

LONE PINE UNIFIED SCHOOL DISTRICT

SCHOOL BOARD RESPONSIBILITIES

1. Set Direction
2. Establish the Structure
3. Demonstrate Support
4. Ensure Accountability
5. Demonstrate Community Leadership

MISSION STATEMENT

Lone Pine Unified School District is committed to providing every student the tools they need for academic, personal and social achievement so that each student may become a productive member of society.

Governance Team Goals

1. Maintain an exceptional academic environment that provides quality instruction to all students
2. Recognize parents as key partners in the success of our students
3. Maintain fiscal solvency
4. Provide clean, safe, and secure sites for the well-being of our students and staff
5. Recruit, retain and support the growth of all employees
6. Support 21st century skills competence to assist in academic progress, communication and learning
7. Clearly communicate with local community members and share the district achievements.

Addressing the Board

There are many different ways individuals may choose to address the Board. Those who wish to request an agenda item may do so by submitting the request in writing, along with supporting documents and information, to the Superintendent at least one week prior to a scheduled meeting. Those wishing to address an item on the agenda may do so by submitting a card at the beginning of the meeting. Individuals will be recognized by the Board President when the item is considered. For matters not on the agenda, individuals may also submit a card prior to the start of the meeting. There will be an opportunity to address the Board when called upon by the Board President. The Board shall not take action on such items at that meeting. If you have a question or comment during discussions, please raise your hand and wait to be called upon before speaking.

Any items being proposed for the agenda must be sent to Dr. Traynor no later than noon on the Wednesday prior to the board meeting.

**LONE PINE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
AGENDA**

February 15, 2023

5:15 p.m.

District Conference Room
301 South Hay Street, Lone Pine, CA

NOTICE TO PUBLIC: The meeting may be viewed at <https://inyocoe.zoom.us/j/97038962819>. Public comments will be taken in person at the address indicated above.

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the Superintendent at the Lone Pine Unified School District Office located at 301 S. Hay Street in Lone Pine or phone (760) 876-5579 between the hours of 7:30 a.m. and 4:30 p.m. at least 48 hours before the meeting. Government Code Section 54954.2

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 301 S. Hay Street, Lone Pine during normal business hours.

1. CALL TO ORDER & ROLL CALL

Mrs. Susan Patton, President

Mrs. Krista Sullivan, Clerk

Mr. Scott Kemp, Member

Mrs. Susan Lutze, Member

Ms. Rachel Yourgules, Member

Patrick Traynor, Superintendent and
Secretary to the Board

PUBLIC PARTICIPATION (HEARING SESSION)

Members of the public who wish to speak to the Board about any item on the Closed Session agenda are invited to do so at this time. Comments shall be limited to four minutes per person for a total of 20 minutes. Person wishing to speak must complete a request card and hand it to the Board Secretary.

2. CLOSED SESSION (4:30 P.M.)

2.1 Moved by _____ and seconded by _____ that the Board recess to closed session to discuss the following items:

- 1) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/REASSIGNMENT (Gov. Code 54957)
- 3) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)
District Employees: SITA and CSEA
District Negotiator: Patrick Traynor
- 4) PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT (G.C. Sec. 54957)
 - a. Food Service Worker/Assistant
 - b. Classified Substitute
- 5) CONFERENCE WITH REAL PROPERTY NEGOTIATOR (G.C. Sec. 54956.8)
 - a. Lo-Inyo School Parking Lot; LPUSD & Comino Family; Price.

3. OPEN SESSION (5:15 P.M.)

3.1 Moved by _____ and seconded by _____ that the Board return to open session at 5:15 p.m.

3.2 Pledge of Allegiance

3.3 Moved by _____ and seconded by _____ that the Board approve the agenda order as presented.

3.4 Report of any action taken in Closed Session.

4. PRESENTATION SESSION

4.1 Lo-Inyo Student Representative – Gustavo Rosas & Jocelynn Heredia

4.2 Lo-Inyo Principal Report – Dr. Traynor

4.3 LPHS Student Representative –

4.4 LPHS Principal Report – Ms. O’Sullivan

4.5 SITA and/or CSEA Representative Reports

PUBLIC PARTICIPATION (HEARING SESSION)

Interested parties who wish to speak to the Board about matters pertaining to the schools that do not appear on the agenda are invited to do so at this time. Comments on agenda items will be heard at the time the Board considers that agenda item. All public comments on an agenda item will be heard prior to the Board’s discussion of the item. Individuals will be allowed four minutes to address the Board and the Board shall limit the total time for public input on any one item to 20 minutes (BB 9323). Persons wishing to speak must complete a request card and hand it to the Board Secretary.

5. GENERAL FUNCTIONS OF THE BOARD

NON-CONSENT AGENDA

5.1 Moved by ____ and seconded by ____ that the Board adopt the following revised and/or updated Board Policy and/or Administrative Regulation as presented to the Board for second read.

- 1) AR 0430, Comprehensive Local Plan for Special Education
- 2) BP/AR 0450, Comprehensive Safety Plan
- 3) BP/AR 0460, Local Control and Accountability Plan
- 4) BP/AR 3250, Transportation Fees
- 5) AR 3260, Fees and Charge
- 6) BP/AR 3460, Financial Reports and Accountability
- 7) AR 3516.2, Bomb Threats
- 8) BP 3540, Transportation

5.2 Moved by ____ and seconded by ____ that the Board adopt the following revised and/or updated Board Policy and/or Administrative Regulation as presented to the Board. *The board may vote to waive the second reading and approve these items after the first read.*

- 1) BP/AR 5131.7, Weapons and Dangerous Instrument
- 2) AR 5141.3, Health Examinations
- 3) BP/AR 5142, Safety
- 4) AR 5148.2, Before/After School Programs
- 5) AR 6164.4, Identification and Evaluation of Individuals for Special Education

5.3 Moved by ____ and seconded by ____ to amend BP 6164.2 Guidance/Counseling Services that was updated at the December 14, 2022 meeting, to be implemented in the Fall of 2023.

5.4 Moved by ____ and seconded by ____ to nominate Susan Patton for CSBA Delegate Assembly representing Inyo County for two-year term beginning April 1, 2023 through March 31, 2024.

5.5 Moved by ____ and seconded by ____ that the Board approve the regular minutes of January 18, 2023 as presented to the Board.

6. PERSONNEL

NON-CONSENT AGENDA

6.1 Moved by ____ and seconded by ____ that the Board approve attendance of Patrick Traynor, Susan Patton and Krista Sullivan, to attend the SSDA Annual Conference to be held in Sacramento from March 5-7, 2023. Costs to the District include registration in the amount of \$650.00, 3 nights lodging, 4 days per diem, transportation and incidental expenses in accordance with Board Bylaw 9250.

6.2 Moved by ____ and seconded by ____ that the Board approve attendance of Rachel Yourgules to attend Orientation for New Trustees to be held in Sacramento, from February 20-22, 2023. Costs to the District include registration in the amount of \$375.00, 2 nights lodging, 3 days per diem, transportation and incidental expenses in accordance with Board Bylaw 9250.

CONSENT AGENDA

The following items may be approved by a single vote of the Board. Any item that warrants further discussion may be separated for discussion and action.

Moved by _____ and seconded by _____ that the Board approve consent agenda items 6.3 to 6.6.

- 6.3** Approve probationary employment of Viviana Hernandez, to serve as Food Service Worker for 1.50 hours per day. Compensation shall be Range 2, Step 1 of the 2022-23 Classified Salary Schedule.
- 6.4** Approve probationary employment of Viviana Hernandez, to serve as Food Service Assistant 2.50 hours per day. Compensation shall be Range 1, Step 1 of the 2022-23 Classified Salary Schedule.
- 6.5** Approve addition of Dawn Crouch to the list of classified substitutes.
- 6.6** Approve the revised certificated job description, Guidance Counselor, as presented to the Board.

7 CURRICULUM & INSTRUCTION

Discussion – High School Credit Recovery Class

CONSENT AGENDA

The following items may be approved by a single vote of the Board. Any item that warrants further discussion may be separated for discussion and action.

Moved by _____ and seconded by _____ that the Board approve consent agenda items 7.1 to 7.4.

- 7.1** Approve the 2022-23 Baseball/Softball Schedule, as presented to the Board.
- 7.2** Approve overnight baseball and softball team tournament participation to be held in Hawthorne, NV from March 2-4, 2023, as presented in the itineraries to the Board. Expenses will be paid for by team fundraisers.
- 7.3** Approve overnight field trip to Catalina Island for Joseph Kinberg and 23 students from March 27- 31, 2023. Chaperones include Mr. Kinberg, and two approved chaperones. Cost for the camp will be paid from fundraising activities and parents.
- 7.4** Approve additional Bake Sale fundraiser for Lo-Inyo Associated Student Body.

8 BUSINESS AND FINANCE

CONSENT AGENDA

The following items may be approved by a single vote of the Board. Any item that warrants further discussion may be separated for discussion and action.

Moved by _____ and seconded by _____ that the Board approve consent agenda items 8.1 to 8.3.

- 8.1** Approve 2022 Comprehensive School Safety Plans for Lo-Inyo and LPHS sites, *confidential* enclosures.
- 8.2** Approve the surplus list, as presented to the Board.
- 8.3** Approve Purchase Orders and Warrants.

ACKNOWLEDGEMENT OF CORRESPONDENCE

- 1) Review of First Interim Report from Inyo County Superintendent of Schools.

ITEMS FROM THE SUPERINTENDENT

- A) Initial Reopener Proposal with SITA
- B) Other

ITEMS FROM THE BOARD

For the purpose of sharing school-related activities, school visits, or sharing any district related issues or comments with other members of the Board and staff.

UPCOMING DATES AND REMINDERS (See District Calendar at www.lpusd.k12.ca.us)

- **Sat. March 18** - Missoula Children's Performance 3:00 pm HS AUD
- **Wed. March 15** - Regular Board Meeting 5:15 p.m. DCR

9 ADJOURNMENT

TO: Board of Trustees

FROM: Patrick Traynor, Superintendent

SUBJECT: Board Meeting of February 15, 2023

The following policies are presented for adoption (and second reading) with changes/revisions as provided by the following CSBA Policy Guidesheet. This process continues the list of policy updates that will be submitted to the Board for review as necessary and time permits. Please note that policies for your review include ~~strikeout~~ text for language to be removed and *italics* for language being added.

Please contact me if you have any questions.

CSBA POLICY GUIDESHEET

Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes may have also been made. Districts should review the sample materials and modify their own policies accordingly.

Administrative Regulation 0430 - Comprehensive Local Plan for Special Education

Regulation updated to reflect **NEW LAW (AB 181, 2022)** which extends the timeline for developing an annual assurances support plan to July 1, 2027. A template for the annual assurances support plan will be developed by CDE by July 1, 2026. Additional minor revisions as necessary for clarity.

Board Policy 0450 - Comprehensive Safety Plan

Policy updated to clarify language related to approval of the tactical response plan and add material regarding the district's requirement to provide data to the California Department of Education pertaining to lockdown or multi-option response drills conducted at district schools.

Administrative Regulation 0450 - Comprehensive Safety Plan

Regulation updated to reflect **NEW LAW (SB 906, 2022)** which requires, starting with the 2023-24 school year, districts to include in the annual notification to parents/guardians information related to the safe storage of firearms, and for certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement. Regulation also updated to reflect **NEW LAW (AB 1352, 2021)** which authorizes districts to request the Military Department, in consultation with the California Cybersecurity Integration Center (Cal-CSIC), to perform an independent security assessment of the district or an individual district school and **NEW LAW (AB 2355, 2022)** which requires districts that experience a cyberattack, which impacts more than 500 students or personnel, to report the cyberattack to Cal-CSIC. Additionally, regulation updated to include in the optional list of comprehensive safety plan components (1) strategies aimed at preventing potential incidents involving crime and violence on school campuses, (2) provision of safety materials and emergency communications in language(s) understandable to parents/guardians, (3) procedures for the early identification and threat assessment of, and appropriate response to, suspicious and/or threatening digital media content, (4) district policy and/or plan related to pandemics, (5) communication with parents/guardians regarding unification plans and necessity of cooperating with first responders, and (6) continuity of operations procedures to ensure that the district's essential functions are not disrupted during an emergency, to the extent possible.

Board Policy 0460 - Local Control and Accountability Plan

Policy updated to reflect **NEW LAW (AB 181, 2022)** which states, by January 31, 2025, an Individuals with Disabilities Education Act (IDEA) Addendum adopted by the State Board of Education (SBE) shall be completed by districts which are identified by the California Department of Education (CDE) as needing an improvement plan. Additionally, policy is updated to reflect **NEW LAW (AB 181, 2022)** requiring the LCAP parent advisory committee to include at least a parent/guardian of currently enrolled students with disabilities. Policy also updated to reflect **NEW LAW (SB 997, 2022)** which requires, beginning July 1, 2024, districts serving middle or high school students to include two students as full members of the existing parent advisory committee or establish a student advisory committee to provide advice to the Board and the Superintendent or designee.

Administrative Regulation 0460 - Local Control and Accountability Plan

Regulation updated to reflect **NEW LAW (AB 181, 2022)**, which states Beginning July 1, 2025, if the district is identified by State Board of Education (SBE) as needing an improvement plan related to improvements in services for students with disabilities, the Board shall adopt, and update on an annual basis, an Individual with Disabilities Education Act (IDEA) Addendum, based on the template adopted by SBE.

Board Policy 3250 - Transportation Fees

Policy updated to reflect **NEW LAW (AB 181, 2022)** which exempts a student classified as unduplicated from paying a fee for transportation. The policy is also updated to include an optional waiver of transportation fees for any group of district students, at the recommendation of the Superintendent. Also, the provision regarding privacy moved from AR to BP.

Administrative Regulation 3250 - Transportation Fees

Regulation updated to add that bus passes shall be sold electronically, if available, and removed language related to income eligibility that is no longer relevant. Moved provision regarding privacy to the Board Policy and deleted it from Administrative Regulation.

Administrative Regulation 3260 - Fees and Charges

Regulation updated to reflect **NEW LAW (AB 181, 2022)** which prohibits charging the parent of an unduplicated student a fee for transportation, removed policy related to the sale or lease of personal computers or internet appliances because of the increased use of technology in the modern classroom, changed terminology from "homemaking" to "family and consumer sciences," and reflect **NEW LAW (AB 130, 2021)** which requires a district to provide a free breakfast and lunch daily to any student who requests a meal.

Board Policy 3460 - Financial Reports and Accountability

Policy updated to reflect the predictors of fiscal distress as identified by FCMAT in its 2019 "Indicators of Risk or Potential Insolvency." Updated policy also revised to reflect the law more clearly with respect to studies, reports, evaluations, and audits, that the County Superintendent of Schools is required or authorized to consider when reviewing a district's budget.

Administrative Regulation 3460 - Financial Reports and Accountability

Regulation updated to add a new section - "Lease Accounting," to reflect GASB Statement 87 which, starting June 15, 2021, changed the rules for the financial reporting of governmental entities' leases, including the rules for the recognition, measurement, and disclosure of such leases in financial statements.

Administrative Regulation 3516.2 - Bomb Threats

Regulation updated to reflect **NEW LAW (P.L. 117-159)** which requires the creation of a Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online practices and recommendations to improve school safety, and include that the district regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure and the monitoring and response to suspicious and/or threatening digital media content. Regulation also updated to move and amend material regarding staff training, include and align language with information provided by the U.S. Department of Homeland Security, and reflect **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement.

Board Policy 3540 - Transportation

Policy updated to reflect **NEW LAW (AB 181, 2022)** which authorizes a district to provide transportation services by way of a joint powers agreement, a cooperative student transportation program, or a consortium, and which requires, as a condition of apportionment, a district to adopt a transportation plan that describes the transportation services to be provided to certain student groups, as specified, by April 1, 2023 and update the plan annually by April 1.

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION

Definitions

Free appropriate public education (FAPE) means special education and related services that are provided at public expense, under public supervision and direction, and without charge; meet the standards of the California Department of Education, including the requirements of 34 CFR 300.1-300.818; include appropriate preschool, elementary school, or secondary school education for individuals between the ages of 3 and 21; and are provided in conformity with an individualized education program (IEP) that meets the requirements of 34 CFR 300.320-300.324. (Education Code 56040; 34 CFR 300.17, 300.101, 300.104)

Least restrictive environment means that, to the maximum extent appropriate, students with disabilities, including individuals in public or private institutions or other care facilities, be educated with individuals who are nondisabled, including the provision of nonacademic and extracurricular services and activities. Special classes, separate schooling, or other removal of students with disabilities from the regular educational environment occurs only if the nature or severity of the disability is such that education in the regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. (Education Code 56040.1; 34 CFR 300.107, 300.114, 300.117)

Elements of the Local Plan

The local plan developed by the Special Education Local Plan Area (SELPA) shall include, but not be limited to: (Education Code 56122, 56205, 56206)

1. Policies, procedures, and programs that are consistent with state laws, regulations, and policies and 20 USC 1412(a), 20 USC 1413(a)(1), and 34 CFR 300.201 governing the following:
 - a. Free appropriate public education
 - b. Full educational opportunity
 - c. Child find and referral
 - d. Individualized education programs, including development, implementation, review, and revision
 - e. Least restrictive environment
 - f. Procedural safeguards
 - g. Annual and triennial assessments

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

- h. Confidentiality
- i. Transition from the Infants and Toddlers with Disabilities programs pursuant to 20 USC 1431 to the preschool program
- j. Children in private schools
- k. Compliance assurances, including general compliance with the federal Individuals with Disabilities Education Act (20 USC 1400-1482), Section 504 of the federal Rehabilitation Act of 1973 (29 USC 794), the federal Americans with Disabilities Act of 1990 (42 USC 12101-12213), related federal regulations, and Education Code 56000-56865
- l. A description of the governance and administration of the local plan in accordance with Education Code 56205(a)(12)
- m. Personnel qualification to ensure that personnel, including special education teachers and personnel and paraprofessionals are appropriately and adequately prepared and trained in accordance with Education Code 56058 and 56070 and 20 USC 1412(a)(14) and 1413(a)(3)
- n. Performance goals and indicators
- o. Participation in state and districtwide assessments, including assessments described in 20 USC 6301 et seq. and alternate assessments in accordance with 20 USC 1412(a)(16), and reports relating to assessments
- p. Supplementation of state, local, and other federal funds, including nonsupplantation of funds
- q. Maintenance of financial effort
- r. Opportunities for public participation before adoption of policies and procedures
- s. Suspension and expulsion rates
- t. Access to instructional materials by blind individuals with exceptional needs and others with print disabilities in accordance with 20 USC 1412(a)(23)
- u. Overidentification and disproportionate representation by race and ethnicity of children as individuals with exceptional needs, including children with disabilities with a particular impairment described in 20 USC 1401 and 1412(a)(24)

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

- v. Prohibition of mandatory medication use pursuant to Education Code 56040.5 and 20 USC 1412(a)(25)
2. An annual budget plan, including descriptions of the SELPA's allocation plan in accordance with Education Code 56836-56845, all revenues by revenue source received by the SELPA specifically for the purpose of special education, a breakdown of the distribution of funds to each ~~local educational agency (LEA)~~ **LEA** within the SELPA, projected total special education expenditures by each LEA, projected total expenditures by the SELPA and the LEAs within the SELPA, projected funding to be received specifically for regionalized operations, and a breakdown of projected SELPA operating expenditures
 3. An annual service plan, describing the services to be provided by each LEA, regardless of whether the LEA participates in the local plan, including the nature of the services and the physical location at which the services will be provided. This description shall demonstrate that all individuals with exceptional needs shall have access to services and instruction appropriate to meet their needs as specified in their individualized education programs.
 4. Beginning July 1, ~~2021~~ **2027**, an annual assurances support plan to demonstrate how the SELPA and its participating agencies are coordinating for purposes of assuring effective outcomes for students with disabilities, including a description of:
 - a. ~~How~~ **Support the governing board of** the SELPA will ~~support~~ **provide to each** participating ~~district~~ **agencies** in achieving the goals, actions, and services identified in its local control and accountability plan
 - b. ~~How~~ **The ways in which the governing board of** the SELPA will connect ~~any~~ participating ~~district~~ **agencies** in need of technical assistance to the statewide system of support
 - c. The services, technical assistance, and support **the governing board of** the SELPA will provide to meet the required policies, procedures, and programs specified in Education Code 56205
 5. A description of programs for early childhood special education from birth through five years of age
 6. A description of the method by which members of the public, including parents/guardians of individuals with ~~disabilities~~ **exceptional needs** who are receiving services under the plan, may address questions or concerns pursuant to Education Code 56205

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

7. A description of a dispute resolution process, including mediation and arbitration to resolve disputes over the distribution of funding, the responsibility for service provision, and the other governance activities specified within the local plan
8. Verification that the plan has been reviewed by the community advisory committee in accordance with Education Code 56205 and that the committee had at least 30 days to conduct this review before submission of the local plan to CDE
9. A description of the process being utilized to refer students for special education instruction pursuant to Education Code 56303
10. A description of the process being utilized to oversee and evaluate placements in nonpublic, nonsectarian schools, the method of ensuring that all requirements of each student's IEP are being met, and a method for evaluating whether the student is making appropriate educational progress
11. A description of how specialized equipment and services will be distributed within the local plan area in a manner that minimizes the necessity to serve students in isolated sites and maximizes the opportunities to serve students in the least restrictive environment

The local plan, annual budget plan, annual service plan, and annual assurances support plan shall be written in language that is understandable to the general public. They shall be adopted at a public hearing of the SELPA, for which notice of the hearing shall be posted in each school in the SELPA at least 15 days before the hearing. (Education Code 56205)

Availability of the Plan

The Superintendent or designee shall post on the district's web site the approved local plan, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans. A complete copy of the local plan, annual budget plan, annual service plan, annual assurances support plan, and policies and procedures shall be held on file in the district office and shall be accessible to any interested party. (Education Code 56205.5)

Policy

Adopted: September 15, 2010

Revised: October 21, 2020

Revised: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

COMPREHENSIVE SAFETY PLAN

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

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

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

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

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

Tactical Response Plan

Notwithstanding the process described above, any portion of a comprehensive safety plan that addresses tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the affected school premises, and apprehend the criminal perpetrator(s), shall be developed by district administrators in accordance with Education Code 32281. In developing such strategies, district administrators shall consult with law enforcement officials and with representative(s) of employee bargaining unit(s), if they choose to participate.

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

Access to Safety Plan(s) Access and Reporting

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

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

COMPREHENSIVE SAFETY PLAN (continued)

The Superintendent or designee shall share the comprehensive safety plans and any updates to the plans with local law enforcement, the local fire department, and other first responder entities. (Education Code 32281)

The Superintendent or designee shall also provide data to CDE pertaining to lockdown or multi-option response drills conducted at district schools in accordance with Education Code 32289.5. (Education Code 32289.5)

Policy

Adopted: September 15, 2010

Revised: June 13, 2012

Revised: January 22, 2020

Revised: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

COMPREHENSIVE SAFETY PLAN

Development and Review of Comprehensive School Safety Plan

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

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

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. Other members, if desired (i.e. law enforcement and fire personnel)

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

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

1. The local mayor
2. A representative of the local school employee organization
3. A representative of each parent/**guardian** organization at the school, including the parent teacher association and parent teacher clubs
4. A representative of each teacher organization at the school
5. A representative of the school's student body government
6. All persons who have indicated that they want to be notified

COMPREHENSIVE SAFETY PLAN (continued)

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

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

Content of the Safety Plan

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

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

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

1. Child abuse reporting procedures consistent with Penal Code 11164-11174.3
2. Routine and emergency disaster procedures including, but not limited to:
 - a. Adaptations for students with disabilities in accordance with the Americans with Disabilities Act
 - b. An earthquake emergency procedure system in accordance with Education Code 32282
 - c. A procedure to allow public agencies, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare
3. Policies pursuant to Education Code 48915(d) for students who commit an act listed in Education Code 48915(c) and other school-designated serious acts that would lead to suspension, expulsion, or mandatory expulsion recommendations
4. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

COMPREHENSIVE SAFETY PLAN (continued)

5. A policy consistent with the prohibition against discrimination, harassment, intimidation, and bullying pursuant to Education Code 200-262.4
6. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel" pursuant to Education Code 35183, the provisions of that dress code and the definition of "gang-related apparel"
7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school
8. A safe and orderly school environment conducive to learning
9. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5
10. Procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions

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

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management, and conflict resolution
2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying, hazing, and cyberbullying, as well as behavioral expectations and consequences for violations
3. **Strategies aimed at preventing potential incidents involving crime and violence on school campuses, including vandalism, drug and alcohol abuse, gang membership and violence, hate crimes, bullying, including bullying committed personally or by means of an electronic act, teen relationship violence, and discrimination and harassment, including sexual harassment.**
34. Curriculum that emphasizes prevention and alternatives to violence, such as multicultural education **and literacy**, character/values education, social and emotional learning, media analysis skills, conflict resolution, community service learning, and education related to the prevention of dating violence

COMPREHENSIVE SAFETY PLAN (continued)

- 45.** Parent/**guardian** involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus
- 6.** **Provision of safety materials and emergency communications in language(s) understandable to parents/guardians**
- 7.** **Annual notification to parents/guardians related to the safe storage of firearms**
- ~~58.~~ Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students
- ~~69.~~ Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system, and the schools that lead to the development of a set of common goals and community strategies for violence prevention instruction
- ~~710.~~ District policy ~~related to~~ **prohibiting the** possession of firearms and ammunition on school grounds
- ~~811.~~ Measures to prevent or minimize the influence of gangs on campus
- ~~912.~~ Procedures for receiving verification from law enforcement when a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime
- 13.** **Procedures for the early identification and threat assessment of, and appropriate response to, suspicious and /or threatening digital media content**
- ~~1014.~~ Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for closing campuses to outsiders, installing surveillance systems, securing the campus perimeter, protecting buildings against vandalism, and providing for a law enforcement presence on campus
- 15.** **Independent security assessment of the school's network infrastructure and selected web applications to identify vulnerabilities and provide recommendations to improve cybersecurity**
- ~~1116.~~ Guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on school campuses. Guidelines may include, but are not limited to, the following:

COMPREHENSIVE SAFETY PLAN (continued)

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

17. Strategies for suicide prevention and intervention

18. District policy and/or plan related to pandemics

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

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

- a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate
- b. Threat assessment strategies to determine the credibility and seriousness of a threat and provide appropriate interventions for the potential offender(s)
- c. Assignment of staff members responsible for each identified task and procedure
- d. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan
- e. Coordination of communication to schools, Governing Board members, parents/guardians, and the media
- f. **Communication with parents/guardians of reunification plans and the necessity of cooperating with first responders**
- fg. Development of a method for the reporting of violent incidents

COMPREHENSIVE SAFETY PLAN (continued)

- gh. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling
- 15. ~~Staff development in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan~~
- 21. **Training on assessment and reporting of potential threats, violence prevention, and intervention techniques. Such training shall include preparation to implement the elements of the safety plan**
- 1622. Environmental safety strategies, including, but not limited to, procedures for preventing and mitigating exposure to toxic pesticides, lead, asbestos, vehicle emissions, and other hazardous substances and contaminants
- 23. **Continuity of operations procedures to ensure that the district's essential functions are not disrupted during an emergency to the extent possible**

Regulation
approved: September 15, 2010
Revised/Adopted: June 13, 2012
Revised: January 22, 2020
Revised: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

LOCAL CONTROL AND ACCOUNTABILITY PLAN

The Governing Board desires to ensure the most effective use of available funding to improve outcomes for all students. A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions which are aligned with the district budget and facilitate continuous improvement of district practices.

The Board shall adopt a districtwide local control and accountability plan (LCAP), based on the template adopted by the State Board of Education (SBE), that addresses the state priorities in Education Code 52060 and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and two subsequent fiscal years. (Education Code 52060, 52064; 5 CCR 15494-15497)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth, as defined in Education Code 42238.01 for purposes of the local control funding formula (LCFF). (Education Code 42238.02)

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students. (Education Code 52052)

Beginning July 1, 2025, if the district is identified by the California Department of Education (CDE) as needing an improvement plan pursuant to 34 CFR 300.600-300.647, the Board shall adopt, and update on an annual basis, an Individual with Disabilities Education Act (IDEA) Addendum, based on the template adopted by SBE. However, if the district adopts an improvement plan after being identified, but before July 1, 2025, the IDEA Addendum shall be developed upon expiration of the adopted improvement plan, but no later than July 1, 2028, whichever occurs first. The IDEA addendum shall be developed, reviewed, and approved in conjunction with and in the same manner as the LCAP and the annual update to the LCAP, and shall be submitted to CDE within 15 days of adoption by the Board. (Education Code 52064.3)

The Superintendent or designee shall review the school plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)

The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

As part of the LCAP adoption and annual update to the LCAP, the Board shall separately adopt an LCFF budget overview for parents/guardians, based on the template developed by the SBE, which includes specified information relating to the district's budget. The budget overview shall be adopted, reviewed, and approved in the same manner as the LCAP and the annual update. (Education Code 52064.1)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the number of students in student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

Public Review and Input

The Board shall establish a parent advisory committee to **review and comment** **provide advice** on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include parents/guardians of unduplicated students as defined above **and parents/guardians of students with disabilities**. (Education Code 52063; 5 CCR 15495)

Beginning July 1, 2024, unless a student advisory committee is established to provide advice to the Board and Superintendent, two students shall be included as full members of the parent advisory committee. The students shall serve for a renewable term of one full school year. (Education Code 52063)

Student members of the parent advisory committee or the student advisory committee shall represent the diversity of the district's students, including geographical, socioeconomic, cultural, physical, and educational diversity, and particular effort shall be made to reach out to at-risk or disadvantaged students to serve as members of such committees. (Education Code 52063)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners to review and comment on the LCAP. (Education Code 52063; 5 CCR 15495)

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

As part of the parent/guardian and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)

The Superintendent or designee shall consult with the administrator(s) of the special education local plan area of which the district is a member to ensure that specific actions for students with disabilities are included in the LCAP and are consistent with strategies included in the annual assurances support plan for the education of students with disabilities. (Education Code 52062)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

Adoption of the Plan

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP, the district budget, and the budget overview for parents/guardians, the Board shall file the LCAP, the budget, and the budget overview with the County Superintendent of Schools. (Education Code 42127, 52064.1, 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

If the County Superintendent does not approve the district's LCAP, the Board shall accept technical assistance from the County Superintendent focused on revising the plan so that it can be approved. (Education Code 52071)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by the Superintendent and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

The Superintendent or designee shall seek and/or accept technical assistance or other intervention that may be required pursuant to Education Code 52071 or 52072 when a school or a numerically significant student subgroup is not making sufficient progress toward the goals in the LCAP.

Policy Adopted
December 11, 2013
Revised: June 20, 2018
Revised: May 20, 2020
Revised: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Goals and Actions Addressing State and Local Priorities

The district's local control and accountability plan (LCAP) and annual updates shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. The LCAP shall identify goals for each of the following state priorities:
 - a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002
 - b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency
 - c. Parent/guardian involvement and family engagement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy, and students with disabilities
 - d. Student achievement, as measured by all of the following as applicable:
 - (1) Statewide assessments of student achievement
 - (2) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University have successfully completed career technical education (CTE) sequences or programs of study that align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692; and have successfully completed both college entrance courses and CTE sequences or programs

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

- (3) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency
 - (4) The English learner reclassification rate
 - (5) The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher
 - (6) The percentage of students who demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301
- e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable
 - f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable
 - g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03
 - h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable
- 2. Any goals identified for any local priorities established by the Board.
 - 3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in Items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by Items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality review conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify and include in the LCAP the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on the California School Dashboard. (Education Code 52060)

Increase or Improvement in Services for Unduplicated Students

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. (5 CCR 15494-15496)

When the district expends supplemental and/or concentration grant funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR 15496)

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis
2. Describe how such services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas
3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory.

Availability of the Plan

The Superintendent or designee shall prominently post the LCAP, any updates or revisions to the LCAP, **including the IDEA Addendum as applicable** and the LCFF budget overview for parents/guardians on the homepage of the district's web site. (Education Code 52064.1, **52064.3**, 52065)

Regulation

Adopted: December 11, 2013

Revised: May 20, 2020

Revised: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

TRANSPORTATION FEES

Whenever the cost of providing student transportation exceeds funding provided by the state, the Governing Board may charge fees for home-to-school student transportation and other transportation services as expressly authorized by law.

The Superintendent or designee shall annually submit proposed transportation fee schedules for Board approval.

The transportation fee shall be waived for ~~students with demonstrated financial need in accordance with~~ **any student who is eligible for free and reduced-price meals, who is an English learner, or who is a foster youth.** (Education Code 39807.5. ~~Eligibility for free transportation based on financial need shall be determined in accordance with the income eligibility scales used for the free and reduced-price lunch program.~~

In addition, no charge shall be made for any transportation of a students with a disability ~~whose individualized education program includes transportation as a related service necessary to receive a free appropriate public education.~~ (Education Code 39807.5)

Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.

The Board shall certify to the County Superintendent of Schools that the district has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. (Education Code 39809.5)

TRANSPORTATION FEES

When approved by the Governing Board, the district may charge transportation fees for students traveling to and from school. (Education Code 39807.5)

With Board approval, the district may also charge transportation fees for:

1. Participants in a community recreation program offered pursuant to Education Code 10900-10914.5 (Education Code 10913, 39835)
2. Students traveling between the regular full-time schools ~~they would attend~~ **of attendance** and ~~the~~ regular full-time occupational classes provided by a regional occupational center or program (ROC/P) (Education Code 39807.5)
3. Matriculated or enrolled adults traveling to and from school, or adults pursuing other educational purposes (Education Code 39801.5)
4. Students traveling to and from ~~their places~~ **a place** of employment during the summer in connection with a summer employment program for youth (Education Code 39837)

The total amount received by the district from the state and parent/guardian fees shall not exceed the actual operating cost of home-to-school transportation during the fiscal year. If excess fees are collected due to errors in estimated costs, fees shall be reduced in succeeding years. (Education Code 10913, 39801.5, 39809.5, 39837)

~~Exemption from Fees~~

~~Upon enrollment and at the beginning of each school year, parents/guardians shall receive information about income eligibility standards and application procedures for a waiver of the transportation fee. All applications and related records shall be confidential and used only for the purposes of determining a student's eligibility for a fee waiver.~~

~~Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.~~

FEES AND CHARGES

When approved by the Governing Board, the Superintendent or designee may impose a fee for the following: (5 CCR 350)

1. Insurance for athletic team members, with an exemption providing for the district to pay the cost of the insurance for any team member who is financially unable to pay. (Education Code 32221)
2. Insurance for medical or hospital service for students participating in field trips and excursions. (Education Code 35331)
3. Expenses of students' participation in a field trip or excursion within the state or to another state, the District of Columbia or a foreign country, as long as no student is prohibited from making the field trip due to lack of funds. (Education Code 35330)
4. Student fingerprinting program, as long as the fee does not exceed the actual costs associated with the program. (Education Code 32390)
5. School camp programs in outdoor science education, conservation education, or forestry operated pursuant to Education Code 8760-877, provided that the fee is not mandatory and no student is denied the opportunity to participate for nonpayment of the fee. (Education Code 35335)
6. Reimbursement to the district for the direct cost of materials used by students to fabricate property they will take home for their own possession and use, such as wood shop, art, or sewing projects kept by students. (Education Code 17551)
7. Home-to-school transportation and transportation between regular, full-time day schools and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per cost per student, the ~~district provides a waiver based on financial need,~~ and an exemption is made for any student with a disability ~~whose individualized education program includes transportation as a related service necessary to receive a~~ **or any student who is eligible for free appropriate public education or reduced-price meals, any student who is an English learner, or any student who is a foster youth.** (Education Code 39807.5)
8. Transportation for students to and from their places of employment in connection with any summer employment programs for youth. (Education Code 39837)
9. Deposit for band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries. (Education Code 38120)

FEES AND CHARGES (Continued)

10. — Sale or lease of personal computers or of Internet appliances that allow a person to connect to or access the district's educational network, provided that the items are sold or leased to parents/guardians at no more than cost and the district provides network access for families who cannot afford it (Education Code 17453.1)
140. An adult education or secondary school community service class in civic, vocational, literacy, health, **homemaking family**, and **consumer sciences**, technical and general education, not to exceed the cost of maintaining the class (Education Code 51810, 51815)
121. Eye safety devices worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, when being sold to students and/or teachers or instructors to keep and at a price not to exceed the district's actual costs. (Education Code 32033)
132. Actual cost of furnishing copies of any student's records, except that no charge shall be made for furnishing up to two transcripts or two verifications of a former student's records or for reproducing records of a student with a disability when the cost would effectively prevent the parent/guardian from exercising the right to receive the copies. (Education Code 49065, 56504)
143. Actual cost of duplication for reproduction of the prospectus of school curriculum or for copies of public records (Education Code 49091.14; Government Code 6253)
154. Food sold at school subject to **the California Universal Meals Program**, free and reduced price meal program eligibility and other restrictions specified in law. (Education Code 38084, **49501.5**)
165. In Accordance with law, replacement cost or reimbursement for lost or willfully damaged district books, supplies, or property, or for district property loaned to a student that the student fails to return (Education Code 19910-19911, 48904)
176. Tuition for *district school attendance by an* out-of-state and out-of-country residents. (Education Code 48050, 48052, 52613; 8 USC 1184)
187. Adult education books, materials, transportation, and classes, except that no fee may be charged for classes in elementary subjects, classes for which high school credit is granted when taken by a person who does not hold a high school diploma, or classes in English and citizenship (Education Code 39801.5, 52612, 60410)
198. Preschool and child care and development services, in accordance with the fee schedule established by the Superintendent of Public Instruction, unless the family qualifies for subsidized services or the program is exempted from fees by law (Education Code 8239, 8250, 8263)

FEES AND CHARGES (Continued)

- 2019.** Participation in a before-school ~~or~~, after-school, **or intersession** program that is funded as an After School Education and Safety (ASES) program, 21st Century Community Learning Center (21st CCLC), ~~or~~ 21st Century High School After School Safety and Enrichment for Teens (**ASSESTs**) **program, or Expanded Learning Opportunity (ELO)** program, provided that fees are waived or reduced for families with students who are eligible for free or reduced-price meals and, in regard to ASES and 21st CCLC programs, fees are not charged if the district knows the student is a homeless or foster youth (Education Code 8422, 8482.6, **46120**)
- 2120.** Advanced Placement and International Baccalaureate Diploma examinations for college credits, as long as the examination is not a course requirement and the results have no impact on student grades or credits in the course.

Collection of Debt

Before pursuing payment of any debt that has accumulated from unpaid permissible fees, the Superintendent or designee shall provide an itemized invoice for any amount owed by the parent/guardian on behalf of a student or former student. The invoice shall reference district policies related to debt collection and the rights established pursuant to Education Code 49014 and 49557.5. For each payment received, the district shall provide a receipt to the parent/guardian. (Education Code 49014)

The Superintendent or designee shall not sell debt owed by a parent/guardian of a student or former student. (Education Code 49014)

Regulation

Approved: November 14, 2007

Revised: March 16, 2016

Revised: June 20, 2018

Revised: February 20, 2020

Revised: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

FINANCIAL REPORTS AND ACCOUNTABILITY

The Governing Board is committed to ensuring public accountability and the fiscal health of the district. The Board shall adopt sound fiscal **management** policies **and practices**, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

The Superintendent or designee shall ensure that **all district** financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education (CDE). ~~He/she~~ **The Superintendent or designee** shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When **submission of** any such report ~~must be approved by the Board prior to its submission~~ to a local, state, and/or federal agency **requires prior Board approval**, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report **and meet any applicable submission deadline**.

~~The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability~~ **without breaking any applicable submission deadline**.

The Board shall regularly assess the district's financial position and communicate the results to the public, and shall use financial reports to determine the actions and budget amendments, if any, that are needed to ensure the district's financial stability. If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall ~~act quickly~~ **take action** to ~~identify and~~ resolve these conditions **without delay**. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to ~~advise~~ **provide** the district ~~on~~ **with needed advice or** fiscal ~~matters~~ **management or training**.

Unaudited Actual Receipts and Expenditures

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42100)

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)**Gann Appropriations Limit Resolution**

On or before September 15, the Board shall, **at a regular or special meeting**, adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)

Interim Reports/Certification of Ability to Meet Fiscal Obligations

The Each fiscal year, the Superintendent or designee shall submit two interim **fiscal** reports to the Board. ~~the~~ **The** first report ~~covering~~ **shall cover** the district's financial and budgetary status for the period ending October 31 and the second report ~~covering~~ **shall cover** the period ending January 31. ~~The~~ **These** reports and supporting data shall be made available by the district for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and **certify**, on the basis of the interim report and any additional financial information known by the Board, **shall certify in writing** whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years
2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent **under the authority granted to him/her pursuant to** (Education Code 42131.5)

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30. (Education Code 42131)

At If at any time during the **fiscal** year **when** the County Superintendent **concludes that the district's budget does not comply with the standards and criteria for financial stability and** conducts a comprehensive review of the district's financial and budgetary conditions **after he/she has determined that the district's budget does not comply with state criteria and standards for fiscal stability,** the Board shall review **any report of** the County Superintendent's **findings and** recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of **it's the Board's** proposed actions on the recommendation. (Education Code 42637)

Audit Report

By April 1 of each year, the Board shall provide for an annual audit of the district's books and accounts. (Education Code 41020)

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

~~The Board shall not select any~~ **Except when, as determined by the Education Audits Appeal Panel, no otherwise eligible auditor is available, a** public accounting firm ~~to provide audit services if the~~ **whose** lead or coordinating audit partner having primary responsibility for the audit, or ~~the~~ **whose** audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years **shall not be selected to perform a district audit.** (Education Code 41020)

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3)

The Board shall have an opportunity at the meeting to ask questions of the auditor and request further information about the audit findings.

Audit Committee

The Board may appoint an audit committee composed of staff knowledgeable about fiscal matters, other staff, and representatives of the community.

The committee shall serve in an advisory capacity and may:

1. Make recommendations regarding the selection of the external independent auditor in accordance with Education Code 41020 and 41020.5
2. Review the plan for the audit process with the independent auditor to determine the adequacy of the nature, scope, and timetable of the audit
3. Review the results of the audit and participate with the independent auditor and management in preparing final recommendations and responses
4. Participate with the independent auditor in presenting the audit report to the Board
5. Review Board policies and administrative regulations to recommend any revisions needed to ensure effective financial reporting
6. Provide input on the effectiveness of the independent auditor
7. Periodically report to the Board regarding the status of previous audit recommendations for improving the accounting and internal control systems

Policy
adopted: September 15, 2010
Revised: September 11, 2013
Revised: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

FINANCIAL REPORTS AND ACCOUNTABILITY

Interim Reports

Each interim **fiscal** report developed pursuant to Education Code 42130 shall include an assessment of the district budget as revised to reflect current information regarding the adopted state budget, district property tax revenues, if any, and ending balances for the preceding fiscal year. **(Education Code 42130, 42131)**

The Interim reports shall be based on State Board of Education (SBE) criteria and standards which address fund and cash balances, reserves, deficit spending, estimation of average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected ~~revenue limit~~ **local control funding formula (LCFF) revenue**, salaries and benefits, other revenues and expenditures, and facilities maintenance. **For purposes of assessing projections of LCFF revenue, the first interim report shall be compared to the adopted district budget, and the second interim report shall be compared to the projections in the first interim report.** (Education Code 33128.3, 42130; 5 CCR 15453-15464)

The An Interim report shall also provide supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, contingent revenues, contributions (i.e., projected contributions from unrestricted general fund resources to restricted general fund resources, projected transfers to or from the general fund to cover operating deficits in the general fund or any other fund, and capital project cost overruns that may impact the general fund budget), long-term commitments, unfunded liabilities, temporary interfund borrowings, the status of labor agreements, and the status of other funds. (Education Code 42130; 5 CCR 15453, 15464)

Audit Report

The Superintendent or designee shall establish a timetable for the completion and review of the audit within the deadlines established by law.

The Superintendent or designee shall provide the necessary financial records and cooperate with the **independent** auditor selected by the Governing Board to ensure that the audit report contains all information required by law and the Governmental Accounting Standards Board (GASB).

The district audit shall include ~~an audit of~~ **all** income and expenditures by source of funds ~~for all funds of the district~~, including the student body and cafeteria funds and accounts, **state and federal grant funds**, and any other funds under the **district's** control or jurisdiction ~~of the district~~, as well as an audit of student attendance procedures. (Education Code 41020)

If the district participates in the school district of choice program to accept interdistrict transfers, the Superintendent or designee shall notify the auditor, prior to the commencement of the audit, that the audit must include a review of the district's compliance with specified program requirements. (Education Code 48301)

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

When required by federal law, specified records pertaining to the audit of federal funds received and expended by the district shall be transmitted to the federal clearinghouse designated by the federal Office of Management and Budget and shall be made available for public inspection. Such records shall be transmitted within 30 days after receipt of the auditor's report or within nine months after the end of the fiscal year, whichever is sooner, unless a longer period is agreed to in advance by the federal agency or a different period is specified in a program-specific audit guide. (31 USC 7502)

If an audit finding results in the district being required to repay an apportionment or pay a penalty, the district may appeal the finding to the Education Audit Appeals Panel by making an informal summary appeal within 30 days of receiving the final audit report or initiating a formal appeal within 60 days of receiving the report. (Education Code 41344, 41344.1)

While a public accounting firm is performing the audit of the district, it shall not provide any nonauditing, management, or other consulting services for the district except as provided in Government Auditing Standards, Amendment #3, published by the U.S. Government Accountability Office. (Education Code 41020)

Report on Expenditures of State Facilities Funds

When the district participates in the school facilities program pursuant to Education Code 17070.10-17079.30, the Superintendent or designee shall annually report a detailed list of all expenditures of state facilities funds, including interest, and of the district's matching funds for completed projects until all such funds are expended. The report shall identify expenditures on a project-by-project basis, reflect completed projects that were reimbursed within that fiscal year, and clearly indicate the list of projects that have been completed. (Education Code 41024; 2 CCR 1859.104)

Audits of facilities projects shall be concluded within one year of project completion, and shall be included as part of the district's audit for the fiscal year in which the project is reported as completed. A project shall be deemed completed when any of the following conditions is met: (Education Code 41024; 2 CCR 1859.104)

1. When the notice of completion for the project has been filed, all outstanding invoices, claims, and change orders have been satisfied, and the facility is currently in use by the district
2. Three years from the date of the final fund release for an elementary school project
3. Four years from the date of the final fund release for a middle or high school project

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)**Fund Balance**

In accordance with GASB Statement 54, external financial reports shall report fund balances in the general fund within the following classifications based on the relative strength of constraints placed on the purposes for which resources can be used:

1. Nonspendable fund balance, including amounts that are not expected to be converted to cash, such as resources that are not in a spendable form or are legally or contractually required to be maintained intact
2. Restricted fund balance, including amounts constrained to specific purposes by their providers or by law
3. Committed fund balance, including amounts constrained to specific purposes by the Board
4. Assigned fund balance, including amounts which the Board or its designee intends to use for a specific purpose
5. Unassigned fund balance, including amounts that are available for any purpose

Negative Balance Report

Whenever the district reports a negative unrestricted fund balance or a negative cash balance in its annual budget or annual audit report, it shall include in the budget a statement that identifies the reasons for the negative unrestricted fund balance or negative cash balance and the steps that have been taken to ensure that the negative balance will not occur at the end of the current fiscal year. (Education Code 42127.5)

Lease Accounting

Any lease agreement involving the district, whether as lessor or lessee, shall be classified as a short-term lease, a contract that transfers ownership, or a lease other than short-term lease and contract that transfers ownership. District financial statement disclosures and schedules related to any lease shall comply with the standards specified in GASB 87.

Non-Voter-Approved Debt Report

Upon approval by the Board to proceed with the issuance of revenue bonds or any agreement for financing school construction pursuant to Education Code 17170-17199.5, the Superintendent or designee shall notify the County Superintendent of Schools and the county auditor. The Superintendent or designee shall provide the Board, the County Auditor, the County Superintendent, and the public with related repayment schedules and evidence of the district's ability to repay the obligation. (Education Code 17150)

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

When the Board is considering the issuance of certificates of participation and other debt instruments that are secured by real property and do not require the approval of the voters of the district, the Superintendent or designee shall provide notice to the County Superintendent and County Auditor no later than 30 days before the Board's approval to proceed with issuance. The Superintendent or designee shall provide the Board, the County Auditor, the County Superintendent, and the public with information necessary to assess the anticipated effect of the debt issuance, including related repayment schedules, evidence of the district's ability to repay the obligation, and the issuance costs. (Education Code 17150.1)

Other Postemployment Benefits Report (GASB 45)

In accordance with GASB Statement 45, the district's financial statements shall report the annual expense of nonpension other postemployment benefits (OPEBs) on an accrual basis over retirees' active working lifetime, as determined by a qualified actuary procured by the Superintendent or designee. To the extent that these OPEBs are not prefunded, the district shall report a liability on its financial statements.

The Superintendent or designee shall annually present the estimated accrued but unfunded cost of OPEBs and the actuarial report upon which those costs are based at ~~a public~~ **an open** meeting of the Board. (Education Code 42140)

The amount of the district's financial obligation for OPEBs shall be reevaluated every two or three years in accordance with GASB 45 depending on the number of members in the OPEB plan.

Workers' Compensation Claims Report

The Superintendent or designee shall annually provide the Board, at a public meeting, information and related actuarial reports showing the estimated accrued but unfunded cost of workers' compensation claims. The estimate of costs shall be based on an actuarial report completed at least every three years by a qualified actuary. (Education Code 42141)

BOMB THREATS

To maintain a safe and secure environment for district students and staff, the Superintendent or designee shall ensure that the district's emergency and disaster preparedness plan and/or each school's comprehensive safety plan includes procedures for managing bomb threats. Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

Receiving Threats

Any staff member receiving a telephoned bomb threat by telephone shall try to keep the caller on the line so as for as long as possible in order to gather information about the location and timing of the bomb and the person(s) responsible. He/she To the extent possible, the staff member should also try to determine take note of the caller's gender, age, and should take note of any distinctive features of voice or speech, and any background noises such as music, traffic, machinery, or voices. The staff member should not hang up, even if the caller does, and copy the number and/or letters on the telephone's display, if available. If the bomb threat is received through the regular mail system or in writing, the staff member who receives it should handle the letter, note, or package as minimally as possible. If the threat is received through electronic means, such as email or, text messaging, or social media, the staff member should not delete the message.

Staff members who customarily receive telephone calls or handle packages shall receive training related to bomb threats. If the bomb threat is received through the regular mail system or in writing, the staff member who receives it should handle the letter, note, or package as minimally as possible. If the threat is received through electronic means, such as email or, text messaging, or social media, the staff member should not delete the message.

Response Procedure

The following procedure shall be followed when a bomb threat is received:

1. Any employee or other school official who receives a bomb threat shall immediately call 911 and report the threat or perceived threat to law enforcement. The employee shall also report the threat to the Superintendent or designee.

If the threat is in writing, he/she the employee shall rewrite the threat exactly as is on another sheet of paper, including the date, time and location the document was found, any conditions surrounding the discovery or delivery of the document, and the full names of any other employees who saw the threat. The employee shall secure the document and not

BOMB THREATS (con't)

alter it in any way. If the document is small and/or removable, the employee shall place it in a bag or envelope.

If the threat is electronic, the employee shall leave the message in an envelope and take open, and print, photograph, or copy the message and subject line, and note of where the date and by whom it was found time of the message.

2. Any student or employee who sees a suspicious package shall promptly **should not touch, tamper with, or move the item, and shall immediately** notify law enforcement and the Superintendent principal or designee.

3. The Superintendent principal or designee shall immediately use fire drill signals **contact law enforcement if not yet done, assess the situation, ensure the area is secured,** and initiate standard evacuation procedures as specified in the emergency plan.

4. The Superintendent principal or designee shall turn off any two-way radio equipment which is located in a threatened building.

Law enforcement and/or fire department staff shall conduct the bomb search. No other school staff, **students, parents/guardians, or others on campus** shall search for or handle any explosive or incendiary device.

~~Except for school police officers, no staff or students~~ **No one** shall reenter the threatened building(s) until the ~~law enforcement and/or fire department staff~~ advises the principal Superintendent or designee **declares** that reentry is safe **based on law enforcement and/or fire department clearance.**

To the extent possible, the Superintendent or designee shall maintain communications with staff, parents/guardians, the Governing Board, other governmental agencies, and the media during the period of the incident. Following the incident, the Superintendent or designee shall provide crisis counseling for students and/or staff as needed.

Any **employee or** student ~~who makes~~ **found to have made** a bomb threat shall be subject to disciplinary procedures **and/or criminal prosecution.**

Staff Training

The Superintendent or designee shall provide training regarding the assessment and reporting of potential threats and procedures for managing bomb threats to district and site administrators, safety personnel, teachers, and other staff members, as appropriate.

TRANSPORTATION

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

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services. The district's transportation services may be provided by means of a joint powers agreement, a cooperative student transportation program, or a consortium, as permitted by law.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

Transportation Plan

The Superintendent or designee shall develop a transportation plan in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents/guardians, students, and other stakeholders. (Education Code 39800.1)

The transportation plan shall be presented to and adopted by the Board at an open meeting, with the opportunity for in-person and remote public comment, and shall be updated annually by April 1. (Education Code 39800.1)

The transportation plan shall include descriptions of the following: (Education Code 39800.1)

1. The transportation services offered to students
2. How transportation services will be prioritized for low-income students, students in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive
3. The transportation services accessible to students with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 USC 11301)
4. How unduplicated students, as defined in Education Code 42238.02, will be able to access available home-to-school transportation at no cost

TRANSPORTATION (continued)

Transportation Contracts

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

Expenses and Fees

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

Safety and Monitoring

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators, and parents/guardians.

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

TO: Board of Trustees

FROM: Patrick Traynor, Superintendent

SUBJECT: Board Meeting of February 15, 2023

The following policies are presented with changes/revisions as provided by the following CSBA Policy Guidesheet. This process continues the list of policy updates that will be submitted to the Board for review as necessary and time permits. Please note that policies for your review include ~~strikeout~~ text for language to be removed and *italics* for language being added.

Please contact me if you have any questions.

CSBA POLICY GUIDESHEET

Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes may have also been made. Districts should review the sample materials and modify their own policies accordingly.

Board Policy 5131.7 - Weapons and Dangerous Instruments

Policy updated to (1) expand the concept of district provided transportation, (2) reflect **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement, (3) move language regarding student suspension and expulsion in order to keep related content together, and (4) add language regarding staff training to align with staff responsibilities to report potential homicidal acts. Regulation also updated to add headings for the Options regarding tear gas or tear gas weapons, and to emphasize that for districts that allow students to bring tear gas or tear gas weapons to school, the student needs to either be accompanied by, or have the written consent, of a parent/guardian.

Administrative Regulation 5131.7 - Weapons and Dangerous Instruments

Regulation updated to expand the list of prohibited weapons and dangerous instruments to include additional items that are listed in law.

Administrative Regulation 5141.3 - Health Examinations

Regulation updated to reflect **NEW LAW (AB 2329)** which authorizes districts to enter into a memorandum of understanding with a nonprofit eye examination provider to provide eye examinations and eyeglasses to students at a school site. Regulation also updated to reflect **NEW LAW (SB 97)** which requires that beginning on or after January 1, 2023, districts make Type 1 diabetes materials developed by CDE available to parents/guardians when student is first enrolled in elementary school or as part of certain notifications. The first note was changed to a Cautionary Note and updated to clarify that the obligation to perform specified mandated activities is relieved any year that the Budget Act does not provide reimbursement.

Board Policy 5142 - Safety

Policy updated to reflect **NEW LAW (P.L. 117-159)** which requires the creation of a Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online practices and recommendations to improve school safety, and include that the district regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure and the monitoring and response to suspicious and/or threatening digital media content.

Administrative Regulation 5142 - Safety

Regulation updated to reflect **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement, and add language regarding staff responsibilities and training to align with requirement to

report potential homicidal acts. Regulation also updated to add language that anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator, reflect **NEW LAW (AB 2028, 2022)** which authorizes the Board of an elementary, intermediate, junior high, or high school to assist local law enforcement, nonprofit associations or organizations such as the Girls Scouts, Boys Scouts, and parent-teacher associations, and public agencies that provide safety instruction related to using electric, motorized, or nonmotorized bicycles and scooters, to provide such safety instruction to district students, and **NEW LAW (AB 1946, 2022)** which requires the Department of the California Highway Patrol to develop, and post on its web site, by September 1, 2023, statewide safety and training programs based on evidence-based practices for users of electric bicycles, including general riding safety, emergency maneuver skills, rules of the road, and laws pertaining to electric bicycles.

Board Policy 5148.2 - Before/After School Programs

Policy updated to clarify that it applies to expanded learning opportunities beyond the regular school day, including before-school, after-school, summer, vacation, and/or intersessional programs and to reflect **NEW LAWS (AB 181, 2022 and AB 185, 2022)** which updates the Expanded Learning Opportunities (ELO) program requirements for the 2022-23 school year and forward. Detailed information regarding various program collaboration requirements moved to AR.

Administrative Regulation 5148.2 - Before/After School Programs

Regulation updated to include definitions of "offer access" and "provide access" in regard to Expanded Learning Opportunities (ELO) programs. Detailed information regarding program collaboration requirements moved to Regulation from BP. Regulation updated to reflect **NEW LAWS (AB 181, 2022 and AB 185, 2022)** which updates the ELO program requirements for the 2022-23 school year and forward, including requirements for the district to offer access to ELO programs based on the district's prior fiscal year local control funding formula unduplicated pupil percentage. Regulation also updated to clarify that district that receive funds for classroom-based instructional programs that serve grades TK-6 cannot opt out of the ELO program funding, pursuant to California Department of Education's "Expanded Learning Opportunities Program FAQs." Regulation also updated to reflect requirement that ELO programs are required to offer a nutritional snack, meal, or both and to reflect California Department of Education guidance that ELO programs do not have an attendance requirement and to reflect **NEW LAW (SB 1380, 2022)** which renumbered The California Prekindergarten Planning and Implementation Grant Program, Education Code 8251.5 to 8322.

Administrative Regulation 6164.4 - Identification and Evaluation of Individuals for Special Education

Regulation updated to reflect **NEW LAW (SB 188, 2022)**, requiring each district to designate a main point of contact for coordinating and completing the transition of a child and family from Part C (Early Intervention Program for Infants and Toddlers with Disabilities) to Part B (Assistance for Children with Disabilities) of IDEA.

Board Bylaw 9220 - Governing Board Elections

Bylaw updated to reflect **NEW LAW (AB 2584, 2022)**, by adding a new section - "Recalling a Board Member." Updated Bylaw also revised "Election Process and Procedure" section to reflect **NEW LAW (SB 1061, 2022)** regarding the requirement that any petition for a special election to fill a Board vacancy include the county election official's estimate of the cost of conducting the special election.

Board Bylaw 9223 - Filling Vacancies

Bylaw updated to reflect **NEW LAW (SB 1061, 2022)**, by adding a new note and body paragraph at the end of the "Provisional Appointments" section. Updated Bylaw also reflects **New Attorney-General Opinion** on how a vacancy is to be filled when a district's trustee areas have been revised or election method has changed from "at-large" to "by-trustee area," since the Board member whose term is to be completed was last elected. The Bylaw also updated to rearrange the Items in "Timelines for Filling a Vacancy" and to revise as necessary for clarity.

Board Bylaw 9323 - Meeting Conduct

Bylaw Updated to reflect **NEW LAW (SB 1100, 2022)** which authorizes the Board President to remove an individual for disrupting a Board meeting, establishes a procedure for warning the individual prior to their removal, and defines "disrupting" and "true threat of force."

MINOR REVISION:

Board Policy 3260 - Fees and Charges

Policy updated to include reference to CDE Fiscal Management Advisory 22-01, Summer School, Third Parties, Tuition Fees, and updates reference to CDE FMA 20-01, Pupil Fees, Deposits, and Other Charges

WEAPONS AND DANGEROUS INSTRUMENT

The Governing Board recognizes that students and staff have the right to a safe and secure campus free from physical and psychological harm and desires to protect them from the dangers presented by firearms and other weapons.

Possession of Weapons

The Board prohibits any student from possessing weapons, imitation firearms, or other dangerous instruments, as defined in law and administrative regulation, in school buildings, on school grounds ~~or buses~~, **when using district provided transportation**, at school-related or school-sponsored activities away from school, or while going to or coming from school.

If a student is in possession of a prohibited weapon, imitation firearm, or dangerous instrument which creates a threat or perceived threat of a homicidal act, any employee or other school official who is alerted to or observes such threat shall immediately report the threat to law enforcement.

Under the power granted to the Board **to protect the safety of students, staff, and others on district property and** to maintain order and discipline in the schools, ~~and to protect the safety of students, staff, and the public~~, any school employee is authorized to confiscate any prohibited weapon, imitation firearm, or dangerous instrument from any student on school grounds.

The principal or designee shall notify law enforcement authorities when any student possesses a **firearm, explosive, or other prohibited** weapon **or dangerous instrument** without permission, **sells or furnishes a firearm**, or commits any act of assault with a firearm or other weapon. (Education Code 48902; Penal Code 245, 626.9, 626.10; 20 USC 7961)

Unless ~~he/she~~ **a student** has obtained prior written permission as specified below, **any student who is determined to have brought a firearm to school or possessed a firearm at school, as verified by a school employee, shall be expelled for not less than one year, except that the Board may set an earlier date for readmission on a case-by-case basis** **possessing or threatening others with any weapon, dangerous instrument, or imitation firearm shall be subject to suspension and/or expulsion** in accordance with law, Board policy, and administrative regulations.

~~Students possessing or threatening others with any weapon, dangerous instrument, or imitation firearm are subject to suspension and/or expulsion in accordance with law, Board policy, and administrative regulations.~~

All staff shall be made aware of their responsibilities regarding the reporting of potential homicidal acts to law enforcement, and receive training in the assessment and reporting of such threats.

Advance Permission for Possession of a Weapon for Educational Purposes

WEAPONS AND DANGEROUS INSTRUMENT

The parent/guardian of a student who desires to possess a firearm, imitation firearm, or other prohibited weapon on school grounds for an educational purpose shall submit a written request to the principal, at least five school days in advance of the planned possession which explains the planned use of the weapon and the duration, together with a written explanation from the staff person responsible for the school-sponsored activity or class.

The principal may grant permission for such possession when it is determined that possession of a firearm, imitation firearm, or other prohibited weapon on school grounds is necessary for a school-sponsored activity or class or as part of the educational program. Factors that shall be considered include, but are not limited to, the planned use of the weapon, the duration and location of the planned use, whether an audience is expected, and any perceived adverse effects to the safety and well-being of students or staff. If the principal grants such permission, the student and staff person shall be provided with a written explanation regarding any limitations and the permissible duration of the student's possession.

When the principal or designee grants permission, all necessary precautions shall be taken to ensure the safety of all persons on school grounds and the safe keeping of the weapon, including, but not limited to, inspecting a firearm to verify that no live ammunition is present. Any permitted weapon shall be stored in a locked vehicle or in an appropriate, locked container before and after its authorized use.

Any student granted permission to possess a weapon may be suspended and/or expelled if the weapon is possessed or used inappropriately.

Possession of Pepper Spray

To prevent potential misuse that may harm students or staff, students are prohibited from carrying tear gas or tear gas weapons such as pepper spray on campus or at school activities.

Reporting of Dangerous Objects

The Board encourages students to promptly report the presence of weapons, injurious objects, or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The Superintendent or designee **also** shall also inform staff, students, and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

Policy

adopted: September 15, 2010

Reviewed: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

WEAPONS AND DANGEROUS INSTRUMENT

Prohibited weapons and dangerous instruments include, but are not limited to: (Education Code 48915, 49330; Penal Code 626.10, 16100-17360, 30310)

- 1. Firearms: pistols, revolvers, shotguns, rifles, machineguns, "zip guns," "stun guns," tasers, cane guns, camouflaging firearms, and any other device from which is expelled through a barrel and capable of propelling a projectile by the force of an explosion or other form of combustion**
- 2. Ammunition or reloaded ammunition**
- 3. Knives, razor blades, and box cutters: any dirks, daggers (or concealed dirks or daggers), cane swords, ice picks, or other weapons with a fixed, sharpened blade fitted primarily for stabbing, weapons with a blade fitted primarily for stabbing, weapons with a blade longer than 3-1/2 inches, folding knives with a blade that locks into place, switchblade knives, and razors with an unguarded blade**
- 4. Explosive and/or incendiary devices: pipe bombs, time bombs, rockets or rocket propelled projectile launchers, cap guns, bullets containing or carrying an explosive agent, containers of inflammable fluids, and other hazardous devices or concealed explosive substances**
- 5. Any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, carbon dioxide pressure, or spring action, or any spot marker gun**
- 6. Any other dangerous device, instrument, or weapon, including those defined in Penal Code 16000-34370, including a blackjack, slingshot, billy, nunchaku, sandclub, sandbag, metal knuckles, or any metal plate with three or more radiating points with one or more sharp edges designed for use as a weapon**
- 7. Any imitation firearm, defined as a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm**

Any employee may take any weapon or dangerous instrument from the personal possession of a student while the student is on school premises or under the authority of the district. (Education Code 49331, 49332)

In determining whether to take possession of the weapon or dangerous instrument, the employee shall use the employee's own judgment as to the dangerousness of the situation and, based upon this analysis, shall take one of the following actions:

WEAPONS AND DANGEROUS INSTRUMENT

- 1. Confiscate the object and deliver it to the principal immediately**
- 2. Immediately notify the principal, who shall take appropriate action**
- 3. Immediately notify the local law enforcement agency and the principal**

When informing the principal about the possession of a weapon or dangerous instrument, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of the possession.

The principal shall report any possession of a weapon or dangerous instrument to the student's parents/guardians by telephone or in person, and shall follow this notification with a letter.

The employee shall retain possession of the instrument until the risk of its use as a weapon has dissipated or, upon the request of the student's parent/guardian, until the parent/guardian appears and personally takes possession. (Education Code 49331, 49332)

HEALTH EXAMINATIONS

The principal at each school shall notify parents/guardians of the rights of students and parents/guardians related to health examinations. (Education Code 48980; 20 USC 1232h)

A parent/guardian may annually file with the principal a written statement withholding consent to the **child's** physical examination **of his/her child**. Any such student shall be exempt from any physical examination but shall be subject to exclusion from attendance when contagious or infectious disease is reasonably suspected. (Education Code 49451; 20 USC 1232h)

~~A parent/guardian may annually file a written statement with the principal withholding consent to the physical examination of his/her child. Any such student shall be exempt from any physical examination but shall be subject to exclusion from attendance when contagious or infectious disease is reasonably suspected. (Education Code 49451; 20 USC 1232h)~~

Vision and Hearing Tests

~~All students shall be tested for visual acuity when they first enroll in elementary school and at least every three years thereafter until they complete grade 8. Gross external observation of the student's eyes, visual performance, and perception shall be made by the school nurse and the classroom teacher. (Education Code 49455)~~

Each student's vision shall be appraised, by the school nurse or other personnel authorized under Education Code 49452, during the kindergarten year or upon first enrollment or entry in a district elementary school and subsequently in grades 2, 5, and 8. However, a student who is tested upon first enrollment or entry in the district in grade 4 or 7 shall not be required to be appraised in the next immediate year. (Education Code 49455)

The vision appraisal shall include tests for visual acuity, including near vision. ~~For Male students shall also be tested once for color vision shall be tested one time, after the student reaches grade 1~~ in grade 1 or later and the results of the appraisal shall be entered in the student's health record. ~~Results of the test shall be entered into the student's health record.~~ (Education Code 49455)

Evaluation Appraisal of a student's vision may be waived **under either of the following conditions:** (Education Code 49455)

1. The student's parent/guardian requests a waiver and presents a certificate from a ~~an authorized health care provider specifying the results of an examination of the student's vision,~~ **physician/surgeon, physician assistant, or optometrist showing the results of an examination of the student's vision,** including visual acuity and, in male students, color vision.

HEALTH EXAMINATIONS

2. The student's parents/guardians file with the principal a written statement that they adhere to the faith or teachings of any well-recognized religious sect, denomination, or organization and, in accordance with its creed, tenets, or principles depend for healing upon prayer in the practice of their religion.

Visual defects or any other defects found as a result of the vision examination shall be reported to the parent/guardian with a request that remedial action be taken to correct or cure the defect. The report of a visual defect, if made in writing, shall be made on a form prescribed by the Superintendent of Public Instruction. ~~Such reports~~ **The report** shall not include a referral to any private practitioner. However, the student may be referred to a public clinic or diagnostic and treatment center operated by a public hospital or by the state, county, or city department of public health. (Education Code 49456)

In addition to the vision appraisals described above, the school nurse and/or classroom teacher shall continually and regularly observe students' eyes, appearance, behavior, visual performance, and perception that may indicate vision difficulties. (Education Code 49455)

Eye Examinations for the Purpose of Eyeglasses

In addition to the vision appraisals described above, the district may enter into a memorandum of understanding with a nonprofit eye examination provider, including a mobile provider, to provide noninvasive eye examinations at a district school exclusively for the purpose of providing eyeglasses. (Education Code 49455.5)

Prior to any eye examination, the school shall notify parents/guardians of the upcoming eye examination and include a form that allows them to opt their child out of the examination. Parents/guardians who have submitted a general opt-out written statement in accordance with Education Code 49451 are deemed to have opted out. (Education Code 49455.5)

Parents/guardians whose child receives an eye examination shall be provided a report by the provider in accordance with Education Code 49456. (Education Code 49455.5)

Hearing Tests

The Superintendent or designee shall provide for the administration of hearing tests to district students by personnel authorized to conduct such testing pursuant to Education Code 49452 and 49454 and in accordance with the procedures specified in 17 CCR 2951.

Each student shall be given a hearing screening test at the following times: (17 CCR 2951)

HEALTH EXAMINATIONS

1. Kindergarten or grade 1
2. Grade 2
3. Grade 5
4. Grade 8
5. Grade 10 or 11
6. Upon first entry into the California public school system

Each student enrolled in a special education program, other than those enrolled because of a hearing problem, shall be given a hearing test when enrolled in the program and every third year thereafter. Hearing tests may be given more frequently as needed, based on the individualized education program team's evaluation of the student. (17 CCR 2951)

A follow-up hearing threshold test shall be administered to any student who fails to respond to any of the required frequencies in the screening test or is otherwise determined to need further evaluation. (17 CCR 2951)

The Superintendent or designee shall provide written notification of test results to the parents/guardians of any student who fails the hearing tests. When the test results fall within the levels specified in 17 CCR 2951 or there is evidence of pathology, such as an infection of the outer ear, chronic drainage, or a chronic earache, the notification shall include a recommendation that a further medical and audiological evaluation be obtained. (17 CCR 2951)

The dates and results of all screening tests and copies of threshold tests shall be included in the student's health records. (17 CCR 2951)

The principal or designee shall prepare an annual report of the school hearing testing program, using forms provided by the Department of Health Services, with copies to the Superintendent and the County Superintendent of Schools. (17 CCR 2951)

Scoliosis Screening

Each female student in grade 7 and each male student in grade 8 shall be screened for scoliosis. This screening shall comply with California Department of Education (CDE) standards and shall be performed by qualified personnel as specified in law (Education Code 49452.5)

HEALTH EXAMINATIONS

Persons performing the screening shall not solicit, encourage, or advise treatment of the student for scoliosis or any other condition discovered in the course of the screening. (Education Code 49452.5)

The parent/guardian of any student suspected of having scoliosis shall receive a notice which includes an explanation of scoliosis and describes the significance of treatment at an early age. This notice shall also describe the public services available for treatment and include a referral to appropriate community resources. (Education Code 49452.5)

Type 1 Diabetes Information

The Superintendent or designee shall provide parents/guardians of children enrolled in elementary school for the first time, or with the annual notifications pursuant to Education Code 48980, an information sheet developed by the California Department of Education (CDE) regarding type 1 diabetes as specified in Education Code 49452.6.

Type 2 Diabetes Information

Because type 2 diabetes in children is a preventable and treatable disease, parents/guardians are encouraged to have their child screened by an authorized health care practitioner for risk factors of the disease, including excess weight, and to request tests of their child's blood glucose to determine if the child has type 2 diabetes or pre-diabetes.

The Superintendent or designee shall provide parents/guardians of incoming students in grade 7, or with the annual notifications pursuant to Education Code 48980, an information sheet developed by CDE regarding type 2 diabetes, which includes: (Education Code 49452.7)

1. A description of the disease and its risk factors and warning signs
2. A recommendation that students displaying or possibly suffering from risk factors or warning signs associated with type 2 diabetes be screened for the disease
3. A description of the different types of diabetes screening tests available
4. A description of treatments and prevention methods

The information sheet may be provided with the parental notifications required pursuant to Education Code 48980. (Education Code 49452.7)

HEALTH EXAMINATIONS

The Superintendent or designee may provide information to parents/guardians regarding public or private sources from which they may receive diabetes screening and education services for free or at reduced costs.

SAFETY

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, and guiding student participation in educational programs and school-sponsored activities.

Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

School staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, school-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district **provided** transportation.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

Crossing Guards/Student Safety Patrol

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

Student Identification Cards and Safety Information

Student identification cards of students in grades 7-12 shall have printed on them safety information, including the following: (Education Code 215.5, **217**)

1. The National Suicide Prevention Lifeline telephone number and, at the district's discretion, the Crisis Text Line and/or a local suicide prevention hotline telephone number
2. The National Domestic Violence Hotline

SAFETY

Each principal or designee shall establish emergency procedures, rules for student conduct, and rules for the safe and appropriate use of school facilities, equipment, and materials, consistent with law, Board policy, and administrative regulation. The rules shall be communicated to students, distributed to parents/guardians, and readily available at the school at all times.

Release of Students

Students shall be released during the school day only to the custody of an adult who is one of the following:

1. The student's custodial parent/guardian
2. An adult authorized on the student's emergency card as someone to whom the student may be released when the custodial parent/guardian cannot be reached, provided the principal or designee verifies the adult's identity
3. An authorized law enforcement officer acting in accordance with law
4. An adult taking the student to emergency medical care at the request of the principal or designee

Supervision of Students

Teachers shall be present at their respective rooms and shall open them to admit students not less than 30 minutes before the time that school starts. (5 CCR 5570)

Every teacher shall hold students accountable for their conduct on the way to and from school, on the playgrounds, and during recess. (Education Code 44807)

The principal or designee shall require all individuals supervising students to remain alert for unauthorized persons and dangerous conditions, promptly report any such observations to the principal or designee, and file a written report as appropriate.

Any certificated or classified employee, or other school official, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, shall immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. (Education Code 49390, 49393)

***Threat or perceived threat* means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to**

SAFETY (continued)

school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

Additionally, anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator.

In arranging for appropriate supervision on playgrounds, the principal or designee shall:

1. Clearly identify supervision zones on the playground and require all playground supervisors to remain outside at a location from which they can observe their entire zone of supervision
2. Consider the size of the playground area, the number of areas that are not immediately visible, and the age of the students to determine the ratio of playground supervisors to students

At any school where playground supervision is not otherwise provided, the principal or designee shall provide for certificated employees to supervise the conduct and safety, and direct the play, of students who are on school grounds before and after school and during recess and other intermissions. (5 CCR 5552)

The Superintendent or designee shall ensure that teachers, teacher aides, playground supervisors, yard aides, and volunteers who supervise students receive training in safety practices and in supervisory techniques that will help prevent problems and resolve conflicts among students. **Such Additionally, all staff and other school officials shall be made aware of their responsibilities regarding the reporting of potential homicidal acts to law enforcement, and receive training in the assessment and reporting of such threats. The** training shall be documented and kept on file.

Playground Safety

Any new playground or any replacement of equipment or modification of components inside an existing playground shall conform to standards set forth by the American Society for Testing and Materials and the guidelines set forth by the U.S. Consumer Product Safety Commission. The Superintendent or designee shall have a playground safety inspector certified by the National Playground Safety Institute conduct an initial inspection to aid compliance with applicable safety standards. (Health and Safety Code 115725)

SAFETY (continued)**Activities with Safety Risks**

Due to concerns about the risk to student safety, the principal or designee shall not permit the following activities on campus or during school-sponsored events unless the activity is properly supervised, students wear protective gear as appropriate, and each participant has insurance coverage:

1. Trampolining
2. Scuba diving
3. Skateboarding or use of scooters
4. In-line or roller skating or use of skate shoes
5. Sailing, boating, or water skiing
6. Cross-country or downhill skiing
7. Motorcycling
8. Target shooting
9. Horseback riding
10. Rodeo
11. Archery
12. Mountain bicycling
13. Rock climbing
14. Rocketeering
15. Surfing
- 16. Body Contact Sports**
- 167.** Other activities determined by the principal to have a high risk to student safety

SAFETY (continued)

~~Students who operate~~ **As needed, the Superintendent or ride as a passenger designee may periodically provide training or instruction to student on a bicycle, the safe use of electric, motorized or nonmotorized bicycles, scooters, skateboards, and roller skates. Any student who rides any such bicycle, scooter, or skateboard, or wear in-line or roller skates, upon a street, bikeway, or any other public bicycle path or trail shall wear a properly fitted and fastened bicycle helmet**

Events In or Around a Swimming Pool

When any on-campus event that is not part of an interscholastic athletic program is sponsored or hosted by the district and is to be held in or around a swimming pool, at least one adult with a valid certification of cardiopulmonary resuscitation training shall be present throughout the duration of the event. (Education Code 35179.6)

Laboratory Safety

The principal of each school offering laboratory work shall develop procedures for laboratory safety and designate a trained certificated employee to implement and regularly review these procedures.

Students in a laboratory shall be under the supervision of a certificated employee. Students shall be taught laboratory safety, and safety guidelines and procedures shall be posted in science classrooms. Students shall receive continual reminders about general and specific hazards.

Hazardous materials shall be properly used, stored, and disposed of in accordance with law and the district's chemical hygiene plan.

Bloodborne pathogens shall be handled in accordance with the district's exposure control plan.

The district's emergency plan, emergency contact numbers, and first aid supplies shall be readily accessible.

Parents/guardians shall be made aware of the kinds of laboratory activities that will be conducted during the school year.

Hearing Protection

The Superintendent or designee shall monitor students' exposure to excessive noise in classrooms and provide protection as necessary. The Superintendent or designee may also provide hearing conservation education to teach students ways to protect their hearing.

Eye Safety Devices

AR 5142(e)

SAFETY (continued)

The Superintendent or designee shall provide schools with eye safety devices for use whenever students, teachers, or visitors are engaged in or observing an activity or using hazardous substances likely to cause injury to the eyes. Eye safety devices may be sold to students for an amount not to exceed their actual cost to the district. (Education Code 32030, 32031, 32033)

Protection Against Insect Bites

To help protect students against insect bites or stings that may spread disease or cause allergic reactions, students shall be allowed to apply insect repellent provided by their parents/guardians, under the supervision of school personnel, and in accordance with the manufacturer's directions, when engaging in outdoor activities.

Administrative
Regulation
Adopted: September 15, 2010
Revised: June 17, 2020
Reviewed: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

BEFORE/AFTER SCHOOL PROGRAMS

The Governing Board desires to provide ~~before-~~ **learning opportunities for students beyond the regular** school ~~and/or after-school enrichment programs~~ **day** that support the regular education program in a supervised environment. In order to increase academic achievement of participating students, the content of such programs shall be coordinated with the district's vision and goals for student learning, local control and accountability plan, curriculum, and academic standards.

~~The district's~~ **Each** program **offered by the district** shall be planned through a collaborative process ~~that includes parents/guardians, students, and representatives of participating schools, governmental agencies including city and county parks and recreation departments, local~~ **as required by law** ~~enforcement, community organizations, and, if appropriate, the private sector.~~ (Education Code 8422, 8482.5, **8484.75**, 46120)

To the extent feasible, the district shall give priority to establishing ~~before-~~ **expanded learning opportunities beyond the regular** school ~~and/or after-school programs~~ **day** in low-performing schools and/or programs that serve low-income and other at-risk students.

Any **expanded learning opportunities, including but not limited to** After School Education and Safety Program (ASES), 21st Century Community Learning Center Program (21st CCLC), 21st Century High School After School Safety and Enrichment for Teens Program (ASSETs), ~~or~~ **Expanded Learning Opportunities Program (ELO) or any** other program to be established pursuant to Education Code 8421, 8482.3 ~~or~~ 8484.75 **or 46120**, shall be approved by the Board ~~and the principal of each participating school.~~

The Superintendent or designee shall ensure that all staff who directly supervise students in the district's ~~before-school and/or after-school program~~ **expanded learning opportunity programs** possess appropriate knowledge and experience. As needed, staff and volunteers shall receive ongoing training related to their job responsibilities.

Each **before-school, after-school, summer, vacation or intersessional expanded learning opportunity** program shall include academic and enrichment elements in accordance with law and administrative regulation. In addition, each program may include support services that reinforce the educational component and promote student health and well-being.

No fee shall be charged for participation in the program.

Eligible students who are 11 or 12 years of age shall be placed in a before-school or after-school program, if and when available, rather than subsidized child care and development services. During the time that the before-school or after-school program does not operate, such students may be provided the option of enrolling in child care and development services in accordance with the enrollment priorities established in AR 5148 - Child Care and Development. (Welfare and Institutions Code 10273)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

The Board and the Superintendent or designee shall monitor student participation rates and shall identify multiple measures that shall be used to evaluate program effectiveness. Such measures may include, but are not limited to, student outcome data; program self-assessments; feedback from staff, participating students, and parents/guardians; and observations of program activities.

Every three years, the Superintendent or designee shall review the after-school program plan, including, but not limited to, program goals, program content, and outcome measures. Documentation of the program plan shall be maintained for a minimum of five years.

Policy
Adopted: September 15, 2010
Revised: February 17, 2022
Reviewed: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

BEFORE/AFTER SCHOOL PROGRAMS

Definitions

Expanded learning opportunities means before school, after school, summer, ~~or intersession~~ **vacation and/or intersessional** learning programs that focus on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences. *Expanded learning opportunities* does not mean an extension of instructional time, but rather, opportunities to engage students in enrichment, play, nutrition, and other developmentally appropriate activities. (Education Code 8482.1, 46120)

***Offer access*, with regard to an Expanded Learning Opportunities (ELO) program, means to recruit, advertise, publicize, or solicit through culturally and linguistically effective and appropriate communication channels. (Education Code 46120)**

***Provide access*, with regard to an ELO program, means to register or enroll a student in an ELO program. (Education Code 46120)**

Unduplicated student means a student enrolled in a district who is either classified as an English learner, eligible for a free or reduced-price meal, or is a foster youth. (Education Code 42238.02, 46120)

Grades TK-9

~~The district's Expanded Learning Opportunities (ELO) program shall serve students in grades TK-6. For the 2021-22~~ **For the 2022-23** school year, the district shall offer access to ELO programs to all unduplicated students in grades TK-6 and provide access to such programs to at least 50 percent of enrolled unduplicated students. ~~Commencing with the 2022-23 school year, the district shall offer all students in grades TK-6 access to ELO programs, and ensure that access is provided to any student whose parent/guardian requests placement in a program.~~ (Education Code 46120)

Commencing with the 2023-24 school year, the district shall offer access to the ELO program to all classroom-based students in grades TK-6. The district shall provide access to any student whose parent/guardian requests placement in an ELO program.

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education Code 8322)

The district's ASES, 21st CCLC, and ELO program(s) shall be operated in accordance with the following:

1. Program Elements

BEFORE/AFTER SCHOOL PROGRAMS (continued)

- a. The program shall include an educational and literacy element in which tutoring or homework assistance is provided in language arts, mathematics, history and social science, computer training, and/or science. (Education Code 8482.3, 8484.75, 46120)
 - b. The program shall include an educational enrichment element which may include, but is not limited to, fine arts, career technical education, recreation, technology, physical fitness, and prevention activities. (Education Code 8482.3, 8484.75, 46120)
2. Nutrition
 - a. If snacks **Snacks** or meals are made available in the program, they shall conform to nutrition standards specified in Education Code 49430-49434 or 42 USC 1766 as applicable. (Education Code 8482.3, 8484.75, 46120; 42 USC 1766-1766a; 7 CFR 226.17)
 - b. The district's before-school program shall offer a breakfast meal as described in Education Code 49553 for all program participants. (Education Code 8483.1, 8484.75)
3. Location of Program
 - a. The program may be offered at one or multiple school sites and/or at an easily available and accessible off-campus facility. (Education Code 8482.3, 8484.75)
 - b. When there is a significant barrier to student participation in either the before-school or after-school component of a program at the school of attendance, the Superintendent or designee may, with the approval of the Superintendent of Public Instruction, provide services at another school site. Such transfer of services shall occur only if the school to which the program will be transferred agrees to receive students from the transferring school and has an existing grant of the same type as the transferring school, or does not have a 10-percent lower percentage of students eligible for free or reduced-price meals than the transferring school. A significant barrier includes any of the following: (Education Code 8482.8, 8484.75)
 - (1) Fewer than 20 students participating in the program component
 - (2) Extreme transportation constraints, including, but not limited to, desegregation busing, busing for magnet or open enrollment schools, or student dependence on public transportation
 - (3) A reduction in the program grant of an existing school due to its merging into a new school opened by the district or the splitting of its students with

BEFORE/AFTER SCHOOL PROGRAMS (continued)

a new school in the before-school or after-school program, and parents/guardians; and ensure alignment of the educational and literacy elements with the regular school program of participating students. (Education Code 8482.8, 8484.75)

4. Staffing

- a. All staff members who directly supervise students shall, at a minimum, meet the qualifications for an instructional aide. (Education Code 8483.4, 8484.75, 45330, 45344, 45344.5)
- b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in law and Board policy. (Education Code 8483.4, 8484.75)
- c. The student-to-staff ratio shall be no more than 20 to 1, except that programs serving transitional kindergarten or kindergarten students shall maintain a student-to-staff member ratio of no more than 10 to 1 (Education Code 8483.4, 8484.75, 46120)

5. Hours of Operation

- a. A before-school program shall not operate for less than one and one-half hours per regular school day. (Education Code 8483.1, 8484.75)
- b. An after-school program shall begin immediately upon the conclusion of the regular school day and shall operate a minimum of 15 hours per week and at least until 6 p.m. on every regular school day. (Education Code 8483, 8484.75)
- c. An ELO program shall provide in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, shall not be less than nine hours of combined instructional time and expanded learning opportunities per instructional day. (Education Code 46120)

6. Admissions

- a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity. (Education Code 8482.6, 8484.75)
- b. If the number of students wishing to participate in the program exceeds program capacity, students shall be selected for enrollment based on the following guidelines:

BEFORE/AFTER SCHOOL PROGRAMS (continued)

- (1) First priority for enrollment shall be given to students who are identified as homeless youth, as defined by the McKinney-Vento Homeless Assistance Act (42 USC 11434a), at the time they apply for enrollment or at any time during the school year, to students who are identified by the program as being in foster care, and to students who are eligible for free or reduced-price meals. (Education Code 8483, 8483.1, 8484.75)

The district is not required to disenroll a current student in order to secure the enrollment of a student who has priority for enrollment. (Education Code 8483, 8483.1)

The district shall inform the parent/guardian of a homeless or foster youth **or, student eligible for free or reduced price meals** of the right of the child to receive priority enrollment and how to request priority enrollment. (Education Code 8483, 8484.75)

- (2) Second priority for enrollment of middle or junior high school students shall be given to students who attend daily. (Education Code 8483, 8483.1, 8484.75)
- (3) Third priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with Board policy or administrative regulation.
- (4) Any remaining capacity shall be filled by students selected at random.
- (5) A waiting list shall be established to accommodate additional students if space becomes available.

7. Attendance/Early Release

- a. Each student admitted into a district program shall be expected to attend the full number of hours that the program is in operation every day that the student participates. **An ELO program offered pursuant to Education Code 46120 does not have an attendance requirement, but the district may track student attendance for safety and continuous quality improvement purposes.**
- b. When necessary, a student's parent/guardian may request, in writing, that the Superintendent or designee approve the reasonable late daily arrival for the before-school program or the reasonable early daily release from the after-school program. The Superintendent or designee shall not approve such a request if the student would be attending less than one-half of the daily program hours.

BEFORE/AFTER SCHOOL PROGRAMS (continued)

8. Summer/Intersession/Vacation Programs

- a. ELO programs shall offer no less than nine hours of in-person expanded learning opportunities per day for at least 30 non-school days, during intersessional periods.
- b. A before-school program operating during summer, intersession, and/or vacation days shall be offered for a minimum of two hours per day. An after-school program offered during summer, intersession, and/or vacation days may be operated for either three hours or six hours per day in accordance with Education Code 8483.76. When both before-school and after-school programs are offered for the same students on such days, they shall be operated for a minimum of four and one-half hours per day. (Education Code 8483, 8483.1, 8483.2, 8483.76)
- c. A program offered during summer, intersession, and/or vacation periods may open eligibility to every student attending a school in the district, with priority for enrollment given to students enrolled in the school that received the grant. (Education Code 8483.76)
- d. To address the needs of students and school closures, the program may be conducted at an off-site location or an alternate school site. The program shall notify the California Department of Education (CDE) of the change of location and shall include a plan to provide safe transportation pursuant to Education Code 8484.6. (Education Code 8483.76)
- e. Any program operating for six hours per day shall provide at least one nutritionally adequate free or reduced-price meal to each eligible student during each program day. (Education Code 8483.76)
- f. For any program operating six hours per day, district procedures pertaining to student attendance and early release as specified in item #7 above shall apply. (Education Code 8483.76)

Volunteers

The Superintendent or designee may establish a registry of volunteer after-school physical recreation instructors and other before-school and after-school program volunteers. (Education Code 35021.3)

To be included in the registry, a volunteer shall submit to a criminal background check pursuant to Education Code 45125. The volunteer shall also submit current contact information to the district and shall update that information whenever the information changes. (Education Code 35021.3)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

The Superintendent or designee may use a volunteer registered with the district or may select another person to provide physical recreation to students after school hours or to provide other services. (Education Code 35021.3)

Reports

The Superintendent or designee shall annually submit to CDE outcome-based data, including, but not limited to: (Education Code 8427, 8482.3, 8484)

1. For participating students, school day attendance on an annual basis and program attendance on a semi-annual basis
2. Evidence of a program quality improvement process that is data driven and based on CDE program quality standards

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION

Referrals for Special Education Services

The Superintendent or designee shall ensure that the district's child find process includes the collection of data and, at reasonable intervals, the screening of such data to determine if students are making adequate progress, as appropriate.

A student shall be referred for special education instruction and services only after the resources of the regular education program have been considered and used where appropriate. (Education Code 56303)

However, the district shall ensure that evaluations of children suspected of having a disability are not delayed or denied because of the implementation of response to intervention strategies.

A parent/guardian or the district may initiate a request for an initial evaluation to determine if the student is a student with a disability. (34 CFR 300.301)

When a verbal referral is made, staff shall offer assistance to the individual to make the request in writing and shall assist the individual if the individual requests such assistance. (5 CCR 3021)

All referrals from school staff for an initial evaluation shall include a brief reason for the referral and description of the regular program resources that were considered and/or modified for use with the student and, when appropriate, the results of intervention. This documentation shall not delay the timelines for completing the assessment plan or assessment. (5 CCR 3021)

Initial Evaluation for Special Education Services

Before the initial provision of special education and related services to a student with a disability, the district shall conduct **a full and an individual initial evaluation of the student's educational needs related to all areas of suspected disability.** (Education Code 56320; 34 CFR 300.301)

Upon receipt of a referral of any student for special education and related services, a proposed evaluation plan shall be developed within 15 calendar days, not counting days between the student's regular school sessions or terms or calendar days of school vacation in excess of five school days, unless the parent/guardian agrees, in writing, to an extension. If the referral is made within 10 days or less prior to the end of the student's regular school year or term, the proposed evaluation plan shall be developed within 10 days after the beginning of the next regular school year or term. (Education Code 56043, 56321)

The proposed evaluation plan shall meet all of the following requirements: (Education Code 56321)

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

1. Be in a language easily understood by the general public
2. Be provided in the native language of the parent/guardian or other mode of communication used by the parent/guardian unless it is clearly not feasible
3. Explain the types of evaluation to be conducted
4. State that no individualized education program (IEP) will result from the evaluation without parent/guardian consent

A copy of the notice of a parent/guardian's rights and procedural safeguards shall be attached to the evaluation plan. (Education Code 56321)

The proposed written evaluation plan shall include a description of recent assessments conducted, including available independent assessments and assessment information requested by the parent/guardian to be considered, as well as information indicating the student's primary language and the student's primary language proficiency as determined by Education Code section 52164.1. (5 CCR 3022)

Before conducting an initial evaluation, the district shall provide the parent/guardian with prior written notice in accordance with 34 CFR 300.503. In addition, as part of the evaluation plan, the parent/guardian shall receive written notice that includes all of the following information: (Education Code 56329; 34 CFR 300.304, 300.502, 300.504)

1. Upon completion of the administration of tests and other evaluation materials, an IEP team meeting that includes the parent/guardian or the parent/guardian's representative shall be scheduled pursuant to Education Code 56341. At this meeting, the team shall determine whether or not the student is a student with disabilities, as defined in Education Code 56026, and shall discuss the evaluation, the educational recommendations, and the reasons for the recommendations.
2. When making a determination of eligibility for special education, the district shall not determine that the student is disabled if the primary factor for such determination is lack of appropriate instruction in reading, including the essential components of reading instruction as defined in 20 USC 6368, lack of appropriate instruction in mathematics, or limited English proficiency, if the student does not otherwise meet the eligibility criteria under 34 CFR 300.8.
3. A copy of the evaluation report and the documentation of determination of eligibility shall be given to the parent/guardian.

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

4. If the parent/guardian disagrees with an evaluation obtained by the district, the parent/guardian has the right to obtain, at public expense, an independent educational evaluation (IEE) of the student from qualified specialists, in accordance with 34 CFR 300.502. The parent/guardian is entitled to only one such evaluation at public expense each time the district conducts an assessment with which the parent/guardian disagrees.

If the district observed the student in conducting its evaluation, or if its evaluation procedures make it permissible to have in-class observation of the student, an equivalent opportunity shall apply to the IEE. This equivalent opportunity shall apply to the student's current placement and setting as well as observation of the district's proposed placement and setting, if any, regardless of whether the IEE is initiated before or after the filing of a due process hearing proceeding.

5. The district may initiate a due process hearing pursuant to Education Code 56500-56508 to show that its evaluation is appropriate. If the final decision resulting from the due process hearing is that the evaluation is appropriate, the parent/guardian maintains the right for an IEE, but not at public expense.

If the parent/guardian obtains an IEE at private expense, the results of the IEE shall be considered by the district with respect to the provision of a free appropriate public education (FAPE) to the student, and may be presented as evidence at a due process hearing regarding the student. If the district observed the student in conducting its evaluation, or if its evaluation procedures make it permissible to have in-class observation of a student, an equivalent opportunity shall apply to an IEE of the student in the student's current educational placement and setting and in any educational placement and setting proposed by the district, regardless of whether the IEE is initiated before or after the filing of a due process hearing.

6. If the parent/guardian proposes a publicly financed placement of the student in a nonpublic school, the district shall have an opportunity to observe the proposed placement and, if the student has already been unilaterally placed in the nonpublic school by the student's parent/guardian, the student in that proposed placement. Any such observation shall only be of the student who is the subject of the observation and shall not include the observation or evaluation of any other student in the proposed placement unless that other student's parent/guardian consents to the observation or evaluation. The results of any observation or evaluation of another student in violation of Education Code 56329(d) shall be inadmissible in any due process or judicial proceeding regarding FAPE of that other student.

Parent/Guardian Consent for Evaluations

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

~~Informed parental consent~~ **Consent** means that the parent/guardian: (Education Code 56021.1; 34 CFR 300.9)

1. Has been fully informed, in the parent/guardian's native language or other mode of communication, of all information relevant to the activity for which consent is sought
2. Understands and agrees, in writing, to the carrying out of the activity for which parent/guardian consent is sought and the consent describes that activity and lists the records (if any) that will be released and to whom
3. Understands that the granting of consent is voluntary on the parent/guardian's part and may be revoked at any time
4. Understands that if the parent/guardian revokes consent, that revocation is not retroactive (i.e., it does not negate an action that has occurred after the consent was given and before the consent was revoked). The district is not required to amend the education records of a student to remove any reference to the student's receipt of special education and services if the student's parent/guardian submits a written revocation of consent after the initial provision of special education and related services to the student.

Upon receiving the proposed evaluation plan, the parent/guardian shall have at least 15 days to decide whether to consent to the initial evaluation. The district shall not interpret parent/guardian consent for initial evaluation as consent for initial placement or initial provision of special education services. (Education Code 56321; 34 CFR 300.300)

The district shall make reasonable efforts to obtain the informed consent of the parent/guardian for an initial evaluation or reevaluation of a student. (Education Code 56321; 34 CFR 300.300, 300.322)

The district shall maintain a record of its attempts to obtain consent, ~~which may include~~ **such as: (Education Code 56341.52):**

1. Detailed records of telephone calls made or attempted and the results of those calls
2. Copies of correspondence sent to the parent/guardian and any responses received
3. Detailed records of visits made to the parent/guardian's home or place of employment and the results of those visits

If a parent/guardian refuses to consent to the initial evaluation or fails to respond to a request to provide consent, the district may, but is not required to, pursue an evaluation by utilizing the

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

procedural safeguards, including the mediation and due process procedures pursuant to 20 USC 1415 and 34 CFR 300.506-300.516. (Education Code 56321; 34 CFR 300.300)

For a student who is a ward of the state and not residing with the student's parent/guardian, the district shall make reasonable efforts to obtain the **informed** consent from the parent/**guardian** of the student for an initial evaluation to determine whether the student is a student with a disability. The district may conduct an initial evaluation without obtaining **informed** consent if any of the following situations exists: (Education Code 56321.1; 20 USC 1414; 34 CFR 300.300)

1. Despite reasonable efforts to do so, the district cannot discover the whereabouts of the parent/guardian of the student.
2. The rights of the parent/guardian of the student have been terminated in accordance with state law.
3. The rights of the parent/guardian to make educational decisions have been subrogated by a judge in accordance with state law and consent for an initial evaluation has been given by an individual appointed by the judge to represent the student.

The district need not obtain parent/guardian consent before reviewing existing data as part of an evaluation or reevaluation, or before administering a test or other evaluation that is administered to all students, unless consent is required from the parents/guardians of all students. (Education Code 56321; 34 CFR 300.300)

Conduct of the Evaluation

Within 60 calendar days of receiving parental consent for the initial assessment of a student, not counting days between the student's regular school sessions, terms, or days of school vacation in excess of five schooldays, a determination whether the student is eligible for special education and the educational needs of the student shall be made, an IEP team meeting shall occur, and an IEP shall be developed, unless the parent/guardian agrees in writing to an extension, pursuant to Education Code 56344. If the 60-day time is interrupted by a student school vacation, the 60-day time shall recommence on the date that student schooldays reconvene and a meeting to develop an IEP for the student shall be conducted within 30 days of a determination that the student needs special education and related services. (Education Code 56043, 56344)

However, when a referral has been made for a student 30 days or less prior to the end of the regular school year, an IEP required as a result of an assessment of the student shall be developed within 30 days after the commencement of the subsequent regular school year. (Education Code 56043, 56344; 34 CFR 300.301, 300.323)

The evaluation shall be conducted by qualified personnel who are competent to perform the assessment as determined by the district. (Education Code 56320, 56322)

In addition, evaluations and reevaluations shall be administered by qualified personnel who are competent in the oral or sign language skills and written skills of the student's primary language or mode of communication and have a knowledge and understanding of the cultural and ethnic background of the student. If it is clearly not feasible to do so, an interpreter shall be used, and the assessment report shall document this condition and note that the validity of the assessment may have been affected. The normal process of second-language acquisition, as well as manifestations of dialect and sociolinguistic variance shall not be diagnosed as a disabling condition. (5 CCR 3023)

The screening of a student by a teacher or specialist to determine appropriate instructional strategies for curriculum implementation shall not be considered to be an evaluation for eligibility for special education and related services. (Education Code 56321; 20 USC 1414; 34 CFR 300.302)

In conducting the evaluation, the district shall use a variety of assessment tools and strategies to gather relevant functional, developmental, and academic information about the student. The district shall also use any information provided by the parent/guardian that may assist the district in making the determination as to whether the student is a student with a disability and, if so, the necessary components of the student's IEP when the IEP is developed, including information related to enabling the student to be involved in and to progress in the general education curriculum. (34 CFR 300.304)

The district's evaluation shall not use any single measure or assessment as the sole criterion for determining whether a student is a student with a disability and for determining the appropriate educational program for the student. The assessment shall use technically sound instruments that may assess the relative contribution of cognitive and behavioral factors in addition to physical or developmental factors. (Education Code 56320; 34 CFR 300.304)

The district shall also ensure that assessments and other evaluation materials provide relevant information that assists in determining the student's educational needs and are: (Education Code 56320; 34 CFR 300.304)

1. Selected and administered so as not to be discriminatory on a racial, cultural, or sexual basis
2. Provided and administered in the student's native language or other mode of communication and in the form most likely to yield accurate information on what the student knows and can do academically, developmentally, and functionally, unless it is clearly not feasible to so provide or administer
3. Used for the purposes for which the assessments or measures are valid and reliable

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

4. Administered by trained and knowledgeable personnel except that individually administered tests of intellectual or emotional functioning shall be administered by a credentialed school psychologist
5. Administered in accordance with any instructions provided by the producer of the assessments
6. Tailored to assess specific areas of educational need and not merely designed to provide a single general intelligence quotient
7. If administered to a student with impaired sensory, manual, or speaking skills, selected and administered to best ensure that the results accurately reflect the student's aptitude or achievement level or whatever other factors the test purports to measure, rather than reflecting the child's impaired sensory, manual, or speaking skills (unless those skills are the factors that the test purports to measure).

Students shall be assessed in all areas related to the suspected disability, including, if appropriate, health and development, vision (including low vision), hearing, motor abilities, language function, general intelligence, academic performance, communicative status, self-help, orientation and mobility skills, career and vocational abilities and interests, and social and emotional status. When appropriate, a developmental history shall be obtained. For students with residual vision, a low vision assessment shall be provided in accordance with guidelines established pursuant to Education Code 56136. The district shall ensure that the evaluation is sufficiently comprehensive to identify all of the student's special education and related service needs, whether or not commonly linked to the disability category in which the student has been classified. (Education Code 56320; 34 CFR 300.304)

As part of the initial evaluation and any reevaluation, the IEP team and other qualified professionals shall, if appropriate, review existing evaluation data on the student, including evaluations and information provided by the parents/guardians, current classroom-based local or state assessments and classroom-based observations, and observations by teachers and related services providers. On the basis of that review and input from the student's parent/guardian, the team shall identify what additional data, if any, are needed to determine: (Education Code 56381; 34 CFR 300.305)

1. Whether the student is a student with a disability, or in the case of a reevaluation, whether the student continues to have a disability, and the educational needs of the student
2. The present levels of academic achievement and related developmental needs of the student
3. Whether the student needs, or continues to need, special education and related services

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

4. Whether any additions or modifications to the special education and related services are needed to enable the student to meet the measurable annual goals set out in the student's IEP and to participate, as appropriate, in the general education curriculum

If a student has transferred from another district in the same school year or leaves this district, the district shall coordinate with the student's prior or subsequent district as necessary and as expeditiously as possible to ensure prompt completion of full evaluations. (**Education Code 56320**; 34 CFR 300.304)

Evaluation Report

The personnel who evaluate the student shall prepare a written report of the results of each evaluation. The report shall include, but not be limited to, the following: (Education Code 56327)

1. Whether the student may need special education and related services
2. The basis for making the determination
3. The relevant behavior noted during the observation of the student in an appropriate setting
4. The relationship of that behavior to the student's academic and social functioning
5. The educationally relevant health, developmental, and medical findings, if any
6. For students with learning disabilities, whether there is such a discrepancy between achievement and ability that it cannot be corrected without special education and related services
7. A determination concerning the effects of environmental, cultural, or economic disadvantage, where appropriate
8. The need for specialized services, materials, and equipment for students with low incidence disabilities, consistent with Education Code 56136

Eligibility Determination

Upon completion of the administration of assessments and other evaluation measures, a group of qualified professionals and the parent/guardian shall determine whether the student is a student with a disability as defined in 5 CCR 3030 and 34 CFR 300.8 and, if so, the student's educational needs. In interpreting the data, the group shall draw information from a variety of sources, including aptitude and achievement tests, parent/guardian input, and teacher recommendations, as

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

well as information about the student's physical condition, social or cultural background, and adaptive behavior. The group shall ensure that the information obtained from these sources is documented and carefully considered. (34 CFR 300.306)

When making a determination of eligibility for special education and related services, the district shall not determine that a student is disabled if the primary factor for such determination is a lack of appropriate instruction in reading, including the essential components of reading instruction pursuant to 20 USC 6368, lack of instruction in mathematics, limited English proficiency, or that the student does not otherwise meet the eligibility criteria. (Education Code 56329; 34 CFR 300.306)

The normal process of second-language acquisition, as well as manifestations of dialect and sociolinguistic variance, shall not be diagnosed as a disabling condition. (5 CCR 3023)

Independent Educational Evaluation

An *independent educational evaluation* is defined as an evaluation conducted by a qualified examiner who is not employed by the district. (34 CFR 300.502)

Public expense means that the district either pays for the full cost of the IEE or ensures that the evaluation is otherwise provided at no cost to the parent/guardian. (34 CFR 300.502)

The parents/guardians of a student with a disability have the right to obtain an IEE at public expense under the same criteria, including the location of the evaluation and the qualifications of the examiner, that the district uses for a district-initiated evaluation. (34 CFR 300.502)

The parent/guardian is entitled to only one IEE at public expense each time the district conducts an evaluation with which the parent/guardian disagrees. (Education Code 56329; 34 CFR 300.502)

If a parent/guardian has requested an IEE, the district may ask for the reason that the parent/guardian objects to the district's evaluation. However, the parent/guardian is not required to provide an explanation and the district may not unreasonably delay either providing the IEE at public expense or filing a due process complaint to request a due process hearing to defend the public evaluation. (34 CFR 300.502)

Upon receiving the request for an IEE, the district shall, without unnecessary delay, either: (34 CFR 300.502)

1. File a due process complaint to request a hearing to show that its evaluation is appropriate

IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL EDUCATION (continued)

2. Ensure that an IEE is provided at public expense, unless the district demonstrates at a hearing that the evaluation obtained by the parent/guardian did not satisfy the district's criteria

If a due process hearing decision determines that the district's evaluation is appropriate, then the parent/guardian may obtain an IEE but not at public expense. (Education Code 56329; 34 CFR 300.502)

In any decision made with respect to providing FAPE to a student with a disability, the result of any IEE obtained by the student's parent/guardian shall be considered by the district if it meets district criteria. Any such result also may be presented as evidence at a hearing on a due process complaint. (Education Code 56329; 34 CFR 300.502)

Coordinating Transitions

The district designates the individual listed below as the main point of contact for coordinating and completing, with other agencies and persons, the transition of a child and family from infant/toddler programs to preschool (Part C to Part B of the federal Individuals with Disabilities Education Act), including establishing practices to educate and support families during the transition: (Government Code 95008)

Lo-Inyo Principal

(title or position)

PO Box 159 – Lone Pine, CA 93545

(address)

(760)876-5579

(telephone number)

Reevaluation

A reevaluation shall be conducted when the district determines that the educational or related service needs of the student, including improved academic achievement and functional performance, warrant a reevaluation or if the student's parent/guardian or teacher requests reevaluation. Such reevaluations shall occur every three years, unless the parent/guardian and district agree in writing that a reevaluation is unnecessary. A reevaluation may not occur more than once a year, unless the parent/guardian and the district agree otherwise. (Education Code 56043, 56381; 34 CFR 300.303)

The district shall ensure that any reevaluations of the student are conducted in accordance with the evaluation procedures pursuant to 34 CFR 300.304-300.311. (34 CFR 300.303)

**IDENTIFICATION AND EVALUATION OF INDIVIDUALS FOR SPECIAL
EDUCATION** (continued)

Before entering kindergarten or first grade, as the case may be, children with disabilities who are in a preschool program shall be reevaluated to determine if they still need special education and services. IEP teams shall identify a means of monitoring the continued success of children who are determined to be eligible for less intensive special education programs. (Education Code 56445)

The district's point of contact for coordinating and completing the transition of a child and family from infant/toddler programs to preschool, may coordinate the reevaluation and monitoring as described above for kindergarten or first grade.

Policy
Adopted: September 15, 2010
Revised: January 20, 2011
Revised: October 20, 2021
Reviewed: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

GOVERNING BOARD ELECTIONS

Board Member Qualifications

Any person is eligible to be a member of the Governing Board, without further qualifications, if **he/she the person** is 18 years of age or older, a citizen of California, a resident of the school district, **or, if applicable the trustee area**, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or elected as a Board member except when **he/she the person** has been granted a pardon in accordance with law. (Education Code 35107; Elections Code 20)

A district employee elected to the Board shall resign **his/her from district** employment before being sworn in or shall have **his/her the** employment automatically terminated upon being sworn into office. (Education Code 35107)

The Board encourages all candidates to become knowledgeable about the role of board members. The Superintendent or designee shall provide all candidates with information that will enable them to understand the responsibilities and expectations of being a Board member, including information regarding available workshops, seminars, and/or training. The Superintendent or designee shall provide all candidates with the county election official's contact information and general information about school programs, district operations, and Board responsibilities.

Recalling a Board Member

A Board member may be recalled as permitted by Elections Code 11000. Proponents of a recall are required to serve, file, and publish or post a notice of intention to circulate the recall petition and to comply with other applicable law and formalities and county elections official directives. The petition, pursuant to Elections Code 11041, is required to be in the format provided by the Secretary of State and to include an estimate of the cost of conducting the special election, as determined by the county elections official, in consultation with the district.

Within 14 days after the meeting at which the Board receives a certificate of sufficiency of signatures on a recall petition from the county elections official, the Board shall order an election to be held to determine whether the Board member named in the petition shall be recalled. The election shall be held not less than 88, nor more than 125, days after the date that the Board orders the election. However, the election may be conducted within 180 days after the issuance of the Board's order to consolidate the election with a regularly scheduled election.

Recall elections shall be conducted in accordance with Elections Code 11381-11386.

Consolidation of Elections

GOVERNING BOARD ELECTIONS (continued)

To reduce costs associated with conducting elections, the Board may consolidate Board elections with the local municipal or statewide primary or general election in accordance with Elections Code 1302.

In addition, if a regularly scheduled Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the Board shall take action to consolidate Board elections with statewide elections. **The district shall move its election to the next state statewide election date, unless the Board has adopted a plan by January 1, 2018 to consolidate Board elections not later than the November 8, 2022 statewide general election.** (Elections Code 14051, 14052)

In order to consolidate elections based on either circumstance described above, the Board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

Elections Process and Procedures

Board members may reside anywhere within the district's boundaries and shall be elected by all voters in the district.

To ensure ongoing compliance with the California Voting Rights Acts, the Board may review the district's Board election method to determine whether any modification is necessary due to changes in the district's population or any of its racial, color, or language minority group composition. The review shall be based on the Superintendent or designee's report to the Board after the release of each decennial federal census.

If When the district's election method is to be changed the Board ~~determines that a change is necessary,~~ it shall hold public hearings in accordance with Elections Code 10100 before adopting a resolution at an open meeting specifying the change(s), and shall, in accordance with Education Code 5019, obtain approval from the county committee on school district organization having jurisdiction over the district.

The election method or trustee-area boundaries in effect at the beginning of a Board member's term shall be used when any vacancy that occurs during that term is to be filled, even if, during the term, the district has adopted "by-trustee area" election method or trustee area boundaries have been adjusted.

GOVERNING BOARD ELECTIONS (continued)

Any petition for a special election ordered pursuant to Education Code 5091 shall contain the county election official's estimate of the cost of conducting the special election, expressed on a per-student basis. (Education Code 5091)

Campaign Conduct

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign donations, funding, and expenditures.

A Board member shall not expend, and a candidate shall not accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

Statement of Qualifications

On the 125th day prior to the day fixed for the general district election, the Board secretary or his/her designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

The district shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a

GOVERNING BOARD ELECTIONS (continued)

condition of having candidate statements included in the hard copy and/or electronic voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time shall determine the winner by lot. (Education Code 5016)

Policy
adopted: September 15, 2010
Revised: August 12, 2015
Revised: February 20, 2019
Reviewed: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

FILLING VACANCIES**Events Causing a Vacancy**

A vacancy on the Governing Board may occur for **arise from** any of the following events:

1. The death of an incumbent (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of **his/her** the office for the remainder of **his/her** the term (Government Code 1770)
3. A Board member's resignation (Government Code 1770)

A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A Board member may not defer **the** an effective date of **his/her** resignation for more than 60 days after the date **his/her** the resignation is filed with the County Superintendent. Upon being filed with the County Superintendent, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090, 5091)

4. A Board member's removal from office, **including** by recall (Elections Code **11384 11000**; Government Code 1770)
5. A Board member's ceasing to be a resident of the district (Government Code 1770)

~~6. A Board member's absence from the state beyond the period allowed by law without the permission required by law (Government Code 1770)~~

~~No Board member shall be absent from the state for more than 60 days, except in any of the following situations: (Government Code 1064)~~

~~a. Upon business of the school district with the approval of the Board~~

~~b. With the consent of the Board for an additional period not to exceed a total absence of 90 days~~

~~c. For federal military deployment not to exceed six months as a member of the armed forces of the United States or the California National Guard~~

~~If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six month absence upon a showing that there is a reasonable expectation that the member will return within the second six month period, and the~~

FILLING VACANCIES

Board may appoint an interim member to serve in his/her absence. If two or more members of the Board are absent by reason of these circumstances, and those absences result in the inability to establish a quorum at a regular meeting, the Board may immediately appoint one or more interim members as necessary to enable the Board to conduct business and discharge its responsibilities.

d. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board for an additional period not to exceed 30 days.

6. A Board member ceases to inhabit the trustee area represented on the Board (58 Ops.Cal.Atty.Gen. 888 (1975))

However, a vacancy does not arise when the district adjusts the trustee area boundaries or changes from "at-large" to "by-trustee area" election method during a Board member's term.

7. A Board member's absence from the state for more than 60 days, except in the following situations: (Government Code 1064, 1770)

- a. Upon district business with the approval of the Board
- b. With the consent of the Board for an additional period not to exceed a total absence of 90 days
- c. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board
- d. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard

If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the Board may appoint an interim member to serve in during the absence. If two or more members of the Board are absent by reason of these circumstances, and those absences result in the inability to establish a quorum at a regular meeting, the Board may immediately appoint one or more interim members as necessary to enable the Board to conduct business and discharge its responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent Board member

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or beyond the next regularly scheduled election for that office, whichever occurs first.

8. A Board member's ceasing to discharge the duties of **his/her the** office for the period of three consecutive months, except when prevented by illness or when absent from the state with the permission required by law (Government Code 1770)
9. A Board member's conviction of a felony or any offense involving a violation of official duties or conviction of a designated crime resulting in a forfeiture of office (Government Code 1770, 3000-3003)
10. A Board member's refusal or neglect to file **his/her the** required oath within the time prescribed (Government Code 1770)
11. The decision of a competent tribunal declaring void a Board member's election or appointment (Government Code 1770)
12. A Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code 1770)
13. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a Board seat(s) (Education Code 5090, 5326, 5328)

Timelines for Filling a Vacancy

When a vacancy occurs, the Board shall take the following action, as appropriate:

1. When a vacancy occurs within four months of the end of a Board member's term, the Board shall take no action. (Education Code 5093)
- 3.2. ~~When a vacancy occurs longer than four months before the end of a Board member's term, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below~~ When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which **he/she the person** was elected to fill. (Education Code 5093)

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3. **When a vacancy occurs outside of the statutory time windows identified in Items #1 and #2 above, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment. (Education Code 5091, 5093)**

Eligibility

In order to be appointed or elected to fill a vacancy on the Board, a person must meet the eligibility requirements specified in Education Code 35107, **as described in BB 9220 – Governing Board Elections.**

Provisional Appointments

When authorized by law to make a provisional appointment to fill a vacancy on the Board, ~~In order to draw from the largest possible number of candidates,~~ the Board shall advertise in the local media to solicit candidate applications or nominations. A committee consisting of less than a quorum of the Board shall ensure that applicants are eligible for Board membership and announce the names of the eligible candidates. The Board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by majority vote.

Within 10 days after the appointment is made, the Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the district. (Education Code 5092)

The notice shall contain: (Education Code 5092)

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation
2. The full name of the appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, it shall become an effective appointment

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment. (Education Code 5091)

If within 30 days of the Board's appointment, registered voters of the district or, where

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elections are by trustee areas, of the trustee area submit a petition for special election which the County Superintendent determines to be legally sufficient, the provisional appointment is terminated, and a special election shall be held in accordance with Education Code 5091 to fill the vacancy.

Appointment Due to Failure to Elect

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and a district election will not be held, the Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election. (Education Code 5328)

When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures for "Provisional Appointments," as specified above.

MEETING CONDUCT

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned **at by** 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and, **if necessary, may** subsequently **may** be adjourned to a later date.

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting, **except that if the meeting is conducted using remote public participation or with a Board member attending remotely pursuant to Government Code 54953, a member of the public desiring to provide comment through the use of a third party internet website or online platform may be required to register as required by the third party provider.**

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board,

MEETING CONDUCT (continued)

either before or during the Board's consideration of the item. (Education Code 35145.5; Government Code 54954.3)

2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5; Government Code 54954.2)
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)
5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

In general, individual speakers will be allowed three minutes to address the Board on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input-and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation

MEETING CONDUCT (continued)

equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:
 - a. If a topic would be suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.
 - b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)
 - c. The Board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.
7. The Board president shall not permit ~~any disturbance or willful interruption~~ **actual disruption** of Board meetings. **Persistent Actual** disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board **and remove the individual from the meeting.**

The Board President or designee may remove an individual for actually disrupting the meeting. Prior to removal, the individual shall be warned that their behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after being warned, the individual does not promptly cease the disruptive behavior, the Board president, or designee, may then remove the individual from the meeting. (Government Code 54957.95)

When an individual's behavior constitutes the use of force or a true threat of force, the individual shall be removed from a Board meeting without a warning. (Government Code 54957.95)

***Disrupting* means engaging in behavior during a Board meeting that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law, or engaging in behavior that constitutes use of force or a true threat of force. (Government Code 54957.95)**

MEETING CONDUCT (continued)

7. *True threat of force* means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat. (Government Code 54957.95)

~~The Board may remove disruptive individuals and~~ **Additionally, the Board may** order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

~~When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement as necessary.~~

When disruptive conduct occurs, the Board may decide to recess the meeting to help restore order, or if removing the disruptive individual(s) or clearing the room is infeasible, move the meeting to another location. The Board may direct the Superintendent or designee to contact local law enforcement as necessary.

Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Bylaw

Adopted: September 15, 2010

Revised: June 20, 2018

Revised: June 17, 2020

Reviewed: February 15, 2023

LONE PINE UNIFIED SCHOOL DISTRICT

Lone Pine, California

**Lone Pine Unified School District
Board Policy
Instruction**

BP 6164.2(a)

GUIDANCE/COUNSELING SERVICES

The Governing Board recognizes that a comprehensive counseling program promotes academic achievement and growth, and serves the diverse needs of all district students. The district shall provide an educational counseling program that offers students services and supports within a Multi-Tiered Systems of Support (MTSS) framework, in accordance with law. Counseling staff shall be available to meet with regarding their educational progress toward academic and/or career goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning and well-being.

The Superintendent or designee shall ensure that all persons employed to provide direct school counseling, school psychology, school social work services to students, and/or implement equitable school programs and services that support students' academic and social emotional development and college and career readiness shall possess the appropriate credential **or be enrolled in a program towards this goal** from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of such positions shall be clearly defined in a job description.

Responsibilities of school counselors include, but are not limited to:

1. Engaging with, advocating for, and providing all students with direct services, such as individual counseling, group counseling, risk assessment, crisis response, and instructional services, including mental health and behavioral, academic, and postsecondary educational services and indirect services, including but not limited to, positive school climate strategies, teacher and parent consultations, and referrals to public and private community services.
2. Planning, implementing, and evaluating school counseling programs
3. Working within a MTSS that uses multiple data sources to monitor and improve student behavior, attendance, engagement, and achievement
4. Developing, coordinating, and supervising comprehensive student support systems in collaboration with teachers, administrators, other pupil personnel
5. Promoting and maintaining a safe learning environment for all students by providing restorative practices, positive behavior interventions, and support services, and by developing a variety of intervention strategies, and using those strategies, to meet individual, group, and school community needs before, during, and after a crisis
6. Intervening to ameliorate school related problems, including problems related to chronic absences

GUIDANCE/COUNSELING SERVICES (continued)

7. Using research-based strategies to promote mental wellness, reduce mental health stigma, and to identify characteristics, risk factors, and warning signs of students who develop, or are at risk of developing, mental health and behavioral disorders and who experience, or are at risk of experiencing, mistreatment, including mistreatment related to any form of conflict or bullying
8. Improving school climate and student well-being by addressing the mental and behavioral health needs of students during a period of transition, separation, heightened stress, and critical changes, accessing community programs and services to meet those needs, and providing other appropriate services
9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural literacy, and commitment to lifelong learning and the pursuit of high-quality educational programs
10. Providing counseling services for unduplicated students who are classified as English learners, or foster youth, homeless children, and students eligible for free and reduced-priced meals, including interventions and support services that enhance equity and access to appropriate education systems and public and private services
11. Engaging in continued development as a professional school counselor

Educational and Career Counseling

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions. (Education Code 221.5)

The educational counseling program shall include academic counseling and postsecondary services, in the following areas:

1. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition
2. Optimizing progress towards achievement of proficiency standards and competencies
3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes
4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid

GUIDANCE/COUNSELING SERVICES (continued)

5. High-quality career programs at all grade levels in which students are assisted in doing all of the following:
 - a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition
 - b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success
 - c. Developing work, self-efficacy for the ever-changing work environment, the changing needs of the workforce, and the effects of work on quality of life
 - d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options
 - e. Understanding the value of participating in career technical education pathways, programs, and certifications, including, but not limited to, those related to regional occupational programs, and centers, the federal program administered by the United States Department of Labor offering free education and vocational training to students, known as "Job Corps," the California Conservation Corps, work-based learning, industry certifications, college preparation and credit, and employment opportunities
 - f. Understanding the need to develop essential employable skills and work habits
 - g. Understanding entrance requirements to the Armed Forces of the United States, including the benefits of the Armed Services Vocational Aptitude Battery (ASVAB) test

The district's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with the rest of their peers, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and counseling regarding available options for students who fail to meet graduation requirements. to continue with their education.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education. (Education Code 48431)

As part of the district's educational counseling program, students may be offered mental and behavioral health services under which a student may receive prevention, intervention, short-term

GUIDANCE/COUNSELING SERVICES (continued)

counseling services, and mental health related classroom instruction to reduce stigma and increase awareness of counseling support services.

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. (Education Code 49603; 10 USC 503; 20 USC 7908)

The Superintendent or designee shall collaborate with businesses, government agencies, postsecondary institutions including universities and career technical schools, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities through college and/or career fairs.

When planning to hold a college or career fair, the Superintendent or designee shall notify each apprenticeship program in the county. The notification shall include the planned date, time and location of the college or career fair. (Labor Code 3074.2)

Personal or Mental Health Counseling

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by their credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by the student's parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The

GUIDANCE/COUNSELING SERVICES (continued)

information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

A counselor shall consult with the Superintendent or designee and with the Superintendents approval may contact the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Teacher-Based Advisory Program

The Board recognizes that a supportive, ongoing relationship with a caring adult can provide a student with valuable advice, enhance student-teacher relationships, and build the student's feelings of connectedness with the school. The Board authorizes the development of a teacher-based advisory program in which teachers advise students in such areas as academic planning, character development, conflict resolution, and self-esteem. Any teacher participating in this program shall be under the supervision of a credentialed school counselor as appropriate, receive related information and training, and be subject to this Board policy and law, including requirements pertaining to student confidentiality and nondiscrimination.

This policy will go into effect for the 2023-24 school year.

It is understood that these responsibilities may be accomplished over the next three years.

Policy adopted: September 15, 2010
Revised: January 20, 2016
Revised: December 14, 2022

LONE PINE UNIFIED SCHOOL DISTRICT
Lone Pine, California

UNADOPTED

**LONE PINE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
AGENDA
January 18, 2023**

The regular meeting was held in the District Office Conference Room, 301 S. Hay Street, Lone Pine, CA.

1. CALLED TO ORDER & ROLL CALL @ 4:36 P.M.

Mrs. Susan Patton, President	Present
Mrs. Krista Sullivan, Clerk	Present
Mr. Scott Kemp, Member	Present arrived at 4:39 p.m.
Mrs. Susan Lutze, Member	Present arrived at 4:38 pm
Ms. Rachel Yourgules, Member	Present
Patrick Traynor, Superintendent and Secretary to the Board	Present

PUBLIC PARTICIPATION (HEARING SESSION)

No one addressed the Board.

2. CLOSED SESSION (4:30 P.M.)

2.1 Moved by Trustee Sullivan and seconded by Trustee Yourgules that the Board recess to closed session to discuss the following items: Motion passed 3-0 with Trustees Kemp and Lutze absent.

- 1) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT (G.C. Sec. 54957)
- 2) PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT (G.C. Sec. 54957)
 - a. Elementary Teacher
 - b. Food Service Worker
 - c. Substitute Teachers/Food Service Worker
- 3) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)

District Employees: SITA and CSEA
District Negotiator: Patrick Traynor
- 4) CONFERENCE WITH REAL PROPERTY NEGOTIATOR (G.C. Sec. 54956.8)
 - a. Lo-Inyo School Parking Lot; LPUSD & Comino Family; Price.

3. OPEN SESSION (5:15 P.M.)

- 3.1** Moved by Trustee Sullivan and seconded by Trustee Kemp that the Board return to open session at 5:22 p.m.
- 3.2** Pledge of Allegiance was led by President Patton.
- 3.3** Moved by Trustee Kemp and seconded by Trustee Sullivan that the Board approve the agenda order as presented. Motion passed 5-0 with correction to item 6.5.
- 3.4** Trustee Patton reported that no action was taken in Closed Session.

4. PRESENTATION SESSION

- 4.1** Lo-Inyo Student Representative – Selena Peden reported that ASB hosted their winter dance last month; report cards will be mailed on Friday; first ski trip was canceled; in February ASB a few things coming up but will report at the next meeting.
- 4.2** Lo-Inyo Principal Report – Dr. Traynor reported that attendance rate is up to 91.37% has improved; announced December students of the month; introduced new teacher, Autumn Tyerman teaching 5th grade; winter program was held December 15th very well attended; Next Math will have another training on Thursday; February 7th with have David Garcia, motivational speaker/comedian, will be hosting a presentation; state has delayed the math adoption to November 2025 County has some suggestions.
- 4.3** LPHS Student Representative – Christopher Dominguez senior at Lone Pine High; Clint was honored by Inyo County with a plaque dedication for the new building; FFA held a can food drive and collected over 2,000 cans; Neftali Ruiz received his American Farmer Degree; shared pictures of Varsity Cheer, Varsity Girls Basketball, and Varsity Boys Basketball teams; art class mural wall is still in progress and the theme is Evolution.
- 4.4** LPHS Principal Report – Ms. O'Sullivan reported that monthly attendance rate is at 89% and enrollment is at 103; working on WASC during the minimum days and during teacher meetings, WASC visit will be in May;

shared upcoming events and they will be posted on the website; thanked all of the district's long-term substitutes.

4.5 SITA and/or CSEA Representative Reports – No Report

PUBLIC PARTICIPATION (HEARING SESSION)

Jill Patton commented on her concerns about the Guidance Counselor policy and that one person cannot do the job. As for mental health counseling, the computer based with Lighthouse is not working, students believe that they are still not being listened to.

Trustee Yourgules read the district's mission statement, Dr. Traynor, Ms. O'Sullivan, Mrs. Berry, Ms. Maybury, and herself, they looked at three documents and they came to recommendation to hire a full-time certificated employee to serve grades 9-12 and to fly the position as soon as possible. The Committee is asking for an addendum to the policy that would be implemented in the fall of 2023 so the district wouldn't be liable for the policy. Next meeting will be on Monday at 1pm, will be discussing financial and creative possibilities on what can be done. Trustee Patton asked to include the 8th graders.

5. GENERAL FUNCTIONS OF THE BOARD

NON CONSENT

5.1 Moved by Trustee Kemp and seconded by No Second that the Board adopt the following revised and/or updated Board Policy and/or Administrative Regulation as presented to the Board. Trustee Lutze moved to approve as first read, Trustee Yourgules seconded. Motion passed 5-0.

- 1) AR 0430, Comprehensive Local Plan for Special Education
- 2) BP/AR 0450, Comprehensive Safety Plan
- 3) BP/AR 0460, Local Control and Accountability Plan
- 4) BP/AR 3250, Transportation Fees
- 5) AR 3260, Fees and Charge
- 6) BP/AR 3460, Financial Reports and Accountability
- 7) AR 3516.2, Bomb Threats
- 8) BP 3540, Transportation

5.2 Moved by Trustee Lutze and seconded by Trustee Sullivan that the Board approve the regular minutes of December 14, 2022, as presented to the Board. Motion passed 5-0.

6. PERSONNEL

CONSENT AGENDA

Moved by Trustee Kemp and seconded by Trustee Sullivan that the Board approve consent agenda items 6.1 to 6.7. Motion passed 5-0, with correction to item 6.5.

- 6.1** Approve probationary employment of Autumn Tyerman to serve as Elementary Teacher at Lo-Inyo School. Compensation will be upon verification of units and employment requirements.
- 6.2** Approve probationary employment of Viviana Hernandez to serve as Food Service Worker for 1.5 hours per day, pending employment requirements. Compensation shall be Range 2 Step 1, as specified on the 2022-23 Classified Salary Schedule.
- 6.3** Approve probationary employment of Viviana Hernandez to serve as Food Service Worker Assistant for 2.5 hours per day, pending employment requirements. Compensation shall be Range 1 Step 1, as specified on the 2022-23 Classified Salary Schedule.
- 6.4** Approve Memorandum of Understanding between the District and CSEA for Compensation for District Translator, as presented to the Board.
- 6.5** Approve additions of Patrick Warren, Dale McKenzie, and ~~Paul Fretheim~~ to the list of substitute teachers.
- 6.6** Approve addition of Bernadette Warner to the list of substitute food service worker.
- 6.7** Approve to add Agriculture Mechanics teacher position to the Certificated Salary Schedule.

7. CURRICULUM & INSTRUCTION

NON-CONSENT

- 7.1 Moved by Trustee Sullivan and seconded by Trustee Lutze that the Board approve the 2022-23 School Accountability Report Cards for Lo-Inyo, Sierra Alternative Learning Academy, and Lone Pine High School, as presented to the board. The SARC's will be posted on the District's website as required by law. Motion passed 5-0.

8. BUSINESS AND FINANCE**CONSENT AGENDA**

Moved by Trustee Kemp and seconded by Trustee Sullivan that the Board approve consent agenda items 8.1 to 8.4. Motion passed 5-0.

- 8.1 Accept the Quarterly Report on Williams Uniform Complaints for the period October to December 2022.
8.2 Authorize the district to apply for the Impact Aid Grant FY 2023.
8.3 Approve Budget Revisions.
8.4 Approve Purchase Orders and Warrants.

ITEMS FROM THE SUPERINTENDENT

- A. Superintendent Report – Dr. Traynor reviewed the existing grants, Learning Recovery Emergency Block Grant \$536,804, for learning loss experienced during the pandemic; Arts, Music, & Instructional Materials Block Grant \$220,605, need a plan approved by the board and no deadline for spending this grant money; and Student Behavioral Health Incentive Program (SBHIP) \$935,000 county wide; Kitchen Infrastructure and Training (KIT) up to \$100,00 for expanding capacity to provide 40% of meals freshly prepared on-site minimally processed; School Breakfast and Summer Meal Grants due by March 1st to purchase equipment and infrastructure to expand school breakfast program or initiate summer meal program. State math adoption is delayed until November 2025 and the district is considering adopting mid-cycle to change programs, high school is interested in going back to Algebra I, Geometry, and Algebra II, elementary would like to reconsider Eureka Math.

Trustee Lutze would like the district to consider reconfiguring the science classes. Ms. O'Sullivan commented that Mr. Jordan and Mr. Heinz would work it out and move classes around.

ITEMS FROM THE BOARD

Trustee Lutze recommended that the board look more closely at the policies before we approved them. Trustee Sullivan commented on what an improvement the boy's basketball has made since the beginning of the season and all of our prayers go out to Brenda and her family.

UPCOMING DATES AND REMINDERS (See District Calendar at www.lpusd.k12.ca.us)

- Wed. Feb 15 - Regular Board Meeting 5:15 p.m. DCR

9 RETURN TO CLOSED SESSION

- 9.1 Moved by Trustee Sullivan and seconded by Trustee Kemp that the Board reconvene into closed session at 6:22 p.m. to discuss the following items. Motion passed 5-0.
- 3) CONFERENCE WITH LABOR NEGOTIATOR (G.C. Sec. 54957.6)
District Employees: SITA and CSEA
District Negotiator: Patrick Traynor
- 4) CONFERENCE WITH REAL PROPERTY NEGOTIATOR (G.C. Sec. 54956.8)
a. Lo-Inyo School Parking Lot; LPUSD & Comino Family; Price.

10 OPEN SESSION

- 10.1 Moved by Trustee Kemp and seconded Trustee Lutze that the Board reconvene into open session at

7:16 p.m. Motion passed 5-0.

10.2 Trustee Patton reported that no action was taken in closed session.

11 ADJOURNMENT @ 7:18 P.M.

Respectfully Submitted,

Patrick Traynor, Superintendent and
Secretary to the Board

Lone Pine Unified School District**Certificated Job Description****POSITION: Guidance Counselor****DEFINITION:**

Under the direction of the of the high school principal, to provide pupil counseling services for all high school students.

DUTIES AND RESPONSIBILITIES:

The counselor establishes and continues to communicate with students, families, staff, and administration to update quarterly progress and events. These services will assist the students in making appropriate decisions relative to their attendance, educational, career, and social development. Supervises students in out-of-classroom activities during the assigned workday; participates in in-service activities provided by the district and/or in self-selected professional growth activities. Coordinates all standardized testing in the high school.

Build Up Personal Development:

- Furthers all students' personal development by counseling individual students to build positive attitudes, self-understanding, and self-reliance.
- Communicates with parents to maximize students' social and academic adjustment.
- Interprets test scores and explains school policies.
- Assists in parental understanding of teen development.
- Utilizes all available resources (i.e. Alternative Education, Advanced Education, Special Education and Community Service, etc.) to meet the individual needs of each student.

Enhance Social Development:

- Counsels with groups and individual students to promote confidence, collaborative interaction, problem solving and decision-making skills.
- Serves as a referral agent for other professional agencies.
- Works collaboratively with students, parents/guardians and staff.

Support Student Attendance:

- Informs and counsels with families of persistent attendance offenders and assists students with the resolution of these problems.
- Serves as a liaison with community agencies and organizations concerned with child welfare and attendance.

Expand Academic and Career Development:

- Assists students with career/college choices using interest inventories and assessment tests. Meets with each student to discuss scheduling needs, college search/application or career search.
- Provides a system to ensure equitable dissemination of materials and information concerning colleges, jobs, scholarships, student loans, and grants to all 9-12 grade students.
- Provides orientation, career and group activities to promote self-direction.

Other Duties as assigned but not limited to the following:

- Works with the high school principal in developing the annual master schedule.
- Is familiar with the Naviance and Aeries Programs.
- Prepares official transcripts for transfer or graduating students, verifies accuracy of information and forwards material, maintains related records in student cumulative files.
- Tests and assigns new students in the district high school.
- Aids the principal in preparing for the beginning of the school year.
- Maintains professional competence through professional growth activities
- Participates in faculty meetings and committees.

Minimum Qualifications:

- Possession of a valid California Pupil Personnel Services Credential or newly enrolled in a program to obtain the necessary credential.
- Bachelor's Degree or higher from an accredited university or college.
- A valid California driver's license or State or Federal issued ID.
- Spanish bilingual preferred
- Experience working with diverse student population.
- Positive, proactive attitude, with prevention focused approach.
- Experience working collaboratively with staff and parents.
- Positive collaboration with outside agencies or individuals.
- Strong organization, communication, public relations and interpersonal skills.

Pending Board Approval: February 15, 2023

**Lone Pine High School
2022-23 Baseball/Softball Schedule**

Date	Day	Opponent	Softball	Baseball	Dismiss	Leave	Return
Mar 2-4	Thurs-Sat	@ Hawthorne Tournament	TBA	TBA		3:30	TBA
Mar 10	Fri	Desert	3:15	3:15	2:00		
Mar 14	Tues	@ Bishop	3:15	3:15	12:15	1:00	7:30
Mar 15	Wed	@ Bishop vs Mammoth	3:15	3:15	12:15	1:00	7:30
Mar 21	Tues	* Lee Vining	3:15	3:15	2:00		
Mar 28	Tues	* @ Immanuel Christian	3:15	3:15	11:30	12:15	8:00
Mar 31	Fri	* @ Mojave	3:15	3:15	11:15	12:00	8:30
Apr 4	Tues	Cal City	3:15	3:15	2:00		
Apr 6	Thurs	* Baker Valley	3:15	3:15	2:00		
Apr 18	Tues	* @ Lee Vining	3:15	3:15	10:15	11:00	9:30
Apr 21	Fri	* Mojave	3:15	3:15	2:00		
Apr 25	Tues	* Immanuel Christian	3:15	3:15	2:00		
Apr 28	Fri	* @ Trona	3:15	3:15	11:15	12:00	8:30
May 5	Fri	* @ Baker Valley	3:15	3:15	10:00	10:15	10:30
May 9	Tues	* Trona	3:15	3:15	2:00		

Pending Board Approval 2/15/23 Updated -

*Denotes League Games

HOME GAMES ARE IN BOLD

Please Note: Return times may vary up to 1 hr. either way

Baseball: Mike Button

Softball: Joey Kinberg

Co Athletic Directors: Kasey Wuester & Mike Button

LONE PINE BASEBALL

2023

BASEBALL TOURNAMENT IN HAWTHORNE, NV ON MARCH 2-4

Baseball: Coach Mike Button (760)614-0151

Transportation: One Bus

Thursday, March 2nd

Depart: LPHS at 3:30 pm

Arrive: Hawthorne, NV @ 7:30pm

Check into motel: 7:30 pm

Friday, March 3rd

TBA Game 1 vs TBA

TBA Game 2 vs TBA

Breakfast, lunch and dinners will be decided on what times we play.

Saturday, March 4th

Check out of rooms. Games start at 8 am in Hawthorne.

TBA Game 3 vs TBA

TBA Game 4 vs TBA

8:00 Estimated arrival time back in Lone Pine

HOTEL:

Travelodge (El Capitan) 540 F St, Hawthorne NV 89415 (775)945-3321

Fundraising will pay for lodging and food. Players will need to bring money for some meals and snacking.

LONE PINE SOFTBALL

2023

BASEBALL TOURNAMENT IN HAWTHORNE, NV ON MARCH 2-4

Baseball: Coach Joey Kinberg (805)558-5527

Volunteer Coach Jeff Matteson

Transportation: One Bus

Thursday, March 2nd

Depart: LPHS at 3:30 pm

Arrive: Hawthorne, NV @ 7:30pm

Check into motel: 7:30 pm

Friday, March 4th

TBA Game 1 vs TBA

TBA Game 2 vs TBA

Breakfast, lunch and dinners will be decided on what times we play.

Saturday, March 7th

Check out of rooms. Games start at 8 am in Hawthorne.

TBA Game 3 vs TBA

TBA Game 4 vs TBA

8P:00 Estimated arrival time back in Lone Pine

HOTEL:

Travelodge (El Capitan) 540 F St, Hawthorne NV 89415 (775)945-3321

Fundraising will pay for lodging and food. Players will need to bring money for some meals and snacking.

LPUSD#	Quantity	Unit	S/N	P/N	Description	Servicable?	Surplus Reason
3069	1	EA	FD5L2X2	P29T	Dell Chromebook 3100	No	Broken
3110	1	EA	5RY2X2	P29T	Dell Chromebook 3100	No	Broken
2789	1	EA	2642CY0SM867600358	AGSM5060	Tripplite Smart 1000 RM1U Uninterruptible Power Supply	No	Broken
NA	1	EA	2921RY0SM888100017	AGSM5060	Tripplite Smart 1000 RM1U Uninterruptible Power Supply	No	Broken

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
Board of Trustees Meeting 02/15/2023

Fiscal Year: 2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Transmittal Number: 23000034-0 AUDIT

Reference Vendor
PV230567-001 AMERIGAS

Description
PROPANE

Total Payment Amount

Amount
4,826.90
4,826.90

PO230047-001 BENCHMARK EDUCATION COMPANY

Decodable readers

Total Payment Amount

107.75
107.75

PO230086-036 FRONTIER COMMUNICATIONS

Open PO for phone services -FY

Total Payment Amount

80.46
80.46

PO230087-041 INYO COUNTY WATER SYSTEMS

Monthly water fees for school

Total Payment Amount

1,900.84
1,900.84

PO230075-017 PRODUCERS DAIRY

Open PO for Milk Purchases

Total Payment Amount

377.98
377.98

PO230095-013 SIERRA DISPOSAL
PO230095-014 SIERRA DISPOSAL

Waste Services
Waste Services

Total Payment Amount

158.40
1,316.24
1,474.64

PV230560-001 SWRCB

ANNUAL PERMIT FEES

Total Payment Amount

548.00
548.00

PO230140-015 SYSCO VENTURA

Open PO for Cafeteria Food Sup

Total Payment Amount

1,726.86
1,726.86

Transmittal Total

11,043.43

Fund Summary: Fund 01
Fund 13

8,938.59
2,104.84

Transmittal Number: 23000034-0
PV230561-001 ACT

AIDE TESTING

Total Payment Amount

45.50
45.50

PV230563-001 AMERIGAS
PV230564-001 AMERIGAS
PV230565-001 AMERIGAS
PV230566-001 AMERIGAS

PROPANE
PROPANE
PROPANE
PROPANE

1,359.10
304.63
4,116.59
3,480.00

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Transmittal Number: 23000034-0

Fiscal Year: 2023

Reference	Vendor	Description	Total Payment Amount	Amount
PO230096-007	CALIFORNIA BROADBAND COOPERATI	Annual Erate Year Contract 7/2	Total Payment Amount	9,260.32
			Total Payment Amount	662.32
			Total Payment Amount	662.32
PV230557-001	DAILY INDEPENDENT	JOB ANNOUNCEMENTS	Total Payment Amount	570.00
			Total Payment Amount	570.00
PV230552-001	DEPT OF WATER AND POWER	ELECTRICITY		790.54
PV230553-001	DEPT OF WATER AND POWER	ELECTRICITY		3,285.18
PV230554-001	DEPT OF WATER AND POWER	ELECTRICITY		1,595.05
PV230555-001	DEPT OF WATER AND POWER	ELECTRICITY		99.49
			Total Payment Amount	5,770.26
PO230086-037	FRONTIER COMMUNICATIONS	Open PO for phone services -FY		159.23
PO230086-038	FRONTIER COMMUNICATIONS	Open PO for phone services -FY		77.93
PO230086-039	FRONTIER COMMUNICATIONS	Open PO for phone services -FY		299.33
PO230086-040	FRONTIER COMMUNICATIONS	Open PO for phone services -FY		230.51
			Total Payment Amount	767.00
PV230568-001	GRAINGER INC	CUSTODIAL SUPPLIES		101.03
PV230569-001	GRAINGER INC	MAINTENANCE SUPPLIES		84.20
PV230570-001	GRAINGER INC	CUSTODIAL SUPPLIES		65.50
			Total Payment Amount	250.73
PV230550-001	LIGHTHOUSE THERAPY LLC	COUNSELING SERVICES		7,415.55
			Total Payment Amount	7,415.55
PO230165-002	LINDE GAS & EQUIPMENT, INC.	Ag supplies for welding class		615.39
			Total Payment Amount	615.39
PV230551-001	LISELDA CASTRO	MEAL REIMBURSEMENT-BB TO HAWTH		22.25
			Total Payment Amount	22.25
PV230559-001	LONE PINE COMMUNICATIONS	STUDENT INTERNET		633.00
			Total Payment Amount	633.00
PV230558-001	MOUNTAIN INVESTMENTS INC	CERRO GORDO SITE		300.27

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000034-0

Total Payment Amount 300.27

Reference	Vendor	Description	Amount
PV230562-001	PAUL & SONS AUTOMOTIVE INC	VAN REPAIRS	96.91
			96.91

Total Payment Amount

PO230043-005	QUILL CORPORATION	Open PO- supplies	97.93
PO230043-006	QUILL CORPORATION	Open PO- supplies	966.89
PO230043-007	QUILL CORPORATION	Open PO- supplies	33.06
PO230043-008	QUILL CORPORATION	Open PO- supplies	62.04
PO230190-004	QUILL CORPORATION	Office Supplies, lined paper,	112.48
PO230190-005	QUILL CORPORATION	Office Supplies, lined paper,	185.23
PV230548-001	QUILL CORPORATION	DISTRICT OFFICE SUPPLIES	14.30
PV230549-001	QUILL CORPORATION	DISTRICT OFFICE SUPPLIES	12.15
		Total Payment Amount	1,484.08

Total Payment Amount

PV230556-001	THOMAS PETROLEUM LLC	BUS FUEL	3,868.36
			3,868.36

Total Payment Amount

Transmittal Total 31,761.94

Fund Summary: Fund 01 31,761.94

Transmittal Number: 23000035-0

PO230093-007 CANON FINANCIAL SERVICES INC

Annual Copier Leases

Total Payment Amount

Transmittal Total 2,190.38

Fund Summary: Fund 01 2,190.38

Transmittal Number: 23000036-0 AUDIT

PO230067-008 AMERICAN FIDELITY ASSURANCE CO

SDI Insurance for Classified E

Total Payment Amount

PV230581-001	AMERIGAS	PROPANE	2,936.90
PV230582-001	AMERIGAS	PROPANE	3,866.50
PV230583-001	AMERIGAS	PROPANE	1,909.74
PV230589-001	AMERIGAS	PROPANE	2,964.09

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000036-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
PV230575-001	CALIFORNIA'S VALUED TRUST	HEALTH AND WELFARE		98,573.25
		Total Payment Amount		98,573.25
CM230003-001	DAVES AUTO PARTS	4PIN ADAPTER CREDIT-AG SUPPLI		(117.84)
PO230147-021	DAVES AUTO PARTS	Ag supplies		14.80
PO230147-022	DAVES AUTO PARTS	Ag supplies		43.95
PO230147-023	DAVES AUTO PARTS	Ag supplies		219.76
PO230147-024	DAVES AUTO PARTS	Ag supplies		12.84
PO230147-025	DAVES AUTO PARTS	Ag supplies		53.83
PO230147-026	DAVES AUTO PARTS	Ag supplies		8.78
PO230147-027	DAVES AUTO PARTS	Ag supplies		6.45
PO230147-028	DAVES AUTO PARTS	Ag supplies		5.38
PV230584-001	DAVES AUTO PARTS	MAINTENANCE SUPPLIES		10.01
PV230585-001	DAVES AUTO PARTS	MAINTENANCE SUPPLIES		229.87
PV230586-001	DAVES AUTO PARTS	MAINTENANCE SUPPLIES		43.95
PV230587-001	DAVES AUTO PARTS	MAINTENANCE SUPPLIES		23.85
PV230588-001	DAVES AUTO PARTS	MAINTENANCE SUPPLIES		19.21
		Total Payment Amount		574.84
PV230591-001	EMPLOYMENT DEVELOPMENT DEPT.	EDD 4TH QTR CONTRIBUTION		4,680.07
		Total Payment Amount		4,680.07
PO230018-043	GARDNER'S	Annual Maintenance Supplies-Op		5.69
PO230150-018	GARDNER'S	Instructional supplies for Ag		37.30
		Total Payment Amount		42.99
PO230075-018	PRODUCERS DAIRY	Open PO for Milk Purchases		349.63
		Total Payment Amount		349.63
PO230190-009	QUILL CORPORATION	Office Supplies, lined paper,		98.27
		Total Payment Amount		98.27
PO230208-001	SCHOOL SERVICES OF CALIF. INC.	Annual Fiscal Services Agreeeme		4,260.00
		Total Payment Amount		4,260.00
PO230205-001	SCHOOL SPECIALTY INC	Folding Tables for District Us		2,665.95

2/2/2023 7:36:54 AM

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000036-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
PV230590-001	SISC I - WORK COMP	4TH QTR WC PREMIUM		9,561.65
		Total Payment Amount		9,561.65
PO230140-016	SYSCO VENTURA	Open PO for Cafeteria Food Sup		1,470.34
		Total Payment Amount		1,470.34
		Transmittal Total		134,913.42
		Fund Summary:		
		Fund 01		102,379.48
		Fund 13		5,269.91
		Fund 71		27,264.03
		Total Payment Amount		4,362.76
				4,362.76
		Total Payment Amount		993.55
				993.55
		Total Payment Amount		1,000.00
				1,000.00
		Total Payment Amount		488.68
				488.68
		Total Payment Amount		54.77
				54.77
		Total Payment Amount		70.00
				70.00
		Total Payment Amount		29.58
				58.57
				23.66
				325.79
				20.46

Transmittal Number: 23000036-0

PO230077-006 ATKINSON, ANDELSON, LOYA, RUUD

PO230187-001	BSN SPORTS	Legal Fees		993.55
		Total Payment Amount		993.55
PO230196-001	CSM CONSULTING INC	Erate Consultant		1,000.00
		Total Payment Amount		1,000.00
PV230574-001	DEPT OF WATER AND POWER	ELECTRICITY		488.68
		Total Payment Amount		488.68
MV230065-001	DONNA CARSON	SUB MILEAGE		54.77
		Total Payment Amount		54.77
PO230213-001	DR. HOWARD TARAS	Medi-Cal Physician for Speech		70.00
		Total Payment Amount		70.00
PO230018-038	GARDNER'S	Annual Maintenance Supplies-Op		29.58
PO230018-039	GARDNER'S	Annual Maintenance Supplies-Op		58.57
PO230018-040	GARDNER'S	Annual Maintenance Supplies-Op		23.66
PO230018-041	GARDNER'S	Annual Maintenance Supplies-Op		325.79
PO230018-042	GARDNER'S	Annual Maintenance Supplies-Op		20.46

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

FEBRUARY 2023 BOARD MEETING

Board of Trustees Meeting 02/15/2023

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000036-0			
Reference	Vendor	Description	Amount
PO230018-044	GARDNER'S	Annual Maintenance Supplies-Op	25.83
PO230150-019	GARDNER'S	Instructional supplies for Ag	47.39
PO230150-020	GARDNER'S	Instructional supplies for Ag	142.10
PO230150-021	GARDNER'S	Instructional supplies for Ag	116.15
PV230571-001	GARDNER'S	OLANCHA SUPPLIES	80.79
PV230572-001	GARDNER'S	OLANCHA SUPPLIES	28.00
PV230573-001	GARDNER'S	OLANCHA SUPPLIES	143.28
		Total Payment Amount	1,041.60
MV230067-001	JAEL HOFFMAN	SUB MILEAGE	423.80
		Total Payment Amount	423.80
MV230070-001	JENNIFER OLIN	SUB MILEAGE	17.21
		Total Payment Amount	17.21
MV230071-001	JON TURNER	SUB MILEAGE	295.49
		Total Payment Amount	295.49
MV230072-001	JON WALLASKY	SUB MILEAGE	19.56
		Total Payment Amount	19.56
PO230193-003	JUDYTH GREENBURGH	Providing Art curriculum and i	1,119.79
		Total Payment Amount	1,119.79
PO230179-001	KAI ATHLETIC LLC	Boys' Basketball Uniforms	4,464.00
		Total Payment Amount	4,464.00
PV230580-001	LPUSD REVOLVING ACCOUNT	BUS TRAINING MILEAGE KWRIGHT	265.00
		Total Payment Amount	265.00
MV230068-001	MANDY KEMP	SUB MILEAGE	9.00
		Total Payment Amount	9.00
MV230064-001	MARY CANADA	SUB MILEAGE	39.12
		Total Payment Amount	39.12
PO230212-001	NANCY O'SULLIVAN	Art Supplies for Art School	364.77
		Total Payment Amount	364.77

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000036-0					
Reference	Vendor	Description	Total Payment Amount	Amount	
PO230022-002	PINCO	CAFE SUPPLIES		7.20	
				7.20	
PO230190-006	QUILL CORPORATION	Office Supplies, lined paper,		89.39	
PO230190-007	QUILL CORPORATION	Office Supplies, lined paper,		23.92	
PO230190-008	QUILL CORPORATION	Office Supplies, lined paper,		287.63	
		Total Payment Amount		400.94	
PV230576-001	SAN JOAQUIN CATA	CATA REGIONAL MEETING		70.00	
		Total Payment Amount		70.00	
PV230577-001	SAN JOAQUIN REGION FFA	REGIONAL FFA MEETING		75.00	
		Total Payment Amount		75.00	
MV230066-001	SHERRY COSGROVE	SUB MILEAGE		56.72	
		Total Payment Amount		56.72	
PV230579-001	THE SIERRA READER	JOB ANNOUNCEMENTS		250.56	
		Total Payment Amount		250.56	
PV230578-001	TOP YOUTH SPEAKERS	SEL CURRICULUM		5,900.00	
		Total Payment Amount		5,900.00	
		Transmittal Total		21,789.52	
		Fund Summary:	Fund 01	21,782.32	
			Fund 13	7.20	
		SUB MILEAGE	Total Payment Amount	410.82	
				410.82	
		Transmittal Total		410.82	
		Fund Summary:	Fund 01	410.82	
		TEACHER SIGNING BONUS		4,902.50	

Transmittal Number: 23000036-1 AUDIT
MV230069-001 JEFFREY O'BRIEN

Transmittal Number: 23000037-0 AUDIT
MV230073-001 AUTUMN TYERMAN

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000037-0 AUDIT

		Total Payment Amount	4,902.50
		Transmittal Total	4,902.50
	Fund Summary:	Fund 01	4,902.50
Transmittal Number: 23000038-0 AUDIT			
Reference	Vendor	Description	Amount
PV230606-001	AIZEN FIRE PROTECTION INC	CAFE HOOD INSPECTION	1,160.21
		Total Payment Amount	1,160.21
PV230594-001	DEPT OF WATER AND POWER	ELECTRICITY	217.86
		Total Payment Amount	217.86
PO230215-001	EDLIO LLC COLLECTIONS	DISTRICT WEBSITE ANNUAL FEE	7,318.00
		Total Payment Amount	7,318.00
PV230602-001	MILLER'S TOWING	AG TRUCK REPAIRS/TIRES	336.36
		Total Payment Amount	336.36
PV230598-001	MOUNTAIN INVESTMENTS INC	CERRO GORDO SITE RENT	300.27
		Total Payment Amount	300.27
PO230075-019	PRODUCERS DAIRY	Open PO for Milk Purchases	423.97
		Total Payment Amount	423.97
PV230607-001	PSAT/NMSQT	HS TESTING	858.00
		Total Payment Amount	858.00
PO230140-017	SYSKO VENTURA	Open PO for Cafeteria Food Sup	1,622.68
PO230140-018	SYSKO VENTURA	Open PO for Cafeteria Food Sup	140.66
PO230140-020	SYSKO VENTURA	Open PO for Cafeteria Food Sup	22.92
		Total Payment Amount	1,786.26
PV230615-001	U.S. BANK CORPORATE PAYMENT	UCR REGISTRATION	1,198.00
PV230620-001	U.S. BANK CORPORATE PAYMENT	OFFICE SUPPLIES	20.38
		Total Payment Amount	1,218.38
		Transmittal Total	13,619.31

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000038-0 AUDIT

11,409.08
2,210.23

Fund Summary: Fund 01
Fund 13

Transmittal Number: 23000038-0

Reference Vendor
PV230597-001 AMERIGAS

Description Amount
PROPANE-OLANCHA 440.86
Total Payment Amount 440.86

PV230628-001 BRITT'S DIESEL & AUTOMOTIVE

BUS REPAIR
Total Payment Amount

11,616.64
11,616.64

PV230593-001 DEPT OF WATER AND POWER
PV230595-001 DEPT OF WATER AND POWER
PV230596-001 DEPT OF WATER AND POWER
PV230609-001 DEPT OF WATER AND POWER
PV230610-001 DEPT OF WATER AND POWER

ELECTRICITY
ELECTRICITY
ELECTRICITY
ELECTRICITY
ELECTRICITY

1,884.95
1,916.36
746.02
132.49
1,614.58
6,294.40

Total Payment Amount

PV230600-001 GRAINGER INC
PV230601-001 GRAINGER INC
PV230608-001 GRAINGER INC

CUSTODIAL SUPPLIES
MAINTENANCE SUPPLIES
CUSTODIAL SUPPLIES

93.09
21.73
215.29
330.11

Total Payment Amount

PV230629-001 LONE PINE COMMUNICATIONS

STUDENT INTERNET

643.00
643.00

Total Payment Amount

PV230604-001 MCI

LONG DISTANCE PHONE

91.10
91.10

Total Payment Amount

PV230603-001 MILLER'S TOWING

AG TRUCK REPAIRS/TIRES

1,623.07
1,623.07

Total Payment Amount

PO230190-010 QUILL CORPORATION

Office Supplies, lined paper,

39.70
39.70

Total Payment Amount

PV230592-001 SNA DEPOSITORY

SNA MEMBERSHIP-CAFE

45.00
45.00

Total Payment Amount

PV230599-001 SOUTHERN INYO HEALTHCARE DIST

PRE-EMPLOYMENT PHYSICAL

80.25

2/2/2023 7:36:54 AM

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000038-0

Reference	Vendor	Description	Total Payment Amount	Amount
PO230140-019	SYSCO VENTURA	Open PO for Cafeteria Food Sup		20.38
PO230140-021	SYSCO VENTURA	Open PO for Cafeteria Food Sup		137.89
		Total Payment Amount		158.27
PO230094-007	TERMINIX	Pest Control Annual Service		126.50
		Total Payment Amount		126.50
PV230611-001	U.S. BANK CORPORATE PAYMENT	STAFF DEVELOPMENT SUPPLIES		84.37
PV230612-001	U.S. BANK CORPORATE PAYMENT	WASC LUNCH		80.05
PV230613-001	U.S. BANK CORPORATE PAYMENT	WASC LUNCH		71.12
PV230614-001	U.S. BANK CORPORATE PAYMENT	POSTAGE		120.00
PV230616-001	U.S. BANK CORPORATE PAYMENT	QUICKBOOKS SUBSCRIPTION		55.00
PV230617-001	U.S. BANK CORPORATE PAYMENT	MCS-150 APPLICATION		199.00
PV230618-001	U.S. BANK CORPORATE PAYMENT	STAFF TRAVEL BAKO		13.75
PV230619-001	U.S. BANK CORPORATE PAYMENT	TITLE 6 TUTORING		53.06
PV230621-001	U.S. BANK CORPORATE PAYMENT	STAFF MEETING		65.00
PV230622-001	U.S. BANK CORPORATE PAYMENT	STAFF TRAVEL_BUDGET WKSHOP		8.40
PV230623-001	U.S. BANK CORPORATE PAYMENT	STAFF TRAVEL_BUDGET WKSHOP		15.00
PV230624-001	U.S. BANK CORPORATE PAYMENT	STAFF TRAVEL_BUDGET WKSHOP		52.79
PV230625-001	U.S. BANK CORPORATE PAYMENT	STAFF TRAVEL_BUDGET WKSHOP		290.76
PV230626-001	U.S. BANK CORPORATE PAYMENT	STAFF TRAVEL_BUDGET WKSHOP		17.96
PV230627-001	U.S. BANK CORPORATE PAYMENT	STAFF TRAVEL_BUDGET WKSHOP		65.00
		Total Payment Amount		1,191.26
PO230064-007	WEX BANK	Open Purchase Order for Fuel C		625.05
		Total Payment Amount		625.05
PV230605-001	WYE RD FEED & SUPPLY	AG SUPPLIES		429.18
		Total Payment Amount		429.18
		Transmittal Total		23,734.39
		Fund Summary:	Fund 01	23,531.12
			Fund 13	203.27

Transmittal Number: 23000039-0 AUDIT

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000039-0 AUDIT

Reference	Vendor	Description	Amount
PV230641-001	DEPT OF WATER AND POWER	ELECTRICITY	788.79
		Total Payment Amount	788.79
PO230216-001	ROSETTA STONE LTD.	Rosetta Stone	600.00
		Total Payment Amount	600.00
CM230004-001	U.S. BANK CORPORATE PAYMENT	CSBA HOTEL CREDIT	(49.48)
PV230630-001	U.S. BANK CORPORATE PAYMENT	STAFF MEAL ON TRAVEL	6.95
PV230631-001	U.S. BANK CORPORATE PAYMENT	CSBA CONFERENCE REGISTRATION	424.00
PV230632-001	U.S. BANK CORPORATE PAYMENT	CSBA CONFERENCE REGISTRATION	375.00
PV230633-001	U.S. BANK CORPORATE PAYMENT	SSDA-CONFERENCE	2,008.50
PV230634-001	U.S. BANK CORPORATE PAYMENT	BOARD MEETING REFRESHMENTS	31.38
		Total Payment Amount	2,796.35

Transmittal Total 4,185.14
Fund Summary: Fund 01 4,185.14

Transmittal Number: 23000039-0

PV230644-001	AMERIGAS	PROPANE	2,533.75
		Total Payment Amount	2,533.75
PV230642-001	GRAINGER INC	MAINTENANCE SUPPLIES	106.16
PV230643-001	GRAINGER INC	MAINTENANCE SUPPLIES	110.87
		Total Payment Amount	217.03
PV230640-001	INYO COUNTY WASTE MGMT	WASTE MANAGEMENT	15.25
		Total Payment Amount	15.25
PV230635-001	KASEY WUESTER	REIMBURSEMENT	18.25
		Total Payment Amount	18.25
PV230636-001	MILLER'S TOWING	AG TRUCK REPAIRS	190.76
PV230637-001	MILLER'S TOWING	VAN REPAIRS	209.00
		Total Payment Amount	399.76
PO230070-007	PITNEY BOWES BANK INC	Postage Annual Rental & Fee	56.03
		Total Payment Amount	56.03

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
 Board of Trustees Meeting 02/15/2023

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

Fiscal Year: 2023

Transmittal Number: 23000039-0			
Reference	Vendor	Description	Amount
PO230172-001	WE VIDEO INC.	We Video	343.35
Total Payment Amount			343.35
PV230638-001	WYE RD FEED & SUPPLY	AG SUPPLIES	986.54
PV230639-001	WYE RD FEED & SUPPLY	AG SUPPLIES	40.73
Total Payment Amount			1,027.27
Transmittal Total			4,610.69
Fund Summary: Fund 01			4,610.69
Payment Count: 90	Transmittal Count: 11	Grand Total:	253,161.54

The above Payable transactions have been issued in accordance with the District's policies and procedures.
 It is recommended that the Board of Trustees approve them.



 Authorized Agent

 Board Approval

INYO COUNTY SCHOOLS

Board of Trustees Meeting 02/15/2023

Fiscal Year: 2023

Purchase Order	Vendor	Description	Ln	Fu	R\$	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered	
230217	BRENDA LACEY	Hotels & Meals for California	1	01	7010	0	3800	1000	5810	456	AG	400.00	
			2	01	7010	0	3800	1000	5800	456	AG	6,600.00	
			Total										7,000.00
230218	BRENDA LACEY	Hotels & Meals for Western Bon	1	01	7010	0	3800	1000	5810	456	AG	300.00	
			2	01	7010	0	3800	1000	5800	456	AG	1,700.00	
			Total										2,000.00
230219	BRENDA LACEY	Hotels & Meals for Advanced Le	1	01	7010	0	3800	1000	5800	456	AG	1,700.00	
			2	01	7010	0	3800	1000	5810	456	AG	300.00	
			Total										2,000.00
230215	EDLIO LLC COLLECTIONS	Matthew Greaver	1	01	0000	0	1110	1000	5844	111	IN L	1,829.50	
			2	01	0000	0	1110	1000	5844	556	SALA	1,829.50	
			3	01	0000	0	1110	1000	5844	456	IN H	1,829.50	
			4	01	0000	0	1110	1000	5844	910	DIST	1,829.50	
			Total										7,318.00
230214	PINCO	Pinco	1	13	5310	0	0000	3700	4701	910	CAFE	382.05	
			Total										382.05
230216	ROSETTA STONE LTD.	Rosetta Stone	1	01	6266	0	1110	1000	5810	910	EDEF	600.00	
			Total										600.00
230220	U.S. BANK CORPORATE PAYMENT	supplies	1	01	3213	0	1110	1000	4310	910	ESSR	212.13	
			Total										212.13
		Purchase Order Count: 7	Grand Total										19,512.18
		Fund Summary:	Fund 01										19,130.13
			Fund 13										382.05

Authorized Agent

FEBRUARY 2023 BOARD MEETING

05 Lone Pine Unified

INYO COUNTY SCHOOLS
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT
Board of Trustees Meeting 02/15/2023

Fiscal Year: 2023

Board Approval



Inyo County Office of Education

Barry D. Simpson, County Superintendent of Schools

166 Grandview Drive · Bishop, California 93514 · (760) 873-3262 · www.inyocoe.org

February 2, 2023

Board of Trustees
Dr. Patrick Traynor, District Superintendent
Lone Pine Unified School District
P.O. Box 159
301 S. Hay Street
Lone Pine, CA 93545

Dear Board of Trustees and Superintendent:

Our office has completed its review of your 2022/23 First Interim Report in compliance with Education Code § 42131 (a)(2). The Education Code requires that the County Superintendent of Schools approve or disapprove your First Interim Report after reviewing the following:

Examine the fiscal projections for the current fiscal year to determine if they comply with the standards and criteria established by Education Code § 33127.

Identify any technical corrections needed to bring the operating budget into compliance with the standards and criteria established by Education Code § 33127.

Determine whether the District fiscal projections will allow the District to meet its financial obligations during the current year and two subsequent years.

We found the report and supporting documentation to be well prepared and appreciate the opportunity to examine your financial condition in detail. Based on our review we have approved your District's positive certification of the First Interim Report.

Deficit Spending

The following projected deficits have been reported in the multi-year projection.

<u>2022 – 2023</u>	<u>2023 – 2024</u>	<u>2024 – 2025</u>
\$29,714	(\$147,839)	(\$357,526)

While the District continues to maintain the required level of reserves, it is important that this level of deficit spending be recognized and monitored so that it remains manageable. We encourage the District to develop strategies that will reduce the projected levels of deficit spending.

Other Comments

We appreciate the timely submittal of your First Interim Report and await your Second Interim Report, which must be filed with our office no later than March 15, 2023. If you have questions or concerns, or if we can be of further assistance, please call Tom Snyder at (760) 878-2426.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tom Snyder', with a stylized, flowing script.

Tom Snyder
Deputy Superintendent

cc: Marjianne Yonge, Director of Finance
County Board of Education
Barry Simpson, Inyo County Superintendent of Schools (Email)



LONE PINE UNIFIED SCHOOL DISTRICT

P. O. BOX 159 • LONE PINE, CALIFORNIA 93545
PHONE (760) 876-5579 FAX (760) 876-5438

Patrick Traynor, Ph.D.
Superintendent

Board of Trustees:
Susan Patton, President
Krista Sullivan, Clerk
Scott Kemp
Susan Lutze
Rachel Yourgules

DATE: February 10, 2023

TO: Members of the General Public
Southern Inyo Teachers Association

FROM: Board of Trustees
Lone Pine Unified School District

RE: INITIAL REOPENER PROPOSAL of the public-school employer for the reopening of the July 1, 2021 - June 30, 2024 Collective Bargaining Agreement between Lone Pine Unified School District and Southern Inyo Teachers Association CTA/NEA for the 2023-2024 school year.

The Board of Trustees in compliance with Government Code Section 3547, makes the following Initial Reopener Proposal (Sunshine Proposal) to the Southern Inyo Teachers Association to reopen the negotiation process to renegotiate the following articles:

District's Initial Proposal:

1. **Article 7** (Salary Administration): The District intends to propose changes to this article.
2. **Article 8** (Benefits): The District proposes to continue to remit premiums on behalf of the qualifying members in a manner consistent with and at the level of contribution specified in the current Collective Bargaining Agreement.
3. **Article 10** (Hours): The District intends to propose changes to this article.
4. **Article 13** (Class Size): The District intends to propose changes to this article.
5. The District reserves the right to re-open additional articles with proper notice and will make the proposal public in accordance with Government Code requirements.

The District may offer new proposals, counter-proposals, withdrawal of proposals and/or other changes to proposals that are responsive to discussions that occur during negotiations, or that the District deems necessary in response to changes in education funding or other education requirements.

All other provisions of the Collective Bargaining Agreement are to remain unchanged. The District may propose non-substantive changes language in various articles in order to eliminate typographical errors or to clarify the intent of information contained therein. The Board and administration look forward to an early and amicable settlement of this round of negotiations.