



Trinity County Office of Education

Fabio Robles, Ed.D
Trinity County
Superintendent of Schools

P.O. Box 1256 • 201 Memorial Drive, Weaverville, CA 96093-1256

MINUTES

Trinity County Board of Education Regular Board Meeting April 19, 2023

WHERE HELD: Trinity County Office of Education
201 Memorial Drive – Granite Room

MEMBERS PARTICIPATING: Randy Spencer, Area I
Michelle Myers, Area II
Sally Aldinger, Area III
Arina Erwin, Area IV
Steve Canale, Area V

COUNTY OFFICE: Cindy Blanchard, Chief Business Official
Tim Nordstrom, Assistant Superintendent of Educational Services
Dawn MacLaren, Executive Assistant

COUNTY OFFICE ABSENT: Fabio Robles, Superintendent of Schools
Anthony Rebelo, Assistant Superintendent of Special Education/SELPA Director
Melanie Holmes, Executive Director of HR & Business Services

PUBLIC: Josh Cozine, Trinity Journal

1.0 Formal Opening

- 1.1 Call to Order
Sally Aldinger called the meeting to order at 1:00 p.m.
- 1.2 Roll Call
- 1.3 Pledge of Allegiance
- 1.4 Additions or Changes to Agenda
There were no additions or changes to the Agenda.

- 2.0 Public Communication:** Persons wishing to address the Board on any item are invited to do so at this time. In the interest of time and order, presentations from the public are limited to three minutes per person, 20 minutes per topic, pursuant to Board policy. Please state your name and address before speaking. Per the Brown Act, unless an item has been placed on the agenda, no action shall be taken. The Board may 1) acknowledge receipt of the information; 2) refer to staff for further study; 3) refer the matter to the next

agenda.

There was no public communication.

3.0 Accept Open Session Agenda

MOTION: Motion was made by Steve Canale, with a second by Michelle Myers, to accept the Open Agenda. Motion passed unanimously. Aye- 5 (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

4.0 Consent Agenda: The following consent agenda items are considered routine by the County Board and will be enacted with one motion. There will be no separate discussion of items unless a Board member so requests, in which event the item(s) will be considered following approval of the Consent Agenda.

4.1 Minutes – March 15, 2023

4.2 Warrants – March 2023

4.3 Payroll – March 2023

Sally Aldinger asked the Board if there was a motion to pull any items from the Consent Agenda. Arina Erwin asked to pull Consent Agenda Item 4.1 Minutes – March 15, 2023, for discussion; 9.5 the language regarding Jeff Morris’s work with FEMA on the Mitigation Plan Development and why this wasn’t shared with the Trinity Journal for its article in the April 5th issue. After discussion, Sally asked the Board for a motion to accept the Consent Agenda

MOTION: A motion was made by Michelle Myers, with a second by Steve Canale, to accept the Consent Agenda. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

5.0 Reports

5.1 Financial Report and Oversight Update

Cindy Blanchard provided the financial report and oversight update, which was included in the board packet for the members to review.

5.1.1 School Facilities Report from Jeff Morris

The school facilities report was included in the packet for the members to review.

5.2 Cabinet Report – includes Trinity COE and District LCAP Updates

5.2.1 Tim Nordstrom shared his cabinet report with the board.

Anthony was at an LRP Conference.

Melanie was unable to attend due to the payroll timeline.

Fabio is at a CA Superintendents General Membership Meeting and Academy for New County Superintendents. Tim shared his report.

5.2.2 While there, Fabio will attend the Small County Caucus, Legislative Committee, and Timber Coalition Meeting and plans to advocate for small rural school funding and continue to speak about the plight of frontier counties and the equitable distribution of resources for our students.

- 5.2.3 TCOE is busy updating the office furniture. During spring break, the Educational Services Department was updated. The HR and Business Department will be done this week, and our Special Education Department's new furniture will be delivered in May. A big thank you to Jessica Bickle and Tim Nordstrom for orchestrating this big move.
- 5.2.4 The second installment of the TCOE Dispatch was published this past Monday, and it went out to more community partners as it is gaining in popularity. Much gratitude to Joanne Tucker for stepping in, getting my vision of communications and meeting, and exceeding that vision.
- 5.2.5 TCOE's first ALL CALL is scheduled for Friday, May 5th, for all TCOE Staff, our cabinet will serve breakfast to our staff, and it will be a full day of learning, collaboration, presentation, and celebration. I plan on conducting three "all calls" a year to improve our inner team communications and collaboration.
- 5.2.6 We've had several applicants for our mini-grant and teacher professional learning individual grants; the potential of this program is to help educators create inspiring programs and opportunities for students.
- 5.2.7 TCOE's HR and Business processes are also improving and becoming more efficient for staff. A big thank you to Melanie Holmes for creating several forms through Laserfiche. I know it is a tedious and time-intensive effort to create a workflow to go with the forms. We will be sharing these new processes with staff at our All-Call meeting.
- 5.2.8 Thank you to all who attended our Brown Act Training via Zoom. I thought it went well and allowed for some interactive questions and answers. There are also in-person trainings available that are more interactive. If you want to learn more or attend a training, please let me know, and we can arrange that for you.
- 5.2.9 I'm also excited about our email integration and improving technology services. I'll be speaking more about this at our next meeting in May.
- 5.2.10 Trinity COE is advertising for another EHRMS clinician and hiring two more Wellness Liaisons to meet students' mental health needs throughout our county schools.
- 5.2.11 I look forward to our next meeting in Burnt Ranch.

6.0 Correspondence

There was no correspondence

7.0 Action Items

- 7.1 Approve 2023-2024 Trinity County Office of Education Business Calendar
MOTION: A motion was made by Arina Erwin, with a second by Steve Canale. Motion passed unanimously. Aye-5 (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.
- 7.2 Approve Resolution #22-23-15 Trinity County Office of Education Change Lincoln Day Observance
MOTION: A motion was made by Randy Spencer, with a second by Michelle Myers. Motion passed unanimously. Aye-5 (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

- 7.3 Approve Resolution #22-23-16 Delegate Superintendent or Designee, the Authority to Declare District Furniture, Equipment, and Supplies as Surplus for Salvage, Disposal, or Sale.

MOTION: A motion was made by Arina Erwin, with a second by Michelle Myers. Motion passed unanimously. Aye-5 (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

- 7.4 Review and Accept the Annual Audit Report for Trinity County Office of Education Audit Findings Ending June 30, 2022 (*Back-up will be provided under separate cover*)

MOTION: A motion was made by Steve Canale with a second by Randy Spencer. Motion passed unanimously. Aye-5 (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

8.0 Information Items

- 8.1 Summary of Complaints Per Williams Uniform Complaint Procedures (January 1, 2023, through March 31, 2023)
- 8.2 BP 0420.4 Authorization of County Charter Schools – First Reading
- 8.3 AR 5113 Absences and Excuses – First Reading
- 8.4 BP/AR 6173 Education for Homeless Children – First Reading
- Tim gave a summary of the policy updates.

9.0 Superintendent's Report

Tim shared Fabio's Superintendents Report along with the Cabinet Report Item 5.2

10.0 Next Meeting

- 10.1 Trinity COE's Next Meeting will be held at Burnt Ranch Elementary School Wednesday, May 19, 2023. The tour of the campus will be at 3:30 p.m., with the Board Meeting to follow at 4:00 p.m. in room 7.
- The date was corrected to reflect that the meeting will be held on Wednesday, May 17, 2023. The Board members discussed meeting at TCOE at 2:15 p.m. to carpool to Burnt Ranch at 2:30 p.m.

10.0 Adjournment

The meeting adjourned at 1:41 p.m.

Respectfully submitted,

Tim Nordstrom, Assistant Superintendent of Educational Services
Trinity County Office of Education

dm

Register 000861 - 04/05/2023

Bank Account COUNTY - County

Payment Id	Comment				
Check # 5240860	12	Check Amt	277.50	Status Printed	Alicia Matheson (Alicia Math - Payee)
AMATHESONPERDIEM	A. Matheson CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240861	12	Check Amt	277.50	Status Printed	Amy Wade (Amy Wade - Payee)
AWADEPERDIEM	A. Wade CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240862	12	Check Amt	277.50	Status Printed	Bathany Cantrell (Bathany Can - Payee)
BCANTRELLPERDIEM	B. Cantrell CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240863	12	Check Amt	277.50	Status Printed	Carly Miller (Carly Mille - Payee)
CMILLERPERDIEM	C. Miller CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240864	12	Check Amt	277.50	Status Printed	Christian Cavalli (Christian C - Payee)
CCAVALIIPERDIEM	C. Cavalli CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240865	01	Check Amt	539.32	Status Printed	Corey Helgesen (Corey Helge - Payee)
CHELGESONADR	ADR Conference Expenses	01. 6536. 0. 5060. 3120. 5800. 825.	.		539.32
Check # 5240866	12	Check Amt	277.50	Status Printed	Elizabeth Leyden (Elizabeth L - Payee)
ELEYDENPERDIEM	E. Leyden CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240867	01	Check Amt	151.96	Status Printed	Kathy Larson (Kathy Larso - Payee)
KLARSONTEACHERCOACH	Trinity Center- Teacher Coaching	01. 0000. 0. 8600. 7200. 5200. 825.	.		151.96
Check # 5240868	12	Check Amt	277.50	Status Printed	Liberty Harris Pinto (Liberty Har - Payee)
LPINTOPERDIEM	L. Pinto CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240869	12	Check Amt	277.50	Status Printed	Makila Yount (Makila Youn - Payee)
MYOUNTPERDIEM	M. Yount CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240870	12	Check Amt	277.50	Status Printed	Mary Elaine Mercill (Mary Elaine - Payee)
MMERCILLPERDIEM	M. Mercill CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50
Check # 5240871	12	Check Amt	489.35	Status Printed	The Water Bar (The Water B - Payee)
KIDS PARTY LIBRARY	Water Delivery-Kids Party @ Library	12. 5055. 0. 0001. 2150. 4300. 825.	.		489.35
Check # 5240872	01	Check Amt	351.50	Status Printed	Wright, Tiffany L (000437 - Emp)
TWRIGHTPERDIEM	T. Wright-Statewide FY Coord	01. 7366. 0. 8600. 3130. 5200. 825.	.		351.50
Check # 5240873	01	Check Amt	300.63	Status Printed	Burger, Erin E (000502 - Emp)
EBURGER032723	RISE Class Rewards	01. 1100. 0. 3500. 1000. 4300. 829. 0245.			248.16
EBURGER32720232	RISE Reward Auction	01. 1100. 0. 3500. 1000. 4300. 829. 0245.			52.47
Check # 5240874	12	Check Amt	277.50	Status Printed	Carson, Anna L (000522 - Emp)
ACARSONPERDIEM	A. Carson CA Assoc Education of Young Children Per Diem	12. 6054. 0. 0001. 2150. 5200. 825.	.		277.50

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Page 1 of 6

Register 000861 - 04/05/2023

Bank Account COUNTY - County

Payment Id	Comment				
Check # 5240875	01	Check Amt	90.00	Status Printed	ACCU-Print (001395/1)
1792	22-23 Fingerprint Fees			01. 0000. 0. 8600. 7200. 5840. 825. .	90.00
Check # 5240876	01	Check Amt	157.39	Status Printed	Amazon Capital Services, Inc (001252/1)
1PF4-16WL-D4JL	Apple Docking Station			01. 7815. 0. 8600. 3140. 4300. 825. .	157.39
Check # 5240877	01	Check Amt	7,646.99	Status Printed	Breslin Occupational Service (001406/1)
66	OT Services Feb 23			01. 6500. 0. 5730. 3140. 5800. 826. .	1,240.50
				01. 6500. 0. 5760. 3140. 5800. 826. 0304. 651	1,473.43
				01. 6500. 0. 5760. 3140. 5800. 826. 0306. 651	1,028.25
				01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651	3,304.81
				01. 6500. 0. 5760. 3140. 5800. 826. 0320. 651	600.00
Check # 5240878	01	Check Amt	190.00	Status Printed	Burnt Ranch School District (000843/1)
ASESREMIX2	ASES REMIX Stipend Costs			01. 9600. 0. 7110. 2150. 5200. 825. .	190.00
Check # 5240879	01	Check Amt	675.00	Status Printed	CA School Nurses Org (000692/3)
8515	Ca School Nurse Org Academy			01. 6500. 0. 5050. 3140. 5200. 826. . 650	675.00
Check # 5240880	01	Check Amt	156.49	Status Printed	Carrel's Office Solutions (000825/2)
AR50961	22/23 TASKalfa 5052ci			01. 0000. 0. 0000. 7200. 5600. 825. 2753.	156.49
Check # 5240881	01	Check Amt	2,300.00	Status Printed	Com-Pair Services (001086/1)
76611	22/23 Com-Pair Monthly Expenses			01. 0000. 0. 8600. 7700. 5920. 825. .	2,300.00
Check # 5240882	01	Check Amt	3,000.00	Status Printed	Eide Bailly LLP (001317/1)
EI01437850	Final Audit Billing 6/30/21			01. 0000. 0. 0000. 7190. 5820. 825. 2000.	3,000.00
Check # 5240883	01	Check Amt	453.60	Status Printed	Envoy Plan Services (000548/4)
89829	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	7.20
89830	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	2.40
89832	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	21.60
89833	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	4.80
89834	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	4.80
89835	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	31.20
89836	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	16.80
89837	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	28.80
89839	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	36.00
91008	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	7.20
91009	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	2.40
91011	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	21.60
91012	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	4.80
91013	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825. .	4.80

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Page 2 of 6

Register 000861 - 04/05/2023

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5240883	01	Check Amt	453.60	Status Printed	Envoy Plan Services (000548/4) - continued	
91014	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	31.20
91015	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	16.80
91016	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	28.80
91018	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	31.20
92287	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	7.20
92288	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	2.40
92290	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	21.60
92291	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	4.80
92292	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	4.80
92293	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	31.20
92294	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	16.80
92295	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	28.80
92297	22-23 Envoy Plan Services			01. 0000. 0. 0000. 7200. 5800. 825.	.	33.60
Check # 5240884	01	Check Amt	114.98	Status Printed	Fastenal Company (000137/2)	
CARE180277	22-23 Maintenance Supplies			01. 0000. 0. 0000. 8100. 4300. 825.	.	114.98
Check # 5240885	01	Check Amt	100.68	Status Printed	Frontier Fuel (000146/2)	
3186MARCSPEECHFUEL	Speech March Fuel			01. 6500. 0. 5050. 3150. 5200. 826.	. 650	100.68
Check # 5240886	01	Check Amt	5,312.99	Status Printed	Golden State Office Furniture Inc. (001417/2)	
1859REPROCESS	Superintendent Office Furniture			01. 7815. 0. 8600. 3140. 4300. 825.	.	5,312.99
Check # 5240887	01	Check Amt	80.20	Status Printed	Connection (001390/2)	
73874185	Privacy Screens			01. 7815. 0. 8600. 3140. 4300. 825.	.	80.20
Check # 5240888	01	Check Amt	95.00	Status Printed	John W. Kizziar, DDS, INC (001234/1)	
CA03152023	Trinity Smiles CA 3/15/23			01. 0033. 0. 8600. 3140. 5800. 825.	.	95.00
Check # 5240889	12	Check Amt	1,398.93	Status Printed	Junction City School District (000845/1)	
JCTKCLASSROOM	TK Classroom Supplies			12. 6054. 0. 0001. 1000. 4300. 825. 0364.	.	1,398.93
Check # 5240890	01	Check Amt	2,689.29	Status Printed	Modern Office (001410/1)	
233454A	Superintendent Office Furniture			01. 7815. 0. 8600. 3140. 4300. 825.	.	2,689.29
Check # 5240891	01	Check Amt	44,208.71	Status Printed	Modoc County Office Of Ed (000241/1)	
AR23-00151	MHSSA Pathways Grant			01. 7813. 0. 0000. 9200. 7212. 825.	.	44,208.71
Check # 5240892	01	Check Amt	130.00	Status Printed	NCS Pearson, Inc. (000275/3)	
21521187	BASC-3 Q-Global			01. 6500. 0. 5001. 3120. 4300. 826.	. 650	130.00
Check # 5240893	01	Check Amt	490.34	Status Printed	Pitney Bowes Global FinancialServices LLC (000278/7)	
3106044505	22/23 Postage and lease			01. 0000. 0. 0000. 7200. 5910. 825.	.	490.34

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Page 3 of 6

Register 000861 - 04/05/2023

Bank Account COUNTY - County

Payment Id	Comment				
Check # 5240894	01	Check Amt	135.40	Status Printed	Plotzke Ace Hardware (000280/1)
382901	22/23 maintenance supplies	01. 0000. 0. 0000. 8100. 4300. 825. .			134.76
		01. 9443. 0. 0000. 8100. 4300. 825. .			.64
Check # 5240895	01	Check Amt	268.80	Status Printed	Ray Morgan Company (001178/1)
4055648	22/23 MPC5501 maint contract & usage	01. 0000. 0. 0000. 7200. 5600. 825. 2752. .			268.80
Check # 5240896	01	Check Amt	475.00	Status Printed	San Joaquin County Of Ed (000309/2)
SPELLINGBEE2023	State Spelling Bee Registration Fees	01. 0000. 0. 8600. 2100. 4300. 825. 2552. .			475.00
Check # 5240897	01	Check Amt	2,765.00	Status Printed	Sheva Nickravesh DDS (001232/1)
KS02012023	Trinity Smiles KS 2/1/2023	01. 0033. 0. 8600. 3140. 5800. 825. .			2,765.00
Check # 5240898	01	Check Amt	1,398.43	Status Printed	Trinity PUD (000399/2)
16243MARCH23	22/23 monthly electricity	01. 0000. 0. 0000. 8100. 5510. 825. .			1,177.41
16244MARCH23	22/23 monthly electricity	01. 0000. 0. 0000. 8100. 5510. 825. .			221.02
Check # 5240899	01	Check Amt	5,626.13	Status Printed	U.S. Bank Corporate Payment Systems (000404/2)
033748	CASH Conference Meal	01. 0000. 0. 8600. 7200. 5200. 825. .			17.40
051814	J. Morris Sierra West Publishing Construction Manual	01. 0000. 0. 0000. 7200. 4300. 825. .			179.00
074869	Office Canva Account	01. 0000. 0. 8600. 2420. 5800. 825. .			419.99
184644	F. Robles Baggage Check	01. 0000. 0. 0000. 7100. 5200. 825. .			54.00
184651	F. Robles Baggage Check	01. 0000. 0. 0000. 7100. 5200. 825. .			54.00
248264	J. Moriss CASH Lodging	01. 0000. 0. 8600. 7200. 5200. 825. .			332.48
417764	F. Robles iPad Pro 12.9 inch	01. 0000. 0. 0000. 7200. 4300. 825. .			42.79
479387	F. Robles Lodging	01. 0000. 0. 0000. 7200. 5200. 825. .			980.43
525527	Qualtrics Basecamp Upgrade Jade Tyner	01. 5814. 0. 8600. 3130. 5800. 825. .			599.00
598846	SPED-Travel Fuel	01. 5814. 0. 8600. 3130. 5200. 825. .			66.63
671005	F. Robles Flight	01. 0000. 0. 0000. 7100. 5200. 825. .			486.15
702183	Qualtrics Basecamp Upgrade Ashlie Clark	01. 5814. 0. 8600. 3130. 5800. 825. .			599.00
826730	F. Robles Travel	01. 0000. 0. 0000. 7100. 5200. 825. .			31.60
837012	J. Morris Qualtrics Lodging	01. 5814. 0. 8600. 3130. 5800. 825. .			601.37
888982	Qualtrics Basecamp Upgrade Jeff Morris	01. 5814. 0. 8600. 3130. 5800. 825. .			599.00
938238	Facebook Kids Count Ad	01. 0000. 0. 0000. 7200. 5810. 825. .			20.00
973498	Office Docusign	01. 0000. 0. 8600. 2420. 5800. 825. .			72.33
977440	T. Wright FY Travel	01. 7366. 0. 8600. 3130. 5200. 825. .			470.96
Check # 5240900	01	Check Amt	353.91	Status Printed	NAPA Weaverville Auto Parts (000423/2)
407210	22/23 NAPA Auto Parts	01. 0000. 0. 0000. 8100. 4300. 825. .			353.91
Number of Items		41	84,921.02	Totals for Register 000861	

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Page 4 of 6

Register 000861 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000861

2023 FUND-OBJ Expense Summary / Register 000861

01-4300	9,971.58	
01-5200	3,962.79	
01-5510	1,398.43	
01-5600	425.29	
01-5800	14,390.60	
01-5810	20.00	
01-5820	3,000.00	
01-5840	90.00	
01-5910	490.34	
01-5920	2,300.00	
01-7212	44,208.71	
01-9110*		80,257.74-
Totals for Fund 01	80,257.74	80,257.74-
12-4300	1,888.28	
12-5200	2,775.00	
12-9110*		4,663.28-
Totals for Fund 12	4,663.28	4,663.28-
Totals for Register 000861	84,921.02	84,921.02-

* denotes System Generated entry

Net change to Cash 9110

84,921.02- Credit

Register 000861 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000861 (continued)

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Register 000862 - 04/12/2023

Bank Account COUNTY - County

Payment Id		Comment					
Check #	5241027	01	Check Amt	2,814.75	Status Printed	Rebello, Anthony J (000307 - Emp)	
	AREBELOLRPLODGING		A. Rebello LRP Institute Lodging		01. 3395. 0. 5060. 2200. 5200. 826.		1,068.65
	AREBELOSELPASANDIEGO		A. Rebello SELPA San Diego		01. 6500. 0. 5050. 2200. 5200. 826.	. 650	1,746.10
Check #	5241028	01	Check Amt	91.90	Status Printed	Rebello, Stephanie S (000421 - Emp)	
	SREBELO04062023		S. Rebello Paper Crafts		01. 0000. 0. 0000. 7200. 4300. 825.		91.90
Check #	5241029	01	Check Amt	121.08	Status Printed	Amazon Capital Services, Inc (001252/1)	
	1176-TQML-KW4G		Wall Mounted Name Plate Holder		01. 0000. 0. 0000. 7200. 4300. 825.		34.30
	1D1N-Y9G9-1D9C		Health Services Preschool Supplies		01. 0000. 0. 8600. 3140. 4300. 825.		53.55
	1YJN-WNRQ-J7D7		Health Services-Athletic wrap		01. 6500. 0. 5050. 3140. 4300. 826.		33.23
Check #	5241030	01	Check Amt	12,561.74	Status Printed	Breslin Occupational Service (001406/1)	
	76		OT Services Feb-March 23		01. 6500. 0. 5730. 3140. 5800. 826.		2,461.50
					01. 6500. 0. 5760. 3140. 5800. 826. 0301. 651		131.25
					01. 6500. 0. 5760. 3140. 5800. 826. 0304. 651		3,237.49
					01. 6500. 0. 5760. 3140. 5800. 826. 0306. 651		1,290.75
					01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651		4,859.50
					01. 6500. 0. 5760. 3140. 5800. 826. 0320. 651		581.25
Check #	5241031	01	Check Amt	717.69	Status Printed	Carrel's Office Solutions (000825/2)	
	AR53503		22/23 TASKalfa 6501i		01. 0000. 0. 0000. 7200. 5600. 825. 2751.		56.94
	AR53505		Kyocera Taskalfa 4004i Digital Imaging System		01. 7430. 0. 0000. 2420. 4400. 825.		12.28
	AR53506		22/23 TASKalfa 5052ci		01. 0000. 0. 0000. 7200. 5600. 825. 2753.		648.47
Check #	5241032	01	Check Amt	1,720.00	Status Printed	Eide Bailly LLP (001317/1)	
	EI01437851		Retention Invoice 6/30/2021		01. 0000. 0. 0000. 7190. 5820. 825. 2000.		1,720.00
Check #	5241033	01	Check Amt	1,135.87	Status Printed	Frontier Communications (001182/1)	
	010167-5MAR23		22/23 Centranet 010167-5 telephone expenses		01. 0000. 0. 0000. 8100. 5920. 825.		1,135.87
Check #	5241034	01	Check Amt	115.00	Status Printed	Frontier Communications (001182/1)	
	051794-5MAR23		22/23 Business line 051794-5 expenses		01. 0000. 0. 0000. 8100. 5920. 825.		115.00
Check #	5241035	01	Check Amt	631.12	Status Printed	Independent Business Forms (000173/1)	
	42163		Check Stock -Payroll		01. 0000. 0. 0000. 7200. 4300. 825.		631.12
Check #	5241036	01	Check Amt	1,228.00	Status Printed	John W. Kizziar, DDS, INC (001234/1)	
	AA03232023		Trinity Smiles AA 3/23/2023		01. 0033. 0. 8600. 3140. 5800. 825.		350.00
	AA04032023		Trinity Smiles AA 4/3/2023		01. 0033. 0. 8600. 3140. 5800. 825.		185.00
	BB03272023		Trinity Smiles BB 3/27/2023		01. 0033. 0. 8600. 3140. 5800. 825.		95.00
	DB03272023		Trinity Smiles DB 3/27/2023		01. 0033. 0. 8600. 3140. 5800. 825.		95.00
	EG03302023		Trinity Smiles EG 3/30/2023		01. 0033. 0. 8600. 3140. 5800. 825.		360.00
	SL03302023		Trinity Smiles SL 3/30/2023		01. 0033. 0. 8600. 3140. 5800. 825.		143.00
Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2023, Ending Check Date = 4/30/2023, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)							ESCAPE ONLINE

Register 000862 - 04/12/2023

Bank Account COUNTY - County

Payment Id	Comment				
Check # 5241037	01	Check Amt	17.05	Status Printed	Mendes Supply Co. (000233/1)
R062632A	22-23 Maintenance Supplies			01. 0738. 0. 0000. 8100. 4300. 825. .	17.05
Check # 5241038	01	Check Amt	460.42	Status Printed	NCS Pearson, Inc. (000275/3)
21593519	Psychologist Forms			01. 6500. 0. 5001. 3120. 4300. 826. . 650	460.42
Check # 5241039	01	Check Amt	4,410.00	Status Printed	ProCare Therapy (001345/1)
20644714	Behavior Specialist 3/27/23-3/31/23			01. 6546. 0. 5001. 3120. 5800. 826. .	2,205.00
				01. 7817. 0. 3500. 3120. 5800. 825. 0245. .	2,205.00
Check # 5241040	01	Check Amt	8,687.25	Status Printed	School Health Corporation (000610/2)
4188327-00	Vision Screener			01. 6500. 0. 5001. 3140. 4300. 826. .	8,687.25
Check # 5241041	01	Check Amt	132.94	Status Printed	School Nurse Supply (001047/2)
0945374-IN	Health Services Supplies			01. 6500. 0. 5001. 3140. 4300. 826. .	132.94
Check # 5241042	01	Check Amt	275.00	Status Printed	School Services Of California (000316/4)
W128827-IN	Charter School Webinar-C. Blachard			01. 0000. 0. 0000. 7200. 5200. 825. .	275.00
Check # 5241043	01	Check Amt	644.00	Status Printed	State Of Cal Dept Of Justice (000353/1)
645881	22-23 Fingerprint Fees			01. 0000. 0. 8600. 7200. 5840. 825. .	644.00
Check # 5241044	01	Check Amt	1,184.81	Status Printed	Trinity Co Dept Of Transport (000389/1)
21591	22-23 Monthly Fuel			01. 0000. 0. 0000. 8100. 4300. 825. 4300. .	1,184.81
Check # 5241045	01	Check Amt	43.99	Status Printed	Weaverville CSD (000424/1)
10839APR23	22-23 monthly water service			01. 0000. 0. 0000. 8100. 5560. 825. .	43.99
Check # 5241046	01	Check Amt	28.00	Status Printed	Weaverville Sanitary District (000426/1)
1926MAR23	22-23 monthly sewer service			01. 0000. 0. 0000. 8100. 5550. 825. .	28.00

Number of Items

20

37,020.61 Totals for Register 000862

2023 FUND-OBJ Expense Summary / Register 000862

01-4300	11,326.57
01-4400	12.28
01-5200	3,089.75
01-5550	28.00
01-5560	43.99
01-5600	705.41
01-5800	18,199.74
01-5820	1,720.00
01-5840	644.00

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2023, Ending Check Date = 4/30/2023, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

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Page 2 of 4

Register 000862 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000862 (continued)

01-5920	1,250.87	
01-9110*		37,020.61-
Totals for Register 000862	37,020.61	37,020.61-

* denotes System Generated entry

Net change to Cash 9110

37,020.61- Credit

Register 000862 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000862 (continued)

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Register 000863 - 04/19/2023

Bank Account COUNTY - County

Payment Id	Comment				
Check # 5241147	01	Check Amt	207.00	Status Printed	Thomas Williams (Thomas Will - Payee)
TWILLIAMSADRPDIEM	Thomas Williams ADR Conference Per Diem	01. 3395. 0. 5060. 2200. 5200. 826.			207.00
Check # 5241148	01	Check Amt	277.00	Status Printed	Nordstrom, Timothy M (000400 - Emp)
NORDCARNEGIEPERD	T. Nordstrom Carnegie Per Diem	01. 6266. 0. 8600. 2100. 5200. 825.			277.00
Check # 5241149	01	Check Amt	194.98	Status Printed	Amazon Capital Services, Inc (001252/1)
1HJK-6QMR-CNQP	Health Services Label maker, labels, seiko	01. 0000. 0. 8600. 3140. 4300. 825.			99.07
1XK3-CCVD-4MC1	Label Maker, Folder & Address Labels	01. 0000. 0. 8600. 3140. 4300. 825.			95.91
Check # 5241150	01	Check Amt	163.16	Status Printed	WEX Bank (000082/2)
87953706	Fuel Purchases	01. 0000. 0. 0000. 8100. 4300. 825. 4300.			163.16
Check # 5241151	01	Check Amt	416.97	Status Printed	Dell Computer Corporation (000112/2)
10663941033	Technology Supplies	01. 0000. 0. 0000. 2420. 4300. 825.			416.97
Check # 5241152	01	Check Amt	35,480.00	Status Printed	Eide Bailly LLP (001317/1)
EI01490329	Final Billing Year End 10% Retention 6/30/2022	01. 0000. 0. 0000. 7190. 5820. 825. 2000.			15,480.00
EI01490991	TCOE Delays, GASB87 Impl Invoice	01. 0000. 0. 0000. 7190. 5820. 825. 2000.			20,000.00
Check # 5241153	01	Check Amt	45.40	Status Printed	Frontier Communications (001182/1)
032097-5APR2023	22/23 Business line 032097-5 expenses	01. 0000. 0. 0000. 8100. 5920. 825.			45.40
Check # 5241154	01	Check Amt	54.57	Status Printed	Frontier Communications (001182/1)
091196-5APR2023	22/23 Exchange Listing 091196-5 Expenses	01. 0000. 0. 0000. 8100. 5920. 825.			54.57
Check # 5241155	01	Check Amt	19,111.05	Status Printed	Golden State Office Furniture Inc. (001417/2)
1884	Studen Services Office Furniture	01. 7430. 0. 1110. 1000. 4400. 825.			19,111.05
Check # 5241156	12	Check Amt	44,449.00	Status Printed	Human Response Network (000482/1)
52622Q3 2022-2023	CSPP-2618 22-23 Q3	12. 6105. 0. 7110. 9200. 7299. 825.			44,449.00
Check # 5241157	12	Check Amt	3,990.00	Status Printed	Instructional Coaching Group (001424/1)
20335	Instructional Coaching Group-Joanne and Megan	12. 6057. 0. 0001. 2150. 5200. 825.			3,990.00
Check # 5241158	01	Check Amt	517.00	Status Printed	John W. Kizziar, DDS, INC (001234/1)
AA04042023	Trinity Smiles AA 4/4/2023	01. 0033. 0. 8600. 3140. 5800. 825.			252.00
EM04052023	Trinity Smiles EM 4/5/2023	01. 0033. 0. 8600. 3140. 5800. 825.			165.00
SM04052023	Trinity Smiles SM 4/5/2023	01. 0033. 0. 8600. 3140. 5800. 825.			100.00
Check # 5241159	14	Check Amt	1,020.00	Status Printed	Jones Electric (001021/1)
JONES DEPOSIT	Summit Room Electrical 50% DEPOSIT	14. 0000. 0. 0000. 8100. 5800. 825.			1,020.00
Check # 5241160	01	Check Amt	1,256.00	Status Printed	Oxford Consulting Services (001332/2)
159835	Behavior Services March 2023	01. 6546. 0. 5001. 3120. 5800. 826.			1,256.00
Check # 5241161	01	Check Amt	1,000.00	Status Printed	Pitney Bowes Inc Reserve Account (000278/2)

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2023,
Ending Check Date = 4/30/2023, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

Page 1 of 4

Register 000863 - 04/19/2023

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5241161	01	Check Amt	1,000.00	Status Printed	Pitney Bowes Inc Reserve Account (000278/2) - continued	
227107270RESERVE	22/23 Postage and lease			01. 0000. 0. 0000. 7200. 5910. 825. .		1,000.00
Check # 5241162	01	Check Amt	78.90	Status Printed	Plotzke Ace Hardware (000280/1)	
383256	22/23 maintenance supplies			01. 0000. 0. 0000. 8100. 4300. 825. .		78.90
Check # 5241163	01	Check Amt	4,410.00	Status Printed	ProCare Therapy (001345/1)	
20651693	Behavior Specialist 4/3/23-4/7/23			01. 6546. 0. 5001. 3120. 5800. 826. .		2,205.00
				01. 7817. 0. 3500. 3120. 5800. 825. 0245. .		2,205.00
Check # 5241164	01	Check Amt	81.62	Status Printed	SHI (001200/2)	
B16726702	Adobe Pro DC Subscription			01. 0000. 0. 0000. 2420. 5800. 825. .		81.62
Check # 5241165	01	Check Amt	724.20	Status Printed	SISC III-COBRA (001346/1)	
9994MAY2023	Retiree Deantoni COBRA May 2023			01. 9580.		724.20
Check # 5241166	01	Check Amt	15,776.80	Status Printed	Skutchi Designs (001419/1)	
INV-009479	Summit Room Cubicles final payment			01. 7430. 0. 1110. 1000. 4400. 825. .		15,776.80
Check # 5241167	01	Check Amt	4,630.18	Status Printed	Shasta-Trinity Schools Den (000329/3)	
TCOEMAY2023STSIG-D	TCOE May 2023 STSIG Dental Premiums			01. 9580.		4,630.18
Check # 5241168	01	Check Amt	54,451.00	Status Printed	Shasta-Trinity Schools Med (000330/3)	
TCOEMAY2023STSIG-M	TCOE May 2023 STSIG Medical Premiums			01. 9580.		54,451.00
Check # 5241169	01	Check Amt	1,458.00	Status Printed	Shasta-Trinity Schools Vis (000331/3)	
TCOEMAY2023STSIG-V	TCOE May 2023 STSIG Vision Premiums			01. 9580.		1,458.00
Check # 5241170	01	Check Amt	87.40	Status Printed	Trinity Co Building & Grounds (001029/1)	
LGBT TRAINING SBHIP	M. Nielsen LGBTQ Training Rental			01. 7816. 0. 8600. 2100. 5600. 825. .		87.40
Check # 5241171	01	Check Amt	115.00	Status Printed	Trinity Tire Factory (000928/1)	
68574	Dodge Caravan Front End Alignment			01. 0000. 0. 0000. 8100. 5600. 825. .		115.00
Check # 5241172	01	Check Amt	171.52	Status Printed	U.S. Bank (000404/1)	
4229CLOSE	US Bank Interest Fee/Close Acc			01. 0000. 0. 0000. 7200. 5800. 825. .		171.52
Check # 5241173	01	Check Amt	313.02	Status Printed	UnitedHealthcare (001343/1)	
318485807-1MAY2023	Retiree Curry May 23 318485807-1			01. 9580.		313.02
Check # 5241174	01	Check Amt	121.39	Status Printed	NAPA Weaverville Auto Parts (000423/2)	
408060	22/23 NAPA Auto Parts			01. 0000. 0. 0000. 8100. 4300. 825. .		121.39
Number of Items		28	190,601.16	Totals for Register 000863		

2023 FUND-OBJ Expense Summary / Register 000863

01-4300

975.40

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2023, Ending Check Date = 4/30/2023, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

Page 2 of 4

Register 000863 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000863 (continued)

01-4400	34,887.85	
01-5200	484.00	
01-5600	202.40	
01-5800	6,436.14	
01-5820	35,480.00	
01-5910	1,000.00	
01-5920	99.97	
01-9110*		141,142.16-
01-9580	61,576.40	
Totals for Fund 01	141,142.16	141,142.16-
12-5200	3,990.00	
12-7299	44,449.00	
12-9110*		48,439.00-
Totals for Fund 12	48,439.00	48,439.00-
14-5800	1,020.00	
14-9110*		1,020.00-
Totals for Fund 14	1,020.00	1,020.00-
Totals for Register 000863	190,601.16	190,601.16-

* denotes System Generated entry

Net change to Cash 9110

190,601.16- Credit

Register 000863 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000863 (continued)

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Register 000864 - 04/26/2023

Bank Account COUNTY - County

Payment Id	Comment				
Check # 5241337	01	Check Amt	207.00	Status Printed	Heather Archibald (Heather Arc - Payee)
HARCHIBALDADRPERDIEM	H. Archibald ADR Conference Per Diem Riverside	01. 3395. 0. 5060. 2200. 5200. 826. .	207.00		
Check # 5241338	01	Check Amt	370.00	Status Printed	Heather Archibald (Heather Arc - Payee)
HARCHIBALDLRPPERDIEM	H. Archibald LRP Institute Per Diem New Orleans	01. 3395. 0. 5060. 2200. 5200. 826. .	370.00		
Check # 5241339	01	Check Amt	794.39	Status Printed	Rebello, Anthony J (000307 - Emp)
AREBELO42023LEGAL	A. Rebello Hot Legal Topics 2023	01. 6500. 0. 5001. 2200. 5850. 826. . 650	75.00		
AREBELOLRP42023	A. Rebello LRP Institute Apr 23	01. 3395. 0. 5060. 2200. 5200. 826. .	719.39		
Check # 5241340	01	Check Amt	10.00	Status Printed	Beck, Timbre (000310 - Emp)
TBECK04202023	RISE Science Project Supplies	01. 1100. 0. 3500. 1000. 4300. 829. 0245.	10.00		
Check # 5241341	01	Check Amt	68.12	Status Printed	Robles, Fabio (000386 - Emp)
FROBLES MILEAGE	F. Robles Mileage	01. 0000. 0. 0000. 7100. 5200. 825. .	68.12		
Check # 5241342	01	Check Amt	107.42	Status Printed	Canale, Stephen J (000425 - Emp)
TCOEBOEMILEAPR2023	TCOEBOE Mileage	01. 0000. 0. 0000. 7110. 5200. 825. .	107.42		
Check # 5241343	01	Check Amt	51.09	Status Printed	Spencer, Randy D (000443 - Emp)
TCOEBOEMILEAPR2023	TCOEBOE Mileage	01. 0000. 0. 0000. 7110. 5200. 825. .	51.09		
Check # 5241344	01	Check Amt	145.18	Status Printed	Dixon, Julia M (000503 - Emp)
JDIXONYASSUBRENEWAL	YAS Supplies & Sub Credential Renewal	01. 0000. 0. 0000. 7200. 5800. 825. .	102.65		
		01. 0000. 0. 8600. 2100. 4300. 825. 2552.	42.53		
Check # 5241345	01	Check Amt	345.27	Status Printed	Amy Curry (000022/1)
CURRY MAY 2023	Retiree Curry May 23 Medicare Reimb	01. 9580. . . .	345.27		
Check # 5241346	01	Check Amt	7,085.54	Status Printed	Carrel's Office Solutions (000825/2)
AR53768	Carrel's Kyicera TaskAlfa 5004i	01. 0000. 0. 0000. 2420. 4400. 825. .	5,778.16		
AR53769	Carrel's Kyicera TaskAlfa 5004i-DM Connect	01. 0000. 0. 0000. 2420. 4400. 825. .	1,307.38		
Check # 5241347	01	Check Amt	448.26	Status Printed	WEX Bank (000082/2)
88630654	Fuel Purchases	01. 0000. 0. 0000. 8100. 4300. 825. 4300.	448.26		
Check # 5241348	01	Check Amt	12.70	Status Printed	Cigna (001344/1)
1390242541	Retiree Curry Cigna May 2023	01. 9580. . . .	12.70		
Check # 5241349	01	Check Amt	15.89	Status Printed	Deanna DeAntoni (000110/1)
DEANTONI MAY 2023	Retiree DeAntoni May 23 Medicare Reimb	01. 9580. . . .	15.89		
Check # 5241350	01	Check Amt	32.43	Status Printed	Fastenal Company (000137/2)
CARE180489	22-23 Maintenance Supplies	01. 0000. 0. 0000. 8100. 4300. 825. .	32.43		
Check # 5241351	01	Check Amt	17,904.70	Status Printed	Golden State Office Furniture Inc. (001417/2)
1888	Business Office Furniture	01. 7430. 0. 1110. 1000. 4400. 825. .	17,904.70		

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2023, Ending Check Date = 4/30/2023, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

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Page 1 of 4

Register 000864 - 04/26/2023

Bank Account COUNTY - County

Payment Id		Comment							
Check #	5241352	01	Check Amt	400.98	Status	Printed	E3 Diagnostics Accounts Receivable (000161/3)		
SR-025587		Audiometer Calibration		01. 0000. 0. 8600. 3140. 4300. 825. .		400.98			
Check #	5241353	01	Check Amt	35.00	Status	Printed	Lozano Smith (000441/1)		
2185975		General Facilities and Business		01. 0000. 0. 0000. 7100. 5850. 825. .		35.00			
Check #	5241354	01	Check Amt	179.47	Status	Printed	Plotzke Ace Hardware (000280/1)		
383527		22/23 maintenance supplies		01. 0000. 0. 0000. 8100. 4300. 825. .		115.56			
383615		22/23 maintenance supplies		01. 0000. 0. 0000. 8100. 4300. 825. .		96.50			
383805		22/23 maintenance supplies		01. 0000. 0. 0000. 8100. 4300. 825. .		32.59-			
Check #	5241355	01	Check Amt	423.00	Status	Printed	Shasta Family Dentistry (001425/1)		
MO03142023		Trinity Smiles MO 3/14/2023		01. 0033. 0. 8600. 3140. 5800. 825. .		423.00			
Check #	5241356	01	Check Amt	69.10	Status	Printed	SilverScript Insurance Company (001381/1)		
GA2426505-MAY2023		GA2426505 Curry May 2023		01. 9580.		69.10			
Check #	5241357	01	Check Amt	285.00	Status	Printed	Trinity Co. Sheriff's Dept. (000393/2)		
FINGERPRINTJAN-MAR23		22-23 Fingerprint Fees		01. 0000. 0. 8600. 7200. 5840. 825. .		285.00			
Check #	5241358	12	Check Amt	7,346.80	Status	Printed	U.S. Bank Corporate Payment Systems (000404/2)		
000431		Qualtrics training fuel		01. 0000. 0. 8600. 7200. 5200. 825. .		78.37			
017474		Project Sign-Wall Mounted Office Signs		01. 0000. 0. 0000. 7200. 4300. 825. .		54.00			
017974		Sac Airport Parking Qualtrics		01. 0000. 0. 8600. 7200. 5200. 825. .		46.00			
087412		TV Mount Fabio		01. 0000. 0. 0000. 7200. 4300. 825. .		160.86			
105340		Qualtrics Uber		01. 0000. 0. 8600. 7200. 5200. 825. .		17.08			
123267		Costco District Admin Meeting snacks		01. 0000. 0. 8600. 7200. 4300. 825. .		107.23			
130602		Office Depot Young Artist Showcase		01. 0000. 0. 8600. 2100. 4300. 825. 2552.		41.98			
172321		Fuel Frontline Conference		01. 0000. 0. 8600. 2100. 5200. 825. .		33.40			
203149		Double Tree Salt Lake City Qualtrics Lodging		01. 0000. 0. 8600. 7200. 5200. 825. .		1,062.40			
205161		iPad Screen Protector		01. 0000. 0. 0000. 7200. 4300. 825. .		16.39			
206644		Mamma Llama Cabinet Meeting Lunch		01. 0000. 0. 8600. 7200. 4300. 825. .		58.70			
218820		Virtual In Out Subscription		01. 0000. 0. 0000. 2420. 5800. 825. .		538.80			
236394		Mamma Llama Admin Lunch		01. 0000. 0. 8600. 7200. 4300. 825. .		130.16			
282629		CalPads Training Mugs		01. 0000. 0. 0000. 7200. 4300. 825. .		225.25			
300071		CSBA F. Robles		01. 0000. 0. 0000. 7200. 5800. 825. .		250.00			
319173		CISC Fuel		01. 0000. 0. 8600. 2100. 5200. 825. .		59.04			
321713		Qualtrics Uber		01. 0000. 0. 8600. 7200. 5200. 825. .		19.72			
365356		Fast Trak Toll Fee		01. 0000. 0. 8600. 2100. 5200. 825. .		7.00			
372375		Qualtrics Uber		01. 0000. 0. 8600. 7200. 5200. 825. .		28.31			
379263		Delta Baggage Qualtrics		01. 0000. 0. 8600. 7200. 5200. 825. .		30.00			
385701		Fast Trak Toll Fee		01. 0000. 0. 8600. 2100. 5200. 825. .		7.00			
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2023, Ending Check Date = 4/30/2023, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)							ESCAPE	ONLINE

Page 2 of 4

Register 000864 - 04/26/2023

Bank Account COUNTY - County

Payment Id	Comment				
Check # 5241358	12	Check Amt	7,346.80	Status Printed	U.S. Bank Corporate Payment Systems (000404/2) - continued
386124	Delta Air Baggage Check Qualtrics	01. 0000. 0. 8600. 7200. 5200. 825.	.	30.00	
392954	Fast Trak Toll Fee	01. 0000. 0. 8600. 2100. 5200. 825.	.	14.00	
415834	CISC Travel Lodging	01. 0000. 0. 8600. 2100. 5200. 825.	.	375.75	
462190	Class Extension A. Carson	12. 6057. 0. 0001. 2150. 4300. 825.	.	75.00	
509409	Lakeshore ECE Supplies	12. 6127. 0. 0001. 2150. 4300. 825.	.	2,695.72	
515559	Qualtrics Uber	01. 0000. 0. 8600. 7200. 5200. 825.	.	9.93	
542919	Foster Youth Summit Lodging	01. 7366. 0. 8600. 3130. 5200. 825.	.	679.76	
548484	Qualtrics Uber	01. 0000. 0. 8600. 7200. 5200. 825.	.	13.90	
584786	J. Tyner Zoom Subscription	01. 0000. 0. 8600. 2420. 5800. 825.	.	149.90	
634259	Amazon Frames Lobby	01. 0000. 0. 0000. 7200. 4300. 825.	.	36.43	
641199	L. McIntosh Marriott Frontline Conference	01. 0000. 0. 8600. 2100. 5200. 825.	. 099	571.82	
641207	A. Fiermonte Marriott Frontline Conference	01. 0000. 0. 8600. 2100. 5200. 825.	. 099	571.82	
641272	C. Bayley Marriott Frontline Conference	01. 0000. 0. 8600. 2100. 5200. 825.	. 099	571.82	
641280	N. David Marriott Frontline Conference	01. 0000. 0. 8600. 2100. 5200. 825.	. 099	571.82	
641579	D. Brower Marriott Frontline Conference	01. 0000. 0. 8600. 2100. 5200. 825.	. 099	571.82	
641880	Amazon Frames Lobby	01. 0000. 0. 0000. 7200. 4300. 825.	.	38.60	
660298	A. Solometo Riverside Airfare	01. 7815. 0. 8600. 3140. 5200. 825.	.	775.96	
662214	Amazon FYS Supplies Trauma Informed Training	01. 7368. 0. 4900. 4000. 4300. 825.	.	498.71	
666704	Cabinet Meeting Lunch	01. 0000. 0. 8600. 7200. 4300. 825.	.	97.61	
746019	Michaels-Young Artist Showcase Supplies	01. 0000. 0. 8600. 2100. 4300. 825. 2552.	.	44.97	
800046	CA Foster Youth Ed Summit	01. 7366. 0. 8600. 3130. 5200. 825.	.	510.00	
800548	ADR Conference Fuel	01. 6536. 0. 5060. 3120. 5800. 825.	.	80.00	
826969	Health Services Supplies	01. 6500. 0. 5001. 3140. 4300. 826.	.	113.55	
840647	22-23 FYS Wireless Service	01. 0000. 0. 8600. 3130. 5920. 825. 7366. 099	.	50.38	
895758	RETURN Michaels-Young Artist Showcase Supplies	01. 0000. 0. 8600. 2100. 4300. 825. 2552.	.	44.97-	
904432	Frontline Conference VRBO Refund	01. 0000. 0. 8600. 2100. 5200. 825.	. 099	2,056.00-	
904440	Frontline Conference VRBO Refund	01. 0000. 0. 8600. 2100. 5200. 825.	. 099	3,000.00-	
936390	Office Depot Young Artist Showcase Supplies	01. 0000. 0. 8600. 2100. 4300. 825. 2552.	.	54.44	
963281	Lamination Rolls	01. 0000. 0. 0000. 7200. 4300. 825.	.	209.06	
988399	Fuel Frontline Conference	01. 0000. 0. 8600. 2100. 5200. 825.	.	63.31	
Check # 5241359	12	Check Amt	8,000.00	Status Printed	Watershed Research & Training Center (000422/2)
529-1	LPC Needs Assessment: Kids Count	12. 5055. 0. 0001. 2150. 5800. 825.	.	8,000.00	

Number of Items

23

44,337.34 Totals for Register 000864

2023 FUND-OBJ Expense Summary / Register 000864

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2023, Ending Check Date = 4/30/2023, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

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Page 3 of 4

Register 000864 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000864

01-4300	2,956.64	
01-4400	24,990.24	
01-5200	3,187.05	
01-5800	1,544.35	
01-5840	285.00	
01-5850	110.00	
01-5920	50.38	
01-9110*		33,566.62-
01-9580	442.96	
Totals for Fund 01	33,566.62	33,566.62-
12-4300	2,770.72	
12-5800	8,000.00	
12-9110*		10,770.72-
Totals for Fund 12	10,770.72	10,770.72-
Totals for Register 000864	44,337.34	44,337.34-

* denotes System Generated entry

Net change to Cash 9110

44,337.34- Credit

Register 000864 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000864 (continued)

Number of Items

112

356,880.13 Totals for Org 309 - Trinity County Office of Education

Register 000864 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2023 FUND-OBJ Expense Summary / Register 000864 (continued)

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Org Recap

Bank Account COUNTY - County

2023 Org Recap

309 - Trinity County Office of Education

Check #	5240860	through	5241359	Total Count	112	\$356,880.13
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01-4300	25,230.19	
01-4400	59,890.37	
01-5200	10,723.59	
01-5510	1,398.43	
01-5550	28.00	
01-5560	43.99	
01-5600	1,333.10	
01-5800	40,570.83	
01-5810	20.00	
01-5820	40,200.00	
01-5840	1,019.00	
01-5850	110.00	
01-5910	1,490.34	
01-5920	3,701.22	
01-7212	44,208.71	
01-9110*		291,987.13-
01-9580	62,019.36	
Totals for Fund 01	291,987.13	291,987.13-
12-4300	4,659.00	
12-5200	6,765.00	
12-5800	8,000.00	
12-7299	44,449.00	
12-9110*		63,873.00-
Totals for Fund 12	63,873.00	63,873.00-
14-5800	1,020.00	
14-9110*		1,020.00-
Totals for Fund 14	1,020.00	1,020.00-
Totals for Org 309	356,880.13	356,880.13-
Net change to Cash 9110	356,880.13- Credit	

* denotes System Generated entry

Org Recap

Bank Account COUNTY - County

2023 Org Recap (continued)

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Org Recap

Bank Account COUNTY - County

2023 Org Recap (continued)

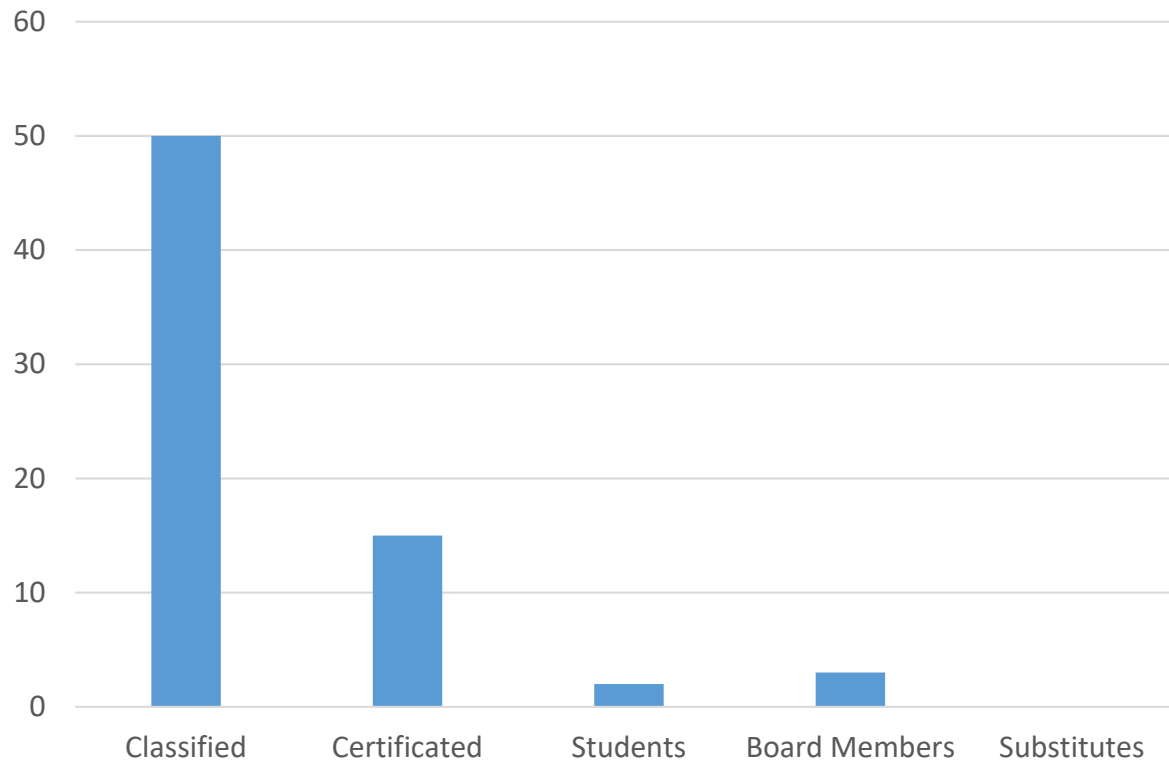
Number of Items

112

356,880.13 Report Totals

Trinity County Office of Education

4/1/2023 - 4/30/2023



Employee Salaries= \$350,507.41

District Liabilities= \$146,970.59

Total Payroll= \$497,478.00

AUTHORIZATION OF COUNTY CHARTER SCHOOLS

County Board Policy 0420.4: Authorization Of County Charter Schools**Status:** ADOPTED**Original Adopted Date:** 01/01/2020 | **Last Revised Date:** 03/01/2023 | **Last Reviewed Date:** 03/01/2023

The County Board of Education recognizes that charter schools are an integral part of the California education system. In considering any petition to establish a charter school within its jurisdiction, the County Board shall give thoughtful consideration to the ability of the charter school to provide students with a high-quality education that enables them to achieve to their fullest potential.

A petition to establish a charter school shall be submitted directly to the County Board in either of the following circumstances:

1. When the petition seeks to establish a charter program that will serve students who would otherwise receive direct education and related services from the county office of education (COE) (Education Code 47605.5)
2. When the petition seeks to establish a charter program that will serve as a countywide charter school, to provide instructional services that are not generally provided by the COE (Education Code 47605.6)

The County Board may also consider granting a charter school petition that was previously denied by the governing board of a school district within the County Board's jurisdiction, in accordance with BP 0420.44 - Appeals of District Decisions Regarding Charter Schools.

All meetings of the County Board at which the granting of a charter petition is to be discussed shall be subject to the state open meeting laws (the Brown Act). (Education Code 47608)

The County Board shall request and consider recommendations of the County Superintendent of Schools or designee regarding the completeness of a charter petition, any concerns that should be addressed by petitioners, any proposed arrangement to provide COE services to the charter school, and the development of memoranda of understanding (MOUs) to clarify financial and operational arrangements.

Required Petition Signatures

To be considered by the County Board, a charter petition must be signed by either of the following: (Education Code 47605, 47605.5, 47605.6)

1. A number of parents/guardians equivalent to at least one-half of the number of students that the charter school estimates will enroll in the school for its first year of operation
2. A number of teachers equivalent to at least one-half of the total number of teachers that the charter school estimates will be employed at the school during its first year of operation

The petition shall include a prominent statement explaining that a parent/guardian's signature means the parent/guardian is meaningfully interested in having a child attend the charter school, or a teacher's signature means that the teacher is meaningfully interested in teaching at the charter school. (Education Code 47605, 47605.6)

A petition that calls for an existing public school to be converted to a COE charter school must also be signed by at least 50 percent of the permanent status teachers currently employed at the school. (Education Code 47605, 47605.6)

Components of the Charter Petition

All charter petitions shall comply with the applicable requirements of Education Code 47605 or 47605.6, other state and federal laws, and County Board policies. A copy of the proposed charter shall be attached to the petition. (Education Code 47605, 47605.6)

The charter petition shall include affirmations of the conditions described in Education Code 47605(e) or 47605.6(e) as applicable, as well as reasonably comprehensive descriptions of: (Education Code 47605, 47605.6)

1. The educational program of the proposed school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an "educated person" in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling students to become self-motivated, competent, and lifelong learners.
2. The charter school's annual goals for all students and for each numerically significant subgroup of students identified pursuant to Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. These goals shall be aligned with the state priorities listed in Education Code 52060 that apply to the grade levels served. The petition also shall describe specific annual actions to achieve those goals. The petition may include additional priorities established by the charter school, goals aligned with those priorities, and specific annual actions to achieve those goals.

If the proposed charter school will serve high school students, the petition shall describe the manner in which the school will inform parents/guardians about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. Courses offered by the charter school that are accredited by the Western Association of Schools and Colleges may be considered transferable, and courses approved by the University of California or the California State University as creditable under the "A-G" admissions criteria may be considered to meet college entrance requirements.

3. The measurable student outcomes identified for use by the charter school.

Student outcomes means the extent to which all students of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school's educational program, including outcomes that address increases in student academic achievement both schoolwide and for each numerically significant subgroup of students served by the charter school. The student outcomes shall align with the state priorities identified in Education Code 52066 that apply for the grade levels served by the charter school.

4. The method by which student progress in meeting the identified student outcomes is to be measured. To the extent practicable, the method for measuring student outcomes for state priorities shall be consistent with the way information is reported on a school accountability report card.
5. The governance structure of the charter school, including, but not limited to, the process to be followed by the school to ensure parent/guardian involvement.
6. The qualifications to be met by individuals to be employed by the charter school.
7. The procedures that the charter school will follow to ensure the health and safety of students and staff, including the following requirements:
 - a. Each charter school employee shall furnish the school with a criminal record summary as described in Education Code 44237.
 - b. The charter school shall develop a school safety plan which includes the topics listed in Education Code 32282(a)(2)(A)-(J).
 - c. The charter school's safety plan shall be reviewed and updated by March 1 each year.
8. The means by which the charter school will achieve a balance of racial and ethnic students, special education students, and English learner students, including redesignated fluent English proficient students, that is reflective of the general population residing within the COE's territorial jurisdiction.
9. Admission policies and procedures in accordance with Education Code 47605(e) and 47605.6(e), including procedures for determining enrollment when the number of applicants exceeds the school's capacity.
10. The manner in which annual, independent financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the County Board's satisfaction.
11. The procedures by which students can be suspended or expelled for disciplinary reasons or otherwise

involuntarily removed for any reason, including, an explanation of how the charter school will comply with federal and state constitutional procedural and substantive due process requirements as specified in Education Code 47605.

Such procedures shall contain a clear statement that no student shall be involuntarily removed by the charter school for any reason unless written notice of the intent to remove the student is given to the student's parent/guardian at least five school days before the effective date of the removal. In the case of a homeless student or foster youth, the notice shall be given to the student's educational rights holder. Additionally, a foster youth's attorney and county social worker, and an Indian child's tribal social worker, and if applicable, the county social worker shall be given such notice.

The notice shall inform the student, the student's parent/guardian, and any other specified individual, as applicable, of the right to initiate a hearing as described in Education Code 47605, before the effective date of the removal. The notice shall be provided in the student's, parent/guardian's, or other applicable person's language, and if such hearing is initiated, shall include the student's right to remain enrolled in the charter school until a final decision is made by the charter school.

In addition, the procedures shall contain a statement pertaining to the provision of homework assignments to suspended students as specified in Education Code 47606.2.

Such procedures shall also include processes by which the charter school will notify the County Superintendent of the student's last known address and, upon request, provide the student's cumulative record to the COE when a student is expelled or leaves the charter school without graduating or completing the school year for any reason. In addition, the procedures shall describe the means by which the COE can contact the charter school if the student is subsequently expelled or leaves the COE without graduating or completing the school year for any reason.

Involuntarily removed means disenrolled, dismissed, transferred, or terminated, but does not include suspensions. (Education Code 47605, 47605.6)

12. The manner by which staff members of the charter school will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security.
13. The public school attendance alternatives for students who choose to not attend the charter school.
14. A description of the rights of any COE employee upon leaving COE employment to work in the charter school and of any rights of return to the COE after employment at the charter school.
15. The procedures to be followed by the charter school and the County Board to resolve disputes relating to charter provisions.
16. A declaration as to whether the charter school will be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining under Government Code 3540-3549.3.
17. Consistent with 5 CCR 11962, the procedures to be used if the charter school closes, including, but not limited to:
 - a. Designation of a responsible entity to conduct closure-related activities
 - b. Notification to parents/guardians, the County Board, the special education local plan area in which the charter school participates, the retirement systems in which the school's employees participate, and the California Department of Education (CDE), providing at least the following information:
 - i. The effective date of the closure
 - ii. The name(s) and contact information of the person(s) to whom reasonable inquiries may be made regarding the closure
 - iii. The students' districts of residence
 - iv. The manner in which parents/guardians may obtain copies of student records, including specific

information on completed courses and credits that meet graduation requirements

- c. Provision of a list of students at each grade level, the classes they have completed, and their districts of residence to the responsible entity designated in accordance with Item #17a above
- d. Transfer and maintenance of all student records, all state assessment results, and any special education records to the responsible entity designated in accordance with Item #17a above, except for records and/or assessment results that the charter may require to be transferred to a different entity
- e. Transfer and maintenance of personnel records in accordance with applicable law
- f. Completion of an independent final audit within six months after the closure of the charter school that may function as the annual audit, which includes an assessment of the disposition of any restricted funds received by or due to the school and an accounting of all financial assets and liabilities pursuant to 5 CCR 11962
- g. Disposal of any net assets remaining after all liabilities of the charter school have been paid or otherwise addressed pursuant to 5 CCR 11962
- h. Completion and filing of any annual reports required pursuant to Education Code 47604.33
- i. Identification of funding for the activities identified in Item #17a-h above

Charter school petitioners shall provide information to the County Board regarding the proposed operation and potential effects of the school, including, but not limited to: (Education Code 47605, 47605.6)

1. The facilities to be used by the charter school, including where the school intends to locate
2. The manner in which administrative services of the charter school are to be provided
3. Potential civil liability effects, if any, upon the charter school and the COE
4. Financial statements that include a proposed first-year operational budget, including start-up costs and cash-flow and financial projections for the first three years of operation
5. If the charter school is to be operated by or as a nonprofit public benefit corporation, the names and relevant qualifications of all persons whom the petitioner nominates to serve on the governing body of the charter school

Location of Charter School

A charter petition submitted directly to the County Board may only establish charter school operations within the geographical boundaries of the County Board's jurisdiction. A charter school may propose to operate at multiple sites within those geographic boundaries as long as each location is identified in the petition. This requirement does not apply to charter schools that provide instruction exclusively to juvenile court school students or that provide instruction exclusively in partnership with certain other federal, state, or county programs exempted by Education Code 47605.1. (Education Code 47605, 47605.1)

Approval of Petition

Within 60 days of the receipt of the charter petition, the County Board shall hold a public hearing on the provisions of the charter, at which time the County Board shall consider the level of support for the petition by COE teachers, other COE employees, parents/guardians, and, for a proposed countywide charter school, the school district(s) where the charter school petitioner proposes to place school facilities. A petition is deemed received on the day the petitioner submits a petition to the COE office, along with a signed certification that the petitioner deems the petition to be complete. (Education Code 47605, 47605.6)

The County Board shall either grant or deny the petition at a public hearing held within 90 days of receiving the

petition, or within 120 days with the consent of both the petitioner and the County Board. (Education Code 47605, 47605.6)

At least 15 days before the public hearing at which the County Board will grant or deny the charter, the County Board shall publish all staff recommendations, including the recommended findings, regarding the petition. During the public hearing, petitioners shall have equal time and opportunity to present evidence and testimony to respond to the staff recommendations and findings. (Education Code 47605, 47605.6)

The hearing shall be audio or video recorded and transcribed in order to maintain an accurate record of the proceedings and the findings upon which the County Board's decision is based.

A petition for a COE charter school shall be granted only if the County Board is satisfied that doing so is consistent with sound educational practice and with the interests of the community in which the school is proposing to locate. The County Board shall consider the academic needs of the students the school proposes to serve. (Education Code 47605)

In granting charter petitions, the County Board shall give preference to petitions that demonstrate the capability to provide comprehensive learning experiences to academically low-achieving students according to CDE standards. (Education Code 47605, 47605.6)

Prior to authorizing any charter, the County Board shall verify that the charter includes adequate processes and measures for monitoring and holding the charter school accountable for fulfilling the terms of its charter and for complying with all applicable laws, including Education Code 47604.1. Such processes and measures shall include fiscal accountability systems, multiple measures for evaluating the educational program, regular reports to the County Board, and inspections and observations of any part of the charter school.

Upon County Board approval of any charter petition, it is the responsibility of the petitioners to provide written notice of the approval, including a copy of the petition, to the Superintendent of Public Instruction, the State Board of Education (SBE), and, if the petition is for a countywide charter school, the school districts in the county. (Education Code 47605, 47605.6)

Charter schools approved by the County Board shall operate under the provisions of their respective charters, the relevant policies and procedures of the County Board, and applicable state and federal laws.

All charters approved by the County Board shall be for a specified term of no more than five years. (Education Code 47607)

Denial of Petition

The County Board shall deny any charter petition that proposes to:

1. Operate a charter school as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization (Education Code 47604)
2. Convert a private school to a charter school (Education Code 47602)
3. Offer nonclassroom-based instruction (Education Code 47612.7)

In addition, the County Board shall deny a petition for a countywide charter, and may deny a petition serving COE students, if the County Board makes written factual findings specific to the petition to support one or more of the following: (Education Code 47605, 47605.6; 5 CCR 11967.5)

1. The charter school presents an unsound educational program that presents a likelihood of physical, educational, or psychological harm to, or which is not likely to provide an educational benefit for the students who attend the school.
2. The petitioners are unlikely to successfully implement the program set forth in the petition.

3. The petition does not contain the required signatures as described in the section "Required Petition Signatures" above.
4. The petition does not contain a clear, unequivocal statement described in Education Code 47605(e) or 47605.6(e), as applicable, including that the charter school will be nonsectarian and that the school shall not charge tuition or discriminate against any student based on the characteristics specified in Education Code 220.
5. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605 or 47605.6 as described in the section "Components of the Charter Petition" above.
6. The petition does not contain a declaration of whether the charter school shall be deemed the exclusive public employer of the employees of the charter school for purposes of the Educational Employment Relations Act.
7. The charter school is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate. Analysis of this finding shall include consideration of the fiscal impact of the proposed charter school. A written factual finding shall detail specific facts and circumstances that analyze and consider the following factors:
 - a. The extent to which the proposed charter school would substantially undermine existing services, academic offerings, or programmatic offerings
 - b. Whether the proposed charter school would duplicate a program currently offered within the COE, when the existing program has sufficient capacity for the students proposed to be served within reasonable proximity to where the charter school intends to locate
8. The COE is not positioned to absorb the fiscal impact of the proposed charter school. The COE meets this criterion if it has a negative interim certification pursuant to Education Code 1240, has a qualified interim certification and the County Superintendent certifies that approving the charter school would result in the COE having a negative interim certification, or is under state receivership.

A petition to establish a charter school serving COE students that is denied by the County Board may be appealed to SBE within 180 days of the denial. (Education Code 47605; 5 CCR 11967)

Additional Requirements for Countywide Charters

In addition to the requirements described above, the following conditions apply to countywide charter school petitions: (Education Code 47605.6)

1. The County Board shall only consider a petition for a countywide charter if each of the school districts where the petitioner proposes to operate a facility has received at least 30 days' notice of the intent to operate a charter school.
2. An existing public school may not be converted to a countywide charter school.
3. The County Board shall only approve a petition for a countywide charter if it finds that the charter school will provide educational services to a student population that will benefit from those services, and the petition includes a reasonable justification why its students cannot be served as well by a charter school that operates in only one school district in the county.
4. In addition to the components described in the section "Components of the Charter Petition" above, the County Board may require any elements that it considers necessary to the sound operation of a countywide charter school.
5. In addition to the reasons specified in the section "Denial of Petition" above, a countywide petition may be denied for any other basis that the County Board finds justifies the denial.

Memoranda of Understanding

The County Board shall collaborate with the County Superintendent or designee, and/or with the County Board's designated representative contracted or employed pursuant to Education Code 1042, to develop one or more MOUs

with the charter school to clarify financial and operational arrangements, such as how and when the charter school will establish governing bylaws, policies, and procedures or implement additional requirements that the County Board considers necessary for the sound operation of a charter school. Any such MOU shall be annually reviewed by the County Board and the charter school governing body and be amended as necessary.

**Board
Approved:**

TRINITY COUNTY OFFICE OF EDUCATION

ABSENCES AND EXCUSES

County Office Regulation 5113: Absences And Excuses**Status:** ADOPTED**Original Adopted Date:** 03/01/2022 | **Last Revised Date:** 03/01/2023 | **Last Reviewed Date:** 03/01/2023

The County Superintendent of Schools shares the belief of the County Board of Education that regular attendance plays an important role in student achievement, and shall implement policies and measures to ensure the County Office of Education's (COE's) compliance with all state attendance laws and to correct problems of chronic absence or truancy.

Excused Absences

Subject to any applicable limitation, condition, or other requirement specified in law, a student's absence shall be excused for any of the following reasons:

1. Personal illness, including absence for the benefit of the student's mental or behavioral health. (Education Code 48205)
2. Quarantine under the direction of a county or city health officer. (Education Code 48205)
3. Medical, dental, optometrical, or chiropractic service or appointment. (Education Code 48205)
4. Attendance at funeral services for a member of the student's immediate family. (Education Code 48205)

Such absence shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state. (Education Code 48205)
5. Jury duty in the manner provided for by law. (Education Code 48205)
6. Illness or medical appointment of a child to whom the student is the custodial parent. (Education Code 48205)
7. Upon advance written request by the parent/guardian and the approval of the school site administrator or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)
 - a. Appearance in court
 - b. Attendance at a funeral service
 - c. Observance of a religious holiday or ceremony
 - d. Attendance at religious retreats for no more than four hours per semester
 - e. Attendance at an employment conference
 - f. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization
8. Service as a member of a precinct board for an election pursuant to Elections Code 12302. (Education Code 48205)
9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment. (Education Code 48205)

Such absence shall be granted for a period of time to be determined at the discretion of the County Superintendent or designee. (Education Code 48205)
10. Attendance at the student's naturalization ceremony to become a United States citizen. (Education Code 48205)

11. Participation in a cultural ceremony or event which relates to the habits, practices, beliefs, and traditions of a certain group of people. (Education Code 48205)
12. For a middle school or high school student, engagement in a civic or political event, provided that the student notifies the school ahead of the absence. Unless otherwise permitted by the County Superintendent or designee, students shall be limited to one such school day-long absence per school year. (Education Code 48205)
13. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school property as designated by the religious group, church or denomination. (Education Code 46014)

Absence for student participation in religious exercises or instruction shall not be considered an absence for the purpose of computing average daily attendance if the student attends at least the minimum school day and is not excused from school for this purpose on more than four days per school month. (Education Code 46014)

14. Work in the entertainment or allied industry. (Education Code 48225.5)

Work for a student who holds a work permit authorizing work in the entertainment or allied industries for a period of not more than five consecutive days. For this purpose, student absence shall be excused for a maximum of up to five absences per school year. (Education Code 48225.5)

15. Participation with a nonprofit performing arts organization in a performance for a public school audience. (Education Code 48225.5)

A student may be excused for up to five such absences per school year provided that the student's parent/guardian provides a written explanation of such absence to the school. (Education Code 48225.5)

16. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances. (Education Code 48205, 48260)

For the purpose of the absences described above, immediate family means the student's parent/guardian, brother or sister, grandparent, or any other relative living in the student's household. (Education Code 48205)

Method of Verification

Student absence to care for a child for whom the student is the custodial parent shall not require a physician's note. (Education Code 48205)

For other absences, the student shall, upon returning to school following the absence, present a satisfactory explanation, either in person or by written note, verifying the reason for the absence. Absences shall be verified by the student's parent/guardian, other person having charge or control of the student, or the student, if aged 18 or older. (Education Code 46012; 5 CCR 306)

When an absence is planned, the school site administrator or designee shall be notified prior to the date of the absence when possible.

The following methods may be used to verify student absences:

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

- d. Date(s) of absence
 - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in Item #2 above.
 4. Physician's verification.
 - a. When excusing students for confidential medical services or verifying such appointments, COE staff shall not ask the purpose of such appointments but may request a note from the medical office to confirm the time of the appointment.
 - b. If a student shows a pattern of chronic absenteeism due to illness, COE staff may require physician verification of any further student absences.

Parental Notifications

At the beginning of each school year, the County Superintendent of Schools or designee shall:

1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination. (Education Code 46014, 48980)
2. Notify students in grades 7-12 and the parents/guardians of all students enrolled in COE schools and programs that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)
3. Notify parents/guardians that a student shall not have a grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. Such notice shall include the full text of Education Code 48205. (Education Code 48980)

EDUCATION FOR HOMELESS CHILDREN

County Board Policy 6173: Education For Homeless Children**Status:** ADOPTED**Original Adopted Date:** 03/01/2022 | **Last Revised Date:** 03/01/2023 | **Last Reviewed Date:** 03/01/2023

The County Board of Education believes that the identification of students experiencing homelessness is critical to providing services for improving the educational outcomes of such students and ensuring that such students have access to the same free and appropriate public education made available to other students. Students experiencing homelessness shall be provided with access to education and other services necessary for meeting the same challenging academic standards as other students.

When there are at least 15 students experiencing homelessness in a school or other County Office of Education (COE) program, the COE's local control and accountability plan (LCAP) shall include goals and specific actions to improve student achievement and other outcomes of such students. (Education Code 52052, 52064, 52066)

COE homeless education policies shall be reviewed at least once every three years and updated to ensure removal of any barriers to the education of students experiencing homelessness, including unaccompanied youth. Such policy review shall address identification, enrollment, and retention of students experiencing homelessness, including those barriers that are due to absences or outstanding fees or fines. (Education Code 48851.3; 42 USC 11432)

Each student experiencing homelessness shall be provided services that are comparable to services offered to other students in the school, including, but not limited to, transportation, educational programs for which the student meets the eligibility criteria (such as federal Title I services or similar state or local programs, programs for students with disabilities, and educational programs for English learners), career and technical education programs, programs for gifted and talented students, and school nutrition programs. (Education Code 48850; 42 USC 11432)

Students experiencing homelessness shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way. On school grounds, students experiencing homelessness shall only be separated for short periods of time, as necessary for health and safety emergencies or to provide temporary, special, and supplementary services to meet their unique needs. (42 USC 11432, 11433)

Information about the living situation of a student experiencing homelessness shall be considered part of a student's educational record, subject to the Family Educational Rights and Privacy Act, shall not be deemed to be directory information as defined in 20 USC 1232g, and shall not be released without written consent. (42 USC 11432)

At least annually, the County Board shall receive a report on the identification of and outcomes for students experiencing homelessness, which may include, but are not limited to, the housing questionnaire responses, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, suspension/expulsion rates, and other outcomes related to any goals and specific actions identified in the LCAP. Based on the evaluation data, the COE's strategies shall be revised as needed to more effectively identify and support the education of students experiencing homelessness.

Additionally, the number of students experiencing homelessness graduating from the fourth or fifth year of high school who, for the prior school year, graduated with an exemption from COE-established graduation requirements that are in addition to statewide coursework requirements shall be annually reported to CDE, in accordance with Education Code 51225.1.

The County Board hereby incorporates by reference the policies, procedures, and measures implemented by the County Superintendent of Schools to ensure the identification and full participation of students experiencing homelessness in COE schools, programs, and activities, including, but not limited to, the following:

1. The designation of an appropriate staff person to serve as the COE's liaison for homeless children and youths who will assist and support students experiencing homelessness to succeed in school and fulfill other duties specified in Education Code 48851.3 and 42 USC 11432

2. Easy identification of students experiencing homelessness, including at each school, in accordance with law, through annual administration of a housing questionnaire to parents/guardians of all students and to unaccompanied youths, posting of the COE liaison's contact information and homeless education information on COE and school web sites, and collaboration with local social services agencies and other agencies or entities providing services to students experiencing homelessness, and, if applicable, transitional housing facilities
3. Provision of homeless education information and/or materials to the students' parents/guardians and unaccompanied youths in a manner and form understandable to such parents/guardians and unaccompanied youths
4. Assurance that placement decisions for students experiencing homelessness are based on the student's best interest as defined in law
5. Annually report the number of students experiencing homelessness, including unaccompanied youth, to the California Department of Education (CDE)

Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
Weaverville, CA

EDUCATION FOR HOMELESS CHILDREN

County Office Regulation 6173: Education For Homeless Children**Status:** ADOPTED**Original Adopted Date:** 03/01/2022 | **Last Revised Date:** 03/01/2023 | **Last Reviewed Date:** 03/01/2023

The County Superintendent of Schools shares the County Board of Education's belief that the identification of students experiencing homelessness is critical to improving the educational outcomes of such students and desires to ensure that students experiencing homelessness have access to the same free and appropriate public education provided to other students within the county. The County Superintendent incorporates by reference the County Board's policy on Education for Homeless Children.

The County Superintendent or designee shall ensure that each school identifies all homeless children and youths and unaccompanied youths enrolled at the school. (Education Code 48851)

Definitions

Homeless students or students experiencing homelessness means students who lack a fixed, regular, and adequate nighttime residence and includes: (Education Code 48859; 42 USC 11434a)

1. Students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals
2. Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings
3. Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
4. Migratory children who qualify as homeless because they are living in conditions described in Items #1-3 above

Unaccompanied youth includes a homeless child or youth not in the physical custody of a parent or guardian. (Education Code 48859; 42 USC 11434a)

School of origin means the school that the student experiencing homelessness attended when permanently housed or the school in which the student was last enrolled, including a preschool. If the school the student attended when permanently housed is different from the school in which the student was last enrolled, or if there is some other school that the student attended within the preceding 15 months and with which the student is connected, the COE liaison for homeless students, in consultation with and with the agreement of the student and the person holding the right to make educational decisions for the student, shall determine which school is, in the best interests of the student experiencing homelessness, and be deemed the school of origin. (Education Code 48852.7; 42 USC 11432)

Best interest means that, in making educational and school placement decisions for a student experiencing homelessness, consideration is given to, among other factors, educational stability, the opportunity to be educated in the least restrictive educational setting necessary to achieve academic progress, and the student's access to academic resources, services, and extracurricular and enrichment activities that are available to all students. (Education Code 48850, 48853; 42 USC 11432)

To ensure easy identification of students experiencing homelessness, the County Superintendent or designee shall annually administer a housing questionnaire developed by the California Department of Education (CDE) to the parents/guardians of all students and all unaccompanied youths, and shall report to CDE the number of homeless children and youths and unaccompanied youths enrolled in the county as identified from the housing questionnaire. (Education Code 48851)

If the primary language of a student's parent/guardian or an unaccompanied youth is not English, the housing

questionnaire shall be made available in the primary language of the student's parent/guardian or the unaccompanied youth pursuant to Education Code 48985 or an appropriate translation of the housing questionnaire shall be provided to the student's parent/guardian or an unaccompanied youth upon request. (Education Code 48851)

County Office Liaison for Homeless Students

The County Superintendent designates the following staff person as the COE liaison for homeless students: (42 USC 11432)

(title or position)

(address)

(email address)

(phone number)

The COE liaison for homeless students shall: (Education Code 48851.3, 48851.5, 48852.5; 42 USC 11432)

1. Ensure that students experiencing homelessness are identified by school personnel through outreach and coordination activities with other entities and agencies
2. Ensure that students experiencing homelessness are enrolled in, and have a full and equal opportunity to succeed in, County Office schools and/or programs
3. Ensure that families and students experiencing homelessness have access to and receive educational services for which they are eligible, including services through Head Start and Early Head Start programs, early intervention services under Part C of the federal Individuals with Disabilities Education Act, and other preschool programs administered by the County Office
4. Ensure that families and students experiencing homelessness receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services
5. Inform parents/guardians of the educational and related opportunities available to their children and ensure that they are provided with meaningful opportunities to participate in the education of their children
6. Disseminate public notice of the educational rights of students experiencing homelessness in locations frequented by parents/guardians of students experiencing homelessness and by unaccompanied youth, including schools, shelters, public libraries, and hunger relief agencies (soup kitchens). The rights shall be presented in a manner and form understandable to the parents/guardians of students experiencing homelessness and unaccompanied youth
7. Mediate enrollment disputes in accordance with law and the section "Resolving Enrollment Disputes" below
8. Fully inform parents/guardians of students experiencing homelessness and unaccompanied youth of all transportation services, including transportation to the school of origin, and assist them in accessing transportation to the school of choice
9. Offer annual training related to the County Office's homeless education program policies to school personnel who provide services to students experiencing homelessness, including principals and other school leaders, attendance officers, teachers, enrollment personnel, and specialized instructional support personnel, to ensure that such employees are informed of available training, professional development, and other support, and the services provided by the County Office liaison for homeless students
Such professional development and technical assistance shall include, but are not limited to, training on homeless education program policies, definitions of terms related to homelessness, recognition of signs that

students are experiencing or are at risk of experiencing homelessness, the steps that should be taken once a potentially homeless student is identified, and how to connect students experiencing homelessness with appropriate housing and service providers

10. Ensure that unaccompanied youth are enrolled in school, have opportunities to meet the same challenging state academic standards established for other students, and are informed of their status as independent students under 20 USC 1087vv and that they may receive assistance from the COE liaison to receive verification of their independent student status for purposes of applying for federal student aid pursuant to 20 USC 1090
11. Coordinate and collaborate with state coordinators and community and school personnel responsible for the provision of education and related services to students experiencing homelessness, including the collection and provision of comprehensive data to the state coordinator as required by law

In addition, when notified pursuant to Education Code 48918.1, the COE liaison shall assist, facilitate, or represent a student experiencing homelessness who is undergoing a disciplinary proceeding that could result in the student's expulsion. When notified pursuant to Education Code 48915.5, the COE liaison shall participate in an individualized education program (IEP) team meeting to make a manifestation determination regarding the behavior of a student with a disability.

The County Superintendent or designee shall inform students experiencing homelessness, their parents/guardians, unaccompanied youth, school personnel, service providers, and advocates working with homeless families of the duties of the COE liaison. The County Superintendent or designee shall also provide the name and contact information of the COE liaison to CDE for publishing on CDE's web site. (42 USC 11432)

Enrollment

The COE shall make placement decisions for students experiencing homelessness based on the student's best interest. (Education Code 48850; 42 USC 11432)

In determining a student's best interest, a student experiencing homelessness shall, to the extent feasible, be placed in the school of origin, unless the student's parent/guardian or the unaccompanied youth requests otherwise. (Education Code 48852.7; 42 USC 11432)

When determining the best interest of any student experiencing homelessness, the COE shall give priority to the request of the student's parent/guardian, or in the case of an unaccompanied youth, the request of the student. The student's educational stability and opportunity to be educated in the least restrictive educational setting necessary to achieve academic progress and other student-centered factors related to the student's best interest, including the impact of mobility on the student's achievement, education, health, and safety, shall also be considered. (Education Code 48850; 42 USC 11432)

Such factors may include, but are not limited to, the age of the student, the distance of the commute and the impact it may have on the student's education, personal safety issues, the student's need for special instruction, the length of anticipated stay in the temporary shelter or other temporary location, likely area of future housing, school placement of siblings, and the time remaining in the school year.

However, placement decisions shall not be based on whether a student experiencing homelessness lives with the student's homeless parent/guardian or has been temporarily placed elsewhere. (42 USC 11432)

In the case of an unaccompanied youth, the COE liaison shall assist in placement or enrollment decisions, give priority to the views of the student, and provide notice to the student of the right to appeal. (42 USC 11432)

Once a placement decision has been made, the principal or designee shall immediately enroll the student in the school of choice. The student shall be enrolled even if the student: (Education Code 48850, 48852.7; 42 USC 11432)

1. Has outstanding fees, fines, textbooks, or other items or monies due to the school last attended

2. Does not have clothing normally required by the school, such as school uniforms
3. Is unable to produce records normally required for enrollment, such as previous academic records, proof of residency, and records of immunization and other required health records
4. Has missed application or enrollment deadlines during any period of homelessness

The principal or designee shall immediately contact the school last attended by the student to obtain the relevant records. If the student needs to obtain immunizations or does not possess immunization or other required health records, the principal or designee shall immediately refer the parent/guardian to the COE liaison for homeless students. The COE liaison shall assist the parent/guardian, or the student if the student is an unaccompanied youth, in obtaining the necessary immunizations, screenings, or records for the student. (42 USC 11432)

If the student is placed at a school other than the school of origin or the school requested by the student's parent/guardian or the student, if an unaccompanied youth, the County Superintendent or designee shall provide the parent/guardian or the unaccompanied youth with a written explanation of the reasons for the decision, including why placement in the student's school of origin or requested school is not in the student's best interest, along with a statement regarding the right to appeal the placement decision. The written explanation shall be in a manner and form understandable to such parent/guardian or unaccompanied youth. (42 USC 11432)

At the point of any change or subsequent change in the residence of a student experiencing homelessness, the student may continue attending the school of origin for the duration of the homelessness. (Education Code 48852.7; 42 USC 11432)

To ensure that a student experiencing homelessness has the benefit of matriculating with the student's peers in accordance with the established feeder patterns, the following shall apply: (Education Code 48852.7; 42 USC 11432)

1. If the student is transitioning between grade levels, the student shall be allowed to continue in the same attendance area
2. If the student is transitioning to a middle school or high school, and the school designated for matriculation is not within the jurisdiction of the COE, the student shall be allowed to continue to the school designated for matriculation by the COE

If the student's housing status changes before the end of the school year so that the student is no longer experiencing homelessness, the student shall be allowed to stay in the school of origin: (Education Code 48852.7)

1. Through the duration of the school year if the student is in grades K-8
2. Through graduation if the student is in high school

Resolving Enrollment Disputes

If a dispute arises over student eligibility, school selection, or enrollment in a particular school, the matter shall be referred to the COE liaison, who shall carry out the dispute resolution process as expeditiously as possible. (42 USC 11432)

The parent/guardian or unaccompanied youth shall be provided with a written explanation of any decisions related to eligibility, school selection, or enrollment and of the right of the parent/guardian or unaccompanied youth to appeal such decisions. (42 USC 11432)

The written explanation shall include:

1. A description of the action proposed or refused by the COE
2. An explanation of why the action is proposed or refused

3. A description of any other options the County Office considered and the reasons that any other options were rejected
4. A description of any other factors relevant to the County Office's decision and information related to the eligibility or best interest determination including the facts, witnesses, and evidence relied upon and their sources
5. Appropriate timelines to ensure any relevant deadlines are not missed
6. Contact information for the County Office liaison and state coordinator, and a brief description of those roles

The written explanation shall be complete, as brief as possible, simply stated, and provided in language that the parent/guardian or student can understand.

The County Office liaison may use an informal process as an alternative to formal dispute resolution procedures, provided that the parents/guardians or unaccompanied youth have access to the more formal process if informal resolution is not successful in resolving the matter.

In working with a student's parents/guardians or unaccompanied youth to resolve an enrollment dispute, the County Office liaison shall:

1. Inform the student's parents/guardians or unaccompanied youth that written and/or oral documentation to support their position may be provided
2. Inform the student's parents/guardians or unaccompanied youth that they may seek the assistance of social services, advocates, and/or service providers in having the dispute resolved
3. Provide a simple form that they may use and turn in to the school to initiate the dispute resolution process
4. Provide a copy of the dispute form they submit for their records
5. Provide the outcome of the dispute for their records

When a student's parent/guardian or an unaccompanied youth involved in the enrollment dispute is an English learner, Items #1-5 shall be provided either in the native language of the parent/guardian or unaccompanied youth or through an interpreter. Any additional support needed because of a disability of that parent/guardian or unaccompanied youth shall be made available without a charge.

If a parent/guardian or unaccompanied youth disagrees with the County Office liaison's enrollment decision, the decision may be appealed to the County Superintendent. The County Superintendent shall make a determination within five working days.

If the parent/guardian chooses to appeal the COE's placement decision to CDE, the County Office liaison shall forward all written documentation and related paperwork to CDE's Homeless Education Program.

Pending final resolution of the dispute, including all available appeals, the student shall be immediately enrolled in the school in which enrollment is sought and shall be allowed to attend classes and participate fully in school activities. (42 USC 11432, 11434a)

Transportation

The County Office shall provide transportation for a student experiencing homelessness to and from the student's school of origin when the student is residing within the County Office and the parent/guardian, or the County Office liaison in the case of an unaccompanied youth, requests that such transportation be provided. If the student moves outside of County Office boundaries, but continues to attend the student's school of origin within this County Office, the County Superintendent or designee shall consult with the County Superintendent of the County Office in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)

Any fees that the County Office charges for home-to-school transportation and other transportation as expressly provided by law shall be waived for students experiencing homelessness. (Education Code 39807.5)

The County Office shall not be obligated to provide transportation to students who continue attending their school of origin after they secure permanent housing, unless the formerly homeless student has an IEP that includes transportation as a necessary related service for the student. (Education Code 48852.7)

Transfer of Coursework and Credits

When a student experiencing homelessness transfers into a County Office school, the County Office will receive an official transcript from the transferring County Office, school, or district which reflects full and partial credits and grades earned by the student and includes: (Education Code 51225.2)

1. A determination of the days of enrollment and/or seat time, if applicable for all full and partial credits earned based on any measure of full or partial coursework being satisfactorily completed

Partial coursework satisfactorily completed includes any portion of an individual course, even if the student did not complete the entire course

2. Separate listings for credits and grades earned at each school and local educational agency so it is clear where credits and grades were earned

3. A complete record of the student's seat time, including both period attendance and days of enrollment

The County Office shall transfer the credits and grades from the transferring school's transcript onto an official County Office transcript in the same manner as described in Item #2, above. (Education Code 51225.2)

If the school site administrator or designee has knowledge that the transcript from the transferring school may not include certain credits or grades, the administrator or designee shall contact the prior school within two business days to request that the full or partial credits be issued, which shall then be issued and provided by the prior school within two business days of the request. (Education Code 51225.2)

The County Office shall accept and issue full credit for any coursework that the student has satisfactorily completed while attending another public school, a juvenile court school, a charter school, a school in a country other than the United States, or a nonpublic, nonsectarian school. (Education Code 51225.2)

If the entire course was completed, the County Office shall not require the student to retake the course. (Education Code 51225.2)

If the entire course was not completed at the previous school, the student shall be issued partial credit for the coursework completed and shall be required to take the uncompleted portion of the course. However, the County Office may require the student to retake the portion of the course completed if, in consultation with the holder of educational rights for the student, the County Office finds that the student is reasonably able to complete the requirements in time to graduate from high school. Whenever partial credit is issued to a student in any particular course, the student shall be enrolled in the same or equivalent course, if applicable, so that the student may continue and complete the entire course. (Education Code 51225.2)

Partial credits shall be awarded on the basis of 0.5 credits for every seven class periods attended per subject. If the school is on a block schedule, each block schedule class period attended shall be equal to two regular class periods per subject. Partial credits and grades earned by a student shall be included on the student's official transcript within two business days of the COE's notification of the student's transfer, as required under Education Code 49069.5.

In no event shall the County Office prevent a student experiencing homelessness from taking or retaking a course to meet the eligibility requirements for admission to the California State University or the University of California. (Education Code 51225.2)

Applicability of Graduation Requirements

To obtain a high school diploma, a student experiencing homelessness shall complete all courses required by Education Code 51225.3 and fulfill any additional graduation requirements established by the County Board and/or County Superintendent, as applicable.

However, when a student experiencing homelessness who has completed the second year of high school transfers into a County Office school or program, the student shall be exempted from all County Office-established coursework and other County Office-established graduation requirements, unless the County Superintendent or designee makes a finding that the student is reasonably able to complete the additional requirements in time to graduate from high school by the end of the fourth year of high school. Within 30 calendar days of the student's transfer, the County Superintendent or designee shall notify the student, the person holding the right to make educational decisions for the student, and the County Office liaison for homeless students of the availability of the exemption and whether the student qualifies. If the County Superintendent or designee fails to provide this notification, the student shall be eligible for the exemption once notified, even if the notification occurs after the student is no longer homeless. (Education Code 51225.1)

To determine whether a student is in the third or fourth year of high school, the County Office shall use either the number of credits the student has earned as of the date of the transfer, the length of school enrollment, or for a student with significant gaps in school attendance, the student's age as compared to the average age of students in the third or fourth year of high school, whichever qualifies the student for the exemption. (Education Code 51225.1)

If the student experiencing homelessness was not properly notified of an exemption, declined the exemption, or was not previously exempted, the student or the person holding the right to make educational decisions for the student may request the exemption and the County Superintendent or designee shall exempt the student within 30 days of the request. The student may request the exemption even if the student is no longer a homeless student. (Education Code 51225.1)

When the County Superintendent or designee determines that a student who transferred into a County Office school is reasonably able to complete County Office-established graduation requirements by the end of the student's fourth year of high school, the student shall not be exempted from those requirements. Within 30 calendar days of the following academic year, the student shall be reevaluated based on the student's course completion status at the time, to determine if the student continues to be reasonably able to complete the County Office-established graduation requirements in time to graduate by the end of the student's fourth year of high school. Written notice as to whether the student then qualifies for exemption shall be provided to the student, the person holding the right to make educational decisions for the student, and if applicable, to the student's social worker or probation officer. (Education Code 51225.1)

If, upon reevaluation, it is determined that the student experiencing homelessness is not reasonably able to complete the County Office-established graduation requirements in time to graduate from high school by the end of the student's fourth year of high school, the County Superintendent or designee shall provide the student with the option to receive an exemption from County Office-established graduation requirements or stay in school for a fifth year to complete the County Office-established graduation requirements upon agreement with the student, or if under 18 years of age, the person holding the right to make educational decisions for the students, and provide notifications in accordance with Education Code 51225.1. (Education Code 51225.1)

When a student experiencing homelessness is exempted from County Office-established graduation requirements, the County Superintendent or designee shall consult with the student and the person holding the right to make educational decisions for the student about the following: (Education Code 51225.1)

1. Discussion of how any requirements that are waived may affect the student's postsecondary education or vocational plans, including the ability to gain admission to a postsecondary educational institution
2. Discussion and information about other options available to the student, including, but not limited to, a fifth year of high school, possible credit recovery, and any transfer opportunities available through the California Community Colleges
3. Consideration of the student's academic data and any other information relevant to making an informed decision on whether to accept the exemption

The County Office shall not require or request a student experiencing homelessness to transfer schools in order to qualify for an exemption and shall not grant any request made by a student experiencing homelessness, the person holding the right to make educational decisions for the student, or the County Office liaison on behalf of the student for a transfer solely to qualify for an exemption. (Education Code 51225.1)

The County Superintendent or designee shall not require a student experiencing homelessness who is eligible for an exemption from County Office-established graduation requirements, and would otherwise be entitled to remain in attendance at the school, to accept the exemption or be denied enrollment in, or the ability to complete, courses for which the student is otherwise eligible, including courses necessary to attend an institution of higher education, regardless of whether such courses are required for statewide graduation requirements. (Education Code 51225.1)

If a student experiencing homelessness is exempted from County Office-established graduation requirements, the exemption shall not be revoked. Additionally, the exemption shall continue to apply after the student is no longer homeless or if the student transfers to another school or out of the County Office school or program. (Education Code 51225.1)

The Superintendent or designee shall not require or request a student experiencing homelessness who is exempted from County Office-established graduation requirements and who completes the statewide coursework requirements before the end of the fourth year of high school, and would otherwise be entitled to remain in school, to graduate before the end of the student's fourth year of high school. (Education Code 51225.1)

Upon making a finding that a student experiencing homelessness is reasonably able to complete County Office-established graduation requirements within the fifth year of high school, the County Superintendent or designee shall: (Education Code 51225.1)

1. Consult with the student and, if under 18 years of age, the person holding the right to make educational decisions for the student, of the option available to the student to remain in school for a fifth year to complete the County Office-established graduation requirements and how that will affect the student's ability to gain admission to a postsecondary educational institution
2. Consult with and provide information to the student about transfer opportunities available through the California Community Colleges
3. Upon agreement with the student or with the person holding the right to make educational decisions for the student if under 18 years of age, permit the student to stay in school for a fifth year to complete the COE-established graduation requirements
4. Consult with the student or with the person holding the right to make educational decisions for the student of the option to remain in the student's school or origin

When a student experiencing homelessness who has completed the second year of high school transfers into the County Office from another County Office or school district, and is not reasonably able to complete the COE-established graduation requirements within the student's fifth year of high school but is reasonably able to complete the statewide coursework requirements within the fifth year of high school, the student shall be exempted from all County Office-established graduation requirements and be provided with the option to remain in school for a fifth year to complete the statewide requirements. In such situations, the County Superintendent or designee shall consult with the student and the person holding the right to make educational decisions for the student, regarding the following: (Education Code 51225.1)

1. The student's option to remain in school for a fifth year to complete statewide coursework requirements
2. The effect of waiving the County Office-established requirements and remaining in school for a fifth year on the student's postsecondary education or vocation plans, including the ability to gain admission to an institution of higher education
3. Other options available to the student, including but not limited to, possible credit recovery, and any transfer opportunities available through the California Community Colleges

4. The student's academic data and any other information relevant to making an informed decision on whether to accept the exemption and option to remain in school for a fifth year to complete the statewide coursework requirements

Eligibility for Extracurricular Activities

A student experiencing homelessness who enrolls in any County Office school or program shall have access to extracurricular and enrichment activities that are available to all students in the school or program. (Education Code 48850)

Notification, Complaints, and Posting Requirements

Information regarding the educational rights of students experiencing homelessness, as specified in Education Code 51225.1 and 51225.2, shall be included in the annual uniform complaint procedures notification distributed to students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 51225.1, 51225.2)

Any complaint that the County Office has not complied with requirements regarding the education of students experiencing homelessness, as specified in Education Code 51225.1 or 51225.2, may be filed in accordance with the COE's Uniform Complaint Procedures.

The County Superintendent or designee shall ensure that a list of the County Office liaison(s) and the contact information for such liaison(s), as well as specific information on homelessness, including, but not limited to, information regarding the educational rights and resources available to students experiencing homelessness, are posted on the COE's web site. (Education Code 48852.6)

Each County Office school that has a web site shall also post the contact information for the County Office liaison and the name and contact information of any employee or other person under contract with the school who assists the County Office liaison in completing the liaison's duties pursuant to 42 USC 11432. (Education Code 48852.6)

**Board
Approved:**

**TRINITY COUNTY OFFICE OF EDUCATION
Weaverville, CA**



Trinity County Office Of Education
2022/2023
General Fund 01- April 30, 2023

Beginning Balance \$ 2,214,769

	Current Budget	Year to Date Activity	Remaining Budget	% of Budget Recvd/Expend
<u>Revenue Accounts</u>				
Local Control Funding Formula	\$ 4,216,212	\$ 3,616,404	\$ 599,808	85.77%
Federal Revenues	\$ 572,701	\$ 134,032	\$ 438,669	23.40%
Other State	\$ 3,788,141	\$ 2,297,710	\$ 1,490,431	60.66%
Other Local	\$ 1,297,183	\$ 986,376	\$ 310,807	76.04%
Total Revenues	\$ 9,874,237	\$ 7,034,522	\$ 2,839,715	71.24%

<u>Expense Accounts</u>				
Certificated Personnel Salaries	\$ 1,439,063	\$ 1,193,527	\$ 245,536	82.94%
Classified Personnel Salaries	\$ 2,505,440	\$ 2,056,467	\$ 448,973	82.08%
Employee Benefits	\$ 1,791,989	\$ 1,373,914	\$ 418,075	76.67%
Books & Supplies	\$ 619,543	\$ 382,902	\$ 236,641	61.80%
Services & Other Operating Srv	\$ 1,456,777	\$ 787,560	\$ 669,217	54.06%
Capital Outlay	\$ 71,520	\$ 56,497	\$ 30,729	78.99%
Spec Ed, Excess Costs	\$ 100,285	\$ 16,300	\$ 83,985	16.25%
Pass Thru to Districts	\$ 1,337,553	\$ 766,769	\$ 570,784	57.33%
Indirect Costs	\$ (20,283)	\$ (9,524)	\$ (10,759)	46.96%
Total Expenses	\$ 9,301,887	\$ 6,624,412	\$ 2,693,181	71.22%

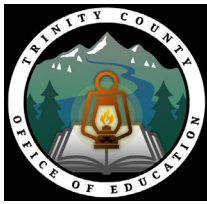
Transfers In. Retiree Ins	\$ 49,744	\$ -
Transfers Out	\$ 130,985	\$ -

Budget for Rev/Exp \$ 491,109

Net Ending Balance \$ 2,705,878

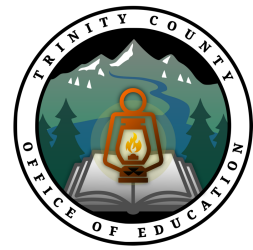
Year to date Revenue Vs Expenses: \$ 410,110

General Fund Cash Balance 4/30/2023 \$ 933,237



Trinity County Office Of Education
R.I.S.E Academy
2022/2023
General Fund 01-April 30, 2023

	Current Budget	Year to Date Activity	Remaining Budget	% of Budget Recvd/Expend
<u>Revenue Accounts</u>				
Local Control Funding Formula	\$ 58,232	\$ -	\$ 58,232	0.00%
Federal Revenues	\$ -	\$ -	\$ -	0.00%
Other Local-Billed to District's	\$ 56,465	\$ -	\$ 56,465	0.00%
TCOE Contributions/other funds	\$ 167,284	\$ -	\$ 167,284	0.00%
Total Revenues	\$ 281,981	\$ -	\$ 281,981	0.00%
<u>Expense Accounts</u>				
Certificated Personnel Salaries	\$ 165,381	\$ 133,629	\$ 31,752	80.80%
Classified Personnel Salaries	\$ 27,383	\$ 23,007	\$ 4,376	84.02%
Employee Benefits	\$ 69,601	\$ 57,067	\$ 12,534	81.99%
Books & Supplies	\$ 4,500	\$ 2,710	\$ 1,790	60.22%
Services & Other Operating Srv	\$ 8,002	\$ 7,044	\$ 958	88.03%
Capitlay Outlay	\$ -	\$ -	\$ -	0.00%
Spec Ed, Excess Costs	\$ 6,660	\$ 6,660	\$ -	100.00%
Total Expenses	\$ 281,527	\$ 230,117	\$ 51,410	81.74%
Budget for Rev/Exp	\$ 454			
Year to date Revenue Vs Expenses:		\$ (230,117)		



May 09, 2023

To: Tim Nordstrom, Assistant Superintendent
Cindy Blanchard, Chief Business Official

From: Jeff Morris, Facilities Fiscal Analyst

Re: Current Status re School Facilities Projects

COUNTYWIDE

Behavioral Health Facilities Funding: **Update:** Funding has been confirmed to be available from Trinity County Behavioral Health Services (TCBHS). In reviewing current facilities, JCESD and DCESD have the greatest space need of all districts in terms of private meeting room availability. We're working with TCBHS to get a plan together and move forward.

Electric School Buses – Both TAUSD and STJUSD appear to be on track so far with infrastructure funding. **Update:** TCOE held a virtual presentation on Wed. 04.19 regarding upcoming funding opportunities from the U.S. EPA and the State of California. We recorded the session and it is available for district review at their convenience.

CAL OES Hazard Mitigation Plan Development – While we don't have notice of the award in hand, TCOE staff did respond to a related FEMA form request, which indicates forward movement and an expectation of funding soon.

Universal Pre-Kindergarten (UPK) Facilities – **Update:** LESD is in the design phase. Initial applications have been submitted for both JCESD and DCESD.

KEY CAMPUS STATUS *(RECENT AND UPCOMING MAJOR PROJECT SITES)*

BURNT RANCH

- **Solar Project:** Designs are at Division of State Architect and project is moving along. **Update:** Hoping for DSA design approval within next 30 days if not sooner.
- **Shade Structure:** **Update:** Revised schedule was sent to district. Materials soon to be delivered and work to begin within next 30 days.
- **Versa Court:** **Update:** TCOE staff and Superintendent Platt connected and the project should be able to move forward fairly expeditiously.

CHYBA (California Heritage Youth Build Academy) – No new updates.

COFFEE CREEK

- District recently had an equipment specific failure with their new generator, and they are working on getting a tech out for a repair.

DOUGLAS CITY

- *UPK Facilities Application:* **Update:** TCOE staff is working on finalizing the associated financial hardship application. We're expecting a request for Financial Hardship application any day.
- *Architect is on Board:* **Update:** DCESD has brought on Persinger Architects to start a campus wide facilities assessment towards the end of how to utilize a very limited site footprint as facilities improvements are considered.
- *Shade Structure:* **Update:** We're hoping for a status report from the contractor soon on this project. Burnt Ranch ESD is ahead of DCESD in the queue.

JUNCTION CITY

- *Water System Replacement* – The application with the State Water Resources Control Board is moving forward and we expect design funding sometime in the late spring / early summer.
- *Flooring Replacement* – **Update:** TCOE worked with JCESD staff to develop a bid package for nearly campus wide flooring replacement that we hope to implement this summer.
- *Future Modernization* – Still in process with updating enrollment status, etc. Will be taking Douglas City's process and using it to inform JCESD's
- *HVAC* – Basic information is with the contractor to develop a rough estimate of proposed project. No funding source has been identified yet.

LEWISTON

- *ADA Follow up project* – **Update:** Cost estimate was delivered to OPSC and their cost estimators are reviewing. There is a possibility that this could be funded at the June 28 State Allocation Board meeting.
- *Facilities Master Plan* – Document is complete.
- *Universal Pre-Kindergarten* – **Update:** Designs are in progress and Semingson should be able to deliver a 40% design including a mini split for the single room that will work into HVAC project.
- *ESSER III / HVAC / Electrical* – **Update:** Board approved contract with Persinger Architects and awaits a list of next steps.
- *Additional Projects, Modernization Funds, etc.* – TCOE staff is working with LESD staff and board members to review overall short- and long-term steps for improving the overall campus.

MOUNTAIN VALLEY – No major updates

SOUTHERN TRINITY

- *HVAC replacement (CAL Shape – California Energy Commission)* **Update:** Design funding is confirmed to arrive within 2-3 weeks.
- *Architect Recruitment, Facilities Master Planning, ESSER Projects:* **Update:** RFP issued for Facilities Master Plan. At least two firms have confirmed that they will submit proposals.

TRINITY ALPS

- *Main THS Campus* – Students / teachers have been moving back into classroom spaces due to improvement in weather and adequate completion of some of the final systems. Portable Buildings should be gone by the end of April. It's been a long road but the district very close to completion with a few final projects ebbing into the 2023 summer months.

TRINITY CENTER – No major updates

TRINITY COUNTY OFFICE OF EDUCATION

- *ADA Analysis and Design:* TCOE Facility committee met on March 13th and discussed the initial designs provided by Semingson along with how to prioritize future projects.
- *Lease agreement with County of Trinity:* TCOE has a VERY nominal land lease with County of Trinity through 2079. TCOE team is discussing the ramifications of this agreement and will update the board with concepts as they emerge.

CONFLICT OF INTEREST

Board Bylaw 9270: Conflict Of Interest**Status:** ADOPTED**Original Adopted Date:** 06/01/2016 | **Last Revised Date:** 03/01/2023 | **Last Reviewed Date:** 03/01/2023

The County Board of Education desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the county office of education (COE) and the public. In accordance with law, County Board members shall disclose any conflict of interest and, as necessary, shall abstain from participating in any decisions or discussions that could affect or be effected by those interests, especially, as prohibited by Government Code 1090, those interests related to contracts. The County Board shall consult legal counsel whenever an actual or potential conflict of interest arises.

The County Board shall adopt a resolution that specifies the terms of its conflict of interest code, designates any consultant positions required to complete conflict of interest reporting, and establishes disclosure categories required for each position. The conflict of interest code must be approved by the appropriate code reviewing body. Upon request by the code reviewing body, the County Board shall review the conflict of interest code and submit any changes to the code reviewing body.

When a change in the conflict of interest code is necessitated due to changed circumstances, such as the hiring of a new consultant in a position that is not already designated in the conflict of interest code or a change to an existing consultant's scope of work in a manner that changes the consultant's position to a designated position, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the conflict of interest code, the County Board shall provide members of the community, the County Superintendent of Schools, COE staff, and consultants of the County Board adequate notice and a fair opportunity to present their views. (Government Code 87311)

County Board members shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the conflict of interest code. A County Board member who leaves office shall, within 30 days, file a revised statement covering the period of time between the closing date of the last required statement and the date of leaving office. (Government Code 87302, 87302.6)

Conflict of Interest under the Political Reform Act

A County Board member shall not make, participate in making, or in any way use or attempt to use the official position to influence a governmental decision in which the County Board member knows or has reason to know that there is a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the County Board member's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the County Board member's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

A County Board member is involved in making a governmental decision when, acting within the authority of the office or position, votes on a matter, appoints a person, obligates or commits the County Board to any course of action, or votes to enter into or approve any contractual agreement on behalf of the County Board. (2 CCR 18704)

A County Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the County Board shall abstain from voting on the matter. Although the County Board member may remain on the dais, if the County Board member chooses to stay the County Board member's presence shall not be counted towards achieving a quorum for that matter. A County Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the County Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18700)

Conflict of Interest from Campaign Contributions

To avoid improper influence over the County Board's decision-making involving the issuance of a license, permit, or other entitlements for use, including a contract, COE officers, which includes County Board members or agency heads, shall comply with Government Code 84308, including the following: (Government Code 84308)

1. A COE officer is prohibited from accepting, soliciting, or directing a contribution of more than \$250 from any party or participant to a proceeding involving a license, permit, or other entitlement for use, including a contract, or from that person's agent, while the proceeding is pending before the County Board and for 12 months following the date a final decision is rendered in the proceeding, if the County Board member knows or has reason to know that the party or participant has a financial interest in the County Board's decision.
2. Any COE officer who received a contribution of more than \$250 from a party or participant in the preceding 12 months shall disclose that fact on the record of the proceeding prior to the County Board rendering a decision in the proceeding. If the COE officer willfully or knowingly received the contribution and knows or has reason to know that the participant has a financial interest in the County Board's decision, the COE officer shall not make, participate in making, or in any way attempt to use the official position to influence the County Board's decision.
3. A COE officer who receives a contribution that would otherwise require disqualification as described in Item #2 above may participate in the proceeding if the contribution is returned within 30 days from the time the COE officer knows or should have known about the contribution and the proceeding.
4. A COE officer who unknowingly accepts, solicits, or directs a contribution of more than \$250 during the 12 months after the date of the County Board's final decision on the proceeding may cure the violation by returning the contribution, or the portion exceeding \$250, within 14 days of accepting, soliciting, or directing the contribution, provided the COE officer did not knowingly or willfully accept, solicit, or, direct the prohibited contribution. The COE officer shall maintain records of curing the violation.

The provisions in Government Code 84308 as specified above do not apply to labor contracts, competitively bid contracts, and personal employment contracts. (Government Code 84308)

Conflict of Interest under Government Code 1090 - Financial Interest in a Contract

County Board members shall not be financially interested in any contract made by the County Board and shall not be included in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids for such contracts. If a County Board member has such a financial interest, the County Board is barred from entering into the contract. (Government Code 1090)

A County Board member shall not be considered to be financially interested in a contract if the interest is a "noninterest" as defined in Government Code 1091.5.

A County Board member shall not be considered to be financially interested in a contract if the County Board member has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a County Board meeting and noted in the official County Board minutes. The affected County Board member shall not vote or debate on the matter or attempt to influence any other County Board member's vote. (Government Code 1091)

To avoid the appearance of impropriety, County Board members may decide not to participate in any discussion or action involving contracts where the County Board member's interest is a "noninterest" or "remote interest" as described in Education Code 1091 and 1091.5.

Common Law Doctrine Against Conflict of Interest

A County Board member shall abstain from any official action in which the County Board member's private or personal interest may conflict with official duties. The County Board shall consult legal counsel whenever an actual or potential conflict of interest arises.

County Board members shall abstain from voting on personnel matters that uniquely affect relatives. Relative means an adult who is related to the County Board member by blood, affinity, or adoptive relationship within the third degree.

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the

individual's spouse/registered domestic partner unless the individual is widowed or divorced.

Rule of Necessity or Legally Required Participation

On a case-by-case basis and upon advice of legal counsel, a County Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18705.

Incompatible Offices and Activities

County Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the County Board member's duties as an officer of the COE. (Government Code 1099, 1126)

Gifts

County Board members may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the County Board for its members. (Government Code 89506)

Honoraria

County Board members shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term honorarium does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the COE for donation into the general fund without being claimed as a deduction from income for tax purposes

Meetings and Notices

Board Bylaw 9320: Meetings And Notices**Status:** ADOPTED**Original Adopted Date:** 01/01/2021 | **Last Revised Date:** 03/01/2023 | **Last Reviewed Date:** 03/01/2023

Meetings of the County Board of Education are conducted for the purpose of accomplishing County Board business. In accordance with state open meeting laws (Brown Act), the County Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, County Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the County Board's bylaws, policies, and administrative regulations.

A County Board meeting exists whenever a majority of County Board members gather at the same time and location, including teleconference location as permitted by Government Code 54953, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

A majority of the County Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

However, the County Superintendent of Schools or a county office of education (COE) employee or official may engage in separate conversations or communications with County Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the County Board, as long as that person does not communicate the comments or position of any County Board members to other County Board members. (Government Code 54952.2)

In order to help ensure the participation of individuals with disabilities at County Board meetings, appropriate disability-related accommodations or modifications shall be provided upon request in accordance with the Americans with Disabilities Act. Any doubt about a request for accommodation shall be resolved in favor of accessibility. (Government Code 54953, 54953.2, 54954.1, 54954.2)

Notice of the procedure for receiving and resolving requests for accommodation described above shall be given in each instance in which notice of the time of a meeting is otherwise given or the agenda for the meeting is otherwise posted. (Government Code 54953)

Regular Meetings

The County Board shall hold one regular meeting(s) each month. Regular meetings shall be held at 1:00 p.m. on the third Wednesday, of each month unless otherwise determined by the County Board.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the County Board's and/or COE's web site. (Government Code 54954.2)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the County Board less than 72 hours before the meeting, the secretary to the County Board or the secretary's designee shall make the materials available for public inspection at a public office or location designated for that purpose or on the COE web site, consistent with Government Code 54957.5, at the time the materials are distributed to all or a majority of the County Board. (Government Code 54957.5)

Special Meetings

Special meetings of the County Board may be called by the County Board president when exigencies require them to be held, or whenever any three members of the County Board make a written request for such a meeting. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the County Superintendent. (Education Code 1012; Government Code 54956)

Meetings and Notices

Written notice of special meetings shall be delivered personally or by any other means to all County Board members and the local media who have requested such notice in writing. The notice also shall be posted on the County Board's and/or COE's web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and location of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Government Code 54956)

Any County Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the secretary of the County Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the County Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the County Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The County Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An *emergency situation* means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the County Board
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the County Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the County Board

Except in the case of a dire emergency, the County Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification shall be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the County Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the County Board. In the case of a dire emergency, the County Board president or designee shall give such notice at or near the time notification is given to the other members of the County Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the County Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

The County Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the County Board may adjourn such a meeting. If no County Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and place and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

Meetings and Notices

The County Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The County Board may also convene a retreat or discussion meeting to discuss County Board roles and relationships.

Public notice shall be given in accordance with law when a quorum of the County Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within the county. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of County Board members at any of the following events is not subject to the Brown Act provided that a majority of the County Board members do not discuss specific County Board business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to county board members
2. An open, publicized meeting organized by a person or organization other than the County Board or COE to address a topic of local community concern
3. An open and noticed meeting of another body of the COE
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the County Board, provided that the County Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a County Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

Meetings shall be held within COE boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the COE is a party
2. Inspect real or personal property which cannot conveniently be brought into the county, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the COE has no meeting facility within its boundaries or if its principal office is located outside the county
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the COE over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the COE but located outside the county, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the County Board's legal counsel for a closed session on pending litigation, when doing so

Meetings and Notices

would reduce legal fees or costs

Meetings exempted from the boundary requirements, as specified in Items #1-7 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the County Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting location unsafe, meetings shall be held for the duration of the emergency at a place designated by the County Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Traditional Teleconferencing

A teleconference is a meeting of the County Board in which County Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the County Board, including the right to address the County Board directly at each teleconference location. (Government Code 54953)

The County Board may use teleconferences for all purposes in connection with any meeting within its subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the County Board shall participate from locations within the County. (Government Code 54953)

Unless a County Board member participates by teleconference pursuant to the provisions described in the sections "Teleconferencing During a Personal Emergency," "Teleconferencing For 'Just Cause'" or "Teleconferencing During a Proclaimed State of Emergency" below, agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere.

All teleconference locations shall be accessible to the public and the public shall have the right to address the County Board directly at each teleconference location. Additional teleconference locations may be provided to the public. (Government Code 54953)

Teleconferencing During a Personal Emergency

Until January 1, 2026, with approval from the majority of the County Board, a County Board member may be permitted to participate in a meeting remotely when a physical or family medical emergency prevents the County Board member from attending in person. The County Board member requesting to appear remotely shall notify the County Board of the emergency situation as soon as possible and provide a concise general description of the circumstances relating to the County Board member's need to appear remotely. The County Board member shall not be required to disclose any disability, medical diagnosis, or personal medical information exempt under existing law. (Government Code 54953)

A County Board member may not appear remotely under emergency circumstances for more than 20 percent of the County Board's regular meetings or for more than three consecutive months. (Government Code 54953)

When a County Board member is approved to participate remotely due to emergency circumstances, the County Board member is not required to participate from a location which is accessible to the public and the location does not need to be identified on the agenda. (Government Code 54953)

If permitted to participate remotely, the County Board member shall utilize both audio and visual technology and publicly disclose, before any action is taken, whether any other individuals 18 years or older are present in the remote location with the County Board member, and the general nature of the member's relationship with such individuals. (Government Code 54953)

The COE shall also provide public access to the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with public comment being allowed via the remote platform as well as in person and the public shall be able to offer comments in real time. The agenda shall include information describing how members of

Meetings and Notices

the public can access the platform. (Government Code 54953)

If a disruption prevents broadcasting the meeting to members of the public using the call-in option or internet-based service option, or a disruption that is within the County Board's control prevents members of the public from offering public comments using the call-in option or internet-based service option, the County Board shall not take action on agenda items until public access to the meeting is restored. (Government Code 54953)

Teleconferencing for "Just Cause"

A County Board member may be permitted to appear remotely, pursuant to the provisions below, for just cause for no more than two meetings per calendar year. A County Board member appearing for just cause shall notify the County Board at the earliest possible opportunity of the need to participate in the meeting remotely, including at the start of a regular meeting. (Government Code 54953)

Just Cause may exist for any of the following: (Government Code 54953)

1. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a County Board member to participate remotely
2. A contagious illness prevents a County Board member from attending in person
3. A County Board member has a need related to a physical or mental disability not otherwise reasonably accommodated
4. A County Board member is traveling while on official business of the County Board or another state or local agency

When a County Board member participates remotely for just cause, the County Board member is not required to participate from a location which is accessible to the public and the location does not need to be identified on the agenda. (Government Code 54953)

If the County Board member participates remotely, the County Board member shall utilize both audio and visual technology and publicly disclose, before any action is taken, whether any other individuals 18 years or older are present in the remote location with the County Board member, and the general nature of the member's relationship with such individuals. (Government Code 54953)

The COE shall also provide public access to the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with public comment being allowed via the remote platform as well as in person and the public shall be able to offer comments in real time. The agenda shall include information describing how members of the public can access the platform. (Government Code 54953)

If a disruption prevents broadcasting the meeting to members of the public using the call-in option or internet-based service option, or a disruption that is within the County Board's control prevents members of the public from offering public comments using the call-in option or internet-based service option, the County Board shall not take action on agenda items until public access to the meeting is restored. (Government Code 54953)

Teleconferencing During a Proclaimed State of Emergency

Until January 1, 2024, the County Board may conduct County Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for members of the public to address the County Board directly at each teleconference location, and ensuring that at least a quorum of the County Board participate from locations within COE boundaries, during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. State or local officials have imposed or recommended measures to promote social distancing
2. For the purpose of determining, by majority vote, whether as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

Meetings and Notices

3. When it has been determined, by majority vote as described in Item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

To conduct a teleconference meeting for these purposes, the following requirements shall be satisfied: (Government Code 54953)

1. The notice and agenda shall be as given and posted as otherwise required by the Brown Act
2. The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option

Members of the public may be required to register to log in to a meeting when making public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the County Board.

3. Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the County Board directly pursuant to Government Code 54954.3
4. Members of the public shall not be required to submit public comments in advance of a County Board meeting and shall be provided an opportunity to address the County Board and offer comments in real time
5. Public comment periods shall not be closed until the timed public comment period, if such is offered by the County Board, has elapsed or, if not timed, until a reasonable amount of time per agenda item has been allowed
6. If during a County Board meeting a disruption occurs which prevents the COE from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the County Board's control that prevents members of the public from offering public comments, the County Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored

The COE may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953)

The County Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

1. The state of emergency continues to directly impact the ability of the County Board to meet safely in person
2. State or local officials continue to impose or recommend measures to promote social distancing