~~ **the student** exhibits symptoms of sudden cardiac arrest other than passing out or fainting, as provided below. However, to promote student safety, the district may choose to require its staff to remove ~~a student~~ from an athletic activity if ~~he/she~~ **a student who** exhibits any symptom of sudden cardiac arrest at any time.

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**ATHLETIC COMPETITION** (continued)

If a student athlete passes out or faints, or is known to have passed out or fainted, while participating in or immediately following his/her participation in an athletic activity, the student shall be removed from participation at that time. If a student exhibits any other symptoms of sudden cardiac arrest, including seizures during exercise, unexplained shortness of breath, chest pains, dizziness, racing heart rate, or extreme fatigue, he/she the student may be removed from participation by a coach or other employee who observes these symptoms. If any such symptoms are observed, notification shall be given to the student's parent/guardian so that the parent/guardian can determine the treatment, if any, the student should seek. A student who has been removed from participation shall not be permitted to return until he/she the student is evaluated and given written clearance to return to participation by a health care provider. (Education Code 33479.2, 33479.5)

### **Automated External Defibrillators**

Note: Pursuant to Education Code 35179.6, as added by AB 2009 (Ch. 646, Statutes of 2018), effective July 1, 2019, a district that offers an interscholastic athletic program is required to make an automated external defibrillator (AED) available to coaches, athletic trainers, and/or other authorized persons at athletic activities or events. Education Code 35179.6 encourages districts to make AEDs available for emergency care or treatment within three to five minutes of sudden cardiac arrest to any person in attendance at an on-campus athletic activity or event. See **BP/AR 5141 - Health Care and Emergencies for requirements related to employee notifications and the proper use and maintenance of AEDs.**

Education Code 35179.6 clarifies that the district or district employee will not be liable for civil damages resulting from any act or omission in the rendering of emergency care or treatment provided that the employee complies with the requirements of Health and Safety Code 1797.196 and does not act with gross negligence or willful or wanton misconduct by using, attempting to use, or maliciously failing to use an AED to render emergency care or treatment.

The Superintendent or designee shall acquire at least one automated external defibrillator (AED) for each district school and shall make the AED(s) available to coaches, athletic trainers, and/or other authorized persons at athletic activities or events for the purpose of providing emergency care or treatment to students, spectators, and other individuals in attendance at athletic activities and events. (Education Code 35179.6)

*(cf. 5141 - Health Care and Emergencies)*

The district shall comply with all requirements of Health and Safety Code 1797.196 pertaining to any AED acquired by the district, including, but not limited to, regular maintenance and testing of the AED and the provision and posting of information regarding the proper use of the AED. (Education Code 35179.6; Health and Safety Code 1797.196)

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## ATHLETIC COMPETITION (continued)

### Additional Parental Notifications

Note: The following **optional** section lists notices that the district may send to ~~parents/guardians of students~~ participating in interscholastic athletics **and their parents/guardians**. This section should be revised to reflect district practice.

Before a student participates in **practice or competition as part of** interscholastic athletic activities, the Superintendent or designee shall, in addition to providing ~~his/her the students and their~~ parents/guardians with ~~information on the signs and symptoms of concussions and sudden cardiac arrest as~~ **the notices** described above, send a notice to the ~~student's~~ **students and their** parents/guardians which:

Note: Education Code 33353 requires CIF to provide information to students and parents/guardians about procedures for discrimination complaints arising from interscholastic athletic activities. Education Code 33354 allows a complainant to file a discrimination complaint directly with CDE.

1. Contains information about the procedures for filing a discrimination complaint that arises out of an interscholastic athletic activity, including the name of the district's Title IX Coordinator

*(cf. 1312.3 - Uniform Complaint Procedures)*

Note: Education Code 221.61 requires districts to post specified information on their web sites related to Title IX. A district that does not maintain a web site may comply by posting the information on the web site of its county office of education. A comprehensive list of rights based on the provisions of the federal regulations implementing Title IX can be found in Education Code 221.8. See AR 5145.3 - Nondiscrimination/Harassment. **Optional** item #2 below provides that this information will also be provided in writing to the parents/guardians of student athletes.

2. Includes a copy of students' Title IX rights pursuant to Education Code 221.8

Note: In Kahn v. East Side Union High School District, the California Supreme Court analyzed the liability of a coach for an injury to a member of a high school diving team. The court acknowledged that some risk of injury is inherent in sports and part of a coach's job is to "push" a student athlete to advance ~~his/her~~ **in** skill level and to undertake more difficult tasks. According to the court, a coach could be found liable only when ~~he/she~~ **the coach** intentionally injures the student or engages in conduct that is so reckless that it is outside of the ordinary activity involved in teaching or coaching the sport.

The district may or may not wish to seek a waiver of liability for accidents or injuries resulting from participation in athletic activities. Whether a liability waiver is legally effective is likely to be determined on a case-by-case basis, and it is questionable whether a student's right to participate in extracurricular activities could be made contingent upon the submission of a waiver. Legal counsel should be consulted when addressing the complex issues related to liability waivers.

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## ATHLETIC COMPETITION (continued)

3. Explains that there is an element of risk associated with all athletic competitions and that the district cannot guarantee that students will not be injured, despite a commitment to every participant's health and welfare

*(cf. 3530 - Risk Management/Insurance)*

Note: Education Code 32221.5 requires the district to provide information about insurance protection to each student participating on a school athletic team. For specific language that must be contained in this statement, see AR 5143 - Insurance.

4. Provides information about insurance protection pursuant to Education Code 32221.5

*(cf. 5143 - Insurance)*

5. Requests parental permission for the student to participate in the program and, if appropriate, to be transported by the district to and from competitions

*(cf. 3541.1 - Transportation for School-Related Trips)*

Note: Pursuant to Education Code 48900, a student may be subject to suspension or expulsion ~~if he/she for engagessing, or attemptsing to engage, in hazing.~~

6. States the district's expectation that students adhere strictly to all safety rules, regulations, and instructions, as well as rules and guidelines related to conduct and sportsmanship

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

7. Includes a copy of the local CIF league rules

Note: Pursuant to Education Code 49033 and CIF bylaws, any student participating in athletics and ~~his/her the student's~~ parent/guardian must sign a **the statement described below.** ~~that the student will not use androgenic/anabolic steroids, unless he/she has a written prescription from a licensed health care practitioner, or dietary supplements banned by the U.S. Anti-Doping Agency as well as the substance synephrine. See Also see BP/AR 5131.63 - Steroids.~~

8. Includes information about the CIF bylaw and district policy requiring any student athlete and ~~his/her the student's~~ parent/guardian to sign a statement that the student will not use steroids, unless prescribed by a licensed health care practitioner, ~~or~~ **and will not use** prohibited dietary supplements that include substances banned by the U.S. Anti-Doping Agency

*(cf. 5131.63 - Steroids)*

**ATHLETIC COMPETITION (continued)**

**Note: Pursuant to Education Code 49476, as added by SB 1109 (Ch. 693, Statutes of 2018), the district must annually provide to student athletes and their parents/guardians CDC's opioid fact sheet for patients. The CDC's fact sheet, Prescription Opioids: What You Need To Know, is available on its web site.**

- 9. Includes the opioid fact sheet published by the Centers for Disease Control and Prevention in accordance with Education Code 49476. The district shall provide this fact sheet annually to each student athlete and shall require the student and the student's parent/guardian to sign a document acknowledging receipt of the fact sheet.**

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# CSBA Sample Board Policy

Instruction

BP 6145.6(a)

## INTERNATIONAL EXCHANGE

**Note: The following optional policy is for use by districts that maintain secondary schools and accept enrollment of international students through approved programs sponsored by an International Student Exchange Placement Organization (ISEPO).**

**The policy does not apply to students who may otherwise meet district residency requirements for school attendance or to students whose parents/guardians were California residents who departed against their will, as defined in Education Code 48204.4. See AR 5111.1 - District Residency.**

The Governing Board recognizes ~~that personal contact~~ **the value of interactions** between students of different countries and cultures ~~promotes~~ **in promoting** global awareness and international understanding **in an increasingly globalized and interconnected world.** ~~To that end,~~ The Board welcomes the enrollment of international exchange students **in district schools** and ~~furth~~ encourages district students to take ~~any~~ **advantage of** opportunities that they may have to participate in such programs and study in another country.

With Board approval, a district school may establish a sister-school relationship with a school in another country.

### District Students Studying in Another Country

~~District staff shall~~ **School counselors may provide information regarding international exchange programs and academic relevant** counseling to district students who wish to study in a foreign country. **Such counseling shall include a review of the student's completed coursework, academic achievement, and personal goals, and shall advise the student regarding requirements that the student must meet during attendance in the foreign school in order to maintain progress toward meeting district graduation requirements.**

*(cf. 6146.1 - High School Graduation Requirements)*

*(cf. 6164.2 - Guidance/Counseling Services)*

~~District eCredit~~ for courses successfully completed in the foreign country shall be granted in accordance with Board policy and administrative regulation.

*(cf. 6146.11 - Alternative Credits Toward Graduation)*

### ~~International Student Exchange Programs~~ Students in District Schools

Note: Government Code 12623 requires that any organization that arranges for the placement of international exchange students in California schools first be registered with the Attorney General's Office.

BP 6145.6(b)

## INTERNATIONAL EXCHANGE (continued)

Pursuant to Education Code 35185, a district is authorized to request proof of the registration as a condition to enrolling a student.

For the protection of students and to reduce district liability, CSBA strongly recommends that districts ~~Districts may~~ check to see if a student placement organization is registered in California by reviewing the Registry List maintained by the Attorney General's Registry of International Student Exchange Visitor Placement Organizations. ~~The U.S. Department of State also maintains a listing of organizations designated to administer a high school visitor exchange program.~~ See CSBA's Legal Guidance Regarding International Student Exchange Placement Organizations for additional recommendations and best practices.

In addition, the Council for Standards for International Educational Travel (CSIET), a non-profit organization whose purpose is to identify reputable international exchange programs, annually develops an Advisory List ~~as a resource from which prospective districts can gain an understanding of the scope, background, and operations of programs that have been reviewed.~~ The Advisory List includes descriptions of exchange organizations which, upon evaluation, were found to be in compliance with the **identifying exchange organizations that fully, provisionally, or conditionally meet** CSIET standards and were accepted for listing into one of three categories (Full Listing, Provisional Listing, or Conditional Listing). ~~The CSIET standards evaluate a program's related to financial responsibility, as well as the student selection, student orientation, and the placement process.~~

It is the responsibility of the ISEPO to confirm the eligibility of international students for the exchange program. To be eligible, secondary students must (1) have a J-1 or F-1 visa; (2) not have previously attended school in the United States through an exchange program or on a J-1 or F-1 visa; and (3) either have not completed more than 11 years of primary and secondary study in their home country, excluding kindergarten, or be at least 15 years of age but not more than 18 years and six months of age as of the program start date.

The following **optional** paragraph is for use by districts that wish to only accept students participating in programs designated by the Attorney General's Office, U.S. Department of State and CSIET.

~~To enroll~~ **Before enrolling an international exchange student in a district school, the Superintendent or designee shall request proof that the an international exchange student must be is participating in an exchange International Student Exchange Placement Organization (ISEPO) program registered with the California Attorney General's Office, designated by the U.S. Department of State and accepted for listing on the Council for Standards for International Educational Travel's Advisory List.**

**The Superintendent or designee shall obtain from the ISEPO a description of the services to be performed by the ISEPO for the student, host family, and the district; telephone numbers that the student, host family, or district may contact for assistance; and a summary of the student's complete prior academic coursework completed. (Government Code 12628; 22 CFR 62.25)**

The district may require additional documents which may include, but are not limited to, evidence that the student has health and accident insurance from the time of departure from home to the time the student returns to the home country. (11 CCR 360; 22 CFR 62.25)

BP 6145.6(c)

## INTERNATIONAL EXCHANGE (continued)

Note: The following optional paragraph may be used by districts that wish to limit the total number of international exchange students admitted into the district.

When necessary because of overcrowding within district schools or limited district resources, the Superintendent or designee may limit the number of international exchange students to be accepted at any district high school during any school year.

The district shall not incur any financial obligations when sending and/or receiving educating international exchange students. ~~Program sponsors shall provide assurance of their responsibility for health/accident/liability insurance, the student's home placement, and the resolution of any related personal difficulties which may arise.~~ **An international student, or the ISEPO on behalf of the student, shall reimburse the district for the full, unsubsidized per capita cost of providing education at a district school for the period of the visiting student's attendance.**

*(cf. 3260 - Fees and Charges)*

Note: The following optional paragraph may be modified to reflect district practice. Federal and state law do not specify a formula for calculating the full, unsubsidized per capita cost of providing education to an international student for the purpose of determining the tuition that will be charged. Education Code 48052 identifies factors that must be considered in determining the total cost of educating a student who resides in a foreign country adjacent to California, which, for consistency, may also serve as a basis for calculating tuition for international students.

Alternatively, as described in CSBA's Legal Guidance Regarding International Student Exchange Placement Organizations, the district could use the per student amount of the high school base grant provided to districts under the local control funding formula, which could be augmented by the amount received by the district for separately funded categorical programs and any federal funding received by the district, or could consider its prior year per student expenditures.

It is recommended that districts consult with legal counsel in determining such a formula.

**In determining the tuition for international exchange students, the district shall calculate the total cost of educating the student, including, but not limited to, the amount expended per student for the current provision of instruction and services, the use of buildings and equipment, the repayment of local bonds and interest payments and state building loan funds, capital outlay, and transportation to and from school.**

The Superintendent or designee shall establish district criteria for issuing regular or honorary diplomas to international exchange students. The principal or designee shall refer to these criteria

when assisting international exchange students in selecting classes and cocurricular activities based on the student's individual qualifications, needs, and interests.

(cf. 5127 - Graduation Ceremonies and Activities)  
(cf. 6146.1 - High School Graduation Requirements)  
(cf. 6146.3 - Reciprocity of Academic Credit)

BP 6145.6(d)

## INTERNATIONAL EXCHANGE (continued)

~~District staff shall provide relevant counseling to district students who wish to study in a foreign country. District credit for courses successfully completed in the foreign country shall be granted in accordance with Board policy and administrative regulation.~~

~~(cf. 6146.11 - Alternative Credits Toward Graduation)~~

### Legal Reference:

#### EDUCATION CODE

35160 Authority of governing boards  
35160.1 Broad authority of school districts  
35185 Miscellaneous administrative authority  
48052 Nonresidents  
48204.4 Evidence of residency for school enrollment  
51225.5 Honorary diplomas; foreign exchange students

#### GOVERNMENT CODE

12620-12630 International Student Exchange Visitor Placement Organizations  
87100 General prohibition, conflict of interest

#### CALIFORNIA CODE OF REGULATIONS, TITLE 11

350-384 California Uniform Supervision of International Student Exchange Visitor Placement Organizations

#### CODE OF FEDERAL REGULATIONS, TITLE 8

214.2 Students in academic high schools

#### CODE OF FEDERAL REGULATIONS, TITLE 22

62.25 Secondary school students, exchange visitor program

### Management Resources:

#### CSBA PUBLICATIONS

Legal Guidance Regarding International Student Exchange Placement Organizations, 2014

#### WEB SITES

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

California Interscholastic Federation: <http://www.cifstate.org>

California Attorney General's Office: ~~California Office of the Attorney General, ISEPO:~~  
~~<http://www.caag.state.ca.us>~~ <https://oag.ca.gov/exchangestudents>

California Interscholastic Federation: ~~<http://www.cifstate.org>~~

Council on Standards for International Educational Travel: <http://www.csiet.org>

U.S. Department of State, Bureau of Educational and Cultural Affairs: <http://exchanges.state.gov>

U.S. Department of State, Exchange Visitor Program: <http://j1visa.state.gov/programs/secondary-school-student>

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# CSBA Sample Administrative Regulation

## Instruction

AR 6145.6(a)

## INTERNATIONAL EXCHANGE

**Note: The following optional administrative regulation is for use by districts that maintain secondary schools and accept enrollment of international students through approved programs sponsored by International Student Exchange Placement Organizations.**

### Admission

**Prior to enrolling an international exchange student, the Superintendent or designee shall provide the International Student Exchange Placement Organization with written acceptance for the enrollment, including arrangements concerning the payment of tuition or the waiver of the tuition if applicable. (11 CCR 361; 22 CFR 62.25)**

*(cf. 5111.2 - Nonresident Foreign Students)*

**Note: The following optional paragraph may be revised to set a date by which the request for enrollment must be received.**

In order to approve the admission of an international exchange student, the Superintendent or designee must receive a written request for enrollment before the end of the preceding school year.

Enrollment shall be for ~~one year only~~ **one semester or one school year. (22 CFR 62.25)**

*(cf. 5111.2 - Nonresident Foreign Students)*

All international exchange students shall meet state and district immunization requirements.

*(cf. 5141.22 - Infectious Diseases)*

*(cf. 5141.31 - Immunizations)*

### Athletics

Note: State bylaws of the California Interscholastic Federation (CIF) list eligibility requirements for participation by international exchange students in interscholastic athletics. These requirements include, but are not limited to, requiring that the student has been placed with a host family by an exchange program accepted for listing by the Council for Standards for International Educational Travel and ~~has been~~ approved by the CIF, California Attorney General's Office, and U.S. Department of State. Individual CIF section bylaws may have additional requirements.

International exchange students shall be eligible for participation in interscholastic sports in accordance with state bylaws of the California Interscholastic Federation as well as applicable section bylaws.

AR 6145.6(b)

## INTERNATIONAL EXCHANGE (continued)

*(cf. 6145 - Extracurricular and Cocurricular Activities)*  
*(cf. 6145.2 - Athletic Competition)*

### Diplomas

International exchange students may be considered for a diploma if they have satisfactorily completed the district's graduation requirements.

*(cf. 6146.1 - High School Graduation Requirements)*  
*(cf. 6146.11 - Alternative Credits Toward Graduation)*  
*(cf. 6146.3 - Reciprocity of Academic Credit)*

Note: Pursuant to Education Code 51225.5, the **Governing Board** may grant an honorary diploma to international exchange students who have completed the course of study required for graduation and are returning to their home countries following completion of one school year. Honorary diplomas must be distinguishable from the district's regular diploma. **See BP 6146.1 - High School Graduation Requirements.**

The following **optional** paragraph provides standards for the granting of the honorary diploma and should be revised to reflect district practice.

International exchange students who are not eligible for a regular diploma may receive an honorary diploma, provided they have completed at least one semester of full-time enrollment and achieved at least a 2.0 grade point average.

*(cf. 5127 - Graduation Ceremonies and Activities)*

~~At the discretion of the principal or designee,~~ International exchange students who do not meet requirements for a regular or an honorary diploma may, at the end of their visit, be given a **certificate or letter certifying the time period for which they were enrolled as well as a transcript documenting their completed coursework.**



(6/92 7/04) 7/19

**Policy Reference UPDATE Service**

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HAMILTON UNIFIED SCHOOL DISTRICT

**2020 BOARD MEETING SCHEDULE AND AGENDA ITEM DEADLINES**

**Time:** 6:00 p.m. (*public session begins at 6:00 pm., but no later than 6:30 p.m. unless otherwise noted on agenda*)  
**Location:** Hamilton High School Library  
 620 Canal Street, Hamilton City, CA 95951  
**When:** Fourth Wednesday of the month\*

BOARD MEETING DATE	REGULAR OR SPECIAL	AGENDA ITEMS DEADLINE TO DISTRICT OFFICE BY 3:00 P.M.	AGENDA REVIEW: BOARD PRESIDENT AND SUPERINTENDENT ( <i>subject to change</i> )
January 22, 2020	Regular	January 9, 2020	January 13, 2020
February 26, 2020	Regular	February 14, 2020	February 17, 2020
March 25, 2020	Regular	March 12, 2020	March 16, 2020
April 22, 2020	Regular	April 2, 2020	April 6, 2020
May 27, 2020	Regular	May 14, 2020	May 18, 2020
June 10, 2020 LCAP/Budget Hearing	Special	May 22, 2020	May 26, 2020
June 24, 2020 Approval of LCAP and Budget	Regular	June 11, 2020	June 15, 2020
July 22, 2020 Budget planning & 2020-21 School Year Board Meeting Schedule	Regular	July 10, 2020	July 13, 2020
August 26, 2020	Regular	August 13, 2020	August 17, 2020
September 23, 2020	Regular	September 10, 2020	September 14, 2020
October 21, 2020	Regular	October 8, 2020	October 12, 2020
November/December December 9, 2020 Annual Reorganization	Regular	November 20, 2020	November 30, 2020

\*Dates and times of meetings are subject to change.



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit	Bdr	DD	T9MPS	Liq Amt	Net Amount
000005/00	ACSA										
200188	PO-020257	09/12/2019	INV#93038-DUES MS, CO, KT	1	01-0000-0-0000-2700-5300-000-000-000000	NN	F			3,020.29	3,028.39
200188	PO-020257	09/12/2019	INV#93038-DUES J POWELL	2	01-0000-0-0000-7150-5300-000-000-000000	NN	F			1,421.32	1,413.22
			TOTAL PAYMENT AMOUNT								4,441.61 *
001075/00	AT&T										
	PO-000403	09/12/2019	SEPT 13612231	1	01-0000-0-0000-2700-5990-000-000-000000	NN	P			0.00	31.83
			TOTAL PAYMENT AMOUNT								31.83 *
001253/00	BASIC EMERGENCY SAFETY TRAININ										
200203	PO-020275	09/14/2019	CPR/FIRST AID TRAINING	1	12-6105-0-1110-1000-5200-000-000-000000	NN	F			285.00	285.00
			TOTAL PAYMENT AMOUNT								285.00 *
000764/00	DANIELSON CO										
	PO-000425	09/16/2019	206138	1	13-5310-0-0000-3700-4300-000-000-000000	NN	P			0.00	95.00
	PO-000425	09/16/2019	206138	2	13-5310-0-0000-3700-4700-000-000-000000	NN	P			0.00	1,200.26
	PO-000425	09/16/2019	206218	2	13-5310-0-0000-3700-4700-000-000-000000	NN	P			0.00	437.80
	PO-000425	09/16/2019	206218	4	13-5320-0-0000-3700-4700-000-049-000000	NN	P			0.00	125.76
	PO-000425	09/18/2019	206368	1	13-5310-0-0000-3700-4300-000-000-000000	NN	P			0.00	36.62
	PO-000425	09/18/2019	206368	3	13-5320-0-0000-3700-4300-000-049-000000	NN	P			0.00	36.62
			TOTAL PAYMENT AMOUNT								1,932.06 *
001042/00	EDUCATIONAL FACILITIES PROGRAM *****7395										
200118	PO-020219	09/18/2019	CLOSE TO FD 21	1	01-0000-0-0000-7110-5890-000-000-000000	NY	C			35,560.00	0.00
			TOTAL PAYMENT AMOUNT								0.00
000529/00	ENTERPRISE ELEMENTARY SD										
200021	PO-020271	09/20/2019	2017-2018 MEMBERSHIP FEES	1	13-5310-0-0000-3700-5890-000-000-000000	NN	P			175.00	175.00
200021	PO-020271	09/20/2019	2018-2019 MEMBERSHIP FEES	1	13-5310-0-0000-3700-5890-000-000-000000	NN	P			175.00	175.00
200021	PO-020271	09/20/2019	2019-2020 MEMBERSHIP FEES	1	13-5310-0-0000-3700-5890-000-000-000000	NN	F			175.00	175.00
			TOTAL PAYMENT AMOUNT								525.00 *



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
000072/00	HILLYARD INC								
PO-000412	09/18/2019	603590377	1	01-8150-0-0000-8100-4300-000-0000	NN P			0.00	520.01
			TOTAL PAYMENT AMOUNT					520.01 *	520.01
001414/00	HOLDREGE & KULL	*****8331							
PO-019397	09/18/2019	CLOSE TO FD 21	1	01-0000-0-0000-7110-5890-000-000-0000	NY C			34,003.25	0.00
			TOTAL PAYMENT AMOUNT					0.00 *	0.00
000445/00	IT SAVVY								
200015	PO-020265	09/19/2019	INV#01137099	1	01-9150-0-0000-2420-5890-000-000-0000	NN F		2,556.50	2,556.50
			TOTAL PAYMENT AMOUNT					2,556.50 *	2,556.50
001283/00	JOHN'S TIRE & MUFFLER SERVICE	*****7211							
PO-000410	09/12/2019	5710-VAN #3 REAR TIRES	1	01-8150-0-0000-8100-5630-000-000-0000	NY P			0.00	303.13
			TOTAL PAYMENT AMOUNT					303.13 *	303.13
000217/00	KELLY LANGAN								
PV-000035	09/18/2019	9/27/19 CONF MEALS/MILEAGE		01-0000-0-1110-1000-5200-000-000-0000	NN				240.64
			TOTAL PAYMENT AMOUNT						240.64 *
000640/00	KRISTEN HAMMAN								
PV-000042	08/31/2019	SCHOOL SERVICES 9/24 MILES		01-0000-0-0000-7300-5200-000-000-0000	NN				46.40
			TOTAL PAYMENT AMOUNT						46.40 *
001388/00	LARRY'S PEST & WEED CONTROL	*****3612							
PO-000440	09/08/2019	AUG ALL SITES;W11498	1	01-0000-0-0000-8100-5590-000-000-0000	NY P			0.00	540.00
			TOTAL PAYMENT AMOUNT					540.00 *	540.00
000521/00	LYNN LARSON	*****3143							
PV-000041	09/18/2019	10/12/19 MATH WORKSHOP MEALS		01-7813-0-1110-1000-5200-000-000-0000	NN				50.00
			TOTAL PAYMENT AMOUNT						50.00 *



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
001015/00	MARIA ELENA ALVAREZ								
	PV-000038	09/18/2019	10/12/19	MATH WORKSHOP MEALS	01-7813-0-1110-1000-5200-000-000-00000	NN		50.00	
				TOTAL PAYMENT AMOUNT				50.00 *	50.00
001450/00	MARIA REYES								
	PV-000036	09/18/2019	9/27/19	CONF MEALS/MILEAGE	01-0000-0-1110-1000-5200-000-000-00000	NN		240.64	
				TOTAL PAYMENT AMOUNT				240.64 *	240.64
000592/00	MISSION UNIFORM & LINEN								
	PO-000405	09/19/2019	510780611		1 13-5310-0-0000-3700-4300-000-000-00000	NN P		0.00	42.68
	PO-000405	09/19/2019	510780612		1 13-5310-0-0000-3700-4300-000-000-00000	NN P		0.00	69.24
				TOTAL PAYMENT AMOUNT				111.92 *	111.92
000524/00	MJB WELDING SUPPLY								
	PV-000033	09/18/2019	01265482		01-8150-0-0000-8100-4300-000-000-00000	NN		65.55	
				TOTAL PAYMENT AMOUNT				65.55 *	65.55
000399/00	PATRICIA HERNANDEZ								
	PV-000037	09/18/2019	10/12/19	MATH WORKSHOP MEALS	01-7813-0-1110-1000-5200-000-000-00000	NN		50.00	
				TOTAL PAYMENT AMOUNT				50.00 *	50.00
000850/00	PLACEWORKS INC			*****5827					
	PO-019514	08/31/2019		CLOSE BAL; NOT NEEDED	1 01-0000-0-0000-7110-5890-000-000-00000	NY C		0.00	0.00
	PO-019515	09/18/2019		CLOSE TO FD 21	1 01-0000-0-0000-7110-5890-000-000-00000	NY C		45,757.23	0.00
	PO-019515	08/31/2019		69923-AUGUST SERVICES	2 21-0000-0-0000-8500-6100-000-000-00000	NY P		5,009.48	5,009.48
				TOTAL PAYMENT AMOUNT				5,009.48 *	5,009.48
000512/00	PLATT ELECTRIC SUPPLY INC								
	PO-000432	09/18/2019	X127453		1 01-8150-0-0000-8100-4300-000-000-00000	NN P		0.00	118.90
				TOTAL PAYMENT AMOUNT				118.90 *	118.90





Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef			
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit	BdR	DD	T9MPS	Liq Amt	Net Amount	
-----												
000763/00	PROPACIFIC FRESH											
PO-000407	09/16/2019	6729335	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P				0.00	418.56	
PO-000407	09/09/2019	6727111	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P				0.00	566.35	
PO-000407	09/16/2019	6729343	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P				0.00	818.83	
PO-000407	09/16/2019	6729343	3	13-5320-0-0000-3700-4700-000-049-00000	NN	P				0.00	167.00	
PO-000407	09/09/2019	6727111	3	13-5320-0-0000-3700-4700-000-049-00000	NN	P				0.00	251.72	
TOTAL PAYMENT AMOUNT										2,222.46 *	2,222.46	
000268/00	RAQUEL BOCAST											
PV-000039	09/18/2019	10/12/19 MATH WORKSHOP MEALS		01-7813-0-1110-1000-5200-000-000-00000	NN						50.00	
TOTAL PAYMENT AMOUNT										50.00 *	50.00	
001510/00	RAY MORGAN COMPANY											
PO-000413	09/23/2019	OCT DIST 2695956	1	01-0000-0-0000-2700-5620-000-000-00000	NN	P				0.00	529.83	
PO-000413	09/23/2019	OCT HS 2695956	2	01-0000-0-1110-1000-5620-100-000-00000	NN	P				0.00	1,371.09	
PO-000413	09/23/2019	OCT ELEM 2695956	3	01-0000-0-1110-1000-5620-800-000-00000	NN	P				0.00	1,838.23	
PO-000413	09/23/2019	OCT ELLAB 2695956	4	01-0000-0-3200-1000-5620-000-000-00000	NN	P				0.00	193.31	
PO-000413	09/23/2019	OCT COLOR COPY OVER-2695956	7	01-0000-0-0000-2700-4300-000-000-00000	NN	P				0.00	88.88	
PO-000413	09/23/2019	OCT COLOR COPY OVER-2695956	8	01-0000-0-0000-2700-4300-100-000-00000	NN	P				0.00	38.61	
PO-000413	09/23/2019	OCT COLOR COPY OVER-2695956	9	01-0000-0-0000-2700-4300-800-000-00000	NN	P				0.00	53.45	
PO-000413	09/23/2019	OCT ADULT ED 2695956	5	11-6391-0-4110-1000-5620-000-000-00000	NN	P				0.00	149.20	
PO-000413	09/23/2019	OCT PRESCH 2695956	6	12-6105-0-1110-1000-5620-000-000-00000	NN	P				0.00	193.30	
PV-000034	09/23/2019	OCT COLOR COPY OVER-2695956		01-0001-0-1110-1000-4300-000-000-00000	NN						33.97	
TOTAL PAYMENT AMOUNT										4,489.87 *	4,489.87	
000934/00	SHAINA DICKERSON											
PV-000040	09/18/2019	10/12/19 MATH WORKSHOP MEALS		01-7813-0-1110-1000-5200-000-000-00000	NN						50.00	
TOTAL PAYMENT AMOUNT										50.00 *	50.00	
000485/00	VOLTAGE SPECIALISTS *****5558											
PO-000437	09/16/2019	13554	1	01-8150-0-0000-8100-5630-000-000-00000	NY	P				0.00	395.00	
TOTAL PAYMENT AMOUNT										395.00 *	395.00	
TOTAL BATCH PAYMENT										24,326.00 ***	0.00	24,326.00



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount

TOTAL DISTRICT PAYMENT				24,326.00	****		0.00	24,326.00
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TOTAL FOR ALL DISTRICTS:				24,326.00	****		0.00	24,326.00
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Number of checks to be printed: 24, not counting voids due to stub overflows. 24,326.00  
 Number of zero dollar checks: 2, will be skipped.

Printed: 09/25/2019 13:51:55

<i>Chris DeRiet</i>	<i>9/25/19</i>
Prepared by	Date
Authorized by	Date



012 HAMILTON UNIFIED SCHOOL DIST. J12390  
 BATCH 15: OCTOBER 23, 2019

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0015 BATCH 15: OCTOBER 23, 2019

APY500 L.00.16 09/26/19 10:11 PAGE 1  
 << Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
000008/00	CALIFORNIA'S VALUED TRUST H/W								
PO-000444	09/26/2019	OCTOBER 2019	1	01-0000-0-0000-0000-9571-000-000-000000	NN P			0.00	30,857.59
PO-000444	09/26/2019	OCTOBER 2019	2	01-0000-0-0000-0000-9572-000-000-000000	NN P			0.00	63,286.83
PO-000444	09/26/2019	OCTOBER 2019	3	01-0000-0-0000-0000-9573-000-000-000000	NN P			0.00	7,523.02
TOTAL PAYMENT AMOUNT									101,667.44 *
000522/00	LESLIE ANDERSON-MILLS *****2011								
PO-000433	09/26/2019	SEPT - CAH IN LIEU HEALTH BEN	1	01-0000-0-1110-1000-3701-000-000-000000	NY P			791.67	791.67
TOTAL PAYMENT AMOUNT									791.67 *
000584/00	STANDARD								
PO-000408	09/26/2019	OCTOBER 2019	1	01-0000-0-0000-0000-9573-000-000-000000	NN P			0.00	457.80
TOTAL PAYMENT AMOUNT									457.80 *
TOTAL BATCH PAYMENT									102,916.91 ***
TOTAL DISTRICT PAYMENT									102,916.91 ****
TOTAL FOR ALL DISTRICTS:									102,916.91 ****
Number of checks to be printed: 3, not counting voids due to stub overflows.									102,916.91

<i>John Tom</i>	9/26/19
Prepared by	Date
Authorized by	Date



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
002047/00	DANNIS WOLIVER KELLEY	*****2834							
PO-000423	10/02/2019	DWK AUGUST 2019 - 3407	1	01-0000-0-0000-7110-5815-000-000-00000	NE P			0.00	2,766.09
PO-000423	10/02/2019	DWK AUGUST 2019 - 3407	2	21-0000-0-0000-8500-5815-000-000-00000	NE P			0.00	1,126.00
TOTAL PAYMENT AMOUNT									3,892.09

TOTAL BATCH PAYMENT	3,892.09 ***	0.00	3,892.09
TOTAL DISTRICT PAYMENT	3,892.09 ****	0.00	3,892.09
TOTAL FOR ALL DISTRICTS:	3,892.09 ****	0.00	3,892.09

Number of checks to be printed: 1, not counting voids due to stub overflows. 3,892.09

<i>Solene Turner</i>	10/2/19
Prepared by	Date
Authorized by	Date





Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
000911/00	BLICK ART MATERIALS								
200133	PO-020262	09/21/2019	2207457-ART SUPPLIES	1	01-0000-0-1110-1000-4300-100-000-00000	NN	P	263.01	263.01
			TOTAL PAYMENT AMOUNT					263.01 *	263.01
001372/00	CHRIS KITAHARA								
	PV-000047	09/28/2019	9/10 & 9/11 VOLLEYBALL-MAX BIG	01	0000-0-1110-3600-5200-100-006-00000	NN			50.00
	PV-000047	09/28/2019	8/30 BIGGS;9/13 LIVE OAK	01	0000-0-1110-3600-5200-100-006-00000	NN			50.00
			TOTAL PAYMENT AMOUNT					100.00 *	100.00
001456/00	DALLAS DEATHERAGE								
	PV-000045	09/28/2019	DMV FEES REIMBURSMENT	01	0000-0-0000-3600-5890-000-000-00000	NN			57.00
			TOTAL PAYMENT AMOUNT					57.00 *	57.00
000764/00	DANIELSON CO								
	PO-000425	09/23/2019	206930	3	13-5320-0-0000-3700-4300-000-049-00000	NN	P	0.00	28.99
	PO-000425	09/30/2019	207787	3	13-5320-0-0000-3700-4300-000-049-00000	NN	P	0.00	47.30
	PO-000425	09/30/2019	207787	4	13-5320-0-0000-3700-4700-000-049-00000	NN	P	0.00	285.19
	PO-000425	09/23/2019	206930	4	13-5320-0-0000-3700-4700-000-049-00000	NN	P	0.00	91.24
	PO-000425	09/23/2019	206930	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	675.82
	PO-000425	09/30/2019	207787	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,909.90
	PO-000425	09/23/2019	206912	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,012.51
	PO-000425	09/30/2019	207724	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	1,423.97
	PO-000425	09/23/2019	206912	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	107.85
	PO-000425	09/30/2019	207724	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	74.55
	PO-000425	09/30/2019	207787	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	105.28
	PO-000425	09/23/2019	206930	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P	0.00	138.18
			TOTAL PAYMENT AMOUNT					5,900.78 *	5,900.78
000431/00	DAVE ELKIN								
	PV-000046	09/28/2019	8/30 BIGGS/9/13 LIVE OAK	01	0000-0-1110-3600-5200-100-006-00000	NN			50.00
			TOTAL PAYMENT AMOUNT					50.00 *	50.00
002068/00	DUAL LANGUAGE EDUCATION OF	*****7820							
200208	PO-020282	09/26/2019	LC19-365	1	01-0801-0-1110-1000-5200-000-575-00000	NN	F	380.00	380.00
			TOTAL PAYMENT AMOUNT					380.00 *	380.00



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
000209/00	GOLD STAR FOODS								
	CM-000007	10/03/2019	1347467		13-5310-0-0000-3700-5890-000-000000	NN	P		-26.60
	PO-000415	09/03/2019	2861450-SEPT STORAGE	3	13-5310-0-0000-3700-5890-000-000000	NN	P	0.00	26.60
	PO-000415	09/03/2019	2831420-OCT STORAGE	3	13-5310-0-0000-3700-5890-000-000000	NN	P	0.00	26.60
	PO-000415	09/06/2019	2836970-Q4 STATE FEES	3	13-5310-0-0000-3700-5890-000-000000	NN	P	0.00	118.80
	PO-000415	09/24/2019	2861450-JULY BOX FEES	3	13-5310-0-0000-3700-5890-000-000000	NN	P	0.00	32.40
	TOTAL PAYMENT AMOUNT								177.80 *
000552/00	HEARTLAND SCHOOL SOLUTIONS								
200216	PO-020295	07/31/2019	HSSREC002092	1	13-5310-0-0000-3700-5890-000-000000	NN	F	1,800.50	1,800.50
	TOTAL PAYMENT AMOUNT								1,800.50 *
000072/00	HILLYARD INC								
	PO-000412	09/25/2019	603599365	1	01-8150-0-0000-8100-4300-000-000000	NN	P	0.00	161.33
	PO-000412	09/25/2019	603599366	1	01-8150-0-0000-8100-4300-000-000000	NN	P	0.00	42.73
	TOTAL PAYMENT AMOUNT								204.06 *
000973/00	JIVE COMMUNICATIONS INC *****3048								
	PO-000442	10/01/2019	OCT 2019; IN6000421714	1	01-0000-0-0000-2700-5990-000-000000	NN	P	0.00	1,929.78
	TOTAL PAYMENT AMOUNT								1,929.78 *
000079/00	LAKESHORE LEARNING								
200117	PO-020286	10/01/2019	2155831019	1	12-6105-0-1110-1000-4300-000-000000	NN	F	456.72	456.72
	TOTAL PAYMENT AMOUNT								456.72 *
000349/00	LARKIN AUTO ELECTRIC *****8031								
	PO-000401	09/30/2019	11613	2	01-8150-0-0000-8100-4300-000-000000	NY	P	0.00	64.35
	TOTAL PAYMENT AMOUNT								64.35 *
000701/00	MAGGIE SAWYER								
	PV-000044	09/28/2019	NOV 13-16 DUAL LANGUAGE CONF	01-0001-0-1110-1000-5200-000-000000	NN				182.00
	TOTAL PAYMENT AMOUNT								182.00 *



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
000592/00	MISSION UNIFORM & LINEN								
PO-000405	10/03/2019	510878534	1	13-5310-0-0000-3700-4300-000-000-000000	NN	P		0.00	47.68
PO-000405	10/03/2019	510878535	1	13-5310-0-0000-3700-4300-000-000-000000	NN	P		0.00	76.74
TOTAL PAYMENT AMOUNT									124.42 *
000309/00	OFFICE DEPOT INC								
200085	PO-020225	09/19/2019	380295813001	1	01-0000-0-1110-1000-4300-800-000-000000	NN	P	63.84	63.84
200018	PO-020268	09/19/2019	380269268001	1	01-1100-0-3200-1000-4300-000-000-000000	NN	F	21.06	21.06
200201	PO-020274	09/23/2019	380795078001	1	11-6391-0-4110-1000-4300-000-000-000000	NN	F	185.80	185.80
200115	PO-020278	09/24/2019	381178683002	1	01-0000-0-1110-1000-4300-800-000-000000	NN	P	6.42	6.42
200115	PO-020278	09/23/2019	381178683001	1	01-0000-0-1110-1000-4300-800-000-000000	NN	F	17.84	17.84
200131	PO-020281	09/23/2019	381185339001	1	01-0000-0-1110-1000-4300-100-000-000000	NN	F	10.51	10.51
TOTAL PAYMENT AMOUNT									305.47 *
000027/00	ORLAND HARDWARE								
PO-000417	08/28/2019	409140	1	01-8150-0-0000-8100-4300-000-000-000000	NN	P		0.00	39.74
PO-000417	08/29/2019	409253	1	01-8150-0-0000-8100-4300-000-000-000000	NN	P		0.00	94.94
PO-000417	09/05/2019	409931	1	01-8150-0-0000-8100-4300-000-000-000000	NN	P		0.00	140.93
TOTAL PAYMENT AMOUNT									275.61 *
000084/00	PG&E								
PO-000416	09/25/2019	SEPT ELEM 3699672995-4	1	01-0000-0-0000-8100-5590-000-000-000000	NN	P		0.00	10,835.90
TOTAL PAYMENT AMOUNT									10,835.90 *
000512/00	PLATT ELECTRIC SUPPLY INC								
PO-000432	09/18/2019	X127453	1	01-8150-0-0000-8100-4300-000-000-000000	NN	P		0.00	118.90
TOTAL PAYMENT AMOUNT									118.90 *
000763/00	PROPACIFIC FRESH								
PO-000407	09/30/2019	6733339	1	13-5310-0-0000-3700-4700-000-000-000000	NN	P		0.00	484.99
PO-000407	09/23/2019	6731447	1	13-5310-0-0000-3700-4700-000-000-000000	NN	P		0.00	346.33
PO-000407	09/23/2019	6731489	1	13-5310-0-0000-3700-4700-000-000-000000	NN	P		0.00	830.91
PO-000407	09/30/2019	6733786	1	13-5310-0-0000-3700-4700-000-000-000000	NN	P		0.00	549.75
PO-000407	09/23/2019	6731489	2	13-5310-0-0000-3700-4300-000-000-000000	NN	P		0.00	22.62
PO-000407	09/23/2019	6731489	3	13-5320-0-0000-3700-4700-000-049-000000	NN	P		0.00	166.73
PO-000407	09/30/2019	6733786	3	13-5320-0-0000-3700-4700-000-049-000000	NN	P		0.00	182.26



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit	BdR	DD	T9MPS	Liq Amt	Net Amount

000763 (CONTINUED)

PO-000407	09/23/2019	6731489	4	13-5320-0-0000-3700-4300-000-049-00000	NN	P				0.00	11.31
TOTAL PAYMENT AMOUNT										2,594.90 *	2,594.90

000134/00 QUILL CORPORATION

200005	PO-020105	09/20/2019	1339758	2	01-0000-0-1110-1000-4300-000-000-00000	NN	P			548.94	548.94
200005	PO-020105	09/20/2019	1339758	3	01-0000-0-1110-1000-4300-100-000-00000	NN	P			0.00	823.43
200137	PO-020230	09/20/2019	1339759	1	01-0000-0-1110-1000-4300-800-000-00000	NN	P			1,372.37	1,372.37
TOTAL PAYMENT AMOUNT										2,744.74 *	2,744.74

000556/00 RAINBOW WALKER \*\*\*\*\*1598

200088	PO-020232	09/30/2019	203-9/27/19	STAFF TRAINER	1	01-7813-0-1110-1000-5890-000-000-00000	NY	F		600.00	600.00
TOTAL PAYMENT AMOUNT										600.00 *	600.00

000144/00 ROBERTSON ERICKSON INC \*\*\*\*\*8190

200211	PO-020287	08/31/2019	6105-50%	COMPLETE	1	21-0000-0-0000-8500-6100-000-000-00000	NY	P		3,250.00	3,250.00
TOTAL PAYMENT AMOUNT										3,250.00 *	3,250.00

002012/00 SMART FOODSERVICE

PO-000438	09/04/2019	SEPT;ACCT#565054-44099	1	13-5310-0-0000-3700-4300-000-000-00000	NN	P				0.00	14.56
PO-000438	09/04/2019	SEPT;ACCT#565054-44099	2	13-5310-0-0000-3700-4700-000-000-00000	NN	P				0.00	40.45
PO-000438	09/04/2019	SEPT;ACCT#565054-42640	4	13-5320-0-0000-3700-4700-000-049-00000	NN	P				0.00	119.52
TOTAL PAYMENT AMOUNT										174.53 *	174.53

000388/00 SOUTHWEST INTERIORS INC

CL-000044	09/28/2019	59798		01-8150-0-0000-8100-5630-000-000-00000	NN	F				2,985.00	2,985.00
TOTAL PAYMENT AMOUNT										2,985.00 *	2,985.00

000138/00 SPORTSMAN'S DEN

200129	PO-020218	09/24/2019	7096-FOOTBALL	HELMETS/PADS	2	01-0000-0-1110-1000-4300-100-006-00000	NN	F		1,194.24	1,194.24
TOTAL PAYMENT AMOUNT										1,194.24 *	1,194.24





Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount

001382/00 U S BANK CORPORATE

CM-000008	09/03/2019	REFUND ON RETURNS	12-6105-0-1110-1000-4300-000-000-00000	N					-777.04
PO-000447	09/03/2019	CRAIGLIST ADS	1 01-0000-0-0000-2700-5990-000-000-00000	NN	P			0.00	30.00
200094	PO-020175	09/03/2019	MTG/TRAINING SUPPLIES	2 01-0000-0-1110-1000-4300-000-000-00000	NN	P		394.26	394.26
200130	PO-020200	09/03/2019	HS ECE TRAINING BOOKS	2 12-6105-0-1110-1000-4300-000-000-00000	NN	F		665.56	665.56
200145	PO-020208	09/03/2019	DUAL IMM CLASS SUPPLIES	1 01-4127-0-1110-1000-4300-000-000-00000	NN	F		275.00	252.53
200149	PO-020212	09/03/2019	NINTENDO SYS W/ CONTROLERS	1 01-9812-0-1110-1000-4300-000-000-00000	NN	F		504.08	504.07
200082	PO-020213	09/03/2019	PARENT MTG SUPPLIES	1 01-0001-0-1110-1000-4300-000-000-00000	NN	P		66.82	66.82
200108	PO-020214	09/03/2019	ELLA B ART SUPPLIES	1 01-1100-0-3200-1000-4300-000-000-00000	YN	F		20.00	14.48
200152	PO-020217	09/03/2019	EOS BOOKS FOR ADMIN	1 01-0000-0-0000-2700-4300-000-000-00000	NN	F		50.00	57.88
200154	PO-020239	09/03/2019	CD PLANNER/SUPPLIES	2 01-0000-0-0000-7300-5200-000-000-00000	NN	F		26.24	16.56
200154	PO-020239	09/03/2019	TW PLANNER/SUPPLIES	1 01-0000-0-0000-2700-4300-000-000-00000	NN	F		7.84	16.55
200176	PO-020244	09/03/2019	MUSIC/BAND BOOKS	1 01-0000-0-1110-1000-4300-000-013-00000	NN	F		138.18	138.18
200175	PO-020246	09/03/2019	LODGING FOR CONF	1 01-7813-0-1110-1000-5200-000-000-00000	NN	F		439.00	439.18
200187	PO-020258	09/03/2019	NTC MTG SUPPLIES	1 01-0001-0-1110-1000-4300-000-000-00000	NN	P		19.00	19.00
200022	PO-020266	09/03/2019	ELLAB-HOSE/CABINET/SUPPLIES	1 01-1100-0-3200-1000-4300-000-000-00000	NN	P		201.47	201.47
200195	PO-020267	09/03/2019	TECH DEPT/TV W/ MOUNT	1 01-9150-0-0000-2420-4400-000-000-00000	NN	F		800.64	800.64
200172	PO-020269	09/03/2019	GIRLS LOCKER ROOM REPAIRS	1 01-8150-0-0000-8100-5630-000-000-00000	NN	F		218.08	218.08
200173	PO-020270	09/03/2019	VEHICLE MAINT/REPAIRS	1 01-8150-0-0000-8100-5630-000-000-00000	NN	F		220.00	220.00
200186	PO-020272	09/03/2019	TO KILL A MOCKING BIRD/SPANISH	1 01-0000-0-1110-1000-4300-100-000-00000	YN	P		96.76	96.76
200202	PO-020273	09/03/2019	BROCHURE STAND	1 11-6391-0-4110-1000-4300-000-000-00000	YN	F		103.28	97.48
200214	PO-020290	09/03/2019	PT CONF/STAFF MEAL	1 01-0000-0-1110-1000-4300-100-000-00000	NN	F		180.00	180.00
200215	PO-020294	09/03/2019	MAINT TOOLS	1 01-8150-0-0000-8100-4300-000-000-00000	NN	F		26.80	26.80
PV-000043	09/03/2019	AUG 2019-4246 0445 5562 8555	01-0000-0-0000-8100-4392-000-000-00000	NN					885.30
PV-000043	09/03/2019	AUG 2019-4246 0445 5562 8555	01-8150-0-0000-8100-5890-000-000-00000	NN					24.00
PV-000043	09/03/2019	AUG 2019-4246 0445 5562 8555	01-8150-0-0000-8100-4300-000-000-00000	YN					158.49
PV-000043	09/03/2019	AUG 2019-4246 0445 5562 8555	01-7010-0-3800-1000-5200-000-000-00000	NN					462.52
PV-000043	09/03/2019	AUG 2019-4246 0445 5562 8555	01-0000-0-1110-1000-4300-000-000-00000	NN					6.10
PV-000043	09/03/2019	AUG 2019-4246 0445 5562 8555	01-0000-0-0000-7150-5200-000-000-00000	NN					28.00
PV-000043	09/03/2019	AUG 2019-4246 0445 5562 8555	01-0001-0-1110-1000-5200-000-000-00000	NN					35.60
					TOTAL PAYMENT AMOUNT		5,279.27 *		5,279.27
					TOTAL USE TAX AMOUNT				26.63

000824/00 WOODBURN PRESS LTD

200033	PO-020122	07/23/2019	8730	1 01-0000-0-1110-1000-4300-800-000-00000	YN	F		138.89	129.49
					TOTAL PAYMENT AMOUNT		129.49 *		129.49
					TOTAL USE TAX AMOUNT				9.39

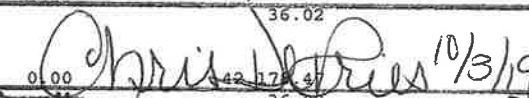
TOTAL BATCH PAYMENT 42,178.47 \*\*\* 0.00 42,178.47  
 TOTAL USE TAX AMOUNT 36.02

TOTAL DISTRICT PAYMENT 42,178.47 \*\*\*\* 0.00 42,178.47  
 TOTAL USE TAX AMOUNT 36.02

TOTAL FOR ALL DISTRICTS: 42,178.47 \*\*\*\* 0.00 42,178.47  
 TOTAL USE TAX AMOUNT 36.02

Number of checks to be printed: 27, not counting voids due to stub overflows.

Printed: 10/03/2019 16:39:48

0.00	42,178.47
 10/3/19	
Prepared by	Date
42,178.47	36.02
Authorized by	Date
42,178.47	



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit	BdR	DD	T9MPS	Liq Amt	Net Amount
001495/00	BLACKBOARD INC	*****1178									
200209	PO-020285	09/30/2019	1333368								
				1	01-0001-0-1110-1000-5890-000-000-00000	NN	F			3,102.74	3,102.74
					TOTAL PAYMENT AMOUNT					3,102.74 *	3,102.74
000911/00	BLICK ART MATERIALS										
200133	PO-020262	10/01/2019	2261511								
				1	01-0000-0-1110-1000-4300-100-000-00000	NN	F			12.93	12.93
					TOTAL PAYMENT AMOUNT					12.93 *	12.93
000053/00	CALIFORNIA WATER SERVICE CO										
	PO-000422	09/25/2019	OCT 3624177777	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	12.33
	PO-000422	09/25/2019	OCT 0669843652	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	1,531.83
	PO-000422	09/25/2019	OCT 7314177777	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	1,499.92
	PO-000422	09/25/2019	OCT 6314177777	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	351.58
	PO-000422	09/25/2019	OCT 4328876467	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	462.09
	PO-000422	09/25/2019	OCT 4141117777	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	51.63
	PO-000422	09/25/2019	OCT 3141117777	1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	51.63
					TOTAL PAYMENT AMOUNT					3,961.01 *	3,961.01
000334/00	CALSTRS-JEM										
	PO-000428	10/07/2019	JULY-SEPT ADMIN/457 FEES	1	01-0000-0-0000-2700-5890-000-000-00000	NN	P			0.00	120.00
					TOTAL PAYMENT AMOUNT					120.00 *	120.00
000048/00	COMMISSION ON TEACHER CREDENT										
200247	PO-020324	10/10/2019	APP FEE STSP 41-4	1	01-0000-0-1110-1000-5890-000-000-00000	NN	F			100.00	100.00
					TOTAL PAYMENT AMOUNT					100.00 *	100.00
000762/00	CRYSTAL CREAMERY										
	PO-000445	08/26/2019	17756301	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	121.74
	PO-000445	08/29/2019	17756310	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	113.00
	PO-000445	08/29/2019	17756615	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	392.86
	PO-000445	09/02/2019	17756333	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	37.58
	PO-000445	09/02/2019	17756334	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	99.38
	PO-000445	09/05/2019	17756337	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	55.93
	PO-000445	09/09/2019	17781465	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	188.70
	PO-000445	09/12/2019	17781468	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	169.50
	PO-000445	09/12/2019	17781472	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P			0.00	99.58



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit	BdR	DD	T9MPS	Liq Amt	Net Amount

000762 (CONTINUED)

PO-000445	09/16/2019	17803747	1	13-5310-0-0000-3700-4700-000-000-00000	NN P					0.00	283.07
PO-000445	09/19/2019	17803750	1	13-5310-0-0000-3700-4700-000-000-00000	NN P					0.00	169.50
PO-000445	08/26/2019	17756301	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	60.99
PO-000445	08/29/2019	17756615	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	197.15
PO-000445	09/02/2019	17756333	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	18.83
PO-000445	09/09/2019	17756337	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	28.37
PO-000445	09/09/2019	17781465	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	93.94
PO-000445	09/09/2019	17781468	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	84.63
PO-000445	09/09/2019	17803747	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	140.89
PO-000445	09/19/2019	17803750	2	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	84.63
TOTAL PAYMENT AMOUNT											2,440.27 *

000764/00 DANIELSON CO

PO-000425	10/07/2019	208540	3	13-5320-0-0000-3700-4300-000-049-00000	NN P					0.00	23.66
PO-000425	10/07/2019	208540	4	13-5320-0-0000-3700-4700-000-049-00000	NN P					0.00	212.05
PO-000425	10/07/2019	208540	1	13-5310-0-0000-3700-4300-000-000-00000	NN P					0.00	96.90
PO-000425	10/07/2019	208216	1	13-5310-0-0000-3700-4300-000-000-00000	NN P					0.00	32.16
PO-000425	10/07/2019	208216	2	13-5310-0-0000-3700-4700-000-000-00000	NN P					0.00	1,307.87
PO-000425	10/07/2019	208540	2	13-5310-0-0000-3700-4700-000-000-00000	NN P					0.00	1,299.37
TOTAL PAYMENT AMOUNT											2,972.01 *

000276/00 GAGER DISTRIBUTING INC

PO-000404	10/09/2019	118528	1	13-5310-0-0000-3700-4300-000-000-00000	NN P					0.00	126.40
PO-000404	10/09/2019	118527	1	13-5310-0-0000-3700-4300-000-000-00000	NN P					0.00	40.73
TOTAL PAYMENT AMOUNT											167.13 *

000209/00 GOLD STAR FOODS

PO-000415	10/07/2019	2871522	2	13-5310-0-0000-3700-4700-000-000-00000	NN P					0.00	64.68
PO-000415	10/07/2019	2864982	2	13-5310-0-0000-3700-4700-000-000-00000	NN P					0.00	965.05
TOTAL PAYMENT AMOUNT											1,029.73 *

000162/00 GRAINGER

PO-000409	09/30/2019	9309022201	1	01-8150-0-0000-8100-4300-000-000-00000	NN P					0.00	502.01
TOTAL PAYMENT AMOUNT											502.01 *



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount

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001027/00	GUADALUPE MERCADO								
	PV-000050	09/17/2019	CASAS CONF MEALS	11-6391-0-4110-1000-5200-000-000-00000	NN				27.00
			TOTAL PAYMENT AMOUNT			27.00 *			27.00

000061/00	GUY RENTS INC								
	200245	PO-020321	09/17/2019	730778-1	1	01-8150-0-0000-8100-5890-000-000-00000	NN P		152.50
	200245	PO-020321	09/04/2019	728241-1	1	01-8150-0-0000-8100-5890-000-000-00000	NN F		304.64
			TOTAL PAYMENT AMOUNT			457.14 *			457.14

000072/00	HILLYARD INC								
	PO-000412	10/02/2019	603608437	1	01-8150-0-0000-8100-4300-000-000-00000	NN P		0.00	600.10
			TOTAL PAYMENT AMOUNT			600.10 *			600.10

001414/00	HOLDREGE & KULL	*****8331							
	PO-019397	10/01/2019	138404	2	21-0000-0-0000-8500-5890-000-000-00000	NY P		2,960.00	2,960.00
			TOTAL PAYMENT AMOUNT			2,960.00 *			2,960.00

000801/00	HUNT & SONS INC	*****9320							
	PO-000400	09/25/2019	187777	1	01-0000-0-0000-3600-4392-000-000-00000	NN P		0.00	2,108.56
			TOTAL PAYMENT AMOUNT			2,108.56 *			2,108.56

001003/00	INFINITY COMMUNICATIONS & CONS								
	200036	PO-020125	10/04/2019	QTR2-YEAR 23 CAT 9889	1	01-9150-0-0000-2420-5890-000-000-00000	NN P		1,575.00
			TOTAL PAYMENT AMOUNT			1,575.00 *			1,575.00

000445/00	IT SAVVY								
	200155	PO-020223	09/04/2019	01133458-PALO PREV	1	01-9150-0-0000-2420-5890-000-000-00000	NN F		3,834.78
			TOTAL PAYMENT AMOUNT			3,834.78 *			3,834.78





Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
001259/00	JOHANNA M CLAY	*****1211							
200004	PO-020104	10/02/2019	95						
				1	01-0000-0-1110-1000-5890-000-000-00000	NY	P	2,205.00	2,205.00
								TOTAL PAYMENT AMOUNT	2,205.00 *
000125/00	MCGRAW-HILL SCHOOL EDUCATION								
200095	PO-020178	09/17/2019	110166351001						
				1	01-1400-0-1110-1000-4200-000-000-00000	NN	P	19,096.20	19,096.20
200095	PO-020178	09/17/2019	109032567001						
				1	01-1400-0-1110-1000-4200-000-000-00000	NN	F	619.70	619.70
								TOTAL PAYMENT AMOUNT	19,715.90 *
000524/00	MJB WELDING SUPPLY								
200142	PO-020205	09/30/2019	01267090						
				2	01-0350-0-6000-1000-5890-000-053-00000	NN	P	19.00	19.00
200142	PO-020205	10/01/2019	01267742						
				1	01-0350-0-6000-1000-4300-000-053-00000	NN	P	58.87	58.87
								TOTAL PAYMENT AMOUNT	77.87 *
000811/00	NORTHSTAR A/V								
200197	PO-020293	10/01/2019	35127265-PROJECTOR						
				1	01-0001-0-1110-1000-4400-000-000-00000	YN	F	564.18	564.18
								TOTAL PAYMENT AMOUNT	564.18 *
								TOTAL USE TAX AMOUNT	40.90
000812/00	NSADA TREASURER								
200222	PO-020301	10/10/2019	MEMBERSHIP/CONF REGIST						
				1	01-0000-0-1110-1000-5200-100-006-00000	NN	F	50.35	45.00
200222	PO-020301	10/10/2019	CSADA DUES						
				2	01-0000-0-0000-2700-5300-000-000-00000	NN	F	44.65	50.00
								TOTAL PAYMENT AMOUNT	95.00 *
000309/00	OFFICE DEPOT INC								
200200	PO-020292	10/01/2019	384698418001						
				1	11-6391-0-4110-1000-4300-000-000-00000	NN	P	27.18	27.18
200200	PO-020292	10/01/2019	384698416001						
				1	11-6391-0-4110-1000-4300-000-000-00000	NN	P	141.40	141.40
								TOTAL PAYMENT AMOUNT	168.58 *
000335/00	PEARSON EDUCATION								
200191	PO-020277	10/01/2019	7026960535						
				1	01-1100-0-1110-1000-4300-000-000-00000	NN	F	2,145.99	2,146.01
								TOTAL PAYMENT AMOUNT	2,146.01 *



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount

000084/00 PG&E

PO-000416	09/25/2019	SEPT HS 9921774729-6	1	01-0000-0-0000-8100-5590-000-0000-00000	NN	P	0.00	16,004.83
TOTAL PAYMENT AMOUNT								16,004.83

000763/00 PROPACIFIC FRESH

PO-000407	10/07/2019	6735871	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	544.50
PO-000407	10/07/2019	6736013	1	13-5310-0-0000-3700-4700-000-000-00000	NN	P	0.00	676.12
PO-000407	10/07/2019	6736013	3	13-5320-0-0000-3700-4700-000-049-00000	NN	P	0.00	207.67
TOTAL PAYMENT AMOUNT								1,428.29

000134/00 QUILL CORPORATION

200184	PO-020291	10/01/2019	1603680	1	01-0000-0-1110-1000-4300-100-000-00000	NN	F	190.10	188.29
	PV-000051	09/17/2019	1603680		01-0000-0-1110-1000-4300-000-000-00000	NN			1.81
TOTAL PAYMENT AMOUNT								190.10	

000311/00 RECLAMATION DISTRICT #2140

PV-000048	10/01/2019	535 SACRAMENTO AVE		01-0000-0-0000-7300-5890-000-000-00000	NN			47.10
PV-000048	10/01/2019	310 CANAL ST		01-0000-0-0000-7300-5890-000-000-00000	NN			25.00
PV-000048	10/01/2019	315 CAPAY AVE		01-0000-0-0000-7300-5890-000-000-00000	NN			25.00
PV-000048	10/01/2019	277 CAPAY AVE		01-0000-0-0000-7300-5890-000-000-00000	NN			109.52
PV-000048	10/01/2019	620 CANAL ST/290 SIXTH ST		01-0000-0-0000-7300-5890-000-000-00000	NN			204.90
PV-000048	10/01/2019	N/A		01-0000-0-0000-7300-5890-000-000-00000	NN			25.00
PV-000048	10/01/2019	300 SIXTH ST		01-0000-0-0000-7300-5890-000-000-00000	NN			44.24
PV-000048	10/01/2019	280 SIXTH ST		01-0000-0-0000-7300-5890-000-000-00000	NN			25.00
PV-000048	10/01/2019	N/A		01-0000-0-0000-7300-5890-000-000-00000	NN			25.00
TOTAL PAYMENT AMOUNT								530.76

000930/00 SUPERIOR REGION CATA

200220	PO-020299	09/26/2019	10471-JLOSHE & AMARTIN	1	01-7010-0-3800-1000-5200-000-000-00000	NN	F	300.00	300.00
TOTAL PAYMENT AMOUNT								300.00	

001274/00 TIFFANY WILHELM

PV-000049	09/17/2019	EXECUTIVE ASST ACADEMY-TRAVEL		01-0000-0-0000-2700-5200-000-000-00000	NN			65.00
TOTAL PAYMENT AMOUNT								65.00



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	Fd Res	Y Goal	Func Obj	Sit Bdr DD	T9MPS	Liq Amt	Net Amount
000377/00	WASTE MANAGEMENT								
PO-000402	10/01/2019	OCT ELEM MAINT	1	01-0000-0-0000-8100-5590-000-000-00000	NN P			0.00	204.92
PO-000402	10/01/2019	OCT ELEM CAFE	1	01-0000-0-0000-8100-5590-000-000-00000	NN P			0.00	265.38
PO-000402	10/01/2019	OCT HS CAFE	1	01-0000-0-0000-8100-5590-000-000-00000	NN P			0.00	265.38
PO-000402	10/01/2019	OCT HS MAINT	1	01-0000-0-0000-8100-5590-000-000-00000	NN P			0.00	1,061.52
TOTAL PAYMENT AMOUNT									1,797.20 *
000743/00	WEST COAST PAPER								
CM-000009	09/30/2019	REFUND OF RETURNED ITEMS		01-8150-0-0000-8100-4300-000-000-00000	N				-166.65
PO-000429	09/30/2019	11415102	1	01-8150-0-0000-8100-4300-000-000-00000	NN P			0.00	55.80
PO-000429	09/30/2019	11417284	1	01-8150-0-0000-8100-4300-000-000-00000	NN P			0.00	277.82
PO-000429	09/30/2019	11415101	1	01-8150-0-0000-8100-4300-000-000-00000	NN P			0.00	108.76
TOTAL PAYMENT AMOUNT									275.73 *
000092/00	WOODWIND & BRASSWIND								
CL-000053	10/08/2019	ARINV50452322		01-4128-0-1110-1000-4400-000-000-00000	NN P			1,032.92	1,032.92
CL-000053	10/08/2019	ARINV50441927		01-4128-0-1110-1000-4400-000-000-00000	NN P			180.72	180.72
TOTAL PAYMENT AMOUNT									1,213.64 *
TOTAL BATCH PAYMENT									72,748.50 ***
TOTAL USE TAX AMOUNT									40.90
TOTAL DISTRICT PAYMENT									72,748.50 ****
TOTAL USE TAX AMOUNT									40.90
TOTAL FOR ALL DISTRICTS:									72,748.50 ****
TOTAL USE TAX AMOUNT									40.90

Number of checks to be printed: 33, not counting voids due to stub overflows. 72,748.50

Printed: 10/10/2019 16:30:03

<i>Chris Lopez</i>	10/10/19
Prepared by	Date
Authorized by	Date





**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT**  
3536 Butte Campus Drive, Oroville, CA 95965

**COLLEGE AND CAREER ACCESS PATHWAYS  
PARTNERSHIP AGREEMENT**

**APPENDIX**

WHEREAS, the College and Career Access Pathways Partnership Agreement ("CCAP Agreement") is between **Butte-Glenn Community College District** ("College") and **Hamilton Unified School District** ("School District"); and

WHEREAS, the College and the School District agree to record College and School District specific components of the CCAP Agreement using the CCAP Agreement Appendix to specify additional detail regarding, but not limited to: the total number of high school students to be served; the total number of full-time equivalent students projected to be claimed by the College for those students; the scope, nature, time, location and listing of community college courses to be offered; and the criteria to assess the ability of pupils to benefit from those courses. (Ed. Code, § 76004, subd. (c)(1))

NOW THEREFORE, the College and School District agree as follows:

**1. CCAP AGREEMENT**

1.1. The College and School District entered into this CCAP Agreement on **July 1, 2018**, pursuant to action of the governing boards of the College and School District.

1.1.1. COLLEGE BOARD MEETINGS

Information Board Meeting Date:	Agreement: 4/17/18	Appendix: 9/11/19
Public Comment and Approval Board Meeting Date:	Agreement: 5/16/18	Appendix: 10/16/19

1.1.1. SCHOOL DISTRICT BOARD MEETINGS

Information Board Meeting Date:	Agreement: 5/22/18	Appendix: 9/25/19
Public Comment and Approval Board Meeting Date:	Agreement: 6/20/18	Appendix: 10/23/19

**2. POINTS OF CONTACT**

2.1. College and School District points of contact for this CCAP Agreement: (Ed. Code, § 76004 (c)(2))

**COLLEGE**

Name:	Tanna Neilsen	Title:	Administrative Secretary
Telephone:	(530)879-6108	Email:	<a href="mailto:neilsenta@butte.edu">neilsenta@butte.edu</a>

**SCHOOL DISTRICT**

Name:	Jolene Towne	Title:	Executive Assistant
Telephone:	826-3261 x6004	Email:	<a href="mailto:jtowne@husdschools.org">jtowne@husdschools.org</a>

**3. STUDENT SELECTION**

3.1. College and School District shall adhere to the terms outlined in Section 3, Student Eligibility, Admission, Registration and Enrollment of the CCAP Agreement to select eligible students.



4. **CCAP AGREEMENT EDUCATION PROGRAM(S) AND COURSE(S).** The College has identified the following: program year; educational program(s) and course(s) to be offered at the said date, time and location; term; number of sections; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR:	2019-20	EDUCATIONAL PROGRAM:	
SCHOOL DISTRICT:	Hamilton Unified School District	HIGH SCHOOL:	Hamilton High School

<b>TOTAL PROJECTED NUMBER OF STUDENTS TO BE SERVED:</b>	<b>45</b>	<b>TOTAL PROJECTED FTES:</b>	<b>4</b>
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COURSE NAME	COURSE NUMBER	TERM	# OF SECTIONS	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Intro to Animal Science	AGS 40	FA19	1	8:10-9:29	M-W-altF	J Lohse	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
Intro to Environmental Horticulture	EH 20	FA19	1	9:44-11:03	T-Th-altF	J Lohse	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
Intro to Agriculture Business	AB 26	SP19	1	12:28-1:47	T-Th-altF	J Lohse	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS

**Required:** Attach the course description for each course listed above. Each course description should include information regarding the nature and scope of the course.

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the courses(s) offered: (Ed. Code, § 76004 (c)(1))

SCHOOL DISTRICT counselors and pathway instructors select students based on academic readiness and alignment of course content to students' education and career goals.

5. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for School District students participating as part of this CCAP agreement will be borne by School District.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
N/A				

6. **REIMBURSEMENT.**

- 6.1. Use of School District Instructor. For those courses in which a School District instructor is responsible for the instructional services for a course offered as part of this CCAP Agreement, the College will reimburse the School District **\$400.00 per section.**
- 6.2. Invoicing Procedures. Within 30 days after the end of each academic term, the School District shall provide an invoice to the College for reimbursement implied in this CCAP Agreement Appendix. The invoice must specify the course name, course number, term, instructor and the number of students served.

**7. FACILITIES USE.**

- 7.1. College and School District shall adhere to the terms outlined in Section 13, Facilities, of this CCAP Agreement.
- 7.2. School District as part of Section 13.1 of this CCAP Agreement, shall extend access and use of the following School District facilities:

BUILDING	CLASSROOM	DAYS	HOURS
HHS	13	M-W-altF	8:10 – 9:29
HHS	13	T-Th-altF	9:44 – 11:03
HHS	13	T-Th-altF	12:28 – 1:47

**8. APPENDIX APPROVAL**

- 8.1. The College and School District shall ensure that the governing board of each district, at an open public meeting of that board, present this Appendix as an information item. The College and School District shall ensure that the governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove this Appendix. (Ed. Code, § 76004, subd. (b))
- 8.2. Upon approval of this Appendix by the governing boards of both the College and School District, the College will provide a copy of this Appendix to the Chancellor's Office of the California Community Colleges prior to the start of the course. (Ed. Code, § 76004, subd. (c)(3))

IN WITNESS WHEREOF, the parties to the CCAP Agreement have executed this CCAP Agreement Appendix by their duly authorized representatives on the dates of their signatures.

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT**

**HAMILTON UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_  
 (Signature of person authorized to execute Appendix on behalf of College.)

By: \_\_\_\_\_  
 (Signature of person authorized to execute Appendix on behalf of School District.)

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

<b>TO BE COMPLETED BY COLLEGE ONLY</b>					
The person preparing this contract must complete this section and obtain appropriate initials before contract will be approved.					
Initiating Department:	VPI	Preparer's Name & ID:	TANNA NEILSEN 3180821	Phone:	6108
Vendor Name:	HAMILTON UNIFIED SCHOOL DISTRICT		Vendor ID:		
PO Description (Max. 25 characters):	DUAL ENROLLMENT				
Budget Code:	12.205.110.1.601010.55890	PO Amount:			
Contract Monitor Name (Person Who Approves Invoices):	TANNA NEILSEN			Phone:	6108
Dept. Dean/Director Initials:		Dept. Vice President Initials:			
<b>Business Contracts Approval:</b>		<b>Purchase Order Number:</b>			

# BUTTE COLLEGE

## COURSE OUTLINE

### I. CATALOG DESCRIPTION

**AGS 40 - Introduction to Animal Science**

**3 Unit(s)**

**Prerequisite(s):** NONE

**Recommended Prep:** Reading Level III; English Level III; Math Level II

**Transfer Status:** CSU/UC

34 hours Lecture

51 hours Lab

This course is a scientific approach to the livestock industry encompassing aspects of animal anatomy, physiology, nutrition, genetics and epidemiology. There will be special emphasis on the origin, characteristics, adaptation and contributions of farm animals to the global agriculture industry. Analysis of the economic trends and career opportunities in animal agriculture will be covered.

### II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Identify animal contributions to the development of human civilizations.
- B. Describe economically significant breeds of animals and their unique adaptations.
- C. Describe the function of the major body systems.
- D. Identify reproductive cycles and biotechnological principles of animal reproduction.
- E. Analyze genetic change through artificial/natural selection.
- F. Discuss nutritional needs for various body functions.
- G. Describe animal behavior as it relates to animal domestication, health and performance.
- H. Explain basic strategies for disease control, prevention and management.
- I. Utilize the scientific method to collect data, calculate production parameters and make scientifically-based management decisions.
- J. Identify and discuss current issues affecting animal agriculture.

### III. COURSE CONTENT

#### A. Unit Titles/Suggested Time Schedule

<u>Topics</u>	<u>Lecture</u>	<u>Hours</u>
1. Introduction to animal agriculture		4.00
a. Career opportunities		
b. Importance of domestic animals to the world and to the United States		
c. Economic importance of animal agriculture		
d. Animal contributions to human needs		
e. Ethnic and cultural contributions to animal domestication		
2. Unique adaptations of various species		4.00
a. Natural selection vs artificial selection		
b. Meat animal use and production		
c. Fiber production		
d. Dairy production		
e. Recreational and companionship use of animals		
3. Anatomy and physiology		3.00
a. Identification of external anatomy for various species		
b. Analysis of body systems – reproductive, respiratory, digestive, immune, circulatory		

4. Animal reproduction	3.00
a. Animal breeding systems	
b. Reproductive management and technology	
c. Fertility assessment	
5. Genetics	3.00
a. Introduction and review of genetic principles	
b. Gene modification and genetic interactions	
c. Genetic improvement and variation	
d. Inheritance and population genetics	
6. Nutrition	3.00
a. Classes of nutrients	
b. Feed identification and composition	
c. Livestock feeding management practices	
7. Animal behavior (ethology)	3.00
a. Behavioral characteristics	
b. Animal handling and safety	
c. Conditioning	
8. Animal health	3.00
a. Biosecurity	
b. Vital Signs	
c. Indications of health vs disease	
d. Common diseases	
9. The scientific method	3.00
a. Research in animal agriculture	
b. Developing a research model	
c. Humane treatment of research animals	
10. Issues affecting animal agriculture	5.00
a. Animal welfare issues	
b. Advances in biotechnology	
c. Governmental and environmental concerns	
d. Food safety	
e. Public policy and consumer awareness	
Total Hours	34.00

#### Lab

<u>Topics</u>	<u>Hours</u>
1. Beef and Dairy	3.00
2. Sheep and Swine	3.00
3. Meats lab, safety and processes	3.00
4. Grocery store - meat, cheese, butter, ice cream	3.00
5. Purebred Beef - Expected Progeny Differences (EPD)	3.00
6. Commercial cattle operation - weaning, castration	3.00
7. Dairy farm - production cycle	3.00
8. Milk processing - cheese plant	3.00
9. Sheep - lambing and handling	3.00
10. Purebred Sheep - production cycle	3.00
11. Swine - vaccination, selection, management	3.00
12. Poultry - quality of carcasses and eggs	3.00

13. Horse - production cycle	3.00
14. Selection workshop	3.00
15. Biotechnology and environmental workshop	3.00
16. North Valley Livestock Tour	6.00
Total Hours	51.00

#### IV. METHODS OF INSTRUCTION

- A. Lecture
- B. Class Activities
- C. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- D. Discussion
- E. Problem-Solving Sessions

#### V. METHODS OF EVALUATION

- A. Exams/Tests
- B. Class participation
- C. Written Examinations
- D. Practical Evaluations
- E. Mid-term and final examinations

#### VI. EXAMPLES OF ASSIGNMENTS

- A. Reading Assignments
  1. Read the chapter on genetic change through selection and be prepared to share your findings with the class.
  2. Read the chapter on market classes and grades of livestock and be able to discuss in a group setting the evaluative criteria for each grade of beef, pork and lamb.
- B. Writing Assignments
  1. Read the chapter on animal behavior and write a 2-3 page paper on the fields of animal behavior and systems of animal behavior.
  2. Read an article from a trade magazine on the issues in animal agriculture and write 2 page paper on animal welfare.
- C. Out-of-Class Assignments
  1. Visit any livestock operation in the local area and be prepared to share with the class, the breeds, total numbers and management practices utilized at the operation.
  2. Use the Internet to check current pricing on the major market animals as well as breeding stock for swine, sheep, beef and dairy cattle. This information will be shared with the class.

#### VII. RECOMMENDED MATERIALS OF INSTRUCTION

##### Textbooks:

- A. Taylor, R. Scientific Farm Animal Production. 10th Edition. Prentice Hall, 2012.

##### Materials Other Than Textbooks:

- A. Materials: 3 ring notebook, proper clothing for labs

**Created/Revised by:** Bruce Hicks

**Date:** 10/20/2014

# BUTTE COLLEGE

## COURSE OUTLINE

### I. CATALOG DESCRIPTION

**AB 26 - Introduction to Agriculture Business**

**3 Unit(s)**

**Prerequisite(s):** NONE

**Recommended Prep:** Reading Level IV; English Level III; Math Level II

**Transfer Status:** CSU

51 hours Lecture

This course provides students with a basic understanding of the business and economics of the agricultural industry; an introduction to the economic aspects of agriculture and their implications to the agricultural producer, consumer and the food system; management principles encountered in the day to day operation of an agricultural enterprise as they relate to the decision making process. (C-ID AG-AB 104).

### II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Explain how economic principles relate to commodity marketing sub sectors in agriculture.
- B. Recognize and describe agricultural business organizational structures including; sole proprietorships, partnerships, corporations, franchises, and cooperatives. Identify and explain the four functions of management and how they relate to the agribusiness organization.
- C. Develop an awareness of the basic laws, regulations, and regulatory agencies that interact with the agriculture community.
- D. Describe various styles of leadership.
- E. Identify the role of the agricultural manager.
- F. Recognize, evaluate, and propose solutions to problems in personnel, ethics and communication.

### III. COURSE CONTENT

#### A. Unit Titles/Suggested Time Schedule

<u>Topics</u>	<u>Lecture</u>	<u>Hours</u>
1. The role and organization of the agribusiness		8.50
a. The place of agribusiness in California, United States, and the global economy		
b. Types of agribusiness		
c. The organization of an agribusiness		
d. Types of business structure		
e. Managing the agribusiness		
2. Management		8.50
a. Planning		
b. Leading		
c. Organizing		
d. Controlling		
3. Managerial Problem Solving in Agriculture		8.50
a. Diagnosis of the situation		
b. Generating alternative		
c. Evaluating alternatives		
d. Selecting the best alternative		
e. Implementing the alternative		

f. Evaluation of results	
4. Financial Management and Control of Agribusiness	8.50
a. General business economics	
b. Overview of financial statements	
5. Human Resource Management	8.50
a. The role of the agriculture manager	
b. Agriculture employee motivation	
c. Team and team building	
d. Labor relations	
6. Business Land and Ethics in Agriculture	8.50
a. Agriculture values	
b. Agriculture business ethnics	
c. Personal values	
d. Agricultural Law and the regulatory environment	
Total Hours	51.00

#### **IV. METHODS OF INSTRUCTION**

- A. Lecture
- B. Group Discussions
- C. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- D. Reading Assignments
- E. Case Studies

#### **V. METHODS OF EVALUATION**

- A. Quizzes
- B. Oral Presentation
- C. Projects
- D. Homework
- E. Short papers
- F. Essays and research papers
- G. Business Plan

#### **VI. EXAMPLES OF ASSIGNMENTS**

- A. Reading Assignments
  1. Read and interpret an article pertaining to current events in agriculture, posted on the class portal. Be prepared to discuss the issues and take a pro/con position.
  2. Read the case study in your text dealing with "Going Broke While Making a Profit". Identify how this happened and how it could have been avoided.
- B. Writing Assignments
  1. Write a 7-10 page Business Plan for an agricultural endeavor of your choice. The Business Plan should include a description of the business, a marketing plan, and financial statements.
  2. Write a two-three research page paper covering the management style of the Simplot Corporation. Identify the companies approach to hiring, advancement, and outlook on the future.
- C. Out-of-Class Assignments
  1. Locate two examples of advertising for an agricultural commodity. One should be commodity based and the other product specific. Be prepared to discuss in class.
  2. Interview an individual currently working in your proposed field of employment. Write a

two page paper discussing the nature of the work, the best and worst parts of the job, and the employment outlook. Be prepared to discuss in class.

**VII. RECOMMENDED MATERIALS OF INSTRUCTION**

Textbooks:

- A. Beierlein, J. Principles of Agribusiness Management. 5th Edition. Waveland, 2013.
- B. Barnard, F. Agribusiness Management. 4th Edition. Routledge, 2012.

**Created/Revised by:** Bruce Hicks

**Date:** 09/29/2014



# BUTTE COLLEGE

## COURSE OUTLINE

### I. CATALOG DESCRIPTION

**EH 20 - Introduction to Environmental Horticulture**

**3 Unit(s)**

**Prerequisite(s):** NONE

**Recommended Prep:** Reading Level III; English Level II; Math Level II

**Transfer Status:** CSU

34 hours Lecture

51 hours Lab

This course is an introduction to environmental horticulture including nursery operations, landscaping, turf management and arboriculture. Topics include basic botany, cultural practices, propagation, structures and layout, pest management, planting, transplanting, container gardening, houseplants, plant identification, turfgrass installation and care, and a broad survey of the 'Green Industry' and other career opportunities.

### II. OBJECTIVES

Upon successful completion of this course, the student will be able to:

- A. Identify various horticultural occupations and their employment requirements.
- B. Identify and safely use common tools and equipment.
- C. List and describe the major structures of plants and their functions.
- D. Formulate potting mixes and container media.
- E. Propagate plants by sexual and asexual methods.
- F. Explain the requirements of plant growth including watering needs, fertilizers requirements and pest control.
- G. Identify the various types of horticultural structures including shade structures, greenhouses, and cold frames.
- H. Describe the basic operations of various environmental horticulture businesses.
- I. Plant and care for horticultural crops.

### III. COURSE CONTENT

#### **A. Unit Titles/Suggested Time Schedule**

<u>Topics</u>	Lecture	<u>Hours</u>
1. The 'Green Industry' in Butte County and Around the World		2.00
2. Environmental Issues and Regulations		2.00
3. Horticultural Occupations and Their Employment Requirements		2.00
4. Tools, Equipment and Safety Practices		2.00
5. Plant Structures and Functions		2.00
6. Soils and Container Media		2.00
7. Plant Propagation		2.00
8. Requirements of Plant Growth		2.00
9. Irrigation and Fertilization		2.00
10. Pest and Disease Damage Identification		2.00
11. Horticultural Structures		2.00
12. Environmental Horticulture Businesses		2.00

13. Nursery and Greenhouse Crops – Planting and Care	2.00
14. Plants in the Landscape – Care and Pruning	2.00
15. Plant Identification and Nomenclature	2.00
16. Common Turf and Landscape Practices	2.00
17. Agriculture and Horticulture Policy concerns	2.00
Total Hours	34.00

#### Lab

<u>Topics</u>	<u>Hours</u>
1. The ‘Green Industry’ in Butte County and Around the World	3.00
2. Tools, Equipment and Safety Practices	3.00
3. Plant Structures and Functions	3.00
4. Soils and Container Media	3.00
5. Plant Propagation	6.00
6. Requirements of Plant Growth	3.00
7. Irrigation and Fertilization	3.00
8. Pest and Disease Damage Identification	3.00
9. Horticultural Structures	3.00
10. Nursery and Greenhouse Crops – Planting and Care	6.00
11. Plants in the Landscape – Care and Pruning	6.00
12. Plant Identification and Nomenclature	3.00
13. Common Turf and Landscape Practices	3.00
14. Vineyard and Orchard Pruning Practices	3.00
Total Hours	51.00

#### **IV. METHODS OF INSTRUCTION**

- A. Lecture
- B. Class Activities
- C. Field Trips
- D. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- E. Discussion
- F. Demonstrations
- G. Reading Assignments
- H. Multimedia Presentations
- I. Laboratory Experiments

#### **V. METHODS OF EVALUATION**

- A. Exams/Tests
- B. Quizzes
- C. Oral Presentation
- D. Demonstration
- E. Homework
- F. Class participation
- G. Lab Projects

## VI. EXAMPLES OF ASSIGNMENTS

### A. Reading Assignments

1. Read the UC-IPM website covering one of each type of plant disorder and be ready to give an oral report to the class on proper care for the affected plant.
2. Read the text chapter on diagnosing plant disorders and complete the corresponding homework assignment. Be prepared for class discussion on the following:
  - a. Plant disorders caused by cultural practices.
  - b. Plant disorders caused by insect damages.
  - c. Plant disorders caused by diseases.

### B. Writing Assignments

1. Write a two page essay on a plant of your choice. Give your reasons for choosing this plant, its history of association with humans and its future uses and value to mankind.
2. Write a two page essay on current employment trends for Horticulturists. Give regional data for trends and salary ranges.

### C. Out-of-Class Assignments

1. Visit a local business that is in the ornamental horticulture category and be prepared to give an oral report to the class.
2. Visit a local or regional business in the agricultural or viticultural areas of horticulture and be prepared to give an oral report to your class.

## VII. RECOMMENDED MATERIALS OF INSTRUCTION

### Textbooks:

- A. Laura Williams Rice & Robert P. Rice. Practical Horticulture. 7th Edition. Prentice-Hall , 2011.

### Materials Other Than Textbooks:

- A. Materials: three ring binder, pocket knife, pruning shears, water bottle, gloves, shade hat and boots. Warm clothing, when necessary.

**Created/Revised by:** Jared Wilmarth

**Date:** 02/23/2015

**MEMORANDUM OF UNDERSTANDING  
GLENN COUNTY OFFICE OF EDUCATION AND  
THE HAMILTON UNIFIED SCHOOL DISTRICT AND  
THE BOYS & GIRLS CLUBS OF THE NORTH VALLEY**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered by and between the GLENN COUNTY OFFICE OF EDUCATION ("OFFICE") HAMILTON UNIFIED SCHOOL DISTRICT ("DISTRICT") and THE BOYS & GIRLS CLUBS OF THE NORTH VALLEY ("CLUB").

WHEREAS, OFFICE, DISTRICT and CLUB are intent on creating and maintaining a partnership to provide expanded learning and enrichment programs under the guidelines of the After School Education and Safety ("ASES") Grant at designated sites; and

WHEREAS, OFFICE, DISTRICT and CLUB believe there is a need for high quality, innovative and affordable expanded learning programs ("PROGRAM") and agree to work in partnership to create and sustain such PROGRAMS each school year and during the summer; and

WHEREAS, OFFICE, as the lead educational agency, will apply and continue to reapply for ASES grant monies from the California Department of Education (CDE) for this PROGRAM, will complete and submit all grant reports, and act as Fiscal Agent once grant monies are received;

WHEREAS, DISTRICT, as the educational provider, will provide the PROGRAM space, infrastructure and technology, and general PROGRAM support to ensure the overall success of the program;

WHEREAS, CLUB, as the contracted service provider, will provide OFFICE and DISTRICT with the operation and maintenance of PROGRAM, student enrollment and attendance, and administration of staffing for PROGRAM; and

NOW, THEREFORE, OFFICE, DISTRICT and CLUB agree as follows:

- 1) PROGRAM SITES. OFFICE, DISTRICT and CLUB agree that the following be identified as PROGRAM site(s):
  - a) Hamilton Elementary School  
277 Capay Avenue  
Hamilton City, CA 95951
- 2) BILLING SITE. OFFICE, DISTRICT and CLUB agree that the following be identified as BILLING site(s):
  - a) Glenn County Office of Education  
311 South Villa Avenue  
Willows, CA 95988
  - b) Hamilton Unified School District

620 Canal Street  
Hamilton City, CA 95951

- 3) OFFICE OBLIGATIONS. OFFICE will meet the following responsibilities and ensure that all requirements of the ASES grant will be met.
- a) OFFICE will provide a PROGRAM grant liaison.
  - b) OFFICE will meet all reporting deadlines related to the ASES grant, including submission of annual state report, submission of quarterly expenditure reports, and submission of bi-annual attendance reports.
  - c) OFFICE will maintain contact with Learning Support Region 2 as well as the California Department of Education.
  - d) OFFICE Liaison will serve as an advocate for PROGRAM within OFFICE and DISTRICT.
  - e) OFFICE will attend necessary meetings, trainings, or conferences related to ASES grant and state-mandated grant requirements.
  - f) OFFICE will provide collaboration and support in curriculum planning and site coordination in relation to the Commitment to Quality Improvement (CQI) evaluation and reporting.
  - g) OFFICE will provide each PROGRAM site with a cell phone and pay for monthly services related to site expenses.
  - h) OFFICE, in collaboration with CLUB, will provide professional development opportunities up to three days during the school year.
  - i) OFFICE will provide monthly site visits for ongoing feedback and support.
  - j) OFFICE will provide access and support to Glenn County Office of Education (GCOE) expanded learning curriculum, supplies and services.
  - k) OFFICE will provide access to (2) storage sheds on the Hamilton Elementary campus.
- 3) DISTRICT OBLIGATIONS. DISTRICT will meet the following responsibilities and ensure that all requirements of the ASES grant will be met.
- a) DISTRICT will provide space for the PROGRAM to operate every day when school is in session from the end of the school day until at least 6 pm, for a minimum of 15 hours per week for up to 130 students per school site as described in Paragraph 1, above.
  - b) DISTRICT will provide the CLUB at each PROGRAM site, daily access and priority, during expanded learning hours, to six classrooms, the cafeteria, computer lab, outdoor areas, restrooms and kitchen.
  - c) DISTRICT will provide dedicated expanded learning space, and if none is available, plan for dedicated expanded learning space in their strategic facility master plan to be reviewed annually.
  - d) DISTRICT will provide administrative office support for data collection (grades, absences, testing data) for grant administration.
  - e) DISTRICT will support the technology infrastructure necessary to meet program goals and objectives for the expanded learning program.

- f) DISTRICT will provide CLUB with a phone line, Wi-Fi access and DSL line for each PROGRAM site, as described in Paragraph 1, above.
  - g) DISTRICT will supply CLUB with a nutritious snack and supper to provide each enrolled child in attendance daily that conforms to the nutrition standards in the California Education Code Part 27, Chapter 9, Article 2.5, commencing with Section 49430.
  - h) DISTRICT will provide monthly meal calendars to CLUB and the expanded learning participants and families.
  - i) DISTRICT will staff the meal program and be responsible for menus, application, billing, reimbursement, meal disbursement and monitoring of the program.
  - j) DISTRICT will provide emergency transportation to CLUB.
- 4) CLUB OBLIGATIONS. CLUB will meet the following responsibilities and provide parent information, registration and communication, including an orientation.
- a) CLUB will include an educational and literacy element designed to provide tutoring and/or homework assistance in one or more of the following subject areas: language arts, mathematics, history and social science, science, and computer training.
  - b) CLUB will have an educational enrichment element that may include, but is not limited to: fine arts, career technical education, character and citizenship, recreation, physical fitness, and prevention activities. Such activities might involve the arts, music, physical activity, health promotion, general recreation, technology, career awareness, and activities to support positive youth development.
  - c) CLUB will provide a safe physical and emotional environment and opportunities for relationship building to promote active student engagement.
  - d) CLUB will collaborate and integrate with the regular school day program and other extended learning opportunities.
  - e) CLUB will provide opportunities for physical activity.
  - f) CLUB will provide a well-rounded program that meets the needs and interests of its participants and will be planned through a collaborative process that includes parents, youth, and representatives of participating public school sites, governmental agencies (e.g., city and county parks and recreation departments), local law enforcement, community organizations, and the private sector.
  - g) CLUB will begin operation immediately upon the end of the regular school day. (Note: A regular school day is any day that students attend and instruction takes place this includes minimum school days.)
  - h) CLUB will track daily attendance and report actual attendance to GCOE on a monthly basis while maintaining compliance at a minimal 85% of required average daily attendance.
  - i) CLUB will operate for a minimum of 15 hours per week.
  - j) CLUB will operate until at least 6:00 p.m., on every regular school day.
  - k) CLUB will establish a reasonable early release policy for students attending the after school component.
  - l) CLUB will encourage students to participate every day in the expanded learning program.

- m) CLUB will ensure that every student attending is eligible to participate in the PROGRAM, subject to PROGRAM capacity.
- n) CLUB will provide all notices, reports, statements, and records to parents or guardians in English and the student's primary language if 15 percent of the students enrolled at the school site speak a single primary language other than English as determined by language census data from the preceding year.
- o) CLUB will be responsible for hiring, training, supervising and evaluating personnel. On-site PROGRAM staff who directly supervise youth within the approved 20 to 1 (youth to staff) ratio will have 48 college units or have successfully passed the test administered by the Cooperative Organization for the Development of Employee Selection Procedures (CODESP TEST).
- p) CLUB will be responsible for FBI & DOJ background checks of CLUB employees and volunteers.
- q) CLUB will provide staff training and development.
- r) CLUB will meet all evaluation requirements, including participation in a statewide evaluation process as determined by the CDE, and provide all required information on a timely basis.
- s) CLUB will respond to any additional surveys or other methods of data collection that may be required throughout the life of the PROGRAM.
- t) CLUB will expend at least 85 percent of overall grant funding on direct services to students.
- u) CLUB will follow DISTRICT protocol when activating emergency transportation.
- v) CLUB employees will participate and attend school meetings and trainings.
- w) CLUB will provide an annual report and update to the Hamilton Unified School District board.

5) SUMMER PROGRAM

- a. In collaboration with DISTRICT's summer school schedule, CLUB with the guidance and support of the DISTRICT, will facilitate Expect Success program for the 2019-20 summer.
- b. DISTRICT will provide CLUB with space, technology infrastructure and meals for the SUMMER PROGRAM to operate every day when school out of session from the last day of the school day until one week prior to school beginning.

6) OFFICE, DISTRICT AND CLUB - MUTUAL OBLIGATIONS.

- a) OFFICE, DISTRICT and CLUB will work together on emergency procedures, risk management and crisis management.
- b) OFFICE, DISTRICT and CLUB will evaluate annually program services and costs and work collaboratively to find additional resources, partnerships and/or funding needed to support PROGRAM and to enhance services.
- c) OFFICE, DISTRICT and CLUB personnel will meet four times per year, in advance of statewide quarterly ASES reporting deadlines.

7) DISTRICT AND CLUB – MUTUAL OBLIGATIONS.

- a) DISTRICT and CLUB will work cooperatively to provide custodial services for Program facilities as described in Paragraph 1, above.
  - b) DISTRICT and CLUB will work cooperatively to provide summer programming in the PROGRAM sites identified in Paragraph 1, above, depending on the need.
  - c) DISTRICT and CLUB will work together on the integration of the PROGRAM with the regular school day program.
- 8) **COMPENSATION.** Based on ASES grant requirements, OFFICE will be compensated with twelve percent (12%) of the grant award for administrative services, and CLUB will be compensated with eighty eight percent (88%) of the grant award for all services related to the PROGRAM. OFFICE on a flat quarterly basis will reimburse CLUB for ASES expenses in conjunction with the grant award notification. OFFICE will pay the CLUB on a quarterly basis in advance of program services starting July 1, of each year. DISTRICT will pay CLUB with ASES supplemental pass through funding from OFFICE for summer services provided. DISTRICT will provide CLUB with annual matching program funds for the term of this agreement per the agreed upon budget. (See Budget Attachment 1) DISTRICT on a flat quarterly basis will pay CLUB matching program funds per the term of this agreement.
- 9) **AUTONOMY.** It is expressly agreed that CLUB shall have no authority to make any contract or binding promise of any nature on behalf of OFFICE and/or DISTRICT, whether oral or written, without the express written consent of OFFICE and/or DISTRICT. All supplies purchased with ASES funds are the sole property of OFFICE. Likewise, it is expressly agreed that CLUB shall have no authority to make any contract or binding promise of any nature on behalf of OFFICE and/or DISTRICT, whether oral or written, without the express written consent of OFFICE and/or DISTRICT. All supplies purchased with CLUB funds are the sole property of CLUB.
- 10) **TERM.** This MOU is in effect for the 2019-2020 school year. Termination shall be in accordance with Paragraph 11, below.
- 11) **TERMINATION.** If either OFFICE, DISTRICT or CLUB fail to perform any of their respective obligations set forth in this MOU, within the time and manner set forth herein or otherwise violates any of the terms of this MOU, either party may terminate this MOU prior to the end of the school year, on the final year of this agreement, by giving a 90 day written notice. The notice must include the reason for the termination of this MOU and be sent to the addresses provided in Paragraph 12, below.
- 12) **NOTICE.** Notifications for any purposes, including but not limited to payment and termination, shall be made as follows:

Boys & Girls Club of North Valley  
 Attn: CEO  
 601 Wall Street  
 Chico, CA 95928

Hamilton Unified School District  
 Attn: Superintendent  
 620 Canal Street  
 Hamilton City, CA 95951



Glenn County Office of Education  
Attn: Superintendent  
311 South Villa Avenue  
Willows, CA 95988

- 13) MODIFICATIONS. This MOU may be reviewed and/or amended on an annual basis upon request from either party. This MOU constitutes the complete understanding between OFFICE, DISTRICT and CLUB, respectively. Oral changes and modifications shall have no effect. This MOU may only be amended by a subsequent written instrument signed by both parties.
- 14) INDEMNIFICATION. OFFICE and DISTRICT agrees to defend, indemnify, and hold harmless CLUB, its employees and agents, from any and all liability arising in any way out of OFFICE and/or DISTRICT's negligence in the performance of this MOU, including, but not limited to, any claim due to injury and/or damage sustained by OFFICE and/or DISTRICT, OFFICE's and/or DISTRICT's employees or agents. CLUB agrees to defend, indemnify, and hold harmless OFFICE and/or DISTRICT, its employees and agents, from any and all liability arising in any way out of CLUB's negligence in the performance of this MOU, including, but not limited to, any claim due to injury and/or damage sustained by CLUB and/or CLUB's employees or agents.
- 15) INSURANCE. CLUB, OFFICE and DISTRICT will each provide a certificate of insurance with a minimum of \$2,000,000 combined single limits of general liability. CLUB, OFFICE and DISTRICT will, respectively, be listed on the policies as additional insureds.
- 16) GOVERNING LAW. This MOU shall be construed, interpreted, and enforced in accordance with the laws of the State of California.
- 17) MEDIATION. Any dispute that arises out of or relates to this MOU, or the breach of it, shall be resolved by mediation between the parties. A mutually agreed upon mediator shall be used. However, if agreement cannot be reached, each party shall select one mediator and those mediators shall select a third, which shall select a mediator for the parties. Costs of mediation shall be shared equally between the parties.
- 18) SEVERABILITY. If, for any reason, any provision of this MOU is held invalid, all other provisions of this MOU shall remain in full force and effect.
- 19) APPROVAL. This MOU is subject to approval of DISTRICT's and CLUB's Board of Directors.

IN WITNESS WHEREOF, OFFICE, DISTRICT and CLUB have executed this MOU on the dates set forth below.

OFFICE:

\_\_\_\_\_  
Tracy Quarne, Superintendent (Date)  
Glenn County Office of Education

DISTRICT:

\_\_\_\_\_  
Jeremy Powell, Superintendent (Date)  
Hamilton Unified School District

CLUB:

\_\_\_\_\_  
Rashell Brobst, Chief Executive Officer (Date)  
Boys & Girls Clubs of the North Valley



**BOYS & GIRLS CLUB: 5 YEAR INCOME PROJECTIONS**

<b>INCOME</b>	<b>Planning Yr 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>5 year TOTAL</b>
<b>Private Fundraising</b>						
Pledges	10,500	60,000	65,000	75,000	75,000	285,500
Board Dues		1,000	1,000	1,000	1,000	4,000
Special Events	0	2,500	2,500	3,000	3,000	11,000
Community Groups	0	1,000	1,000	1,500	1,500	5,000
	<u>10,500</u>	<u>64,500</u>	<u>69,500</u>	<u>80,500</u>	<u>80,500</u>	<u>305,500</u>
<b>Government</b>						
County	0	40,000	44,000	48,400	53,240	185,640
Hamilton Unified	0	40,000	44,000	48,400	53,240	185,640
GCOE	0	99,000	108,900	119,790	131,769	459,459
BGCA		2,500	2,500	5,000	5,000	5,000
	<u>0</u>	<u>181,500</u>	<u>199,400</u>	<u>221,590</u>	<u>243,249</u>	<u>845,739</u>
<b>Private Grants</b>						
		5,000	5,000	7,500	10,000	27,500
	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>7,500</u>	<u>10,000</u>	<u>27,500</u>
<b>Member / Program Fees</b>						
\$40 X 100	0	2,000	2,000	2,000	2,000	8,000
Summer Camp?	0	4,000	4,000	4,000	4,000	16,000
<b>Total Income</b>	<u>10,500</u>	<u>255,000</u>	<u>277,900</u>	<u>313,590</u>	<u>337,749</u>	<u>1,194,739</u>

Hamilton City Income: 5 Year



**TEACHER CONSENT FORM**

PURPOSE: Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Emily Peery		SS#:
District: Hamilton Unified School District	School: Hamilton Elementary School	
Site Administrator: Kathryn Thomas		
Assignment: ELD	Grade level: 6-8	
Legal Authorization per E.C.: 44256, 44257, 44258, 44263		
Assignment Dates: From: August 13, 2019 To: June 5, 2020		

I mutually consent to this assignment.

Teacher's signature: Emily Peery Date: 9/30/19

**TEACHER CONSENT FORM**

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Kol Zuppan		SS#:
District: Hamilton Unified School District	School: Hamilton Elementary School	
Site Administrator: Kathryn Thomas		
Assignment: Art Appreciation		Grade level: 6-8
Legal Authorization per E.C.: 44256, 44257, 44258, 44263		
Assignment Dates: From: August 13, 2019 To: June 5, 2020		

I mutually consent to this assignment.

Teacher's signature:  Date: 9/30/19

**TEACHER CONSENT FORM**

PURPOSE: Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Shaina Dickerson	SS#:
District: Hamilton Unified School District	School: Hamilton Elementary School
Site Administrator: Kathryn Thomas	
Assignment: Leadership	Grade level: 6-8
Legal Authorization per E.C.: 44256, 44257, 44258, 44263	
Assignment Dates: From: August 13, 2019 To: June 5, 2020	

I mutually consent to this assignment.

Teacher's signature:  Date: 9-30-19

**TEACHER CONSENT FORM**



PURPOSE: Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Maria Llamas	SS#:
District: Hamilton Unified School District	School: Hamilton Elementary School
Site Administrator: Kathryn Thomas	
Assignment: Second Language Support	Grade level: 6-8
Legal Authorization per E.C.: 44256, 44257, 44258, 44263	
Assignment Dates: From: August 13, 2019 To: June 5, 2020	

I mutually consent to this assignment.

Teacher's signature: \_\_\_\_\_



Date: Oct. 1, 2019

**TEACHER CONSENT FORM**

PURPOSE: Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Derek Nall	SS#:
District: Hamilton Unified School District	School: Hamilton Elementary School
Site Administrator: Kathryn Thomas	
Assignment: Computer Science	Grade level: 6-8
Legal Authorization per E.C.: 44256, 44257, 44258, 44263	
Assignment Dates: From: August 13, 2019 To: June 5, 2020	

I mutually consent to this assignment.

Teacher's signature:  Date: 9-30-19

**TEACHER CONSENT FORM**

PURPOSE: Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Caitlin Phelps	SS#:
District: Hamilton Unified School District	School: Hamilton Elementary School
Site Administrator: Kathryn Thomas	
Assignment: Yearbook/Photo	Grade level: 6-8
Legal Authorization per E.C.: 44256, 44257, 44258, 44263	
Assignment Dates: From: August 13, 2019 To: June 5, 2020	

I mutually consent to this assignment.

Teacher's signature: Caitlin Phelps Date: 10-1-19

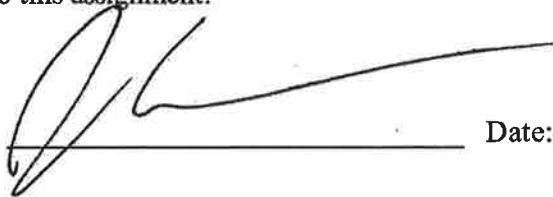
**TEACHER CONSENT FORM**

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: John Campbell	SS#:
District: Hamilton Unified School District	School: Hamilton Elementary School
Site Administrator: Kathryn Thomas	
Assignment: Conservation Awareness	Grade level: 6-8
Legal Authorization per E.C.: 44256, 44257, 44258, 44263	
Assignment Dates: From: August 13, 2019 To: June 5, 2020	

I mutually consent to this assignment.

Teacher's signature:



Date:

10/1/19



**TEACHER CONSENT FORM**

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Paula Garcia	SS#:
District: Hamilton Unified School District	School: Hamilton High School/ Ella Barkley High School
Site Administrator: Cris Oseguera	
Assignment: Driver's Education; State Requirements; Health 1; Health 2; Independent Study Program	Grade level: 9-12th
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 13, 2019 To: June 05, 2020	

I mutually consent to this assignment.

Teacher's signature:



Date:

10-2-19

**TEACHER CONSENT FORM**

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Mary Hansen	SS#:
District: Hamilton Unified School District	School: Hamilton High School/ Ella Barkley High School
Site Administrator: Cris Oseguera	
Assignment: Driver's Education; Keyboarding; Computer Tech; State Requirements; Multimedia (Yearbook)	Grade level: 9-12th
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 13, 2019 To: June 05, 2020	

I mutually consent to this assignment.

Teacher's signature: Mary Hansen Date: 10-2-19

**TEACHER CONSENT FORM**

PURPOSE: Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Matt Steele	SS#:
District: Hamilton Unified School District	School: Hamilton High School/ Ella Barkley High School
Site Administrator: Cris Oseguera	
Assignment: Study Skills; Driver's Education; Career Life Planning; State Requirements	Grade level: 9-12th
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 13, 2019 To: June 05, 2020	

I mutually consent to this assignment.

Teacher's signature:  Date: 10-2-19



**TEACHER CONSENT FORM**

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: John Hironimus	SS#:
District: Hamilton Unified School District	School: Hamilton High School/ Ella Barkley High School
Site Administrator: Cris Oseguera	
Assignment: Computer Applications	Grade level: 10-12 <sup>th</sup>
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 13, 2019 To: June 05, 2020	

I mutually consent to this assignment.

Teacher's signature:  Date: 10/2/19

**TEACHER CONSENT FORM**

**PURPOSE:** Pursuant to the Education Code, provides written documentation that the District obtained the teacher's consent prior to making assignment(s) outside of teacher's current credential authorization.

Teacher: Ellese Mello	SS#:
District: Hamilton Unified School District	School: Hamilton High School
Site Administrator: Cris Oseguera	
Assignment: Medical Terminology	Grade level: 10-12 <sup>th</sup>
Legal Authorization per E.C.: 44256	
Assignment Dates: From: August 13, 2019 To: June 05, 2020	

I mutually consent to this assignment.

Teacher's signature  Date: 10/2/19



**HAMILTON UNIFIED SCHOOL DISTRICT  
BOARD MEETING  
MINUTES  
Hamilton High School Library  
Wednesday, September 25, 2019**

5:30 p.m. Public session for purposes of opening the meeting only.  
 5:30 p.m. Closed session to discuss closed session items listed below.  
 6:00 p.m. Reconvene to open session no later than 6:30 p.m.

**1.0 OPENING BUSINESS:**

Call to order and roll call 5:30 p.m.

Gabriel Leal, President                       Hubert "Wendall" Lower, Clerk                       Rod Boone  
 Genaro Reyes     Ray Odom

**2.0 IDENTIFY CLOSED SESSION ITEMS:** None

**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 (b), Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
2. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Jeremy Powell regarding HTA and CSEA negotiations.
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.
4. Government Code Section 54956.9, Subdivision (a), Pending litigation. Name of case: Goodwin v. Hamilton Unified School District, Glenn County Superior Court, Case No. 19CV02117.
5. *Conference with Real Property Negotiators.* Property: Westermann property north of Hamilton High School, approximately located at 500 Sixth Street, Hamilton City, CA 95951 (APN: 032-230-015-000). Agency Negotiator: Jeremy Powell, Superintendent; Matt Juhl-Darlington, Attorney for District. Negotiating Parties: Westermann Family and Hamilton Unified School District. Under negotiation: Price and terms of payment.

*Report out: No action taken in closed session.*

**5.0 PUBLIC SESSION/FLAG SALUTE:** Lead by Mr. Reyes

**6.0 ADOPT THE AGENDA: (M)**

Motion to adopt by Mr. Lower, 2<sup>nd</sup> by Mr. Boone

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

**7.0 COMMUNICATIONS/REPORTS:**

1. Board Member Comments/Reports.
  - a. Mr. Odom reported a successful Lions Club BBQ on Saturday
    - i. JV football with Mr. O and assistant coach stayed for four hours and helped clean up. Appreciated.
    - ii. We have outstanding schools and facilities.
    - iii. It's an advantage and disadvantage being on 2 major highways
    - iv. It's important to maintain our facilities on those highways.
    - v. HHS is not well maintained on Hwy 32
    - vi. EBHS has high maintenance rose bushes. Like to see a plan to better maintain the rosebushes.
    - vii. HHS marquee is also an issue. Can we look at cost for new marquee? Having this marquee is worse than having no marquee. (Alan J. reported that maintenance is scheduled to take down the existing marquee over Thanksgiving break).
  - b. Mr. Boone reported that our newly painted scoreboard looks great.

2. ASB President and Student Council President Reports
  - a. Hamilton High School, Giovanni Martinez
    - i. Last Friday rally went well
    - ii. Sophomores won the spirit stick
    - iii. Homecoming game and dance were successful
  - b. Hamilton Elementary School, Ella Mendez
    - i. 9 volleyball games. Record 3 and 6
    - ii. Flag football has had 2 games
    - iii. Last week was Mexican Independence celebration with parade and 8<sup>th</sup> grade folklórico dancers
    - iv. First middle school dance is tomorrow
    - v. Mr. Reyes commented that he is very proud of the HES volleyball team. They have amazing skills and techniques.
3. District Reports (written)
  - a. Food Service Report by Sean Montgomery (p. 1)
  - b. Operations Report by Alan Joksch (p. 3)
  - c. Technology Report by Derek Hawley (p. 5)
4. Principal and Dean of Student Reports
  - a. Kathy Thomas, Hamilton Elementary School Principal (attached)
  - b. Maria Reyes, District Dean of Students
    - i. Looking into maybe having alternative ed students assist maintaining the rose garden areas
    - ii. Kelly Langan and Maria Reyes presented college information 9/12
    - iii. Parent/Teacher conference had 85% attendance
    - iv. 9/18 attended Butte College Transfer Day
    - v. Next week we go to manufacturing expo at CSUC
    - vi. 10/12 Education Fair in Sacramento
  - c. Cris Oseguera, Hamilton High School Principal (attached)
  - d. Sylvia Robles, Adult School (p. 7)
5. Chief Business Official Report by Kristen Hamman (p. 9)
6. Superintendent Report by Jeremy Powell (p. 11)
  - a. Mr. Odom expressed appreciation for all reports, written and oral.

#### 8.0 PRESENTATIONS:

1. Smoke Free Parks Campaign by Vanessa Mercado, HHS Program Coordinator (attached)
  - a. Hamilton, Orland and Willows High Schools have clubs for smoke free parks and have helped clean up the parks.
  - b. Just last week we picked up lots of tobacco litter. Lots at basketball area at park and parking area.
  - c. Student photography of tobacco litter and comments from students were part of presentation.
  - d. Asked board for letter of support for their cause
  - e. Mr. Oseguera pointed out one of the HHS students had a letter published in local news papers regarding smoke free parks
  - f. Mr. Odom asked if No Smoking was posted at Edgewater Park since the school district owns that. It should be. It was reported that it is not posted.

#### 9.0 CORRESPONDENCE:

1. None

#### 10.0 INFORMATIONAL ITEMS:

1. Butte- Glenn Community Collget District College and Career Access Pathways Partnership Agreement Appendix 2019-20 (p. 13)
  - a. First reading. Approval next board meeting.

#### 11.0 DISCUSSION ITEMS:

2. CSBA Policy Guide Sheet (for below first readings) (p. 25)
  - a. First reading of Board Policy & Administrative Regulation 4218.1: Dismissal/Suspension/Disciplinary Action (Merit System) (p. 25)
  - b. First reading of Board Policy 5123: Promotion/Acceleration/Retention
    - i. Option 1 (p. 28)
    - ii. Option 2 (p. 29)
  - c. First reading of Board Policy and Administrative Regulation 5136: Gangs (p. 31)
  - d. First reading of Board Policy and Administrative Regulation 6142.2: World Language Instruction (p. 39)

- e. First reading of Administrative Regulation 6145.2: Athletic Competition (p. 49)
- f. First reading of Board Policy and Administrative Regulation 6145.6: International Exchange (p. 60)

12.0 **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. Froylan Mendoza added to a comment about the HHS mascot saying that it is part of a sense of pride and that it is not degrading. He appreciated it being mentioned in Mr. Oseguera’s principal report (attached).

13.0 **ACTION ITEMS:**

- 1. Revised Governance Handbook for approval (p. 67)

Mr. Odom commented that a change needs to be made on page 59 of the handbook, page 125 in the packet. Currently it says that the district will pay for health plans for the board members. This is not true. Plans are available to board members at their own expense.

Motion for approval by Mr. Odom. 2n Mr. Lower.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- 2. Copy Machine/Business Solutions Options re-vist (tabled from meeting 8/28/19). (p. 187)

Motion to affirm Ray Morgan Contract by Mr. Boone. 2<sup>nd</sup> Mr. Reyes.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- 3. CSBA Policy Guide Sheet (for below Second readings) (p. 197)

- a. Second reading of Board Policy 1112: Media Relations (p. 199)
- b. Second reading of Administrative Regulation 3320: Claims and actions against the District. (p. 203)
- c. Second reading of Board Policy and Administrative Regulation 3551: Food Service Operations/Cafeteria Fund (p. 208)
  - i. Option 2 (p. 211)
- d. Second reading of Administrative Regulation 4117.7/4317.7: Employment Status Reports (p. 223)
- e. Second reading of Board Policy 4119.24/4219.24/4319.24: Maintaining Appropriate Adult/Student Interactions (p. 197)
- f. Second reading of Board Policy and Administrative Regulation 4218: Dismissal/Suspension/Disciplinary Action. (p. 233)

Motion to approve above CSBA policy updates by Mr. Lower. 2<sup>nd</sup> Mr. Boone

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

14.0 **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. Girls Varsity High School Overnight Basketball Tourney Trip (p. 245)
- 2. Minutes for regular Board Meeting on August 28, 2019 (p. 247)
- 3. Warrants and Expenditures. (p. 257)
- 4. Interdistrict Transfers (new only; elementary students reapply annually).
  - a. Out
    - i. Hamilton Elementary School
      - 1. None
    - ii. Hamilton High School
      - 1. None
  - b. In
    - i. Hamilton Elementary School
      - 1. Grade K x 2
      - 2. Grade 2 x 1

- 3. Grade 6 x 1
- 4. Grade 8 x 1
- ii. Hamilton High School
  - 1. None

5. Personnel Actions as Presented:

a. New hires: None

b. Resignations/Retirement: None

Motion to approve consent agenda by Mr. Odom. 2<sup>nd</sup> by Mr. Boone

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

Dr. Powell reminded everyone that there will be a Special Board Meeting on October 9<sup>th</sup> to review the unaudited actuals at 6:00 p.m. There will be no closed session at that meeting.

15.0 **ADJOURNMENT: 7:23 p.m.**

X

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Wendall Lower  
Clerk

X

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Jeremy Powell, Ed. D.  
Superintendent

HES Board Report	Submitted by Kathy Thomas 9/25/19
Numbers	Total: 417 students
Campus News	<p>What's new?</p> <p>Middle School students will be having student led conferences 10/15/19 and K-5 teachers will lead their conferences on 10/16/19 and 10/17/19.</p> <p>We have a Spelling Bee on 10/1/19 in preparation for the county Bee coming on 10/15 in Willows.</p> <p>There's a dance tomorrow, Thursday, for our 6-8 students. Leadership has been extremely involved and excited.</p> <p>We have student recognition on Thursday and Friday to honor our students who exemplify Respect.</p> <p>We have a Saturday School planned for this Saturday to support our students grades 4-8.</p>
Dual Immersion	Students celebrated the beginning of Mexican Heritage Month with a parade and ballet folklorico.
Training	<p>Maggie Sawyer, Raquel Bocast, and myself attended the YouCubed conference recently at Stanford. Jo Boaler led the 2 day workshop which focused on how to approach maths and support student engagement with a growth mindset.</p> <p>This work, combined with our summer work with WestEd, led our staff development trainings, and specifically with our K-8 teachers Monday afternoon where teachers were participant/observers in a lesson focused on student engagement.</p>





**Hamilton High School  
HUSD Board Report  
September 25, 2019**

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**1. Hamilton High School Enrollment/Attendance-**

- a. As of 9/25/19, there are 263 students at HHS (9=68; 10=75; 11=72; 12=48). With the 14 enrolled at Ella Barkley, that makes for 277 at 9-12 level. Of the 68 Frosh students, 37 (54%) are from out-of-district schools- the highest percent in the history of Hamilton High School. Projected enrollment for HHS for 2020-2021 is between 285-295, with an additional 10 at Ella Barkley.
- b. Current HHS attendance is over 98%- with each grade level over 98%, including the 12<sup>th</sup> grade class.

**2. Teacher PD/Other Meetings-**

- a. HHS teachers have been meetings faithfully and energetically with their peers both at district inservice meetings and at site based full faculty and PLC meetings.
- b. At the 9/23/19 inservice, HHS staff participated in the HUSD District Inservice along with all other HUSD personnel. The morning session was based on trauma informed care information presented by GCOE staff followed by a presentation on Instructional Practices. This discussion led to a formulation of what an ideal classroom would look like in our district and ideas were shared by our certificated staff (Environment/Creating Critical Thinkers/Resources for Learning/UDL/Teacher Facilitators). This type of collaborative dialogue will help inform on practices going forward at HHS and in HUSD. Our afternoon was focused on Student Intervention Teams (SIT) and our cohesive work to help determine factors affecting certain identified students and potential solutions and interactions that can assist the child's social/emotional/academic growth.
- c. A very rich and important discussion was held by the HHS staff related to thoughts and considerations about the HHS school mascot. There are a few staff members who have personal views related to our mascot. We were able to share out and to consider that our most important priority is our students- their academics, their well-being, their personal safety and growth. It is what we are tasked with and our primary duty is to instruct and care for our students.
- d. Continuing, teacher work has been centered on improving best instructional practices for all of our students as well as continuing to build a cohesive, focused approach for each classroom.
- e. Continuing, the site based goals continue to be to build **rapport** with our students- including to find out their story and their "why." Increased attention/increases to literacy and writing across the disciplines continues to be a focus (substantive writing).

**3. HHS School Events/Activities-**

- a. College & Scholarship Parent Info Night was a success with over 90% of the seniors and parents present.
- b. Parent/Teacher Conferences were held last week with parents having an opportunity to discuss and review their student's progress. We also had teachers make phone calls home to parents of students unable to attend. Most of these calls were reporting positive student work or participation.
- c. Homecoming Week was fun and successful, culminating with a fun rally-congratulations to the sophomores on winning the Spirit Stick- a victory by the football team, and a fun and safe dance.
- d. HHS Braves Boosters Golf Tournament was a success this past Sunday at The Links at Rolling Hills Casino. Thank you to all the Booster officers and to all our golf participants.

e. First Quarter Ends on October 11, 2019.

4. Athletics/Sportsmanship-

- a. We continue to have conversations with our coaches and athletes about Victory with Honor. This will be an ongoing theme for our school and athletic programs.
- b. Fall Sports- Our four (4) Fall Sports activities are well underway and there is the normal excitement for the beginning of the seasons.

5. Principal Duties/Activities-

a. Volunteerism-

- i. Volunteered with the Track team/MEChA representatives by donating my time (nearly 30 hours after this weekend) in order for team to receive donations to its program.
- ii. Volunteered with the local Lions Club at its Chicken Dinner (approx. 7hours) in order to assist in the generating of sales for community building activities and for scholarships. Special thank you to my 18 student helpers, the majority from the JV Football team, for their assistance that day.

b. Parent/Student meetings-

- i. I have met with 81% (39 of 48) of the senior class parents. My goal is to review transcript, class schedule, credits, discuss options, make changes, and generally offer opportunities for sharing their goals/concerns, etc. My goal is to meet with all senior parents by September 30, 2019.
- ii. I have also met with at least 40 other HHS parents and/or students regarding enrolling, class changes, issues, concerns, and general discussion.

Submitted by:



Cris Oseguera  
Principal  
Hamilton High School

# SMOKE-FREE PARKS

## IN HAMILTON CITY



### Why Smoke-Free Parks?

#### Health

Protects children and families from secondhand smoke.

#### Safety

Children and animals can swallow, choke, or burn themselves on thrown away cigarette butts.



#### Litter

Cigarette butts never completely break down and are harmful to the environment.



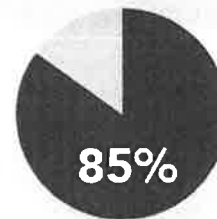
#### Fires

Cigarette butts cause thousands of fires every year.

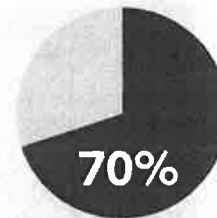
#### Community

Models healthy lifestyles and shows youth that smoking is not okay.

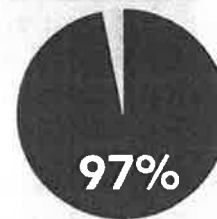
### LOCAL SUPPORT FOR SMOKE-FREE PARKS



85% of park users and community members surveyed support smoke-free parks in Hamilton City.



70% said they would visit local parks more often if they were smoke-free.



97% think Secondhand Smoke or vaping is harmful to your health.

Source: 2018 Glenn County Tobacco Education Program. Summary of Public Opinion Poll Fall 2018, 64 Hamilton Residents Surveys

### FOR MORE INFORMATION

#### Glenn County Tobacco Education Program

(530) 934-6588

Vanessa Mercado, Program Coordinator  
vmercado@countyofglenn.net

Carissa Kellogg, Health Educator  
ckellogg@countyofglenn.net

# PARQUES LIBRES DE HUMO EN HAMILTON CITY



## ¿Por qué tener parques libres de humo?

### Salud

Protege a los niños y las familias del humo de segunda mano.

### Seguridad

Los niños y los animales pueden comer, ahogarse o quemarse con las colillas de cigarrillos tiradas.



### Basura

Las colillas de cigarrillos nunca se degradan por completo y son dañinos para el medioambiente.



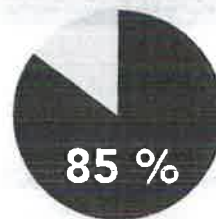
### Incendios

Las colillas de cigarrillos provocan miles de incendios cada año.

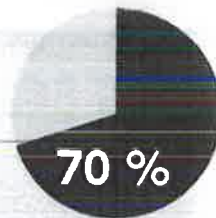
### Comunidad

Modela estilos de vida saludables y muestra a los jóvenes que fumar no está bien.

## APOYO LOCAL PARA PARQUES LIBRES DE HUMO



El 85 % de los usuarios de parques y miembros de la comunidad encuestados apoyan los parques libres de humo en Hamilton City.



El 70 % afirmó que visitarían los parques locales con más frecuencia si estuvieran libres de humo.



El 97 % opina que el humo de segunda mano o el vapeo son dañinos para su salud.

Fuente: Programa de Educación sobre el Tabaco del Condado de Glenn 2018. Resumen de la encuesta de opinión pública, otoño de 2018, 64 encuestas a residentes de Hamilton

## PARA MÁS INFORMACIÓN:

**Programa de Educación sobre  
el Tabaco del Condado de Glenn**  
(530) 934-6588

Vanessa Mercado,  
Coordinadora del Programa  
vmercado@countyofglenn.net

Carissa Kellogg, Educadora de Salud  
ckellogg@countyofglenn.net



## Support for Smokefree Parks

To protect residents from drifting secondhand smoke while they enjoy outdoor sports and other activities, city and county governments can create smokefree parks and recreation areas. This fact sheet outlines the benefits of laws and policies to create smokefree parks.

### **Smokefree parks promote healthy living.**

- We go to parks to play with our kids, to participate in sports, or to relax and enjoy the outdoors. Creating smokefree parks is a way for communities to make outdoor spaces even more conducive to healthy living.
- By passing a law to create smokefree parks, a city or county can take an important step to encourage healthy behaviors and make parks places where people can expect to be free from secondhand smoke.
- Smokefree environments help adults model healthy behavior for kids, and can encourage people who smoke to smoke less or even quit.<sup>1</sup>

### **Many communities already have smokefree parks.**

- More than 500 communities nationwide already have laws establishing smokefree parks.<sup>2</sup>
- More than 100 communities in California have already adopted laws creating smokefree parks.<sup>3</sup>

### **It's legal to create smokefree parks.**

- Local governments have the legal right to adopt laws to protect residents' health and safety.<sup>4</sup> This authority (known as the "police power") enables communities to adopt smokefree laws to reduce exposure to harmful secondhand tobacco smoke.
- Smoking restrictions do not discriminate against people who smoke.<sup>5</sup> There are no constitutional guarantees allowing a person to smoke wherever she or he wishes.

### **Exposure to secondhand smoke is unhealthy — even outdoors.**

- Tobacco smoke contains more than 7,000 chemicals and compounds, including hundreds that are toxic and at least 69 that cause cancer.<sup>6</sup>
- The U.S. Surgeon General has concluded there is no risk-free level of exposure to secondhand smoke.<sup>7</sup> Secondhand smoke causes nearly 3,000 deaths from lung cancer and 46,000 deaths from heart disease every year in the United States.<sup>8</sup>



- Studies have found that levels of secondhand smoke in outdoor areas can be equal to amounts found inside where smoking is allowed.<sup>9</sup>
- Exposure to concentrated amounts of secondhand smoke outdoors can cause respiratory irritation and may trigger asthma attacks.<sup>10</sup>
- To completely avoid exposure to secondhand smoke in an outdoor area, a person may have to move as far as 25 feet from the person who is smoking — equivalent to the width of a two-lane road.<sup>11</sup>

#### **Smokefree parks mean less litter.**

- Cigarette butts are the most commonly littered item in the United States.<sup>12</sup> Americans discard more than 175 million pounds of cigarette butts every year.<sup>13</sup>
- Laws establishing smokefree parks help reduce cigarette butt litter and its effects on the environment by creating cigarette “butt-free zones” where this type of trash won’t blight outdoor recreational areas and inadvertently pollute waterways.
- The cigarette filter — the white fluffy stuff that looks like cotton — is actually plastic (cellulose acetate), which can take up to 15 years to decompose.<sup>14</sup>
- Cigarette butts get deposited into our streams, creeks, lakes, and rivers (through storm drains), where they then leach toxins into these waterways, impairing the water quality for aquatic life.<sup>15</sup>

#### **Smokefree parks laws are easy to enforce.**

- Laws restricting smoking in parks are, for the most part, self-enforcing, which means that people “police” themselves and cooperate with the law.
- When people know they aren’t supposed to smoke in a particular place, they generally comply. Knowledgeable community members also can help educate those who don’t know about the law.
- Posting No Smoking signs at park entrances, in playground and picnic areas, and next to sports fields are important ways to provide clear and constant reminders about the smokefree law.
- Media events, press releases, newsletter articles, website highlights, and brochures are all great ways to inform and remind the public about the health-promoting policy.
- While laws creating smokefree parks rely primarily on public cooperation, it is also important that a law include enforcement language, such as fines and other penalties, to show that a violation carries real consequences.

*ChangeLab Solutions is a nonprofit organization that provides legal information on matters relating to public health. The legal information provided in this document does not constitute legal advice or legal representation. For legal advice, readers should consult a lawyer in their state. © 2011 ChangeLab Solutions*

- <sup>1</sup> Neighmond P. “Smoking Bans Help People Quit, Research Shows.” *National Public Radio*, October 25, 2007. Available at: [www.npr.org/templates/story/story.php?storyId=15610995](http://www.npr.org/templates/story/story.php?storyId=15610995).
- <sup>2</sup> *Municipalities with Smokefree Park Laws*. American Nonsmokers’ Rights Foundation, 2011. (No authors given). Available at: [www.no-smoke.org/pdf/SmokefreeParks.pdf](http://www.no-smoke.org/pdf/SmokefreeParks.pdf).
- <sup>3</sup> *Id.* at 1.
- <sup>4</sup> Local governments have this legal authority unless there is a state law that prohibits or “preempts” this power.
- <sup>5</sup> Graff SK. *There is No Constitutional Right to Smoke*. St. Paul: Tobacco Control Legal Consortium, 2008, p. 1-5. Available at: [www.changelabsolutions.org/publications/no-constitutional-right-smoke](http://www.changelabsolutions.org/publications/no-constitutional-right-smoke).
- <sup>6</sup> US Department of Health and Human Services, Office of the Surgeon General. *How Tobacco Smoke Causes Disease: The Biology and Behavioral Basis for Smoking-Attributable Disease: A Report of the Surgeon General*. 2010, p. 17. Available at: [www.surgeongeneral.gov/library/tobaccosmoke/report/full\\_report.pdf](http://www.surgeongeneral.gov/library/tobaccosmoke/report/full_report.pdf).
- <sup>7</sup> *Id.* at 9.
- <sup>8</sup> US Department of Health and Human Services, Centers for Disease Control and Prevention. *Tobacco Use: Targeting the Nation’s Leading Killer*. 2011, p. 2. Available at: [www.cdc.gov/chronicdisease/resources/publications/aag/pdf/2011/Tobacco\\_AAG\\_2011\\_508.pdf](http://www.cdc.gov/chronicdisease/resources/publications/aag/pdf/2011/Tobacco_AAG_2011_508.pdf).
- <sup>9</sup> Klepeis NE, Ott WR, and Switzer P. *Real-Time Monitoring of Outdoor Environmental Tobacco Smoke Concentrations: A Pilot Study*. Stanford, CA: Stanford University, 2004, p. 80, 87. Available at: [http://exposurescience.org/pub/reports/Outdoor\\_ETS\\_Final.pdf](http://exposurescience.org/pub/reports/Outdoor_ETS_Final.pdf). See also Klepeis NE, Ott WR and Switzer P. “Real-Time Measurement of Outdoor Tobacco Smoke Particles.” *Journal of the Air & Waste Management Association*, 57: 522-534, 2007. Available at: [www.ashaust.org.au/pdfs/OutdoorSHS0705.pdf](http://www.ashaust.org.au/pdfs/OutdoorSHS0705.pdf); Repace JL. “Benefits of Smoke-Free Regulations in Outdoor Settings: Beaches, Golf Courses, Parks, Patios, and in Motor Vehicles.” *William Mitchell Law Review*, 34(4): 1621-1638, 2008. Available at: [www.repace.com/pdf/Repace\\_Ch\\_15\\_Outdoor\\_Smoke.pdf](http://www.repace.com/pdf/Repace_Ch_15_Outdoor_Smoke.pdf).
- <sup>10</sup> TobaccoSmoke.org, Is there really a health basis for outdoor smoking bans?, <http://tobaccosmoke.exposurescience.org/outdoor-tobacco-smoke-study/is-there-really-a-health-basis-for-smoking-bans>.
- <sup>11</sup> Repace, *supra* note 9, at 1626.
- <sup>12</sup> Keep America Beautiful, Cigarette Litter Prevention Program. Available at: [www.kab.org/site/PageServer?pagename=CLPP\\_landing](http://www.kab.org/site/PageServer?pagename=CLPP_landing).
- <sup>13</sup> Surfrider Foundation, San Diego Chapter. *Hold on to Your Butt*. Available at: [www.surfridersd.org/hotyb.php](http://www.surfridersd.org/hotyb.php).
- <sup>14</sup> *Id.*
- <sup>15</sup> Board of Supervisors – Orange County California, The Surfrider Foundation’s Cigarette Litter Campaign. Available at: [http://bos.ocgov.com/legacy5/newsletters/pdf/09\\_06\\_25\\_Cigarette\\_Litter\\_Sekich.pdf](http://bos.ocgov.com/legacy5/newsletters/pdf/09_06_25_Cigarette_Litter_Sekich.pdf) (slide #5).







## FEBRUARY 2019

According to the U.S. Surgeon General, secondhand smoke exposure is harmful at any level. Therefore, many cities and counties in California have taken steps to protect their residents from this danger by passing ordinances that restrict smoking in recreation areas, including parks, beaches and trails. While California state law only restricts smoking within 25 feet of tot lots and playgrounds, municipalities are specifically authorized to pass stronger laws to prohibit smoking within all recreation areas.

There are 389 municipalities in California that have restricted smoking in at least some recreation areas beyond state law. The table below lists all of these cities and counties and divides the policies into three categories:

### 1. Municipalities that restrict smoking in all recreation areas with no designated smoking areas

There are 247 municipalities with this type of policy. This is the strongest type of restriction because no designated smoking areas are allowed, ensuring that residents will not be exposed to secondhand smoke in all recreation areas.

### 2. Municipalities that restrict smoking in all recreation areas but allow designated smoking areas

There are 51 municipalities with this type of policy. Examples of this type of policy include allowing designated smoking areas that meet certain conditions in all parks or only in specific areas of certain parks. The policies do a lot to protect people from secondhand smoke, but mean that people can continue to be exposed to secondhand smoke in certain parts of recreation areas.

### 3. Municipalities that restrict smoking in some recreation areas

There are 91 municipalities with this type of policy. These policies range from only restricting smoking at beaches to restricting smoking within certain recreation areas during fire season to only restricting smoking at specific parks or skate parks. While these ordinances do protect people from secondhand smoke exposure in some recreation areas, there is still more that can be done to restrict smoking at and protect residents from secondhand smoke in all recreation areas.

For more information about smokefree recreation areas and other restrictions on smoking in outdoor areas, visit <http://center4tobaccopolicy.org/smokefree-outdoor-areas>. These resources include information on the need for and benefits of these policies, a list of cities and counties that have adopted comprehensive outdoor secondhand smoke ordinances and answers to tough questions about smokefree outdoor policies.

County	Restricts Smoking in All Recreation Areas	Restricts Smoking in All Recreation Areas But Allows Designated Smoking Areas	Restricts Smoking in Some Recreation Areas
Alameda County	Alameda Alameda County Albany Berkeley Dublin Emeryville Fremont	Hayward Oakland Piedmont Pleasanton San Leandro Union City	Livermore
Alpine County			Alpine County
Amador County	Jackson		Ione
Butte County	Chico		Biggs Paradise
Colusa County	Colusa	Williams	Colusa County
Contra Costa County	Clayton Contra Costa Co. Danville El Cerrito Hercules Lafayette Martinez	Oakley Orinda Pinole Pittsburgh Pleasant Hill Richmond San Ramon Walnut Creek	Concord
Del Norte County	Crescent City		
El Dorado County	South Lake Tahoe		Placerville El Dorado County
Fresno County	Firebaugh Fresno Kerman Kingsburg	Orange Cove Reedley Sanger Selma	Clovis Coalinga Fresno County
Glenn County			Orland Willows
Humboldt County	Arcata Blue Lake	Eureka Fortuna	
Imperial County	Calexico		Imperial Imperial County
Inyo County	Bishop		Inyo County
Kern County	Bakersfield Ridgecrest Tehachapi		McFarland Shafter Kern County
Kings County			Lemoore
Lake County	Clearlake	Lakeport	
Lassen County	Susanville		

County	Restricts Smoking in All Recreation Areas	Restricts Smoking in All Recreation Areas But Allows Designated Smoking Areas	Restricts Smoking in Some Recreation Areas	
Los Angeles County	Alhambra Agoura Hills Arcadia Baldwin Park Bell Gardens Beverly Hills Calabasas Carson Cerritos Claremont Compton Covina Culver City Duarte Downey El Monte Gardena Glendale Glendora Hawaiian Gardens Hawthorne Hermosa Beach Huntington Park Inglewood La Canada Flitridge	La Habra Heights La Mirada La Verne Lawndale Lomita Long Beach Manhattan Beach Monrovia Monterey Park Pasadena Redondo Beach Rosemead San Dimas San Fernando San Gabriel Santa Clarita Santa Monica South El Monte South Pasadena Temple City Torrance Walnut Whittier	Bell Burbank Commerce Los Angeles Los Angeles County Norwalk Palmdale Rancho Palos Verdes Santa Fe Springs South Gate	Avalon Diamond Bar El Segundo Irwindale La Puente Lynwood Malibu Maywood Palos Verdes Estates Pico Rivera Pomona Rolling Hills Sierra Madre West Covina
Madera County			Chowchilla Madera	
Marin County	Belvedere Corte Madera Fairfax Larkspur Marin County Mill Valley Novato	Ross San Anselmo San Rafael Sausalito Tiburon		
Mariposa County	Mariposa County			
Mendocino County	Fort Bragg	Ukiah	Willits	
Merced County			Atwater	
Modoc County	Alturas			
Mono County	Mammoth Lakes		Mono County	
Monterey County	Carmel-by-the-Sea Gonzales	Pacific Grove Salinas	King City Marina Monterey	
Napa County	Napa St. Helena	Yountville American Canyon	Napa County	
Nevada County	Nevada City		Grass Valley	

County	Restricts Smoking in All Recreation Areas	Restricts Smoking in All Recreation Areas But Allows Designated Smoking Areas	Restricts Smoking in Some Recreation Areas
Orange County	Dana Point Costa Mesa Fountain Valley La Palma Laguna Beach Laguna Hills Laguna Niguel	Laguna Woods Newport Beach Placentina Santa Ana Seal Beach Tustin	Buena Park Irvine San Clemente
Placer County	Roseville		Aliso Viejo Cypress Fullerton Garden Grove Huntington Beach
Plumas County			Lake Forest Los Alamitos Mission Viejo Orange County
Riverside County	Banning Beaumont Calimesa Corona Hemet	Murrieta Palm Desert Palm Springs Temecula	Lincoln Placer County
Sacramento County	Citrus Heights Rancho Cordova		Plumas County
San Bernardino County	Adelanto Apple Valley Colton Grand Terrace Fontana Loma Linda	Ontario Rancho Cucamonga Redlands Rialto Victorville Yucaipa	Coachella Desert Hot Springs Indio
San Diego County	Chula Vista Coronado Del Mar El Cajon Encinitas Escondido	Imperial Beach Lemon Grove National City San Diego County Solana Beach Vista	La Quinta Norco Perris
San Francisco County	San Francisco		
San Joaquin County			Galt Sacramento County
San Luis Obispo County	Arroyo Grande Atascadero Grover Beach Morro Bay	Paso Robles Pismo Beach San Luis Obispo	Chino San Bernardino San Bernardino Co. Upland Yucca Valley
San Mateo County	Colma Belmont Brisbane Burlingame Daly City East Palo Alto Foster City Half Moon Bay Hillsborough	Menlo Park Pacifica Redwood City San Bruno San Carlos San Mateo San Mateo County South San Francisco	Santee
Santa Barbara County	Buellton Carpinteria Santa Barbara	Santa Maria	Lathrop Lodi San Joaquin County
		Goleta Lompoc Santa Barbara County	San Luis Obispo County
			Woodside

County	Restricts Smoking in All Recreation Areas		Restricts Smoking in All Recreation Areas But Allows Designated Smoking Areas		Restricts Smoking in Some Recreation Areas	
Santa Clara County	Campbell Cupertino Los Altos Los Gatos Milpitas	Palo Alto San Jose Santa Clara County Saratoga Sunnyvale	Morgan Hill		Gilroy Mountain View	
Santa Cruz County	Capitola Santa Cruz County		Santa Cruz Scotts Valley	Watsonville		
Shasta County	Redding				Anderson	Shasta County
Sierra County					Sierra County	
Siskiyou County	Mount Shasta				Siskiyou County	Weed
Solano County	Vallejo	Benicia	Vacaville Solano County	Suisun City	Fairfield	
Sonoma County	Cloverdale Cotati Healdsburg Petaluma Rohnert Park	Santa Rosa Sebastopol Sonoma Windsor	Sonoma County			
Stanislaus County	Hughson Modesto Turlock				Ceres Oakdale	Patterson Riverbank
Sutter County	Live Oak Sutter County	Yuba City				
Tehama County					Red Bluff	
Trinity County					Trinity County	
Tulare County	Exeter Dinuba				Lindsay Tulare	Tulare County
Ventura County	Camarillo Moorpark Oxnard	Ventura Ventura County	Ojai		Thousand Oaks	
Yolo County	Winters Davis		Woodland West Sacramento			
Yuba County			Yuba County			



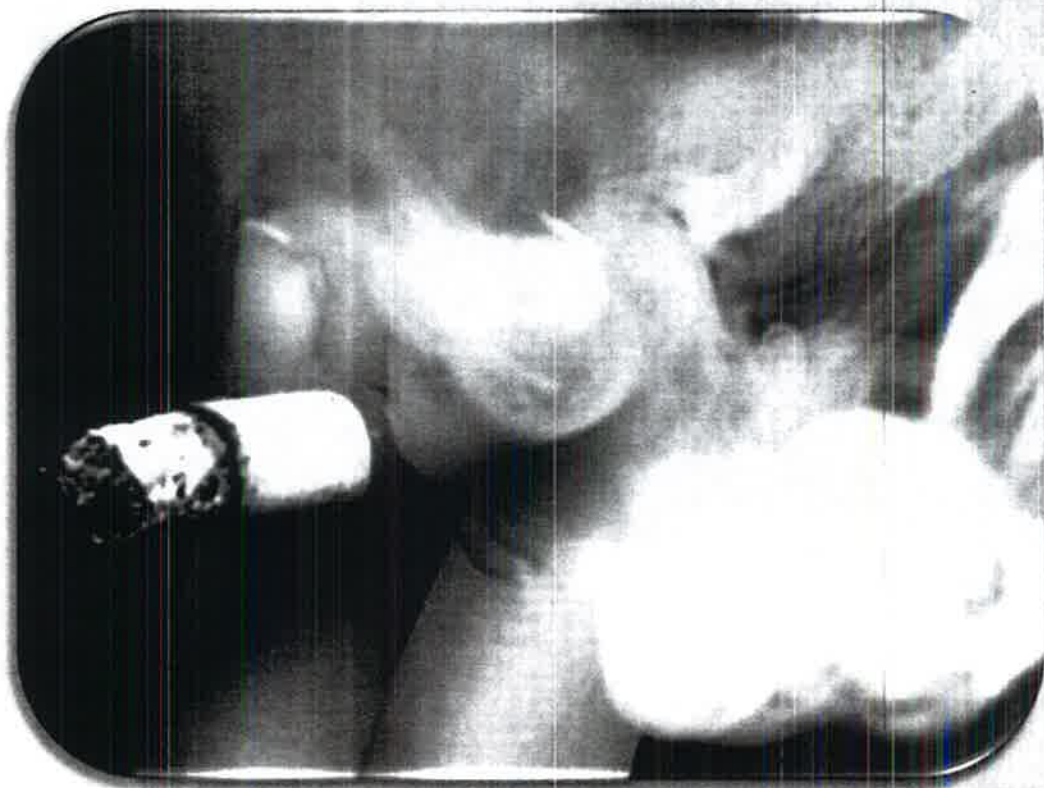
# Smoke-Free Parks & the Impacts of Tobacco Litter



Vanessa Mercado and Carissa Kellogg  
Glenn County Tobacco Education Program<sub>1</sub>



# Secondhand Smoke



- No safe level of secondhand smoke exposure
- Contains more than 7,000 chemicals, 69 of which are known to cause cancer

# Cont. Secondhand Smoke

## Children

- Increased risk for SIDS
- Causes ear and respiratory infections
- More severe asthma & allergies
- Normalizes smoking behavior



## Adults

- Increased risk of heart disease
- 46,000 deaths by secondhand smoke in nonsmokers
- Approximately 3,400 cases of lung cancer each year in nonsmokers



# Tobacco Litter

- Cigarette butts are not biodegradable
- Children and wildlife can ingest toxic tobacco waste
- Cigarette butts threaten water quality and animals
  - Burning cigarettes are a major cause of fires



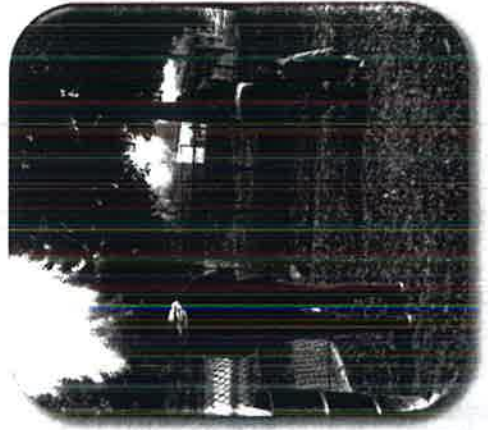
# We've got 4.5 Trillion Problems...

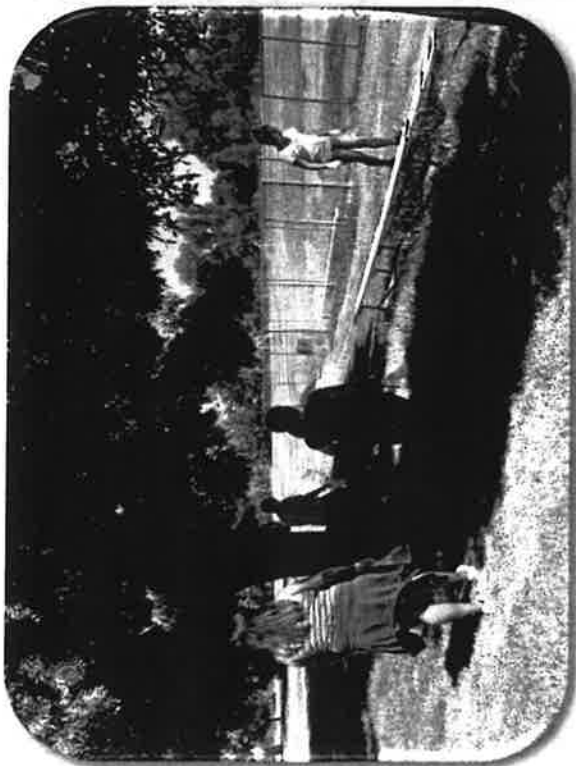
- There are 4.5 TRILLION cigarette butts littering our world at this very moment.
- That is equivalent to 600 cigarette butts per every living person.
- And what are these trillions of pieces of toxic waste doing?





# Tobacco Litter Cleanup at the Parks





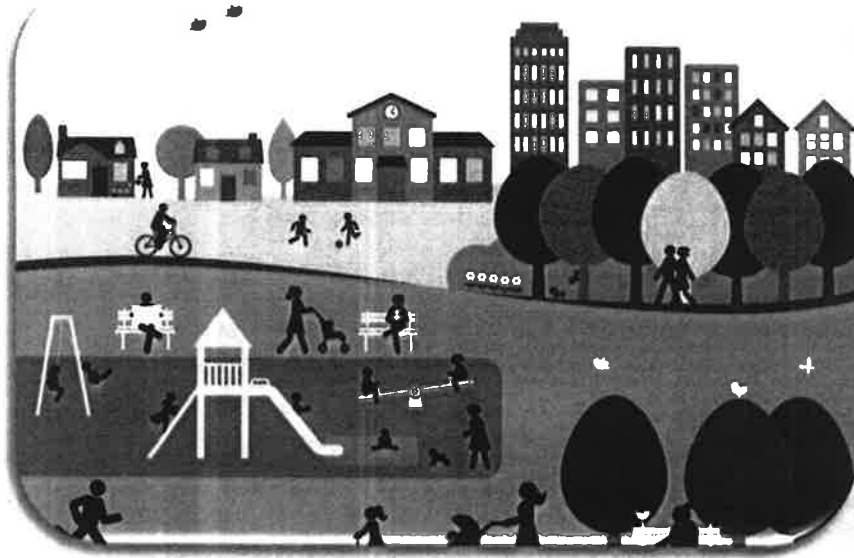




“When you go to our local park after school you see a lot of kids playing basketball. You also see a bunch of tobacco litter scattered around where they play. Smoking at the local parks should not be allowed because a lot of young kids and children play here.”

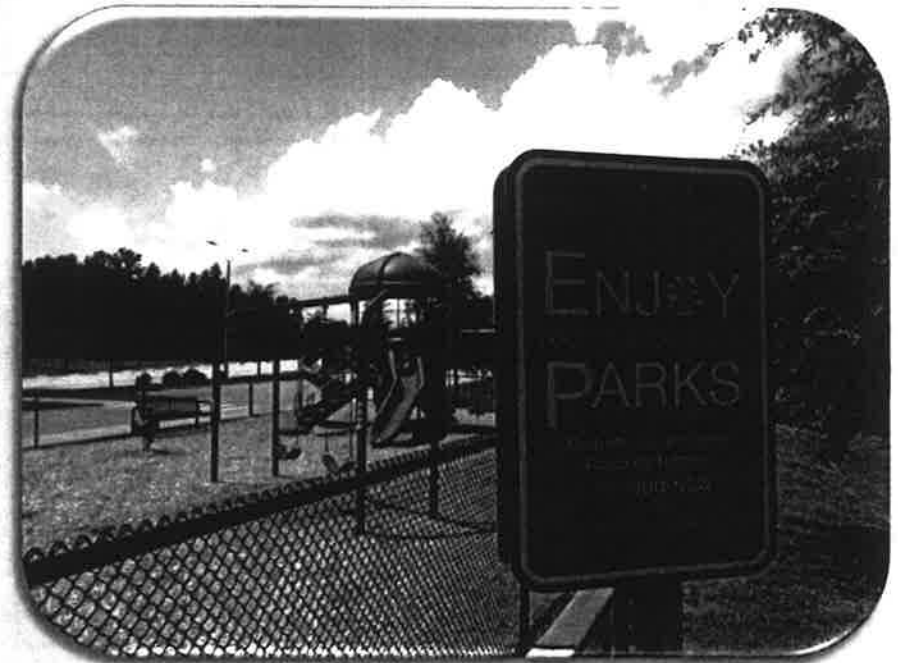
-Hamilton High School Student

# Why Smoke-Free Parks in Hamilton City?



- Children
- Animals
- Environment

- Change Social Norms
- Cleaner/Healthier Community



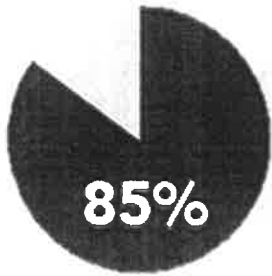


# Smoke-Free Park Benefits

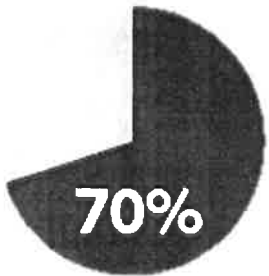
- Promote healthy living/lifestyles
- Role model for children
- Encourage smokers to smoke less/quit
- Reduce maintenance costs
- Join the other communities!



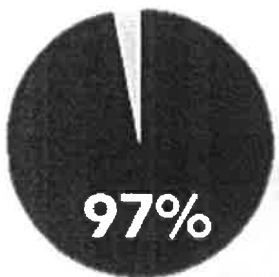
# Local Support for Smoke-Free Parks in Hamilton City



Hamilton City Residents would support smoke-free parks



Hamilton City Residents would visit local parks more often if they were smoke-free



Hamilton City Residents think that secondhand smoke or vaping is harmful to your health

# Students Working Against Tobacco (SWAT) are making a difference!

## You can too!

- How?
  - By adopting an ordinance designating public recreation areas (parks) in Hamilton City as 100% tobacco-free.
    - Including the use of electronic nicotine delivery systems (i.e. electronic cigarettes)

# Questions?

# Thank You!

Please visit our Glenn County SWAT  
Facebook page:

<https://www.facebook.com/GlennSWAT>



# Contact Information

Vanessa Mercado, Program Coordinator

Glenn County Public Health – Tobacco Education Program

[Vmercado@countyofglenn.net](mailto:Vmercado@countyofglenn.net)

(530) 934-6588

Carissa Kellogg, Health Educator

Glenn County Public Health – Tobacco Education Program

[ckellogg@countyofglenn.net](mailto:ckellogg@countyofglenn.net)

(530) 934-6588



*Support Letter Template #1*

*[Please put on your agency/group letterhead]*

*[Insert Date]*

*[Your Agency]* is committed to protecting the health and well-being of our youth and the general public in Hamilton City. We support strong local regulations that protect the public from the harmful effects of secondhand smoke in outdoor recreation areas.

The dangers of secondhand smoke are well documented, especially for children and adults with asthma or other chronic illnesses, pregnant women, and the elderly. Secondhand smoke has been designated as known human carcinogen by the U.S. Environmental Protection Agency. A growing body of research has found that under some conditions exposure to secondhand smoke in outdoor areas can be as harmful as exposure in enclosed areas.

The public's health and well-being can be improved by adopting smoke-free outdoor recreation policies. Such policies also effect changes in social norms regarding tobacco use, foster an environment that helps current smokers cut down or quit and encourages former smokers to remain smoke-free. To date a growing number of cities and counties throughout the state have adopted policies prohibiting smoking in outdoor recreation areas, including Orland, Willows, Chico, Williams, Colusa, Redding, and Anderson who have successfully implemented smoke-free park ordinances.

In an effort to create a healthier community, we hope that you will consider a smoke-free park ordinance to improve the quality of our parks and prevent children and their families from being exposed to harmful secondhand smoke.

Sincerely,

[Name]

[Title and agency]





*Support Letter Template #2*

*[Please put on your agency/group letterhead]*

*[Insert Date]*

*[Name]*

*[Address]*

*Dear Glenn County Board of Supervisors,*

*[Your Agency]*, strongly believes in promoting the health and well-being of children and families in our community and request that you consider implementing a tobacco-free ordinance in Hamilton City. Many California communities, including cities of Orland and Willows, have adopted smoke-free park policies, which not only make outdoor areas more conducive to a healthy lifestyle, but protect people from secondhand smoke and decrease the amount of pollution from tobacco litter.

Research has shown that children are more likely to try cigarettes or other tobacco products after witnessing adults smoking in a family-friendly place like a park. Children exposed to secondhand smoke are also at an increased risk of asthma, respiratory infections, colds, ear infections and sudden infant death syndrome (SIDS). In addition, cigarette butts are the most commonly littered item in the world, which poses a threat to children, wildlife and the environment. Improper disposal of cigarette butts are a major cause of forest fires and often end up in waterways where the toxic chemicals can threaten water quality and the wildlife that live in it.

In an effort to create a healthier community, we hope that you will consider a smoke-free park ordinance to improve the quality of our parks and prevent children and their families from being exposed to harmful secondhand smoke.

Sincerely,

*[Name]*

*[Title and agency]*



*Support Letter Template #3*

*[Please put on your agency/group letterhead]*

*[Insert Date]*

*[Name]*

*[Address]*

*Dear Glenn County Board of Supervisors or Dear Members of the Board;*

As [Your position], we are writing this letter to request that you consider developing a tobacco-free ordinance. This is a step that many communities have taken in California with great success. In recent years, the City of Orland and City of Willows have passed smoke-free policies to benefit the health and well-being of their community.

Research shows that exposure to environmental tobacco smoke increases the rates of asthma in infants and toddlers, as well as the rates of respiratory infection, ear infections, and an increase risk of death from sudden infant death syndrome (SIDS). Cigarette use at parks also leads to our children handling and ingesting cigarette butts and exposing them to choking hazards, poisoning, and burns. In addition, discarded cigarettes can cause wildfires with devastating results that can affect communities for years.

The Students Working Against Tobacco (SWAT) Club of Hamilton High School have worked closely with Glenn County Public Health on public opinion poll surveys and environmental park clean ups at the local parks in Hamilton City. The youth have been appalled when they have found large numbers of discarded cigarettes and other tobacco litter. As future citizens of this community, they completely support the concept of smoke-free parks.

I ask that you consider this proposal for an ordinance to provide for smoke-free parks to support healthy children and families in our community.

Sincerely,

[Name]

[Title and agency]



**HAMILTON UNIFIED SCHOOL DISTRICT  
SPECIAL BOARD MEETING  
MINUTES**

**Hamilton High School Library  
Wednesday, October 9, 2019**

6:00 p.m.      Open public session

**1.0 OPENING BUSINESS:**

Call to order and roll call 6:01 – all present except Rod Boone who arrived at 6:16 p.m.

  v   Gabriel Leal, President                        v   Hubert "Wendall" Lower, Clerk        ✓   Rod Boone  
  v   Genaro Reyes                                        v   Ray Odom

**2.0 PUBLIC SESSION/FLAG SALUTE:**

**3.0 ADOPT THE AGENDA: (M)**

Motion to adopt by Mr. Lower second by Mr. Reyes

Motion Carried: 4-0

Reyes: Aye	Boone: absent
Leal: Aye	Lower: Aye
Odom: Aye	

**4.0 DISCUSSION ITEMS:**

- a. Public Hearing: solicit public input regarding the GANN Limit, report by Kristen Hamman. (pg. 2-4)
  - a. Ms. Hamman read about the history of the GANN limit
  - b. Our district did not exceed the GANN limit
- b. Unaudited Actuals, report by Kristen Hamman. (pg. 5-157)
  - a. Board members had some questions about the transfer of money from bond into general fund. This was done in previous administration.
  - b. Dr. Powell indicated we would review the bond expenses at future meetings and make sure that it is not being whittled away. Any budget issues found here will not be found in future.
  - c. Board members and Dr. Powell appreciated Ms. Hamman's presentation format and hard work putting together the comprehensive report.

**5.0 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.

- i. No public comment

**6.0 ACTION ITEMS:**

- a. Board Resolution 19-20-103 GANN Limit (pg. 1)

Motion to approve by Mr. Odom second by Mr. Reyes

Motion Carried: 4-0

Reyes: Aye	Boone: absent
Leal: Aye	Lower: Aye
Odom: Aye	

- b. Unaudited Actuals Report (pg. 5-157)

Motion to approve by Mr. Lower second by Mr. Boone

Motion Carried: 5-0

Reyes: Aye	Boone: Aye
Leal: Aye	Lower: Aye
Odom: Aye	

**7.0 ADJOURNMENT 6:59 p.m.**





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**

**Friday August 16, 2019 7:20 AM  
Hamilton Elementary School—Conference Room 306**

***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 August 14th
- 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.)

**DISCUSSION ITEMS**

- Item 6** Prepare for elections for 2019-20 school year  
3 teachers  
1 other school personnel (classified)  
3 parents (Rivera, Mundo, R. Vargas)
- Item 7** 19-20 HES Site Budget (Thomas)
- Item 8** Cafeteria and food services update/19-20 School Focus (Thomas)
- Item 9** Gear Up Update (Natalie Castro)
- Item 10** ELPAC (Sawyer)
- Item 11** DI Update (Sawyer)
- Item 12** SPSA Deadline (Camarena)

**ACTION ITEMS**

- Item 13** Approve budget expenditures  
Parent Luncheon, Morning Coffee's, and APTT

**ADJOURNMENT**

By 8:05 AM





## Hamilton Elementary School Site Council Minutes from 8/16/19 Meeting

Item 1            Call to Order at 7:30AM

Item 2            Establish Quorum—No quorum

Staff Present: Jack Campbell, Shelley Whittaker, Trudy Bryan, Natalie Castro, Maggie Sawyer, Nancy Heffley, Dianna Camarena

Parents Present: Juan Hernandez

Item 3:            Verification of Agenda Posting; posted on August 14<sup>th</sup> as well as emailed

Item 4:            No Public Comment

Item 5:            J. Campbell made motion to approve May minutes. Shelley seconded. All in favor.

Item 6:            Prepare for elections for 2019-20 school year. 3 teachers needed, 1 classified personnel, and 5 parents spots needed. (at least 3 to establish quorum) Parent elections will be held during back to school night.

Item 7:            19-20 HES Site Budget reported by K. Thomas—Budget total has not yet been received, K. Thomas will bring back to next meeting.

Item 8:            Cafeteria and food services update by K. Thomas. Cafeteria is running smooth aver revision of last year's lunch schedule. TK\_8 is now down to 3 lunches rather than 4. There has been 2 new salad bars added which has helped speed up the lunch line.

Item 9:            Gear Up update by N. Castro—Gear up's "why" is to increase academic performance, help prepare students, provide college awareness, and assist with the transition of middle school to high school and college. Some of the expenditures that have been purchases by Gear Up monies are, butte college trip last school year, interactive TV's, chrome carts, planners.

Item 10:           ELPAC update by Mrs. Sawyer—initial assessments have started. HUSD was also selected for a field tests; this will focus on 2<sup>nd</sup>, 3<sup>rd</sup>-5<sup>th</sup>, and 9<sup>th</sup>-12<sup>th</sup>. Tests will be computer based.

Item 11:           Dual Immersion update by Mrs. Sawyer—we currently have 68 students in the DI program (Kinder, 1<sup>st</sup> and 2<sup>nd</sup> grade). We welcomed Maestra Curiel our new Kinder teacher which student taught last school year with Maestra Alvarez.

Item 12:           SPSA Deadline—part of our focus as a SSC is to review SPSA. With transitions of staff Mrs. Thomas and Mrs. Camarena will be picking up where the SPSA was left off and report back in the fall of this year.

**Item 13 ACTION ITEMS:**

No quorum for action items. Budget expenditures for Parent luncheon supplies, morning coffee and APTT were signed and sent up to the district office to support teachers and upcoming parent meetings.

**Meeting adjourned at 7:54 AM**





School Site Council Minutes

September 6<sup>th</sup> Minutes

Item 1: Call to order: 7:27 AM

Item 2: Establish Quorum

Staff: K. Thomas, G. Godinez, J. Martinez, J. Campbell, T. Bryan, M. Sawyer, N. Heffley, D. Camarena

Parents: Kristi Holloway

Item 3: Verification of posting of Agenda--September 3<sup>rd</sup>

Item 4: No public comment.

Item 5: Approval of Minutes.

Minutes to be approved at Oct. 4<sup>th</sup> meeting as we only have 1 parent present and cannot move forward to approve minutes

Item 6: Vote new seats for members:

Certificated: G. Godinez will send off voting for HTA vote on teacher representation

We will come back to this at Oct. meeting so more parents are present.

Item 7 MTSS update Bryan—academic and SEL supports with a grant. Small group of teachers pod leads being sent to PD on MTSS. This year will be our last year of grant funding.

Item 8: Review Safety plan (attached)--Please be reviewing safety plan as we will get stakeholder input as we move forward with Board Approval in Feb. 2020

Item 9: HES Site Budget --Mrs. Thomas

Draft version of the site plan was presented by Mrs. Thomas. The copy machine is a huge part of our expenditure. We do have more google classrooms, and copy usage should decrease this year. Comments on playground equipment were made and possibly purchasing new equipment. Parent question on fundraising.

Meeting Adjourned-- 7:54 AM

