

Santa Barbara County Education Office

# BOARD BOOK and AGENDA



May 2025



## **SANTA BARBARA COUNTY BOARD OF EDUCATION**

4400 Cathedral Oaks Road  
P.O. Box 6307  
Santa Barbara, CA 93160-6307

**REGULAR MEETING**  
May 8, 2025 – 2:00 p.m.

### **AGENDA**

#### **Online Viewing Option**

Individuals who are unable to attend the board meeting in person may view it online by clicking on the link below or by copying and pasting it into a web browser:

<https://us02web.zoom.us/j/83232667637?pwd=qpho42ulKc44ClmhwFBYeLaqbbUJHb.1>

#### **Public Comment Procedure**

Public comment may be made in person at the board meeting. Persons wishing to address the board are requested to complete a “Request to Address Board” form, available at the meeting room entrance, and deliver it to the secretary prior to the time the meeting is called to order. During the time for public comment specified on the agenda, the board will acknowledge requests to speak on agenda items as well as topics not on the agenda, but within the subject matter jurisdiction of the board. The total amount of time for public comments will be 15 minutes. The amount of time an individual speaker may speak is typically 5 minutes but may be adjusted upon consent of the board depending on the total number of persons wishing to be heard. If the speaker needs more time, they may submit written comments.

#### **Interpretation/Interpretación**

Live simultaneous Spanish interpretation of the board meeting will be provided for those viewing online. Se dispondrá de interpretación simultánea del inglés al español durante la reunión del Consejo de Educación, para quienes la estén viendo por Internet.

#### **Video Recording**

The board meeting will be video recorded. The video recording will be made available online at <https://www.sbceo.org/about/board/boardmaterials>.

#### **Assistance with Meeting**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the superintendent's office at (805) 964-4711 or email [afreedland@sbceo.org](mailto:afreedland@sbceo.org) by 10:00 a.m. the day before the meeting. Notification

at least 72 hours prior to the meeting will assist the superintendent in making suitable arrangements.

## **GENERAL FUNCTIONS**

### **1. Call to Order**

### **2. Spanish Interpretation/Interpretación**

The president will announce that live simultaneous Spanish interpretation of the board meeting is available for those viewing online. La Presidente anunciará que se dispone de interpretación simultánea del inglés al español durante la reunión del Consejo de Educación, para quienes la estén viendo por Internet.

### **3. Pledge of Allegiance**

### **4. Roll Call**

### **5. Changes to the Agenda**

The president will announce any additions, deletions, or changes in the order of business on the agenda at this time.

### **6. President and Board Comments**

The president and board members may unmute their microphones to comment one at a time and then mute when finished.

### **7. Public Comments**

The total amount of time for public comments will be 15 minutes. The amount of time an individual speaker may speak is typically 5 minutes, however, with board consent, and depending on the number of persons wishing to be heard, the president may increase or decrease the time allowed for individual speakers. If the speaker needs more time, they may submit written comments.

## **RECOGNITION**

### **8. Teacher of the Year Announcement**

## **PRESENTATION**

### **9. Presentation on the Interdistrict Attendance Appeal Process**

Director of Student and Community Services and Child Welfare and Attendance Services Elise Simmons will provide a summary and presentation for the board on the interdistrict attendance appeal process (also known as interdistrict transfer appeal process).

## **SUPERINTENDENT'S REPORT**

### **10. Superintendent's Report** (Attachment)

The superintendent's report is presented as an information item.

## **CONSENT AGENDA**

At this time, the board will consider all of the items below together and can act upon them with a single vote. These items are considered to be routine and do not require separate discussion. Individual consent items may be removed and considered separately at the request of a board member or staff. The superintendent recommends approval of all consent items.

### **11. Minutes of Meeting Held April 10, 2025** (Attachment)

### **12. Registration of Credentials and Other Certification Documents: Issuance of Temporary County Certificates** (Attachment)

Registration of credentials and other certification documents registered in the Santa Barbara County Education Office from March 7, 2025 to April 6, 2025, and the issuance of temporary county certificates for that same time period.

### **13. Acceptance of Donations** (Attachment)

Acceptance of donations on the attached donations list for the following department:

- Teacher Programs and Support

### **14. Declaration of Surplus** (Attachment)

Declaration of surplus on the attached surplus list for the following departments:

- Career Technical Education
- Health Linkages
- Information Technology Services

- Juvenile Court and Community Schools
- School Business Advisory Services

Motion to approve all consent items:

MOVED:

SECONDED:

VOTE:

## **ACTION ITEM**

### **15. Board Policies, Reading and Adoption** (Attachment)

The following board policies will be presented by the Board Policy Committee for reading and adoption:

- BP 6158 – Independent Study Programs (revised)
- BP 9000 – Role of the Board (new)
- BP 9005 – Governance Standards (revised)
- BP 9121 – President (new)
- BP 9260 – Legal Protection (new)

MOVED:

SECONDED:

VOTE:

## **INFORMATION ITEM**

### **16. Personnel Report** (Attachment)

The certificated and classified personnel reports are presented as an information item.

## **CLOSED SESSION**

### **17. Conference with Real Property Negotiator (Government Code § 54956.8) – Closed Session**

Conference with real property negotiator. Properties: 1) two properties in Santa Maria, CA; 2) property in Goleta, CA. Agency designated representatives: Dr. Susan Salcido, superintendent, and Steve Torres, associate superintendent. Negotiating parties: [confidential] for Santa Maria properties and the Goleta property. Instructions to negotiators regarding price, terms, and conditions.

MOVED:

SECONDED:

VOTE:

Reconvene to open session: Any action taken will be announced in open session.

## **FUTURE AGENDA ITEMS**

### **18. Future agenda items**

The following are future agenda items:

- Presentation and public hearing on the SBCEO 2025-26 budget (June 12) and adoption (June 18)
- Presentation and public hearing on the SBCEO LCAP (June 12) and adoption (June 18)
- Information about the Career Technical Education (CTE) program
- Updated report on transitional kindergarten (TK) and universal pre-kindergarten (UPK)
- How human trafficking is being addressed

## **ADJOURNMENT**

### **19. Adjournment to the next regular meeting to be held June 12, 2025 in Santa Maria. Note: JJC tour at 12:30 p.m.**

MOVED:

SECONDED:

VOTE:

# Superintendent's Report



# Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • [sbceo.org](http://sbceo.org)

Susan C. Salcido, Superintendent of Schools

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## Santa Barbara County Board of Education Superintendent's Report May 8, 2025

### **Student Enrollment in SBCEO Schools and Programs**

	Oct '24	Nov '24	Dec '24	Jan '25	Feb '25	Mar '25	Apr '24	Apr '25
JCCS – FitzGerald Community School	30	30	34	29	32	31	53	32
JCCS – Dos Puertas School	29	28	24	28	26	27	21	37
Early Care & Education (preschools and infant/toddler centers)	259	251	265	291	304	320	319	330
Special Ed – JCCS	12	13	10	12	10	10	13	14
Special Ed – Early start (infants)	96	101	102	100	99	94	104	98
Special Ed – Direct service districts	93	93	89	89	90	92	94	91
Special Ed – Regional: TK-12 extensive support needs program	53	53	51	50	50	51	57	50
Special Ed – Regional: Itinerant vision and deaf and hard of hearing program	83	76	82	82	81	80	95	84
Special Ed – Preschool	552	578	610	657	696	720	739	744

*Numbers reflect the enrollment on a specific date in the month.*

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### **Reminder for the Education Celebration**

Reminder to board members to RSVP by May 8 if you plan to attend SBCEO's Education Celebration on May 22. Feel free to RSVP to Anna Freedland or to the Teacher Programs and Support department, [teachersnetwork@sbceo.org](mailto:teachersnetwork@sbceo.org).



## **2025-26 Budget May Revise**

We anticipate that Governor Newsom will release the May Budget Revision on or before May 14. Capitol Advisors is presenting their May Revision Budget Perspectives Workshop for Santa Barbara County on May 30 at 9 a.m. in the SBCEO Auditorium. Free, online workshops are also available through Capitol Advisors.

## **May Recognitions**

The month May is full of observances and recognitions, many of which can be found online at <https://www.cde.ca.gov/re/pn/fb/cdecalendar.asp>. Here are just a few of them:

- School Principals Day (May 1)
- California Student Mental Health Week (May 5–9)
- National Teacher Appreciation Week (May 5–9)
- National Teacher Appreciation Day (May 6)
- California Day of the Teacher (May 14)
- National School Nurse Day (May 7)
- National Speech Pathologist Day (May 18)
- Classified School Employee Week (May 18–24)

## **Upcoming Board Tour of the Juvenile Justice Center**

Board members are invited to tour the Juvenile Justice Center (JJC) in Santa Maria on June 12 at 12:30 p.m., before the board meeting, which will be held at the SBCEO North County Office. Please RSVP to Anna Freedland, [afreedland@sbceo.org](mailto:afreedland@sbceo.org), by June 2.

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## **SBCEO DIVISIONS**

### **Administrative Services Division**

**Program Manager Meetings:** Fiscal Services is taking steps to prepare the 2025-26 Adopted Budget. As part of the process, meetings with program managers were conducted in mid-April to identify program goals and planned expenditures.

**SBCEO Interim Financial Audit:** Fiscal Services is preparing for the spring audit. The external auditors are scheduled to be onsite June 23-27.

**Cathedral Oaks Office Repairs:** The Fiscal Services and C&I office projects are complete and staff are moving back into offices.

**Second Interim Financial Report Analysis:** SBAS district financial advisors (DFAs) have completed their review of districts' 2024-25 second interim budget reports. All 20 districts received a positive certification. A positive certification means, based on the

reports submitted, each district can meet its financial obligations in the current and two subsequent fiscal years.

### **Curriculum and Instruction Division**

**Día De Los Niños:** The C&I division featured our FREE SBCEO portal and our academic events at the Día de los Niños event at the Santa Maria Public Library on Saturday, April 26, from 11 a.m. – 2 p.m. This event brings the community together to celebrate the joy of children, families and books. SBCEO staff distributed bookmarks customized with each student's school log-in and password for the SBCEO portal, gave demonstrations of the portal features, and offered information about our academic events.

**LCAP:** Our Local Control and Accountability Plan (LCAP) review team has been providing individualized sessions for each of our district LCAP developers. Our program and fiscal reviewers engage in the statewide training and calibration calls in order to provide customized support and consistent expectations to our districts. This is the second year of this particular LCAP 3-year cycle. Each school board must adopt its LCAP and Annual Update by June 30 each year.

### **Professional Learning Workshops and Networks:**

- May 1: final Ethnic Studies Community of Practice
- May 6 & 13: Computer Science – Cracking the Code
- May 8: AI Literacy
- May 9: final Curriculum Council of the year
- May 15: final Reading Difficulties Risk Screener session
- May 21: Math, Science, Computer Science Community of Practice
- May 28: final Universal Pre-K – Inclusive Practices
- May 29: final Expanded Learning Network meeting

**Teachers Network:** The Education Celebration is on May 22 from 5–8 p.m. at the Craft House at Hotel Corque. Educators from 21 districts and charters earned grants and awards this year, including 99 grant winners. \$85,000 from community partners have funded grants and awards for innovative and exemplary practice. The 2025 Teacher of the Year, Laura Branch, will address the audience. We will introduce the Bill Cirone Heart of Education winner, Ricardo Gabaldón, and the 2026 SBC Teacher of the Year.

### **Special Education Division**

Our preschool teachers, speech language pathologists, adaptive physical education teachers, and school psychologists participated in a professional development and collaboration day on March 28. Dr. Rosy Bucio, SELPA behavior specialist, continued her seminar series with a discussion on brain development, the stress system, science of behavior, and how educators can support students struggling with behavior and emotional regulation.

## **Student and Community Services Division**

### **Behavioral Health and Wellness**

#### **CYBHI School Implementation Update with Behavioral Wellness Commission:**

Shannon Yorke, director of Student and Community Services, presented at the Department of Behavioral Wellness to share an overview of the Children and Youth Behavioral Health Initiative (CYBHI) and how it is being implemented in schools throughout our county. The presentation occurred during the Behavioral Wellness Commission's April meeting and reflects SBCEO's ongoing efforts to collaborate with other child-serving sectors in our community.

#### **Request for Proposal: Health Management System Software and Implementation:**

Student and Community Services is working with Administrative Services to release a request for proposal (RFP) for a health management system software. This system will help local school districts prepare to participate in the Children and Youth Behavioral Health Initiative (CYBHI) Fee Schedule, which aims to improve access to behavioral health care for children, youth, and families across California. Proposals from interested vendors are due by May 5, 2025.

### **Children's Creative Project (CCP)**

**CCP Honored at 2025 Hope Awards:** Children's Creative Project was grateful to be honored at this year's *Hope Awards*, presented by the Santa Barbara Education Foundation. The *Hope Awards* took place on April 24 and also honored Margie Yahyavi, the former executive director for Santa Barbara Education Foundation who passed away last year. Last year's *I Madonnari Festival* was dedicated to Margie in recognition of her commitment to serving students across Santa Barbara. CCP leadership was truly honored to be recognized for 50 years of impact in Santa Barbara County schools alongside another education hero.

**I Madonnari Street Painting Festival Returns Memorial Day Weekend:** In addition to providing ongoing school programs in over 80 sites, the CCP team is busy organizing the 39<sup>th</sup> *I Madonnari Street Painting Festival*. This year's featured artists will be Cheryl Guthrie and Terry Tabor, two accomplished legacy artists who have been involved with the festival for many years. The festival will take place over Memorial Day Weekend at Old Mission Santa Barbara from Saturday, May 24 through Monday, May 26 and is made possible in part thanks to major donors such as Nora McNeely Hurley and Michael Hurley. CCP is grateful to have the support of so many individuals, businesses and organizations such as the Santa Barbara County Education Office. Over 120 chalk paintings are expected to be created over the three days, turning the Old Mission pavement into a tapestry of vibrant works of art. Proceeds generated from the various booths and activities all go to support arts education opportunities for schools serving TK-12<sup>th</sup> grade throughout Santa Barbara County.

## Early Care and Education (ECE)

### **Building Brighter Futures: Staff Strengthen Skills in Latest Early Childhood**

**Workshop:** On March 28, Early Care and Education hosted a professional development day dedicated to supporting the growth and development of our preschool and infant-toddler center staff. Key sessions included:

- **Understanding Behavior Through Brain Development**  
The day began with a powerful session focused on understanding children's brain development and the underlying causes of challenging behaviors. Staff explored effective techniques for redirection, de-escalation, and co-regulation, equipping them with practical strategies to foster positive classroom environments and support children's emotional well-being.
- **Age-Specific Learning Sessions**  
The second half of the day featured specialized workshops tailored to the age groups:
  - **Preschool Staff Training**  
Preschool educators received an in-depth overview of the newly updated *Preschool Transitional Kindergarten Learning Foundations*.
  - **Infant/Toddler Staff Training**  
Staff working with infants and toddlers engaged in training on the *Infant/Toddler Environment Rating Scale – Revised (ITERS-R)*. The session emphasized the creation of nurturing, high-quality environments, enhancing adult-child interactions, and implementing best practices in caregiving routines.

## Juvenile Court and Community Schools (JCCS)

**UCSB Transfer Day Experience for FitzGerald High School Students:** On May 8, FitzGerald high school students joined Allan Hancock College's Rising Scholars for Transfer Day at the University of California Santa Barbara. Students enjoyed a campus tour hosted by the Gaucho Underground Scholars, lunch, and an exploration of various university programs, providing a valuable introduction to higher education opportunities.

## Partners in Education (PIE)

**Computers for Families:** Since launching the Computers Basics Course in spring 2024, in collaboration with the Economic Development Collaborative, 160 participants have completed the Computer Basics classes. By June 30, we aim to have reached 200 total individuals. Cities served include Carpinteria, Lompoc, Guadalupe, and starting this week, Cuyama. Survey results show:

- 64% plan to use their skills to help their children navigate devices safely.
- 68% plan to use what they learned to help them with school.
- 72% plan to use their skills to help them at their current job.



Lompoc graduates celebrated together on March 18 (pictured above).

As one participant shared, “Thanks to the classes, trying to use the computer for my needs is now less intimidating.”

To learn more about this program and how to get involved, contact Program Services Manager Erika Terrazas: [eterrazas@sbceo.org](mailto:eterrazas@sbceo.org).

### **Spring 2025 Job Readiness Training Wraps Up with Inspiring Mock Interviews:**

Partners in Education’s 8-week spring session of the Job Readiness Training concluded with culmination events in Santa Barbara and Santa Maria. Over 90 students from various high schools completed the program, receiving essential workplace skills including résumé coaching, professional communication, financial literacy, and of course, interview guidance.



Over 50 professionals from 18 local organizations volunteered over the course of two events, helping students practice their elevator pitches and interview responses. Some

organizations sent employees with the intention of hiring students as interns this summer. Click [here](#) for more event photos.

## **School Climate and Student Engagement**

**5<sup>th</sup> Annual Countywide Tobacco Prevention Summit:** On April 17, the Tobacco Prevention Summit was held in the SBCEO Auditorium at Cathedral Oaks. This event was a collaborative effort between SBCEO, County Health, and Fighting Back Santa Maria Valley, and was funded through Tobacco Use and Prevention Education (TUPE) grants.

The Summit featured guest speakers from UCSB, County Health, and student representatives from Santa Barbara Unified School District. Participants reported gaining valuable insights into emerging nicotine products, current research, updated prevention and education strategies, and received practical resources to support their work.

## **School Safety**

**Enhancing Emergency Preparedness through Tabletop Exercises:** SBCEO's school safety liaison, Dennis Thomas, continues to advance school safety and emergency preparedness through countywide trainings. Recent efforts have focused on delivering Standard Response Protocol (SRP) training and facilitating Tabletop Exercises (TTX) to strengthen emergency preparedness for SBCEO departments, school districts, and school sites.

All activities are aligned with the Incident Command System (ICS) and SRP protocols, fostering a unified and consistent approach to emergency response across the county. These trainings comply with state and federal requirements, supporting eligibility for emergency funding and meeting regulatory obligations.

## **Transitional Youth Services (TYS)**

**Summer Reading Support for McKinney-Vento Students:** Transitional Youth Services is partnering with Fighting Back Santa Maria Valley to host a summer reading program designed specifically for middle school McKinney-Vento students. This collaboration aims to promote literacy, engagement, and academic enrichment during the summer months. Plans are underway for a powerful experience for the students.

**2025 Foster Youth Education Summit:** The 2025 California Foster Youth Education Summit took place April 7–8 at the Hyatt Regency Orange County in Garden Grove, with a dedicated Student Training Academy on April 6. Two TYS staff members attended the conference. The summit offered workshops on trauma-informed practices, education rights, and creative resilience-building tools like poetry and storytelling.

**Collaboration for UCSB Teacher Education Program Candidates:** Transitional Youth Services collaborated with an exemplary district foster youth education

liaison, former foster youth, staff from a local family shelter, and a CSEC (commercial sexual exploitation of children) expert to present to UCSB Teacher Education program candidates on May 5. The presentation offered future educators firsthand insight into the experiences and challenges faced by vulnerable youth populations. By sharing lived experiences and professional perspectives, we foster empathy, awareness, and preparedness in the next generation of teachers.

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**My facilitation and/or attendance at recent countywide meetings and events (partial list):**

- 4/7 Partners in Education Mock Interviews for high school students
- 4/8 California County Superintendents General Membership meeting; SBCEO's Navigating Charter School Renewals and Appeals presentation; Goleta State of the City
- 4/9 YouthWell Advisory Board meeting
- 4/10 Young Artists and Authors Showcase reception
- 4/11 Bill Cirone Heart of Education Award presentation at Righetti High School
- 4/12 Facilitated the final Student Advisory Council meeting of 2024-25 at Santa Ynez Valley Union High School
- 4/16 Santa Barbara County School Boards Association Annual Dinner in Santa Ynez
- 4/17 SBCEO's Countywide Tobacco Prevention Summit; Explore Ecology awards luncheon
- 4/18 Meeting with Roy Lee of the Santa Barbara County Board of Supervisors; joint meeting between SBCEO and Probation Department administration at the Juvenile Justice Center in Santa Maria
- 4/21 Meeting with Santa Barbara County Fire Chief Mark Hartwig
- 4/23 Santa Barbara Foundation Persons of the Year Awards luncheon
- 4/24 Santa Barbara Education Foundation Hope Awards
- 4/30 Presented at the Santa Maria Valley Chamber of Commerce's State of Education

# Consent Agenda





## **SANTA BARBARA COUNTY BOARD OF EDUCATION**

4400 Cathedral Oaks Road  
P.O. Box 6307  
Santa Barbara, CA 93160-6307

**REGULAR MEETING**  
April 10, 2025 – 2:00 p.m.

### **MINUTES**

#### **UNAPPROVED**

#### **GENERAL FUNCTIONS**

##### **1. Call to Order**

The regular meeting of the County Board of Education was called to order at 2:02 p.m. by Board President Marybeth Carty.

##### **2. Spanish Interpretation/Interpretación**

The president announced that Spanish interpretation of the board meeting was available online via Zoom.

##### **3. Pledge of Allegiance**

The board recited the Pledge of Allegiance.

##### **4. Roll Call**

###### Board Members Present

Vedamarie Alvarez Flores  
Katya Armistead  
Marybeth Carty  
Nadra Ehrman  
Judith Frost  
Sarah Anne Read  
Guy Walker

###### Staff Members Present

Susan Salcido, superintendent  
Austin Payne, legal counsel

Anna Freedland, executive assistant

Ellen Barger	Nicole Evenson	Amy Ramos
Bridget Baublits	Mari Gonzales	Dennis Thomas
Marc Cunningham	Don Lockwood	Steve Torres
Kirsten Escobedo	Delaney Patrick	Janelle Willis

#### Others Present

Hugo Santos-Gomez, interpreter (via Zoom)  
Regina Santos-Moreno, interpreter (via Zoom)

#### **5. Changes to the Agenda**

None.

#### **6. President and Board Comments**

The president and board members commented on various topics, including:

- Board Member Read reported on Lompoc Unified School District's assistance with the "Sleep in Heavenly Peace" event and she thanked Lompoc High School and the LUSD school board for hosting the event.
- President Carty reported that Aliso School in Carpinteria was recently named a California Distinguished School.
- Board Member Armistead shared that she recently attended the Fighting Back Leadership Coalition meeting where the superintendent and assistant superintendent of the Santa Barbara Unified School District presented on student mental health supports and wellness centers.

#### **7. Public Comments**

None.

### **PRESENTATIONS**

#### **8. Presentation on the State of the Education Workforce in Santa Barbara County**

Associate Superintendent of Human Resources Mari Gonzales and Director of Human Resources Amy Ramos provided an update on the state of the education workforce in Santa Barbara County, primarily focused on SBCEO.

#### **9. Presentation on the Alternative Payment Program in the Early Care and Education Program**

Administrator of Early Care and Education Janelle Willis provided a presentation on the Alternative Payment Program (APP) in the Early Care and Education (ECE) program.

## **SUPERINTENDENT'S REPORT**

### **10. Superintendent's Report**

The superintendent's report was presented as an information item. Dr. Salcido highlighted the following items in the written report:

- Young Artists and Authors Showcase Reception happening this afternoon in the SBCEO Auditorium
- The Santa Maria Valley Chamber of Commerce's State of Education event, rescheduled for April 30 at the Santa Maria Fairpark
- SBCEO's upcoming Education Celebration

The superintendent also stated that she was looking forward to convening her Student Advisory Council for its final meeting this Saturday. She stated that Chuck Madson, executive director of FUTURE for Lompoc Youth, would be a guest speaker. She also briefly commented on the uncertainties and unknowns in today's education environment.

## **CONSENT AGENDA**

The board approved all consent agenda items:

### **11. Minutes of Meeting Held March 13, 2025**

### **12. Registration of Credentials and Other Certification Documents: Issuance of Temporary County Certificates**

Registration of credentials and other certification documents registered in the Santa Barbara County Education Office from February 7, 2025 to March 6, 2025, and the issuance of temporary county certificates for that same time period.

### **13. Declaration of Surplus**

Declaration of surplus for the following departments:

- Information Technology Services
- Juvenile Court and Community Schools
- Student and Community Services

Motion to approve all consent items:

**MOVED: Dr. Armistead**

**SECONDED: Mrs. Alvarez Flores VOTE: Passed 7-0**

## **ACTION ITEMS**

### **14. Recommended Approval of the Santa Barbara County Education Office Comprehensive School Safety Plan**

The board approved the Santa Barbara County Education Office Comprehensive School Safety Plan for county-operated programs and schools.

MOVED: **Mrs. Read**                      SECONDED: **Ms. Ehrman**                      VOTE: **Passed 7-0**

### **15. Recommended Approval to Expand Lease**

The board approved expanding the lease for the facility located on South C Street in Lompoc for the Early Care and Education (ECE) program. The additional space will be used for storage and the cost of the lease will be paid by the ECE program. Upon approval of the full board, SBCEO will proceed with negotiation and preparation of the lease agreement.

MOVED: **Mrs. Frost**                      SECONDED: **Mrs. Alvarez Flores** VOTE: **Passed 7-0**

### **16. Recommended Approval of Change Order**

The board approved the change order (#5) for the Santa Barbara County Education Office's Curriculum and Instruction division construction project (# 01-24-25).

MOVED: **Dr. Armistead**                      SECONDED: **Mrs. Frost**                      VOTE: **Passed 7-0**

### **17. Reimburse Expenses for Board Members to Attend the Santa Barbara County School Boards Association (SBCSBA) Annual Dinner**

The board approved the reimbursement of actual and necessary expenses for board members to attend the Santa Barbara County School Boards Association (SBCSBA) Annual Dinner, April 16, 2025, 5:30 p.m., at the Brothers Restaurant at the Red Barn in Santa Ynez, cost: \$75/person, in accordance with Board Policy 9250.

MOVED: **Mrs. Read**                      SECONDED: **Mr. Walker**                      VOTE: **Passed 7-0**

## **INFORMATION ITEMS**

### **18. Personnel Report**

The classified personnel report was presented as an information item.

## **19. Williams Uniform Complaints Quarterly Report**

The Williams Uniform Complaints Quarterly Report for Juvenile Court and Community Schools, and Special Education, indicating no complaints filed for the period of December 16, 2024 through March 15, 2025, was presented to the board as an information item.

## **FUTURE AGENDA ITEMS**

### **20. Future agenda items**

The president mentioned the future agenda items that were listed on the agenda as an information item:

- Information about the Career Technical Education (CTE) program
- Updated report on transitional kindergarten (TK) and universal pre-kindergarten (UPK)
- How human trafficking is being addressed.

The following were also mentioned as potential future agenda items:

- Periodic updates on what is happening with the U.S. Department of Education and federal funding.
- Update on any potential partnership with or transfer of services of the Head Start program to SBCEO's Early Care and Education program if the federal government eliminates the Head Start program.

## **ADJOURNMENT**

### **21. Adjournment**

The meeting was adjourned at 3:40 p.m. to the next regular meeting to be held May 8, 2025.

**MOVED: Mr. Walker**

**SECONDED: Ms. Ehrman**

**VOTE: Passed 7-0**

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Marybeth Carty, President  
County Board of Education

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Dr. Susan Salcido, Secretary  
County Board of Education



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Susan C. Salcido, Superintendent of Schools

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## **Santa Barbara County Board of Education**

### **Credentials report pertaining to credentialed personnel, employed by local educational agencies across Santa Barbara County**

#### **Registration of Credentials or Other Certification Documents**

The Santa Barbara County Education Office (SBCEO) registers credentials provided to all individuals throughout Santa Barbara County who have been issued credentials and permits by the California Commission on Teacher Credentialing (CCTC). (*Education Code § 44332.5*)

The content in this section of the report is informational.

#### **Issuance of Temporary County Certificates**

Temporary County Certificates (TCC) are issued by SBCEO to individuals during the interim period from when they apply for a credential with the California Commission on Teacher Credentialing to when they are issued or denied the official credential.

A TCC allows an individual to actively work and be paid for service in those positions for which the credential is required while they await final clearance of their credential or permit.

Temporary County Certificates must be approved by the County Board of Education. (*Education Code § 44332*)

**Registration of Credentials or Other Certification Documents  
Issuance of Temporary County Certificates  
March 7, 2025 - April 6, 2025**

**Name****Type of Credential/Permit****Expiration Date: 2025**

Grace	Buchanan	30-Day Substitute Teaching Permit
Nicole	Caiazza	Multiple Subject Teaching Credential
Casson	Demmon	Short-Term Staff Permit
Hailey	Goodell	30-Day Substitute Teaching Permit
Kyle	Hanley	30-Day Substitute Teaching Permit
Chi	Huang	30-Day Substitute Teaching Permit
Ashley	Kane	30-Day Substitute Teaching Permit
Paul	Koch	Short-Term Staff Permit
Lena	Novins	30-Day Substitute Teaching Permit
Brandon	Ortega	30-Day Substitute Teaching Permit
Lindsay	Ranii	30-Day Substitute Teaching Permit
Margaux	Robles	30-Day Substitute Teaching Permit
Stuart	Silverman	30-Day Substitute Teaching Permit
Samantha	Steinle	30-Day Substitute Teaching Permit

**Expiration Date: 2026**

Stephen	Ashor	Education Specialist Instruction Credential
Sofia	Avila	30-Day Substitute Teaching Permit
Darcey	Babikian	30-Day Substitute Teaching Permit
Michelle	Baker	30-Day Substitute Teaching Permit
Vanessa	Belmontez	Teaching Permit for Statutory Leave
Michelle	Benjamin	Multiple Subject Teaching Credential
Harold	Bond	30-Day Substitute Teaching Permit
Tian	Boydston	30-Day Substitute Teaching Permit
Victoria	Burke	30-Day Substitute Teaching Permit
Amrita	Carreras	Multiple Subject Teaching Credential
Justyne	Castillo	30-Day Substitute Teaching Permit
Tanya	Chavez	30-Day Substitute Teaching Permit
Hailey	Consorti	30-Day Substitute Teaching Permit
Eric	Corsini	30-Day Substitute Teaching Permit
Ryan	Darwin	30-Day Substitute Teaching Permit
David	De Heras	30-Day Substitute Teaching Permit
Frida	De La Palma	30-Day Substitute Teaching Permit

Tanner	Eckmann	30-Day Substitute Teaching Permit
Helen	Frazer	30-Day Substitute Teaching Permit
Alexander	Garcia	30-Day Substitute Teaching Permit
Danielle	Garren	Crosscultural, Language & Academic Devel Permit
Vanessa	Gomez	Teaching Permit for Statutory Leave
Rosette	Gonzales	30-Day Substitute Teaching Permit
Jennifer	Goodchild	30-Day Substitute Teaching Permit
Marcie	Gooley	30-Day Substitute Teaching Permit
Jeannie	Grummitt	30-Day Substitute Teaching Permit
Viridiana	Gutierrez	30-Day Substitute Teaching Permit
Lisa	Haslett	30-Day Substitute Teaching Permit
Zoe	Herold	30-Day Substitute Teaching Permit
Diego	Herrera	30-Day Substitute Teaching Permit
Alexis	Hopwood	30-Day Substitute Teaching Permit
Morgan	Hughes	30-Day Substitute Teaching Permit
Stephen	Keller	30-Day Substitute Teaching Permit
Mikayla	Koning	30-Day Substitute Teaching Permit
Vanessa	Kramer	30-Day Substitute Teaching Permit
Michael	Lainez	30-Day Substitute Teaching Permit
Jahmin	Lerum	30-Day Substitute Teaching Permit
Jaylon	Letendre	30-Day Substitute Teaching Permit
Olivia	Light	30-Day Substitute Teaching Permit
Maria	Lorenzana	30-Day Substitute Teaching Permit
Nicole	Lowe	30-Day Substitute Teaching Permit
Olivia	Magana	30-Day Substitute Teaching Permit
Michelle	Magers	30-Day Substitute Teaching Permit
Jason	Magness	30-Day Substitute Teaching Permit
Berenice	Martinez	30-Day Substitute Teaching Permit
Naomi	Mau	30-Day Substitute Teaching Permit
Jillian	Mercer	30-Day Substitute Teaching Permit
Alaysia	Navarro	30-Day Substitute Teaching Permit
Monica	Nunez	30-Day Substitute Teaching Permit
Michelle	Orozco	30-Day Substitute Teaching Permit
Jennifer	Padilla	30-Day Substitute Teaching Permit
Diana	Paniagua	30-Day Substitute Teaching Permit
Sari	Patino	30-Day Substitute Teaching Permit
Kathleen	Perez	30-Day Substitute Teaching Permit
Jannah	Pickett	30-Day Substitute Teaching Permit
Macey	Preciado	30-Day Substitute Teaching Permit
Christopher	Proudman	30-Day Substitute Teaching Permit
Stephanie	Reyes	30-Day Substitute Teaching Permit
Amanda	Roe	30-Day Substitute Teaching Permit
Julieta	Silva	30-Day Substitute Teaching Permit
Vishay	Singh	30-Day Substitute Teaching Permit
Reka	Szamosi	30-Day Substitute Teaching Permit



Anayeli	Torres	30-Day Substitute Teaching Permit
Gilda	Triplett	30-Day Substitute Teaching Permit
Archana	Tummala	30-Day Substitute Teaching Permit
Devin	Uyesaka	30-Day Substitute Teaching Permit
Jesus	Villegas	30-Day Substitute Teaching Permit
Jennifer	Wilson	30-Day Substitute Teaching Permit
Leia	Zorba	30-Day Substitute Teaching Permit

**Expiration Date: 2027**

Ali	Azziz	30-Day Substitute Teaching Permit
Brenda	Rubio	Multiple Subject Teaching Credential

**Expiration Date: 2028**

Katie	Eskridge	Education Specialist Instruction Credential
Michelle	Gabaldon	Career Technical Education Teaching Credential
Christina	Gordillo	Multiple Subject Teaching Credential
Elizabeth	Jimenez	Pupil Personnel Services Credential
Pong	Ma	Pupil Personnel Services Credential
Mara	Pyzel	Single Subject Teaching Credential
Gabriela	Sandoval	Multiple Subject Teaching Credential

**Expiration Date: 2029**

Maycee	Ballew	Single Subject Teaching Credential
Jasmine	Boneck	Pupil Personnel Services Credential
Ruth	Castro	Multiple Subject Teaching Credential
Angie	Diaz	Single Subject Teaching Credential
Jessica	Finocchio	Education Specialist Instruction Credential
Tate	Gehrig	Education Specialist Instruction Credential
Gerlyn	Gonzalez	Single Subject Teaching Credential
Madeline	Kimlin	Education Specialist Instruction Credential
Anthony	Linebaugh	Administrative Services Credential
Carmen	Lopez	Multiple Subject Teaching Credential
Brian	Pearce	Single Subject Teaching Credential
Shari	Perlstein	Multiple Subject Teaching Credential
Erik	Thompson	Education Specialist Instruction Credential
Rebecca	Weber	Education Specialist Instruction Credential
Sayra	Wence	Multiple Subject Teaching Credential

**Expiration Date: 2030**

Serina	Alexander	Child Development Associate Teacher Permit
Emily	Bajwa	Single Subject Teaching Credential
Stacey	Bean	Administrative Services Credential
Stacey	Bean	Multiple Subject Teaching Credential
Krista	Beard	Multiple Subject Teaching Credential
John	Becchio	Administrative Services Credential
John	Becchio	Single Subject Teaching Credential
Laura	Boaz	Multiple Subject Teaching Credential
Vanessa	Carmona	Child Development Associate Teacher Permit
Alonso	Carrillo, II	Multiple Subject Teaching Credential
Abigail	Carrington	Multiple Subject Teaching Credential
Lisa	Carroll	Multiple Subject Teaching Credential
J Manuel	Casillas	Single Subject Teaching Credential
Amy	Chambless	Education Specialist Instruction Credential
Michiel	Cose	Single Subject Teaching Credential
Megan	Crooks	Speech-Language Pathology Services Credential
Katherine	D'Avis	Multiple Subject Teaching Credential
Jonathan	Davis	Single Subject Teaching Credential
Jonathan	Davis	Multiple Subject Teaching Credential
Annette	Dellemonico	Single Subject Teaching Credential
Annette	Dellemonico	Multiple Subject Teaching Credential
Cheri	Donati	Child Development Program Director Permit
Laura	Donner	Administrative Services Credential
Laura	Donner	Multiple Subject Teaching Credential
Kennith	Durbin	Multiple Subject Teaching Credential
Francisca	Escobar	Multiple Subject Teaching Credential
Maria	Espinosa	Child Development Site Supervisor Permit
Christopher	Etheridge	Education Specialist Instruction Credential
Kristine	Fernandez	Multiple Subject Teaching Credential
Kelly	Fresch	Administrative Services Credential
Kelly	Fresch	Multiple Subject Teaching Credential
Sandra	Fuller	Multiple Subject Teaching Credential
Mandy	Ganz	Pupil Personnel Services Credential
Rosa	Garcia	Multiple Subject Teaching Credential
Sandra	Garcia	Clinical or Rehabilitative Services Credential
Carol	Gillespie	Multiple Subject Teaching Credential
Christina	Gomez	Single Subject Teaching Credential
Yasmine	Gonzalez	Child Development Site Supervisor Permit
Denise	Guenthart	Multiple Subject Teaching Credential
Sara	Gulino	Pupil Personnel Services Credential
Maurina	Gutierrez	Child Development Program Director Permit
Caroline	Hambright	Multiple Subject Teaching Credential
Sara	Hiramatsu	Pupil Personnel Services Credential

Sara	Hiramatsu	Multiple Subject Teaching Credential
Dare	Holdren	Administrative Services Credential
Dare	Holdren	Single Subject Teaching Credential
Sarah	Holtz	Clinical or Rehabilitative Services Credential
Samuel	Humphrey	Administrative Services Credential
Samuel	Humphrey	Multiple Subject Teaching Credential
Lisa	Ishikawa	Multiple Subject Teaching Credential
Julie	Johnson	Multiple Subject Teaching Credential
Anne	Johnstone	Multiple Subject Teaching Credential
Monica	Kaplan	Single Subject Teaching Credential
Robert	Kohlbusch	Multiple Subject Teaching Credential
Candance	Leyden	Multiple Subject Teaching Credential
Kay	Marsh	Standard Elementary Teaching Credential
Lisa	Martin	Multiple Subject Teaching Credential
John	Merritt	Administrative Services Credential
Elizabeth	Miquelon	Reading and Literacy Leadership Specialist
Elizabeth	Miquelon	Multiple Subject Teaching Credential
Robyn	Morrison	Multiple Subject Teaching Credential
Amber	Neely	Multiple Subject Teaching Credential
Alysenne	Pano	Child Development Site Supervisor Permit
Brian	Pearson	Multiple Subject Teaching Credential
Brian	Pearson	Single Subject Teaching Credential
Mayra	Pena	Multiple Subject Teaching Credential
Elise	Perisho	Multiple Subject Teaching Credential
Jill	Perkins	Multiple Subject Teaching Credential
Michael	Pope	Single Subject Teaching Credential
Wendi	Putzke	Multiple Subject Teaching Credential
Stephen	Renahan	Single Subject Teaching Credential
Janet	Rodriguez	Multiple Subject Teaching Credential
Lori	Salinas	Multiple Subject Teaching Credential
Patricia	Sandoval	Child Development Site Supervisor Permit
Robert	Santiago	Pupil Personnel Services Credential
Kathy	Serrano	Administrative Services Credential
Kathy	Serrano	Multiple Subject Teaching Credential
Deborah	Simpson	Multiple Subject Teaching Credential
Deborah	Simpson	Multiple Subject Teaching Credential
Yana	Stolpinskaya	Pupil Personnel Services Credential
Dorothy	Stout	Single Subject Teaching Credential
Myrna	Taira	Child Development Site Supervisor Permit
Monica	Thorpe	Child Development Site Supervisor Permit
Douglas	Throop	Single Subject Teaching Credential
Margaret	Towne	Education Specialist Instruction Credential
Eric	Urbain	Pupil Personnel Services Credential
Eric	Urbain	Single Subject Teaching Credential
Eric	Urbain	Multiple Subject Teaching Credential

Nereida	Valladolid	Child Development Teacher Permit
Jacob	Van Wickle	Single Subject Teaching Credential
Emily	Varela	Multiple Subject Teaching Credential
Susan	Walsh	Child Development Program Director Permit
Stacie	Walters	Multiple Subject Teaching Credential
Yana	Washington	Pupil Personnel Services Credential
Kara	Weatherhead	Multiple Subject Teaching Credential
Christine	Willson	Multiple Subject Teaching Credential
Brian	Zimmerman	Administrative Services Credential
Brian	Zimmerman	Multiple Subject Teaching Credential

**Expiration Date: 2031**

Kim	Hurd	Education Specialist Instruction Credential
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**Certificates of Competence**

Michelle	Benjamin	Crosscultural, Language & Academic Devel Cert
Abigail	Carrington	Reading and Literacy Added Authorization
Elizabeth	Miquelon	Bilingual, Crosscultural, Language & Academic Devel Cert

<u>Name</u>	<u>Type of Credential/Permit</u>
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**Temporary County Certificates**

Francisca	Amavizca	Short-Term Staff Permit
Kevin	Christensen	Single Subject Teaching Credential
Rosalia	Garcia	Teaching Permit for Statutory Leave
Rhonda	Grueso	Education Specialist Instruction Credential
Marianne	Nogle	School Nurse Services Credential
Cameron	Purdey	School Nurse Services Credential
Celine	Salas	Crosscultural, Language & Academic Devel Permit
David	Truman	Substitute Teaching Permit for Prospective Teachers



# Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307

Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

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**Santa Barbara County Board of Education**  
**Recommended Approval for Acceptance of Donations**  
May 8, 2025

**Teacher Programs and Support**

*A Salute to Teachers event*

- \$500 from California State University Channel Islands
- \$500 from Santa Maria Valley Chamber of Commerce
- \$500 from United Way of Santa Barbara County
- \$500 from Weiser & Grant Dentistry
- \$1,250 from Santa Barbara City College
- \$1,250 from Santa Barbara City College Foundation
- \$2,500 from AALRR
- \$2,500 from Griffith & Thornburgh, LLP
- \$2,500 from ParentSquare, Inc.
- \$2,500 from Solomon Hills
- \$7,000 from Rusty's Pizza Parlor
- \$11,500 from Santa Barbara Bowl Foundation

*Education Celebration*

- \$2,500 from Schools First Federal Credit Union

*Teachers Network Grants*

- \$1,500 from Altrusa International Foundation, Santa Maria
- \$6,700 from Santa Barbara Teachers Federal Credit Union
- \$8,500 from Towbes Foundation



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Susan C. Salcido, Superintendent of Schools

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## **Santa Barbara County Board of Education Recommended Approval for Declaration of Surplus May 8, 2025**

### **Career Technical Education**

- SB 21357 Dell Latitude 5510 Laptop
- SB 20555 Dell Latitude 3500 Laptop

### **Health Linkages**

- SB 20827 iPhone 7 Black 128GB
- SB 22488 iPhone 8 Black 128GB

### **Information Technology Services**

- SB 20351 Apple Mac Book Air Laptop

### **Juvenile Court and Community Schools**

- SB 20213-20249 Acer Chromebook 32GB (Lot of 37)
- SB 20431-20436 Acer Chromebook 32GB (Lot of 6)

### **School Business Advisory Services**

- SB 19864 Dell Latitude E640 Laptop
- SB 19664 Dell Latitude E6530 Laptop
- SB 19659 Dell Latitude E6530 Laptop
- SB 20366 Dell Latitude Laptop with Docking Station
- SB 20139 Dell Latitude Laptop
- SB 20356 Microsoft Surface Laptop
- SB 19653 Dell Desktop OptiPlex 3010
- SB 19677 Dell Desktop OptiPlex 3010

**The value of items listed above does not exceed \$25,000.**

# Action Item



## INSTRUCTIONS

REVISED – MARKED COPY

### BOARD POLICY – INDEPENDENT STUDY PROGRAMS

BP 6158

The County Board of Education and County Superintendent of Schools authorizes independent study programs in the SBCEO county-operated programs as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. ~~As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.~~ As necessary to meet student needs, independent study may be offered for short- or long-term placements, on a full-time or part-time basis, and/or in conjunction with part- or full-time classroom study.

The County Board shall hold a public hearing when considering the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students. (Education Code 51747; 5 CCR 11701)

The County Superintendent or designee may provide a variety of independent study opportunities to students within the SBCEO county-operated programs, including, but not limited to, through a program or class within an alternative school or program of choice, and an online course.

An individual with exceptional needs, as defined in Education Code Section 56026, may participate in independent study, if the pupil's individualized education program (IEP) specifically provides for that participation. If a parent or guardian of an individual with exceptional needs requests independent study, the pupil's IEP team shall make an individualized determination as to whether the pupil can receive a free appropriate public education (FAPE) in an independent study placement. A pupil's inability to work independently, the pupil's need for adult support, or the pupil's need for special education or related services shall not preclude the IEP team from determining that the pupil can receive FAPE in an independent study placement. (Education Code 51745(c))

A student's participation in independent study shall be voluntary and no student shall be required to participate. (Education Code 51747, 51749.5, 51749.6)

Independent study for each student shall be under the general supervision of an SBCEO County Education Office employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education



Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law **and reflected in the accompanying administrative regulation.** (Education Code 51747.5)

**An independent study student shall not be credited with more than one day of attendance per calendar day. (Education Code 46300)**

### ~~GENERAL INDEPENDENT STUDY REQUIREMENTS~~ **General Independent Study Requirements**

~~For the 2021-22 school year, the County Education Office shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the County Education Office has obtained a waiver. (Education Code 51745)~~

~~For the 2022-23 school year and thereafter,~~ The County Superintendent or designee may continue to offer and approve independent study for an individual student **within a SBCEO county-operated program** upon determining that the student is prepared to meet the **SBCEO's** ~~County Education Office's~~ requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

**The minimum instructional minutes as required by the program type shall be the same for all students at each SBCEO county-operated program including students participating in independent study, except as otherwise permitted by law. (Education Code 46100)**

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of programs. ~~However,~~ **When necessary,** based on the specific circumstances of the student's approved program, the County Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due. ~~up to the termination date of the agreement.~~ **However, in no event shall the due date of an assignment be extended beyond the termination date specified in the student's written agreement.**

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments

3. Learning required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The County Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the **SBCEO County Education Office** for graduation and approved by the University of California or the California State University as creditable under the A–G admissions criteria. (Education Code 51747)

The County Superintendent or designee shall ensure that students participating in independent study for **16** 45 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten **(TK)-3**, ~~kindergarten, and grades 4 to 3~~, opportunities for daily synchronous instruction
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

~~The County Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement. This requirement only applies to students participating in an independent study program for 15 school days or more. (Education Code 51747)~~

**The County Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students participating in independent study program for 16 school days or more in a school year who are: (Education Code 51747)**

- 1. Not generating attendance for more than ten percent of required minimum instructional time over four continuous weeks of the SBCEO county-operated program approved instructional calendar**
- 2. Not participating in synchronous instructional offerings pursuant to Education Code 51747.5 for more than 50 percent of the scheduled times of synchronous instruction in a school month as applicable by grade span**
- 3. In violation of their written agreement.**

Tiered reengagement strategies procedures used in the SBCEO county-operated program independent study program shall include local programs intended to address chronic absenteeism, as applicable, including but not limited to the following (Education Code 51747):

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the nonattendance day ~~absence~~ or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

The County Superintendent or designee shall, ~~for students who participate in an independent study program for 16 or more school days or more in a school year,~~ develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and in no case, later than five instructional days. ~~This requirement only applies to students participating in an independent study program for 15 school days or more.~~ (Education Code 51747)

~~When any student enrolled in classroom-based instruction is participating in independent study due to necessary medical treatment or inpatient treatment for mental health or substance abuse under the care of appropriately licensed professionals, the student shall be exempt from the live interaction and/or synchronous instruction, tiered reengagement strategies, and transition back to in-person instruction requirements specified above. In such cases, evidence from appropriately licensed professionals, of the student's need to participate in independent study, shall be submitted to the County Superintendent or designee. (Education Code 51747)~~

The County Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

~~The County Education Office shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year. This notice shall be posted on the County Education Office's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling, disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study. (Education Code 51747)~~

Upon the request of the parent/guardian of a student, ~~and before signing a written agreement as described in "Master Agreement," below, making a decision about enrolling or disenrolling in independent study and entering into a written agreement to do so,~~ the County Education Office **SBCEO Program Manager** shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, ~~and if requested by the parent/guardian an~~ **or their** advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

#### ~~MASTER AGREEMENT~~ **Master Agreement**

~~For the 2021-22 school year only, the County Education Office shall obtain a signed written agreement for independent study no later than 30 days after the first day of instruction.~~

A written agreement shall be developed and implemented for each student participating in independent study ~~for three or more consecutive school days.~~ (Education Code 46300, 51747; 5 CCR 11703)

**For student participation for 16 school days or more, a signed written agreement shall be obtained before the student begins independent study. For student participation of 15 school days or fewer, a signed written agreement shall be obtained at any time during the school year in which the independent study program takes place. (Education Code 46300, 51747)**

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but is not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The **manner, time,** frequency, ~~time,~~ and place ~~and manner~~ for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work

4. A statement detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments, by grade level and type of program, which ~~give rise to~~ will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary student grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports
8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

All learning agreements shall be signed by the student, the student's parent/guardian or caregiver if the student is less than 18 years of age, the certificated employee responsible for the general supervision of independent study, and as applicable for students with disabilities, their certificated employee designated as having responsibility for the special education programming of the student. If the independent study program is projected to last for more than 15 school days, the learning agreement shall be signed before the commencement of the program. For an independent study program that is projected to last for 15 or fewer school days, the learning agreement shall be signed at any time during the school year in which the independent study program is to take place (Education Code 51747)

For purposes of the above paragraph, caregiver means a person who has met the requirements of Family Code 6550-6552.

~~10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of~~

~~independent study, and all persons who have direct responsibility for providing assistance to the student~~

~~However, for the 2021-22 school year, the County Education Office shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil, no later than 30 days after the first day of instruction.~~

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

#### ~~STUDENT-PARENT-EDUCATOR~~ ~~CONFERENCES~~ **Student-Parent-Educator Conferences**

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment in or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

#### ~~RECORDS FOR AUDIT PURPOSES~~ **Records for Audit Purposes**

The County Superintendent or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the County Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades **TK-8** and the course credits attempted by and awarded to students in grades 9-12 ~~and adult education~~
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's **signed or initialed and dated** notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance

records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons.

Additionally, SBCEO shall maintain documentation of hours or fraction of an hour for student work products and the time that students engaged in asynchronous instruction. (Education Code 54747.5)

5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a **SBCEO** ~~County Education Office~~ employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 ~~(Education Code 51747.5)~~

The ~~County Education Office~~ **SBCEO county-operated program** shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which **live interaction or synchronous instruction is provided as part of the** independent study program, ~~is provided~~. A student who does not participate in **scheduled live interaction or synchronous instruction** independent study on a school day shall be documented as non-participatory for that school day. (Education Code 51747.5)

The County Superintendent or designee ~~also~~ shall **also** maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and ~~other evaluations issued to~~ assessments for each student for independent study assignments. (Education Code 51747.5)

The ~~Signed~~ **written and dated agreement**, any supplemental agreements, assignment records, work samples, and attendance records may be maintained as an **electronic file in accordance with Education Code 51747 and 51749.6, as applicable.** ~~on file electronically. (Education Code 51747)~~

Legal Reference:

EDUCATION CODE

~~17289 Exemption for facilities-~~

~~41020 Audit guidelines-~~

~~41976.2 Independent study programs; adult education funding-~~

~~42238 Revenue limits-~~

~~42238.05 Local control funding formula; average daily attendance-~~

~~44865 Qualifications for home teachers and teachers in special classes and~~

~~schools 46200 46208 Instructional day and year-~~

~~46300 46307.1 Methods of computing average daily attendance-~~

~~46600 Interdistrict attendance computation-~~

~~46390 46393 Emergency average daily attendance-~~



~~47612-47612.1 Charter school operation-~~  
~~47612.5 Independent study in charter schools-~~  
~~48204 Residency-~~  
~~48206.3 Home or hospital instruction; students with temporary disabilities~~  
~~48220 Classes of children exempted-~~  
~~48340 Improvement of pupil attendance-~~  
~~48915 Expulsion; particular circumstances-~~  
~~48916.1 Educational program requirements for expelled students-~~  
~~48917 Suspension of expulsion order-~~  
~~49011 Student fees-~~  
~~51225.3 Requirements for high school graduation-~~  
~~51745-51749.6 Independent study programs-~~  
~~52060 Local control and accountability plan-~~  
~~52522 Adult education alternative instructional delivery-~~  
~~52523 Adult education as supplement to high school curriculum; criteria~~  
~~56026 Individuals with exceptional needs-~~  
~~58500-58512 Alternative schools and programs of choice-~~  
FAMILY CODE-  
~~6550-6552 Authorization affidavits-~~  
CODE OF REGULATIONS, TITLE 5-  
~~11700-11703 Independent study-~~  
UNITED STATES CODE, TITLE 20-  
~~6301 Highly qualified teachers-~~  
~~6311 State plans-~~  
COURT DECISIONS-  
~~Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365-~~  
~~Management Resources:-~~  
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS-  
~~Elements of Exemplary Independent Study-~~  
~~California Digital Learning Integration and Standards Guidance, April 2021-~~  
EDUCATION AUDIT APPEALS PANEL PUBLICATIONS-  
~~Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting-~~  
WEB SITES-  
~~California Consortium for Independent Study: <http://www.ccis.org>-~~  
~~California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/ee/is>~~  
~~Education Audit Appeals Panel: <http://www.eaap.ca.gov>~~

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These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the County Superintendent of Schools or designee to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>Federal</b>	<b>Description</b>
20 USC 6311	<u><a href="#">State plan</a></u>
<b>State</b>	<b>Description</b>
5 CCR 11700-11705	<u><a href="#">Independent study</a></u>
Ed. Code 147610-47615	<u><a href="#">Charter School Operation</a></u>
Ed. Code 17289	<u><a href="#">Exemption for facilities</a></u>
Ed. Code 41020	<u><a href="#">Requirement for annual audit</a></u>
Ed. Code 41422	<u><a href="#">Emergency conditions and apportionments</a></u>
Ed. Code 42238	<u><a href="#">Revenue limits</a></u>
Ed. Code 42238.05	<u><a href="#">Local control funding formula; average daily attendance</a></u>
Ed. Code 44865	<u><a href="#">Qualifications for independent study teachers</a></u>
Ed. Code 46100	<u><a href="#">Length of school day</a></u>



Ed. Code 46200-46208	<a href="#">Incentives for longer instructional day and year</a>
Ed. Code 46300-46307.1	<a href="#">Methods of computing average daily attendance</a>
Ed. Code 46390-46393	<a href="#">Emergency average daily attendance</a>
Ed. Code 46600	<a href="#">Interdistrict attendance computation</a>
Ed. Code 47612.5	<a href="#">Charter schools operations; general requirements</a>
Ed. Code 48204	<a href="#">Residency requirements for school attendance</a>
Ed. Code 48206.3	<a href="#">Home or hospital instruction; students with temporary disabilities</a>
Ed. Code 48220	<a href="#">Classes of children exempted</a>
Ed. Code 48340	<a href="#">Improvement of pupil attendance</a>
Ed. Code 48915	<a href="#">Expulsion; particular circumstances</a>
Ed. Code 48916.1	<a href="#">Educational program requirements for expelled students</a>
Ed. Code 48917	<a href="#">Suspension of expulsion order</a>
Ed. Code 49010	<a href="#">Educational activity; definition</a>
Ed. Code 49011	<a href="#">Student fees; definition</a>
Ed. Code 49501.5	<a href="#">School Meals</a>
Ed. Code 51225.3	<a href="#">High school graduation requirements</a>
Ed. Code 51744-51749.6	<a href="#">Independent study</a>
Ed. Code 52060	<a href="#">Local control and accountability plan</a>
Ed. Code 52523	<a href="#">Adult education as supplement to high school curriculum; criteria</a>
Ed. Code 56026	<a href="#">Individual with exceptional needs; definition</a>
Ed. Code 58500-58512	<a href="#">Alternative schools and programs of choice</a>
Fam. Code 6550-6552	<a href="#">Caregivers</a>
<b>Management Resources</b>	<b>Description</b>
California Department of Education Publication	Legal Requirements for Independent Study
California Department of Education Publication	<a href="#">Conducting Individualized Determinations of Need</a>
California Department of Education Publication	<a href="#">California Digital Learning Integration and Standards Guidance, May 2021</a>
California Department of Education Publication	Elements of Exemplary Independent Study
Court Decision	Modesto City Schools v. Education Audits Appeal Panel (2004) 123 Cal.App.4th 1365
Education Audit Appeals Panel Publication	Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting
Website	<a href="#">CSBA District and County Office of Education Legal Services</a>
Website	<a href="#">California Consortium for Independent Study</a>
Website	<a href="#">California Department of Education, Independent Study</a>
Website	<a href="#">Education Audit Appeals Panel</a>

ADOPTED BY COUNTY BOARD:	April 7, 1983
REVISED:	October 3, 1991
	January 6, 1994
	April 7, 1994
	August 5, 2021



INSTRUCTION

REVISED – CLEAN COPY

**BOARD POLICY – INDEPENDENT STUDY PROGRAMS**

BP 6158

The County Board of Education and County Superintendent of Schools authorize independent study programs in the SBCEO county-operated programs as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered for short- or long-term placements, on a full-time or part-time basis, and/or in conjunction with part- or full-time classroom study.

The County Board shall hold a public hearing when considering the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students. (Education Code 51747; 5 CCR 11701)

The County Superintendent or designee may provide a variety of independent study opportunities to students within the SBCEO county-operated programs, including, but not limited to, through a program or class within an alternative school or program of choice, and an online course.

An individual with exceptional needs, as defined in Education Code Section 56026, may participate in independent study, if the pupil's individualized education program (IEP) specifically provides for that participation. If a parent or guardian of an individual with exceptional needs requests independent study, the pupil's IEP team shall make an individualized determination as to whether the pupil can receive a free appropriate public education (FAPE) in an independent study placement. A pupil's inability to work independently, the pupil's need for adult support, or the pupil's need for special education or related services shall not preclude the IEP team from determining that the pupil can receive FAPE in an independent study placement. (Education Code 51745(c))

A student's participation in independent study shall be voluntary and no student shall be required to participate. (Education Code 51747, 51749.5, 51749.6)

Independent study for each student shall be under the general supervision of an SBCEO employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by

law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

An independent study student shall not be credited with more than one day of attendance per calendar day. (Education Code 46300)

### **General Independent Study Requirements**

The County Superintendent or designee may offer and approve independent study for an individual student within an SBCEO county-operated program upon determining that the student is prepared to meet the SBCEO's requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

The minimum instructional minutes as required by the program type shall be the same for all students at each SBCEO county-operated program including students participating in independent study, except as otherwise permitted by law. (Education Code 46100)

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of programs. When necessary, based on the specific circumstances of the student's approved program, the County Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due. However, in no event shall the due date of an assignment be extended beyond the termination date specified in the student's written agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The County Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For

high schools, this shall include access to all courses offered by the SBCEO for graduation and approved by the University of California or the California State University as creditable under the A–G admissions criteria. (Education Code 51747)

The County Superintendent or designee shall ensure that students participating in independent study for 16 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten (TK)-3, opportunities for daily synchronous instruction
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

The County Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students participating in independent study program for 16 school days or more in a school year who are: (Education Code 51747)

1. Not generating attendance for more than ten percent of required minimum instructional time over four continuous weeks of the SBCEO county-operated program approved instructional calendar
2. Not participating in synchronous instructional offerings pursuant to Education Code 51747.5 for more than 50 percent of the scheduled times of synchronous instruction in a school month as applicable by grade span
3. In violation of their written agreement.

Tiered reengagement strategies procedures used in the SBCEO county-operated program independent study program shall include local programs intended to address chronic absenteeism, as applicable, including but not limited to the following (Education Code 51747):

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the nonattendance day or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary

4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

The County Superintendent or designee shall, for students who participate in an independent study program for 16 or more school days or more in a school year, develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and in no case, later than five instructional days. (Education Code 51747)

When any student enrolled in classroom-based instruction is participating in independent study due to necessary medical treatment or inpatient treatment for mental health or substance abuse under the care of appropriately licensed professionals, the student shall be exempt from the live interaction and/or synchronous instruction, tiered reengagement strategies, and transition back to in-person instruction requirements specified above. In such cases, evidence from appropriately licensed professionals, of the student's need to participate in independent study, shall be submitted to the County Superintendent or designee. (Education Code 51747)

The County Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

Upon the request of the parent/guardian of a student, and before signing a written agreement as described in "Master Agreement," below, the SBCEO Program Manager shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, and if requested by the parent/guardian an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

### **Master Agreement**

A written agreement shall be developed and implemented for each student participating in independent study. (Education Code 46300, 51747)

For student participation for 16 school days or more, a signed written agreement shall be obtained before the student begins independent study. For student participation of 15 school days or fewer, a signed written agreement shall be obtained at any time during the school year in which the independent study program takes place. (Education Code 46300, 51747)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but is not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The manner, time, frequency, and place for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments, by grade level and type of program, which give rise to an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary student grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports
8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

All learning agreements shall be signed by the student, the student's parent/guardian or caregiver if the student is less than 18 years of age, the certificated employee responsible

for the general supervision of independent study, and as applicable for students with disabilities, their certificated employee designated as having responsibility for the special education programming of the student. If the independent study program is projected to last for more than 15 school days, the learning agreement shall be signed before the commencement of the program. For an independent study program that is projected to last for 15 or fewer school days, the learning agreement shall be signed at any time during the school year in which the independent study program is to take place (Education Code 51747)

For purposes of the above paragraph, caregiver means a person who has met the requirements of Family Code 6550-6552.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

### **Student-Parent-Educator Conferences**

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment in or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

### **Records for Audit Purposes**

The County Superintendent or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the County Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades TK-8 and the course credits attempted by and awarded to students in grades 9-12
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's signed or initialed and dated notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher

4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons.

Additionally, SBCEO shall maintain documentation of hours or fraction of an hour for student work products and the time that students engaged in asynchronous instruction. (Education Code 54747.5)

5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a SBCEO employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300.

The SBCEO county-operated program shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program. A student who does not participate in scheduled live interaction or synchronous instruction independent study on a school day shall be documented as non-participatory for that school day. (Education Code 51747.5)

The County Superintendent or designee shall also maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

Signed written and supplemental agreements, assignment records, work samples, and attendance records may be maintained as an electronic file in accordance with Education Code 51747 and 51749.6, as applicable.

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**Federal**  
20 USC 6311

**Description**  
[State plan](#)

**State**  
5 CCR 11700-11705  
Ed. Code 147610-47615  
Ed. Code 17289  
Ed. Code 41020

**Description**  
Independent study  
[Charter School Operation](#)  
[Exemption for facilities](#)  
[Requirement for annual audit](#)



Ed. Code 41422	<a href="#">Emergency conditions and apportionments</a>
Ed. Code 42238	<a href="#">Revenue limits</a>
Ed. Code 42238.05	<a href="#">Local control funding formula; average daily attendance</a>
Ed. Code 44865	<a href="#">Qualifications for independent study teachers</a>
Ed. Code 46100	<a href="#">Length of school day</a>
Ed. Code 46200-46208	<a href="#">Incentives for longer instructional day and year</a>
Ed. Code 46300-46307.1	<a href="#">Methods of computing average daily attendance</a>
Ed. Code 46390-46393	<a href="#">Emergency average daily attendance</a>
Ed. Code 46600	<a href="#">Interdistrict attendance computation</a>
Ed. Code 47612.5	<a href="#">Charter schools operations; general requirements</a>
Ed. Code 48204	<a href="#">Residency requirements for school attendance</a>
Ed. Code 48206.3	<a href="#">Home or hospital instruction; students with temporary disabilities</a>
Ed. Code 48220	<a href="#">Classes of children exempted</a>
Ed. Code 48340	<a href="#">Improvement of pupil attendance</a>
Ed. Code 48915	<a href="#">Expulsion; particular circumstances</a>
Ed. Code 48916.1	<a href="#">Educational program requirements for expelled students</a>
Ed. Code 48917	<a href="#">Suspension of expulsion order</a>
Ed. Code 49010	<a href="#">Educational activity; definition</a>
Ed. Code 49011	<a href="#">Student fees; definition</a>
Ed. Code 49501.5	<b>School Meals</b>
Ed. Code 51225.3	<a href="#">High school graduation requirements</a>
Ed. Code 51744-51749.6	<a href="#">Independent study</a>
Ed. Code 52060	<a href="#">Local control and accountability plan</a>
Ed. Code 52523	<a href="#">Adult education as supplement to high school curriculum; criteria</a>
Ed. Code 56026	<a href="#">Individual with exceptional needs; definition</a>
Ed. Code 58500-58512	<a href="#">Alternative schools and programs of choice</a>
Fam. Code 6550-6552	<a href="#">Caregivers</a>

### **Management Resources**

California Department of Education  
Publication  
California Department of Education  
Publication  
California Department of Education  
Publication  
California Department of Education  
Publication  
Court Decision

Education Audit Appeals Panel  
Publication  
Website  
Website  
Website  
Website

### **Description**

Legal Requirements for Independent Study

[Conducting Individualized Determinations of Need](#)

[California Digital Learning Integration and Standards Guidance, May 2021](#)

Elements of Exemplary Independent Study

Modesto City Schools v. Education Audits Appeal Panel (2004)  
123 Cal.App.4th 1365

Guide for Annual Audits of K-12 Local Education Agencies and  
State Compliance Reporting

[CSBA District and County Office of Education Legal Services](#)

[California Consortium for Independent Study](#)

[California Department of Education, Independent Study](#)

[Education Audit Appeals Panel](#)

ADOPTED BY COUNTY BOARD:

April 7, 1983

REVISED:

October 3, 1991

January 6, 1994

April 7, 1994

August 5, 2021



## BYLAWS

NEW

### BOARD POLICY – **ROLE OF THE BOARD**

BP 9000

The County Board of Education provides leadership and citizen oversight for educational programs and services operated by the county office of education.

In fulfilling its objectives, it is the role of the County Board to:

1. Adopt and update policies for its own governance and for programs under the statutory authority of the County Board
2. Ensure accountability for student learning in schools and programs under the statutory authority of the County Board
3. Fulfill responsibilities related to the local control funding formula (LCFF), including adopting the County Education Office local control and accountability plan or update and the LCFF budget overview for parents/guardians
4. Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state, and federal levels
5. Collaborate with the County Superintendent of Schools to ensure implementation of the shared vision, goals, and policies of the County Education Office
6. Collaborate with the County Superintendent to ensure the provision of a safe and appropriate educational environment for all County Education Office students
7. Adopt the annual budget and review interim reports of the County Superintendent
8. Fix the salary of the County Superintendent in accordance with law
9. Adopt rules and regulations governing the administration of the office of the County Superintendent
10. Acquire, lease, lease-purchase, hold, and convey real property for the purpose of housing the offices and the services of the County Education Office
11. Maintain a cooperative and supportive working relationship with local school districts, their school boards, and the community
12. Conduct appeals on the following actions by district governing boards: student expulsions; interdistrict transfer requests; denials, nonrenewals, or revocations of charter school petitions; and other matters when required by law

13. Conduct public hearings when appropriate

14. Consider petitions and provide oversight for charter schools approved by the County Board and fulfill other statutory responsibilities in connection with charter schools

The County Board is authorized to establish, carry on, and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law and does not conflict with the purposes for which the County Board is established. (Education Code 35160-35160)

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**Management Resources**

Management Resources	Description
Attorney General Opinion	72 Ops.Cal.Atty.Gen. 205 (1989)
CA County Superintendents Ed Services Assoc Pub	Statutory Functions of County Boards of Education and County Superintendents of Schools, rev. 2014
California County Boards of Education Publication	County Board Member Handbook: A Guide to Effective Governance, 2015
CSBA Publication	Professional Governance Standards for County Boards, October 2014
Website	<a href="#">CSBA</a>
Website	<a href="#">California County Superintendents Educational Services Association</a>
Website	<a href="#">California County Boards of Education</a>

**State**

State	Description
5 CCR 17433	Claims for travel expense
5 CCR 18271	Child care and development programs; philosophy, goals, and objectives
CA Constitution Article 9, Section 3.1	County Superintendent qualifications and salary
Ed. Code 1000-1017	Election, jurisdiction, organization and procedure; county boards of education
Ed. Code 1040-1048	Duties and responsibilities; county boards of education
Ed. Code 1042	County boards; authority
Ed. Code 1080-1082	Transfer of duties and functions to county board
Ed. Code 1090	Compensation for county board member services
Ed. Code 1095	County board membership in organizations for promotion and advancement of public education
Ed. Code 1200	Actual and necessary travel expenses incurred by county superintendent
Ed. Code 1209	Approval by county board for determination of county superintendent salary
Ed. Code 1240	Duties of county superintendent
Ed. Code 1240-1281	Duties, responsibilities, and general powers; county superintendents of schools
Ed. Code 1279	Disposal of personal property
Ed. Code 1280	Budget revisions
Ed. Code 1294	Staff employed by county superintendent
Ed. Code 1295	Leaves of absence for non- certificated staff

Ed. Code 1302	Salary, bonus, and retirement benefits increases for county office of education staff
Ed. Code 1620-1630	County board budget approval and adoption, including appropriations limit resolution
Ed. Code 17150-17150.1	School bonds; public disclosure of non-voter-approved debt
Ed. Code 1720	Preparation of courses of study and development of curriculum and instructional materials
Ed. Code 1730	Supervision of instruction
Ed. Code 1740	Supervision of attendance
Ed. Code 1750	Supervision of health
Ed. Code 1760	Provision of guidance services
Ed. Code 1770	Provision of library services
Ed. Code 1900	Classes or schools for prisoners
Ed. Code 1920	Emergency schools
Ed. Code 1945	Provision of advisory services
Ed. Code 1946	Agreements with districts for centralized in-service training programs
Ed. Code 1980-1986	County community schools
Ed. Code 33050	Request to state board for waiver
Ed. Code 33319.5	Implementation of authority of local agencies
Ed. Code 35160	Authority of county boards
Ed. Code 35160.1	Authority of county boards; legislative intent
Ed. Code 4020-4024	Transfer of duties of county committee to county board
Ed. Code 41032	Gifts, donations, bequests, and devises
Ed. Code 44332	Temporary certificates for purpose of authorizing salary payments
Ed. Code 44422	Hearing by county board; immoral or unprofessional conduct by holder of credential
Ed. Code 46601	Parent/guardian appeal of interdistrict transfer request
Ed. Code 47600-47616.5	Charter Schools Act of 1992, as amended
Ed. Code 48321	County school attendance review board
Ed. Code 48645-48648	Juvenile court schools
Ed. Code 48919	Expulsion and appeals to county board
Ed. Code 5000	Election of district board members
Ed. Code 5091	Vacancy on district board
Ed. Code 52064.1-52077	Local control and accountability plan
Ed. Code 52300-52334.7	Career technical education; regional occupational centers
Ed. Code 60119	District requirements for instructional materials funding
Ed. Code 60200-60213	Selection and adoption of elementary school materials
Ed. Code 60400	Adoption and purchase of high school textbooks
Ed. Code 8321	County superintendent authority to establish and maintain child development programs
Elec. Code 9603	Advisory election during regular or special election
Gov. Code 53096	City or county ordinance inapplicable to proposed use of property
Gov. Code 53822	Temporary borrowing; notes, tax anticipation warrants or other evidences or indebtedness
Gov. Code 87300	Conflict of interest code
Gov. Code 910-915.4	Presentation and consideration of claims

ADOPTED BY COUNTY BOARD:



## BYLAWS

REVISED – MARKED COPY

### **BOARD POLICY – GOVERNANCE STANDARDS**

BP 9005

The County Board of Education believes that its primary responsibility is to act in the best interests of every student in every school or program operated by the Santa Barbara County Education Office (SBCEO). The County Board has commitments to parents/guardians, all members of the community, SBCEO employees, and the state of California. The County Board is bound by laws pertaining to public education and the established policies of the SBCEO. To maximize County Board effectiveness and public confidence in its governance, County Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

The County Board expects its members to work with each other and with the County Superintendent of Schools to ensure that a high-quality education is provided to all students in SBCEO schools and programs, and that high-quality services are provided to the school districts within the jurisdiction of the SBCEO. Each individual County Board member shall:

1. Keep learning and achievement, including college and career readiness and future-ready skills and development, for all students as the primary focus
2. Value, support, and advocate for public education
3. Recognize and respect differences of perspective and style on the County Board and among staff, students, parents/guardians, and the community
4. Act with dignity and understand the implications of demeanor and behavior
5. Keep confidential matters confidential
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
7. Understand the distinctions of authority between the County Board and the County Superintendent, and refrain from performing management functions that are the responsibility of the County Superintendent and staff
8. Understand that authority rests with the County Board as a whole and not with individual County Board members

County Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the County Board shall

have a unity of purpose and:

1. Keep focused on student learning and achievement, as well as the role of the SBCEO in providing services to school districts and the community
2. Work collaboratively with the County Superintendent
3. Communicate a common vision
4. Operate openly, with trust and integrity
5. Govern in a dignified and professional manner, treating everyone with civility and respect
6. Govern within the law and County Board-adopted policies and procedures
7. Take collective responsibility for the County Board's performance
8. Periodically evaluate its own effectiveness
9. Ensure opportunities for the diverse range of views in the community to inform County Board deliberations

Legal Reference:

EDUCATION CODE

~~1040 Duties and responsibilities; county boards of education~~  
~~1042 County boards; authority~~  
~~35160-35160.1 Authority of county boards~~

GOVERNMENT CODE

~~1090 Financial interest in contract~~  
~~1098 Disclosure of confidential information~~  
~~1125-1129 Incompatible activities~~  
~~54950-54962 The Ralph M. Brown Act~~  
~~87300-87313 Conflict of interest code~~

Management Resources:

CSBA PUBLICATIONS

~~Professional Governance Standards for County Boards, October 2014~~

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

## ~~County Board Member Handbook: A Guide to Effective Governance, 2015~~

### WEB SITES

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

California County Boards of Education: <http://www.thecceb.org>

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#### **Management Resources**

California County Boards of Education  
Publication  
CSBA Publication

Website  
Website

#### **Description**

County Board Member Handbook: A Guide to Effective  
Governance, 2015  
Professional Governance Standards for County Boards, October  
2014  
CSBA  
California County Boards of Education

#### **State**

Ed. Code 1040  
Ed. Code 1042  
Ed. Code 35160-35160.1  
Gov. Code 1090  
Gov. Code 1098  
Gov. Code 1125-1129  
Gov. Code 54950-54963  
Gov. Code 87300-87313

#### **Description**

Duties and responsibilities; county boards of education  
County boards; authority  
Authority of county boards  
Financial interest in contract  
Disclosure of confidential information  
Incompatible activities  
The Ralph M. Brown Act  
Conflict of interest code

ADOPTED BY COUNTY BOARD:  
REVISED:

February 4, 2021



## BYLAWS

REVISED – CLEAN COPY

### BOARD POLICY – GOVERNANCE STANDARDS

BP 9005

The County Board of Education believes that its primary responsibility is to act in the best interests of every student in every school or program operated by the Santa Barbara County Education Office (SBCEO). The County Board has commitments to parents/guardians, all members of the community, SBCEO employees, and the state of California. The County Board is bound by laws pertaining to public education and the established policies of the SBCEO. To maximize County Board effectiveness and public confidence in its governance, County Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

The County Board expects its members to work with each other and with the County Superintendent of Schools to ensure that a high-quality education is provided to all students in SBCEO schools and programs, and that high-quality services are provided to the school districts within the jurisdiction of the SBCEO. Each individual County Board member shall:

1. Keep learning and achievement, including college and career readiness and future-ready skills and development, for all students as the primary focus
2. Value, support, and advocate for public education
3. Recognize and respect differences of perspective and style on the County Board and among staff, students, parents/guardians, and the community
4. Act with dignity and understand the implications of demeanor and behavior
5. Keep confidential matters confidential
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
7. Understand the distinctions of authority between the County Board and the County Superintendent, and refrain from performing management functions that are the responsibility of the County Superintendent and staff
8. Understand that authority rests with the County Board as a whole and not with individual County Board members

County Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the County Board shall



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**Management Resources**

California County Boards of Education  
Publication  
CSBA Publication

Website  
Website

**Description**

County Board Member Handbook: A Guide to Effective  
Governance, 2015  
Professional Governance Standards for County Boards, October  
2014  
[CSBA](#)  
[California County Boards of Education](#)

**State**

Ed. Code 1040  
Ed. Code 1042  
Ed. Code 35160-35160.1  
Gov. Code 1090  
Gov. Code 1098  
Gov. Code 1125-1129  
Gov. Code 54950-54963  
Gov. Code 87300-87313

**Description**

Duties and responsibilities; county boards of education  
County boards; authority  
Authority of county boards  
Financial interest in contract  
Disclosure of confidential information  
Incompatible activities  
[The Ralph M. Brown Act](#)  
[Conflict of interest code](#)

ADOPTED BY COUNTY BOARD: February 4, 2021  
REVISED:



## BYLAWS

NEW

### BOARD POLICY – PRESIDENT

BP 9121

The County Board of Education shall elect a president and vice president from among its members, at its annual organizational meeting in December, to provide leadership on behalf of the County Board and the educational community it serves.

To ensure that County Board meetings are conducted in an efficient, transparent, and orderly manner, the president shall:

1. Call such meetings of the County Board as deemed necessary, giving notice as required by law
2. Work with the County Superintendent of Schools, as secretary to the County Board, on the preparation of County Board meeting agendas
3. Call the meeting to order at the appointed time and preside over the meeting
4. Announce the business to come before the County Board in its proper order
5. Work to ensure the County Board's compliance with Brown Act requirements and County Board bylaws related to the conduct of meetings
6. Recognize persons who desire to speak and protect the speaker who has the floor from disturbance or interference
7. Facilitate the County Board's effective deliberation, ensuring that each County Board member has an opportunity to participate in the deliberation and that the discussion remains focused
8. Rule on issues of parliamentary procedure
9. Put motions to a vote, and clearly state the results of the vote

The president shall have the same rights as other members of the County Board, including the right to discuss and vote on all matters before the County Board.

The president shall perform other duties in accordance with law and County Board policy, including, but not limited to:

1. Signing all instruments, acts, orders, and resolutions necessary to comply with legal requirements and carry out the will of the County Board

2. Working with the County Superintendent or designee to ensure that County Board members have necessary materials and information
3. Appointing members of the County Board to fill the vacant seats of a school district board when a majority of those seats are vacant (Education Code 5094)
4. Subject to County Board approval, appointing and dissolving all committees
5. Subject to County Board approval, appointing County Board members to serve as representatives on committees on matters of concern to the County Board, the county office of education, or the districts, schools, and students within its jurisdiction
6. Representing the County Board as spokesperson
7. Leading the County Board's advocacy efforts to build support within the local community and at the state and national levels

When the president resigns or is absent, the vice president shall perform the president's duties. When both the president and vice president are absent, the County Board shall choose a president pro tempore to perform the president's duties.

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**Management Resources**

California County Boards of Education  
Publication  
CSBA Publication  
  
CSBA Publication  
Website  
Website

**Description**

County Board Member Handbook: A Guide to Effective  
Governance, 2015  
Professional Governance Standards for County Boards,  
October 2014  
Call to Order: A Blueprint for Great Board Meetings, 2015  
[CSBA](#)  
[California County Boards of Education](#)

**State**

Ed. Code 1009  
Ed. Code 1012  
Ed. Code 5094  
Gov. Code 54950-54963

**Description**

Annual organization of the board  
Special meetings  
Power to fill district board vacancies  
[The Ralph M. Brown Act](#)

ADOPTED BY COUNTY BOARD:



BYLAWS

NEW

**BOARD POLICY – LEGAL PROTECTION**

BP 9260

**Liability Insurance**

The County Board of Education shall provide insurance necessary to protect its members against liability for death, personal injury, or damage or loss of property caused by their negligent act or omission when acting within the scope of their office.

**Protection Against Liability**

No County Board member shall be liable for harm caused by their act or omission when acting within the scope of his/her responsibilities for the County Education Office. The act or omission must be in conformity with federal, state, and local laws and made in furtherance of an effort to control, discipline, expel or suspend a student, or maintain order or control in the classroom or school. (20 USC 6733, 6736)

The protection against liability shall not apply when: (20 USC 6736)

1. The County Board member acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to the harmed person's right to safety.
2. The County Board member caused harm by operating a motor vehicle.
3. The County Board member was not properly licensed, if required, by the state for such activities.
4. The County Board member was found by a court to have violated a federal or state civil rights law.
5. The County Board member was under the influence of alcohol or any drug at the time of the misconduct.
6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the County Board member has been convicted in a court.
7. The misconduct involved a sexual offense for which the County Board member has been convicted in a court.

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**Federal**

18 USC 16  
20 USC 6731-6738

**Description**

Crime of violence defined  
Teacher Protection Act

**Management Resources**

Court Decision

**Description**

Caldwell v. Montoya (Paramount Unified School District) 10  
Cal 4th 972 (1995)

**State**

Ed. Code 35208  
Gov. Code 1090-1098  
Gov. Code 54950-54963  
Gov. Code 815.3  
Gov. Code 820-823  
Gov. Code 825.6  
Gov. Code 87100-89503

**Description**

Liability insurance  
Conflicts of interest, prohibitions applicable to specified officers  
[The Ralph M. Brown Act](#)  
Intentional torts  
Tort Claims Act  
Indemnification of public entity  
Conflicts of interest

ADOPTED BY COUNTY BOARD:

# Information Item



# Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

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## **Santa Barbara County Board of Education**

### **Personnel reports pertaining to SBCEO personnel, employed by the Santa Barbara County Superintendent of Schools**

The certificated and classified personnel reports are provided to the board as an information item.

#### **Certificated Personnel Report**

Certificated employees are those whose positions require a specific credential issued by the California Commission on Teacher Credentialing.

The certificated personnel report is generated regularly and includes all actions made regarding employment of certificated employees at SBCEO such as appointments and separations.

#### **Classified Personnel Report**

Classified employees are those whose positions do not require a state-issued credential. Since 1975, the Santa Barbara County Education Office has operated a Merit System for the classified service. Merit System law (Education Code § 45240-45320) provides that classified employees are selected, retained and promoted on the basis of merit and fitness, exclusive of discrimination due to actual or perceived race, color, ethnicity, age, religion, political affiliation, marital status, disability, gender, sexual orientation or national origin. The Personnel Commission, composed of three members, is the impartial body authorized by the state to be responsible for implementing and interpreting Merit System rules and adjudicating appeals on those facets of employment within its purview.

The classified personnel report is typically generated monthly and includes all personnel actions affecting classified employees at SBCEO such as appointments, changes to status, and separations.

**Santa Barbara County Board of Education**  
Santa Barbara County Education Office

**Certificated Personnel Report**  
May 8, 2025

<b>Appointments</b>		<b>Effective Date</b>
<b>Offer of Employment</b>		
Spevak, Natalie	Director, Educator Workforce Development	July 1, 2025
<b>Separations</b>		<b>Effective Date</b>
<b>Resignations</b>		
Knox, Bettina	Special Day Class Teacher	June 6, 2025
Villafranca, Elsy	Director, Leadership Support Services	June 30, 2025



Santa Barbara County Board of Education

Classified Personnel Report

May 8, 2025

**Appointments**

***Limited Term/Substitute***

Agustin, Eunice	March 17, 2025
Paraeducator • Special Education • Various Sites	
• Hourly as needed	
Davis, Leslie	March 31, 2025
Clerical Substitute • Miscellaneous • Various Sites	
• Hourly as needed	
Diaz, Magali	March 27, 2025
Paraeducator • Special Education • Various Sites	
• Hourly as needed	
Esquibel-Reyes, Zulema	April 4, 2025
Paraeducator • Special Education • Various Sites	
• Hourly as needed	
Gonzalez Ochoa, Maria de Jesus	April 2, 2025
Paraeducator • Special Education • Various Sites	
• Hourly as needed	
Melgoza, Norma	April 1, 2025
ECE Substitute in Training • Early Care and Education • Various Sites	
• Hourly as needed	
See, Brandi	April 7, 2025
Paraeducator • Special Education • Various Sites	
• Hourly as needed	

***Probationary***

Ramirez Nolasco, Raul	March 19, 2025
Custodian/Maintenance Worker • Internal Services • Operations - North	
100% • 12 months	

**Changes**

***Anniversary Increase***

Aguilar Navarrete, Cinthia	April 1, 2025
Paraeducator • Special Education • Montecito Union School	
81.25% • 10 months	
Barcos, Lydia	April 1, 2025
Accounting Technician • School Business Advisory Services • School Business Advisory Services	
50% • 12 months	

Bluem, Denice	April 1, 2025
Educational Interpreter, American Sign Language, Certified • Special Education • Dunlap School DHOH 75% • 10 months	
Catalan Pineda, Zurisaday	April 1, 2025
Paraeducator • Special Education • Clarence Ruth Preschool 75% • 10 months	
Consolascio, Sherry	April 1, 2025
Food Service Worker • Early Care and Education • Building Blocks Care and Education Center 100% • 10 months	
Cortes, Luis	April 1, 2025
Administrative Assistant • Internal Services • Operations South 100% • 12 months	
Cortez, Heidi	April 1, 2025
Early Care and Education Case Worker • Early Care and Education • Early Care and Education - Lompoc 100% • 12 months	
de los Cobos, Erin	April 1, 2025
Paraeducator • Special Education • Oak Valley Preschool 87.5% • 10 months	
Earle, Rosangel	April 1, 2025
Paraeducator • Special Education • Speech/Language Services, McClelland 87.5% • 10 months	
Flores, Anne	April 1, 2025
Administrative Assistant • Teacher Programs and Support • Teacher Programs and Support 100% • 12 months	
Gadler Bell, Marilee	April 1, 2025
School Occupational Therapist • Special Education • School Occupational Therapy Services 100% • 12 months	
Gonzalez, Esther	April 1, 2025
Paraeducator • Special Education • Speech/Language Services, Dunlap 75% • 10 months	
Holt, Max	April 1, 2025
Paraeducator • Special Education • De Colores Preschool 87.5% • 10 months	
Howard, Diane	April 1, 2025
Clerical Assistant • Early Care and Education • Early Care and Education - Hope Center 100% • 12 months	
Huitron, Alejandra	April 1, 2025
Health Advocate - Bilingual • Children and Family Resource Services • Health Linkages - North County 100% • 10 months	

Kerns, Heather	April 1, 2025
Paraeducator • Special Education • Vision Services	
75% • 10 months	
Leon, Monica	April 1, 2025
Early Care and Education Case Worker • Early Care and Education • Early Care and Education - Lompoc	
100% • 12 months	
Maldonado, Liliana	April 1, 2025
Paraeducator • Special Education • Cold Spring School	
81.25% • 10 months	
Marble, Margaret	April 1, 2025
Paraeducator • Special Education • Montecito Union School	
81.25% • 10 months	
Moreno Covarrubias, Blanca	April 1, 2025
Paraeducator • Special Education • Montecito Union School	
81.25% • 10 months	
Muhr, Joan	April 1, 2025
Office Assistant • Information Technology Services • Information Technology Services	
30% • 12 months	
Muniz, Alicia	April 1, 2025
Paraeducator • Special Education • Cuyama Elementary School	
81.25% • 10 months	
Remick, Cory	April 1, 2025
Senior Software Engineer • Information Technology Services • Information Technology Services	
100% • 12 months	
Rivera, Fabiola	April 1, 2025
Early Care and Education Case Worker • Early Care and Education • Early Care and Education - Santa Maria	
100% • 12 months	
Rodriguez, Isabel	April 1, 2025
Paraeducator • Special Education • Speech/Language Services, Valley/Lompoc	
87.5% • 10 months	
Sandoval, Arlyn	April 1, 2025
Office Assistant • Special Education • Special Education Support Staff, Lompoc	
100% • 10 months	
Santos, Jessica	April 1, 2025
Clerical Assistant • Early Care and Education • Early Care and Education - Santa Maria	
100% • 12 months	
Teran, Ruby	April 1, 2025
Paraeducator • Special Education • Dos Puertas School	
84.375% • 12 months	

Torres, Brianda April 1, 2025  
Paraeducator • Special Education • Manzanita Charter School (K-3rd)  
81.25% • 10 months

Velazquez, Ricardo April 1, 2025  
Paraeducator • Special Education • Infant Services, Santa Maria  
50% • 10 months

Watson, Clarissa April 1, 2025  
Paraeducator • Special Education • Casmalia Preschool 3  
87.5% • 10 months

Wold, Kristen April 1, 2025  
Paraeducator • Special Education • Montecito Union School  
81.25% • 10 months

***Differential - Add***

Torres, Gloria February 25, 2025  
Paraeducator • Special Education • Manzanita Charter School 2 (4th-6th)  
81.25% • 10 months  
Specialized Health Care

***Out of Classification/Return***

Martinez, Serena October 15, 2024  
Educational Interpreter, American Sign Language, Waiver • Special Education • Ralph Dunlap School DHOH  
16.675% • 10 months

***Probation to Permanent***

Burke, Sarah April 1, 2025  
Paraeducator • Special Education • Montecito Union School  
81.25% • 10 months

Chung, Allison April 1, 2025  
Paraeducator • Special Education • Montecito Union School  
81.25% • 10 months

Estrada, Christopher April 1, 2025  
Paraeducator • Special Education • Oakley Preschool  
87.5% • 10 months

Gomez Chavez, Leticia April 1, 2025  
Paraeducator • Special Education • Speech/Language Services, McClelland  
87.5% • 10 months

Graybill, Janice April 1, 2025  
Accounting Technician, Senior • Early Care and Education • Early Care and Education - Hope Center 5  
100% • 12 months

Guia, Citlalin	April 1, 2025
Paraeducator • Special Education • Taylor Preschool	
87.5% • 10 months	
Jenkins, Ashley	April 1, 2025
Paraeducator • Special Education • Cold Spring School	
81.25% • 10 months	
Manzo, Edith	April 1, 2025
Paraeducator • Special Education • Speech/Language Services, Lompoc 1	
87.5% • 10 months	
Read, Joseph	April 1, 2025
Braille Transcriber • Special Education • Vision Services	
100% • 10 months	

***Transfer***

Almodovar, Nelson	March 27, 2025
Paraeducator • Special Education • Cabrillo High School	
81.25% • 10 months	
From Manzanita Charter School	
Clark, Dionysius	April 1, 2025
Paraeducator • Special Education • Orientation and Mobility Specialist	
75% • 10 months	
From New Horizons Preschool B	
Perez, Silvia	April 1, 2025
Paraeducator • Special Education • Manzanita Charter School 2 (4th-6th)	
81.25% • 10 months	
From Young Learners State Preschool	

**Separation**

***Resignation***

Catalan Pineda, Zurisaday	June 6, 2025
Paraeducator • Special Education • Clarence Ruth Preschool	
75% • 10 months	
Transferring employment to LUSD	
Manzo, Edith	June 6, 2025
Paraeducator • Special Education • Speech/Language Services, Lompoc 1	
87.5% • 10 months	
Transferring employment to LUSD	
McConnell, Victor	April 11, 2025
Computer/Network Technician, ITS • ITS • Network and Microcomputer Support - North County	
100% • 12 months	

Perez, Alexis

June 6, 2025

Paraeducator • Special Education • Young Learners State Preschool, SPED  
87.5% • 10 months  
Transferring employment to LUSD

***Retirement***

Montgomery, Karyn

May 1, 2025

Paraeducator • Special Education • Vision Services  
75% • 10 months