

MINUTES

Trinity County Board of Education Regular Board Meeting April 20, 2022

WHERE HELD: Trinity County Office of Education
201 Memorial Drive - Granite Room
and by Teleconference/Zoom.

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

COUNTY OFFICE: Sarah Supahan, Superintendent of Schools
Fabio Robles, Deputy Superintendent
Gretchen Deichler, Assistant Superintendent of Business Services
Tim Nordstrom, Director of Educational Services
Dawn MacLaren, Secretary/Receptionist
Sandy Coatney, R.I.S.E. Academy Principal

ABSENT: Melissa Nielsen, Area IV

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
Board Members present Sally Aldinger, Steve Canale, Michelle Myers, Randy Spencer
- 1.3 Additions or Changes to Agenda
- 1.4 Identify Closed Session Topics of Discussion

2.0 Comments from the Public on Closed Session Agenda

There was no Public Comment.

3.0 Accept Closed Session Agenda

MOTION: Motion was made by Steve Canale, with a second by Randy Spencer to accept the Open Agenda. Motion passed unanimously. Aye-4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1 (Nielsen), Abstain-0.

4.0 Closed Session

4.1 Education Code 48900 – Student Expulsion # 2021-2022-01

5.0 Return to Open Session - 1:47 PM

6.0 Report out of Closed Session Board Reported:

Item 4.1 Education Code 48900 Student Expulsion #2021-2022-01 – Board Members voted in favor of a suspended expulsion. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1 (Nielsen), Abstain-0.

7.0 Public Communication: Persons wishing to address the Board on any item except personnel 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. In accordance with the Brown Act, unless an item has been placed on the agenda there shall be no action taken. The Board may 1) acknowledge receipts of the information; 2) refer to staff for further study; 3) refer the matter to the next agenda.

There was no public communication

8.0 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- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-0 (Nielsen), Abstain-0.

9.0 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.

- 9.1 Minutes – March 16, 2022
- 9.2 Warrants – March 2022
- 9.3 Payroll – March 2022
- 9.4 BP/AR/E 3230 Federal Grant Funds – Second Reading
- 9.5 BP 3320 Claims and Actions Against the County Office of Education – Second Reading
- 9.6 BP/AR 5141.52 Suicide Prevention – Second Reading
- 9.7 E 5145.7 Sexual Harassment – Second Reading
- 9.8 BP 5145.9 Hate Motivated Behavior – Second Reading

Sally Aldinger asked the Board if there was a motion to accept the Consent Agenda.

MOTION: Motion was made by Randy Spencer, with a second by Steve Canale to accept the Consent Agenda. Motion passed unanimously. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1 (Nielsen), Abstain-0.

10.0 Reports

- 10.1 Financial Report and Oversight Update
 - Gretchen Deichler provided the Financial Report and Oversight Update
 - 10.1.1 School Facilities Report from Jeff Morris
 - The School Facilities Report was included in the Board packet for review.
- 10.2 Deputy Superintendent Report – includes Trinity COE and District LCAP Updates. Trinity Co-Op, and Trinity Teachers Newsletter.

Fabio Robles provided his Deputy Superintendent Report and LCAP updates. Tim Nordstrom provided a copy of Trinity Co-Op, and Trinity Teachers Newsletters that were included in the Board packet for review.

11.0 Correspondence

There was no correspondence

12.0 Action Items

- 12.1 Board to reaffirm that meeting in person would present imminent risks to the health/safety of attendees For the Board Meeting scheduled for May 18, 2022, at 1:00 p.m. as per California Governor’s Executive Order AB 361. (No back-up).
MOTION: Motion was made by Randy Spencer, with a second by Michelle Myers to reaffirm that meeting in person would present imminent risks to the health/safety of attendees For the Board Meeting scheduled for May 18, 2022, at 1:00 p.m. as per California Governor’s Executive Order AB 361. Motion passed unanimously. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1 (Nielsen), Abstain-0.
- 12.2 Approve 2022-2023 Trinity County Office of Education Business Calendar
MOTION was made by Randy Spencer and second by Steve Canale to Approve 2022-2023 Trinity County Office of Education Business Calendar Motion passed unanimously. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1(Nielsen), Abstain-0.
- 12.3 Approve 2022-2023 Trinity County R.I.S.E. School Calendar
MOTION was made by Michelle Myers and second by Steve Canale to Approve 2022-2023 R.I.S.E. School Calendar Motion passed unanimously. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1(Nielsen), Abstain-0.
- 12.4 Approve Resolution #21-22-10 Trinity County Office of Education Change Lincoln Day Observance
- 12.5 Approve Resolution #21-22-11 Trinity County R.I.S.E. Academy Change Lincoln Day Observance
MOTION was made by Randy Spencer and second by Michelle Myers to Approve Resolution #21-22-10 Trinity County Office of Education Change Lincoln Day Observance and Approve Resolution #21-22-11 Trinity County R.I.S.E. Academy Change Lincoln Day Observance in one motion. Motion passed unanimously. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent 1(Nielsen), Abstain-0.
- 12.6 Approve Resolution #21-22-12 180-Day Wait Period Exception
MOTION was made by Steve Canale and second by Randy Spencer to Approve Resolution # 21-22-12 180-Day Wait Period Exception. Motion passed unanimously. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent 1(Nielsen), Abstain-0.

13.0 Information Items

- 13.1 Summary of Complaints Per Williams Uniform Complaint Procedures (January 1, 2022, through March 31, 2022)
- 13.2 BB 9500 County Superintendent’s Remuneration – First Reading
- 13.3 BP/AR 5141.4 Child Abuse Prevention and Reporting – First Reading
- 13.4 BP/AR 5148 Child Care Development – First Reading
- 13.5 AR 6162.51 State Academic Achievement Tests – First Reading
- Fabio Robles provided a brief summary on the Policy updates. Item 13.2 through 13.5

14.0 Superintendent's Report

Sarah Supahan was not in attendance. Fabio Robles gave her report to the board.

- 14.1 I'm excited to announce that Fabio is running unopposed! We expect a very smooth transition from my leadership to his on the first of January 2023 when he is sworn in.
- 14.2 I had back surgery on March 17th and stayed home for two weeks for recovery. I also worked from home over the last week which was spring break for most of our schools. I'm doing really well although still restricted in movement and lifting. Consequently, I don't have as much to report this month.
- 14.3 While home I was able to spend uninterrupted time editing and reformatting some curriculum written by a county teacher to add to our grant-funded Native curriculum series. We hope to have 5 or 6 units for use. Tim Nordstrom shared with the board the new Tribes of Trinity County map.
- 14.4 I've been asked by the Historical Society to give a talk on the history of education in Trinity County on Saturday, May 14th at the Baptist Church. It will be brief highlights in our history. If you can't make it, I'll give you the same presentation in May or June.
- 14.5 Two projects of note I am working to support in conjunction with CCSESA at the state level:
 - More base funding for COEs. The goal is to increase our base funding as well as to give COE's a COLA each year. More info to come!
 - The creation of a special small county commission to advise the State Board of Education about how their decisions may affect us differently than the rest of the state. We find ourselves - too often after decisions are already made - trying to explain how the things they come up with may be fine for large districts and large counties, but are detrimental to us. We hope to turn that on its head so that we can advise them before the fact. I will be at a "listening session" today at 2:00 with some of the state staff and will miss our local meeting. My apologies!

15.0 Adjournment

The meeting adjourned at 2:29 p.m.

This meeting may be recorded

Respectfully submitted,

Fabio Robles, Deputy Superintendent

Trinity County Office of Education

dm

Check Register with Accounts

Register 000796 - 04/06/2022						Bank Account COUNTY - County					
Payment Id		Comment									
Check #	5233714	01	Check Amt	240.05	Status	Printed	Comiskey, Joseph V (000152 - Emp)				
JCOMISKEY04042022		Psychologist Nov-Mar Mileage				01. 6500. 0. 5050. 3120. 5200. 826. . 650				240.05	
Check #	5233715	01	Check Amt	30.80	Status	Printed	Smith, Alison E (000486 - Emp)				
ASMITH04012022		McK Student Lunch				01. 5630. 0. 8600. 2150. 4300. 825. .				30.80	
Check #	5233716	01	Check Amt	238.46	Status	Printed	Burger, Erin E (000502 - Emp)				
EBURGER03292022		RISE Class Field Trip				01. 0245. 0. 3500. 1000. 4300. 829. 0000. 099				238.46	
Check #	5233717	01	Check Amt	1,061.40	Status	Printed	Anthony Rebelo (001245/1)				
AREBELO04042022		March 22 SELPA San Diego				01. 6500. 0. 5050. 2200. 5200. 826. . 650				1,061.40	
Check #	5233718	01	Check Amt	491.71	Status	Printed	Carrel's Office Solutions (000825/2)				
AR40571		Apr 22 TASKalfa 5052ci				01. 0000. 0. 0000. 7200. 5600. 825. 2753. .				198.57	
AR43265		Tk-1152 Toner Cartridge				01. 0000. 0. 0000. 7200. 4300. 825. .				293.14	
Check #	5233719	01	Check Amt	1,358.00	Status	Printed	Com-Pair Services (001086/1)				
25195		Apr 22 Com-Pair Monthly Expenses				01. 0000. 0. 8600. 7700. 5920. 825. .				1,358.00	
Check #	5233720	01	Check Amt	5,664.70	Status	Printed	Cresswell Physical Therapy Inc (000987/2)				
76OT		Mar 22 OT services				01. 3385. 0. 5730. 3140. 5800. 826. .				246.64	
						01. 6500. 0. 5760. 3140. 5800. 826. 0304. 651				246.63	
						01. 6500. 0. 5760. 3140. 5800. 826. 0306. 651				359.13	
						01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651				1,089.20	
						01. 6500. 0. 5760. 3140. 5800. 826. 0312. 651				112.50	
76PT		Mar 22 PT services				01. 6500. 0. 5760. 3140. 5800. 826. 0306. 651				263.35	
						01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651				263.35	
77OT		March 21-22 OT services				01. 6500. 0. 5760. 3140. 5800. 826. 0304. 651				245.65	
						01. 6500. 0. 5760. 3140. 5800. 826. 0306. 651				245.65	
						01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651				1,426.70	
						01. 6500. 0. 5760. 3140. 5800. 826. 0312. 651				337.50	
77PT		Mar 22 PT services				01. 6500. 0. 5760. 3140. 5800. 826. 0306. 651				263.35	
						01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651				150.85	
78OT		21-22 OT services				01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651				301.70	
						01. 6500. 0. 5760. 3140. 5800. 826. 0312. 651				112.50	
Check #	5233721	12	Check Amt	37,681.95	Status	Printed	Human Response Network (000482/1)				
52621Q2 2021-2022		CSPP 21-22 Q2				12. 6105. 0. 7110. 9200. 7299. 825. .				37,681.95	
Check #	5233722	01	Check Amt	421.32	Status	Printed	Joe Comiskey (000189/1)				
JCOMISKEYSEACO		March 2022 SEACO Psychologist				01. 6500. 0. 5050. 3120. 5200. 826. . 650				421.32	
Check #	5233723	01	Check Amt	167.00	Status	Printed	John W. Kizziar, DDS, INC (001234/1)				
CF 02172022		Trinity Smiles 2/17/22				01. 0033. 0. 8600. 3140. 5800. 825. .				167.00	
Check #	5233724	01	Check Amt	57.16	Status	Printed	Office Depot (000261/4)				

Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2022, Ending Check Date = 4/30/2022, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)
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Register 000796 - 04/06/2022

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5233724	01	Check Amt	57.16	Status	Printed	Office Depot (000261/4) - continued
236180378001		Office Supplies		01. 0000. 0. 0000. 7200. 4300. 825. .		57.16
Check # 5233725	01	Check Amt	1,505.00	Status	Printed	Oxford Consulting Services (001332/2)
143971		Jan 22 Behavioral Services		01. 6512. 0. 5001. 3120. 5800. 826. .		1,505.00
Check # 5233726	01	Check Amt	113.26	Status	Printed	NCS Pearson, Inc. (000275/3)
17823794		BASC3 Forms		01. 6500. 0. 5001. 3120. 4300. 826. . 650		113.26
Check # 5233727	01	Check Amt	490.34	Status	Printed	Pitney Bowes Inc RESERVE (000278/3)
3105449371		21/22 Postage and lease		01. 0000. 0. 0000. 7200. 5910. 825. .		490.34
Check # 5233728	01	Check Amt	4,200.00	Status	Printed	ProCare Therapy (001345/1)
20357427		Behavior Specialist 3/21/22-3/25/22		01. 6512. 0. 5001. 3120. 5800. 826. .		2,100.00
				01. 6546. 0. 8600. 3120. 5800. 825. .		2,100.00
Check # 5233729	01	Check Amt	110.00	Status	Printed	Professional Tutors Of America (000283/2)
83157		Feb 22 FYS Tutoring		01. 7366. 0. 8600. 3130. 5800. 825. . 099		110.00
Check # 5233730	01	Check Amt	7,242.00	Status	Printed	Sheva Nickravesh DDS (001232/1)
AP 03242022		Trinity Smiles 3/24/22		01. 0033. 0. 8600. 3140. 5800. 825. .		319.00
IH 03222022		Trinity Smiles 3/11/22		01. 0033. 0. 8600. 3140. 5800. 825. .		1,626.00
IH 10272022		Trinity Smiles IH 10/17/21		01. 0033. 0. 8600. 3140. 5800. 825. .		1,522.00
MN 03042022		Trinity Smiles 3/4/22		01. 0033. 0. 8600. 3140. 5800. 825. .		3,775.00
Check # 5233731	14	Check Amt	585.99	Status	Printed	Trinity Heating & Air Conditioning Corp. (001261/1)
2065-171		21-22 heating&air Maint		14. 0000. 0. 0000. 8100. 5800. 825. .		585.99
Check # 5233732	01	Check Amt	21.98	Status	Printed	BlueTarp Credit Services (000397/2)
G36605		Attic Insulation		01. 0000. 0. 0000. 8100. 4300. 825. .		21.98

Number of Items

19

61,681.12

Totals for Register 000796

2022 FUND-OBJ Expense Summary / Register 000796

01-4300	754.80	
01-5200	1,722.77	
01-5600	198.57	
01-5800	18,888.70	
01-5910	490.34	
01-5920	1,358.00	
01-9110*		23,413.18-
Totals for Fund 01	23,413.18	23,413.18-
12-7299	37,681.95	

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2022, Ending Check Date = 4/30/2022, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000796 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2022 FUND-OBJ Expense Summary / Register 000796 (continued)

12-9110*		37,681.95-
Totals for Fund 12	37,681.95	37,681.95-
14-5800	585.99	
14-9110*		585.99-
Totals for Fund 14	585.99	585.99-
Totals for Register 000796	61,681.12	61,681.12-

* denotes System Generated entry

Net change to Cash 9110 61,681.12- Credit

Register 000796 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2022 FUND-OBJ Expense Summary / Register 000796 (continued)

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Register 000797 - 04/08/2022

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5233818	01	Check Amt	28.42	Status Printed	Smith, Alison E (000486 - Emp)	
ASMITH4722	McV glasses			01. 5630. 0. 8600. 2150. 4300. 825.		28.42
Check # 5233819	01	Check Amt	549.98	Status Printed	Frontier Communications (001182/1)	
010167-5 APR 22	APR 21/22 Centranet 010167-5 telephone expenses			01. 0000. 0. 0000. 8100. 5920. 825.		549.98
Check # 5233820	01	Check Amt	415.00	Status Printed	John W. Kizziar, DDS, INC (001234/1)	
FC 03032022	Trinity Smiles FC 03032022			01. 0033. 0. 8600. 3140. 5800. 825.		415.00

Number of Items

3

993.40

Totals for Register 000797

2022 FUND-OBJ Expense Summary / Register 000797

01-4300	28.42	
01-5800	415.00	
01-5920	549.98	
01-9110*		993.40-
Totals for Register 000797	993.40	993.40-

* denotes System Generated entry

Net change to Cash 9110

993.40- Credit

Register 000797 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2022 FUND-OBJ Expense Summary / Register 000797 (continued)

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Check Register with Accounts

Generated for April Angelone (AANGELONE), May 3 2022 8:44AM

Register 000798 - 04/13/2022

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5233843	01	Check Amt	35.70	Status Printed	Trinity Journal (000396/1) - continued	
300109315	Business Services Admin II			01. 0000. 0. 0000. 7200. 5810. 825. .		13.00
300109520	Burnt Ranch School PT Superintendent			01. 0000. 0. 8600. 7200. 5810. 825. 0301.		10.15
Check # 5233844	01	Check Amt	28.00	Status Printed	Weaverville Sanitary District (000426/1)	
1926 APR 2022	Apr 22 monthly sewer service			01. 0000. 0. 0000. 8100. 5550. 825. .		28.00
Check # 5233845	01	Check Amt	1,750.00	Status Printed	Yurok Tribe (001386/1)	
02092022	Ancestral Territory Map			01. 7210. 0. 8600. 2150. 4300. 825. 2552.		1,750.00

Number of Items

17

24,721.70

Totals for Register 000798

2022 FUND-OBJ Expense Summary / Register 000798

01-4300	2,254.79	
01-5200	1,390.75	
01-5550	279.77	
01-5600	95.62	
01-5800	19,794.76	
01-5810	35.70	
01-5840	746.00	
01-5920	124.31	
01-9110*		24,721.70-
Totals for Register 000798	24,721.70	24,721.70-

* denotes System Generated entry

Net change to Cash 9110

24,721.70- Credit

Register 000799 - 04/20/2022

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5234058	01	Check Amt	1,433.86	Status Printed	Pickett, Deidre L (000171 - Emp)	
DPICKETT04012022	Mar 22- CSHA Annual Conference			01. 3345. 0. 5730. 3150. 5200. 826.		1,433.86
Check # 5234059	01	Check Amt	65.21	Status Printed	Rebello, Stephanie S (000421 - Emp)	
SREBELO04202022	Rebello-COVID Testing Mileage			01. 7815. 0. 8600. 3140. 5200. 825.		65.21
Check # 5234060	01	Check Amt	63.01	Status Printed	Wright, Tiffany L (000437 - Emp)	
TWRIGHT4522	McK-V Student lunch & Supplies			01. 5630. 0. 8600. 2150. 4300. 825.		63.01
Check # 5234061	01	Check Amt	825.00	Status Printed	Bunce, MaryAnn (000488 - Emp)	
MBUNCE04082022	COVID Testing Mileage			01. 7815. 0. 8600. 3140. 5200. 825.		55.00
MBUNCE6683	CSNO School Nurse Academy			01. 0000. 0. 8600. 3140. 5200. 825.		770.00
Check # 5234062	01	Check Amt	177.80	Status Printed	Hayes, Rachel D (000494 - Emp)	
RHAYES4182022	Phone & Audio Book PD			01. 0000. 0. 0000. 7200. 4300. 825.		39.74
RHAYES41822	Mileage Business Mtg			01. 0000. 0. 0000. 7200. 5200. 825.		138.06
Check # 5234063	01	Check Amt	20.89	Status Printed	Amazon Capital Services, Inc (001252/1)	
16PK-W1FL-1PYG	Pathways Book			01. 5814. 0. 8600. 3130. 4300. 825.		20.89
Check # 5234064	01	Check Amt	5,000.00	Status Printed	American Program Bureau, Inc (001389/1)	
81623-1-0	Douglas Reeves-PD Day Speaker-Deposit			01. 6266. 0. 8600. 2100. 5800. 825. 2553.		5,000.00
Check # 5234065	01	Check Amt	1,192.57	Status Printed	Carrel's Office Solutions (000825/2)	
AR43790	Apr 22 TASKalfa 6501i			01. 0000. 0. 0000. 7200. 5600. 825. 2751.		64.19
AR43792	Apr 22 TASKalfa 5052ci			01. 0000. 0. 0000. 7200. 5600. 825. 2753.		1,128.38
Check # 5234066	01	Check Amt	216.00	Status Printed	John W. Kizziar, DDS, INC (001234/1)	
CM 04112022	Trinity Smiles CM 4/11/2022			01. 0033. 0. 8600. 3140. 5800. 825.		121.00
WS 04112022	Trinity Smiles WS 4/11/2022			01. 0033. 0. 8600. 3140. 5800. 825.		95.00
Check # 5234067	01	Check Amt	490.87	Status Printed	Lozano Smith (000441/1)	
2160176	Board Member roles and policies			01. 0000. 0. 0000. 7100. 5850. 825.		150.00
2160177	Admin/Sup Compensation rules			01. 0000. 0. 0000. 7100. 5850. 825.		250.87
2160178	Public Records Request			01. 0000. 0. 0000. 7100. 5850. 825.		90.00
Check # 5234068	01	Check Amt	36.66	Status Printed	North State Grocery, Inc (001247/1)	
006405226024	Art Show			01. 0000. 0. 8600. 2100. 4300. 825. 2552.		36.66
Check # 5234069	01	Check Amt	1,819.50	Status Printed	Oxford Consulting Services (001332/2)	
146055	Mar 22 Behavioral Services			01. 6512. 0. 5001. 3120. 5800. 826.		1,819.50
Check # 5234070	01	Check Amt	74.22	Status Printed	Plotzke Ace Hardware (000280/1)	
367732	TUPE Tape Pickle Ball Courts			01. 6685. 0. 8600. 2150. 4300. 825.		64.29
368042	Strap Emt hole, fasteners			01. 0000. 0. 0000. 8100. 4300. 825.		9.93
Check # 5234071	01	Check Amt	30.00	Status Printed	Redding Occupational Med Ctr (001050/1)	
60714	Drug Screens-Carson			01. 0000. 0. 0000. 7200. 5890. 825.		30.00

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2022, Ending Check Date = 4/30/2022, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

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Register 000799 - 04/20/2022

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5234072	01	Check Amt	322.02	Status Printed	SHI (001200/2)	
B15072452		Docking Station Dell-A Cloud		01. 0000. 0. 0000. 2420. 4300. 825. .		322.02
Check # 5234073	01	Check Amt	2,021.57	Status Printed	Trinity Co Dept Of Transport (000389/1)	
CA21-234		March 22 Monthly Fuel		01. 0000. 0. 0000. 8100. 4300. 825. 4300. .		2,021.57
Check # 5234074	01	Check Amt	170.52	Status Printed	NAPA Weaverville Auto Parts (000423/2)	
391628		Dodge Caravan-Headlight Dimmer Switch		01. 0000. 0. 0000. 8100. 4300. 825. .		170.52
Check # 5234075	01	Check Amt	28.00	Status Printed	Weaverville CSD (000424/1)	
10839APR22		Apr 22 monthly water service		01. 0000. 0. 0000. 8100. 5560. 825. .		28.00
Check # 5234076	01	Check Amt	432.22	Status Printed	Wells Fargo Vendor Fin Serv (001187/2)	
5019746024		Apr 22 TASKalfa 5052ci contract expenses		01. 0000. 0. 0000. 7200. 5600. 825. 2753. .		432.22

Number of Items

19

14,419.92

Totals for Register 000799

2022 FUND-OBJ Expense Summary / Register 000799

01-4300	2,748.63	
01-5200	2,462.13	
01-5560	28.00	
01-5600	1,624.79	
01-5800	7,035.50	
01-5850	490.87	
01-5890	30.00	
01-9110*		14,419.92-
Totals for Register 000799	14,419.92	14,419.92-

* denotes System Generated entry

Net change to Cash 9110

14,419.92- Credit

Register 000800 - 04/21/2022

Bank Account COUNTY - County

Payment Id	Comment								
Check # 5234077	01	Check Amt	2,850.00	Status	Printed	Eric Hernandez (001388/1)			
079	Hoop Dance Presentation-Indian Ed			01. 7210. 0. 8600. 2150. 5200. 825.					1,894.95
				01. 7210. 0. 8600. 2150. 5800. 825.					955.05
Number of Items		1	2,850.00	Totals for Register 000800					

2022 FUND-OBJ Expense Summary / Register 000800

01-5200	1,894.95	
01-5800	955.05	
01-9110*		2,850.00-
Totals for Register 000800	2,850.00	2,850.00-

* denotes System Generated entry

Net change to Cash 9110 2,850.00- Credit

Register 000800 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2022 FUND-OBJ Expense Summary / Register 000800 (continued)

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Register 000801 - 04/27/2022

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5234125	14	Check Amt	3,274.87	Status Printed	Moule's Tehama County // Glass , INC (Moule's Teh - Payee)	
66774 FINAL PAYMENT	Final 50% New Front Door			14. 0000. 0. 0000. 8100. 5800. 825. .		3,274.87
Check # 5234126	01	Check Amt	35.44	Status Printed	Hill, Ann M (000141 - Emp)	
AHILL04202022	TUPE Youth Leadership			01. 6685. 0. 8600. 2150. 4300. 825. .		35.44
Check # 5234127	01	Check Amt	28.91	Status Printed	Wright, Tiffany L (000437 - Emp)	
TWRIGHT04252022	FYS Binders/Journals			01. 7366. 0. 4900. 4000. 4300. 825. .		28.91
Check # 5234128	01	Check Amt	9.95	Status Printed	David, Jnanna A (000472 - Emp)	
NDAVID04212022	Placeit Videos Intro			01. 0000. 0. 0000. 2420. 5800. 825. .		9.95
Check # 5234129	01	Check Amt	118.86	Status Printed	Burger, Erin E (000502 - Emp)	
EBURGER04202022	RISE Class Rewards/Culinary Arts			01. 0245. 0. 3500. 1000. 4300. 829. .		118.86
Check # 5234130	01	Check Amt	44.46	Status Printed	Randy Spencer (001238/1)	
04202022TCBOE	Mileage April 2022			01. 0000. 0. 0000. 7110. 5200. 825. .		44.46
Check # 5234131	01	Check Amt	95.94	Status Printed	Steve Canale (001201/1)	
04202022TCBOE	Mileage April 2022			01. 0000. 0. 0000. 7110. 5200. 825. .		95.94
Number of Items	7		3,608.43	Totals for Register 000801		

2022 FUND-OBJ Expense Summary / Register 000801

01-4300	183.21	
01-5200	140.40	
01-5800	9.95	
01-9110*		333.56-
Totals for Fund 01	333.56	333.56-
14-5800	3,274.87	
14-9110*		3,274.87-
Totals for Fund 14	3,274.87	3,274.87-
Totals for Register 000801	3,608.43	3,608.43-

* denotes System Generated entry

Net change to Cash 9110

3,608.43- Credit

Register 000801 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2022 FUND-OBJ Expense Summary / Register 000801 (continued)

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Register 000802 - 04/28/2022

Bank Account COUNTY - County

Payment Id	Comment								
Check # 5234187	01	Check Amt	3,661.74	Status	Printed	Rebelo, Anthony J (000307 - Emp)			
AREBELO04222022	Preschool Supplies			01.	6537.	0.	5730.	1110.	4300. 826. . 3,661.74
Check # 5234188	01	Check Amt	1,280.06	Status	Printed	U.S. Bank Corporate Payment Systems (000404/2)			
067554	Facebook Ad BR Superintendent			01.	0000.	0.	0000.	7200.	5810. 825. 0301. 10.00
091886	Indian Ed Games & Toys			01.	7210.	0.	8600.	2150.	4300. 825. 2552. 35.38
106808	Office Depot Photo Print			01.	0000.	0.	8600.	2100.	4300. 825. 2552. 6.00
127753	Facebook Ad BR Superintendent			01.	0000.	0.	0000.	7200.	5810. 825. 0301. 35.00
134496	Target - Young Artist Showcase supplies			01.	0000.	0.	8600.	2100.	4300. 825. 2552. 26.52
167349	Facebook Ad BR Superintendent			01.	0000.	0.	0000.	7200.	5810. 825. 0301. 15.00
173603	FYS Wireless Service March 22			01.	0000.	0.	8600.	3130.	5920. 825. 7366. 099 50.30
206004	Admin Meeting Lunch			01.	0000.	0.	8600.	7200.	4300. 825. . 134.33
231980	History Day Judges Lunch			01.	0000.	0.	8600.	2100.	4300. 825. 2552. 29.40
243094	Holiday-Young Artist Showcase Supplies			01.	0000.	0.	8600.	2100.	4300. 825. 2552. 5.34
260500	Uline-Art Supplies			01.	0000.	0.	8600.	2100.	4300. 825. 2552. 629.59
298203	Gretchen & Sarah Monthly Adobe Acrobat			01.	0000.	0.	0000.	2420.	5800. 825. . 14.99
326895	21-22 52nd Annual JCCASAC Conference-early arrival			01.	5814.	0.	8600.	3130.	5200. 825. . 250.42
353523	Facebook Ad Speech Path			01.	0000.	0.	0000.	7200.	5810. 825. . 31.36
361454	Facebook Ad Speech Path			01.	0000.	0.	0000.	7200.	5810. 825. . 25.00
383720	Vehicle Plug-Dave's Small Engine			01.	0000.	0.	0000.	8100.	4300. 825. . 16.09
475819	Bridge Toll-CISC Conference			01.	0000.	0.	8600.	2100.	5200. 825. . 7.00
488073	iPad Pro Screen Protector			01.	0000.	0.	0000.	2420.	4300. 825. . 16.08
500099	T. Nordstrom Breakfast- capturing kids hearts			01.	5814.	0.	8600.	3130.	5200. 825. . 14.71
547549	Facebook Ad BR Superintendent			01.	0000.	0.	0000.	7200.	5810. 825. 0301. 15.00
555854	Room Credit-Tim N used personal card			01.	5814.	0.	8600.	3130.	5200. 825. . 713.98-
678791	Indian Ed Book			01.	7210.	0.	8600.	2150.	4300. 825. 2552. 40.74
697663	iPad Pro Cover			01.	0000.	0.	0000.	2420.	4300. 825. . 53.61
777243	Facebook Ad BR Superintendent			01.	0000.	0.	0000.	7200.	5810. 825. 0301. 10.00
783430	Noise Cancelling Headphones-Mar Anne			01.	0000.	0.	0000.	7200.	4300. 825. . 91.15
795089	Walmart- Young Artist Showcase Supplies			01.	0000.	0.	8600.	2100.	4300. 825. 2552. 10.04
847242	Facebook Ad BR Superintendent			01.	0000.	0.	0000.	7200.	5810. 825. 0301. 10.00
936555	Facebook Ad Speech Path			01.	0000.	0.	0000.	7200.	5810. 825. . 35.00
939849	QRIS Hayfork			12.	6127.	0.	0001.	2150.	4300. 825. 0361. 374.99
956093	Supahan Record Searchlight Sub			01.	0000.	0.	0000.	7200.	5300. 825. . 1.00

Number of Items

2

4,941.80

Totals for Register 000802

2022 FUND-OBJ Expense Summary / Register 000802

01-4300

4,756.01

01-5200

441.85-

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2022, Ending Check Date = 4/30/2022, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

Page 1 of 2

Register 000802 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2022 FUND-OBJ Expense Summary / Register 000802 (continued)

01-5300	1.00	
01-5800	14.99	
01-5810	186.36	
01-5920	50.30	
01-9110*		4,566.81-
Totals for Fund 01	5,008.66	5,008.66-
12-4300	374.99	
12-9110*		374.99-
Totals for Fund 12	374.99	374.99-
Totals for Register 000802	5,383.65	5,383.65-

* denotes System Generated entry

Net change to Cash 9110	4,941.80- Credit
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Register 000803 - 04/29/2022

Bank Account COUNTY - County

Payment Id	Comment					
Check # 5234192	01	Check Amt	232.95	Status	Printed	Amy Curry (000022/1)
CURRY MAY 2022	Retiree Curry May 2022	01.	 9580.			232.95
Check # 5234193	01	Check Amt	45.90	Status	Printed	Cigna (001344/1)
1251692990	Retiree Curry Cigna May 2022	01.	 9580.			45.90
Check # 5234194	01	Check Amt	30.60	Status	Printed	SilverScript Insurance Company (001381/1)
GA2426505-MAY 2022	GA2426505 Curry May 2022	01.	 9580.			30.60
Check # 5234195	01	Check Amt	847.03	Status	Printed	SISC III-COBRA (001346/1)
119278-MAY2022	Retiree Coon COBRA May 2022	01.	 9580.			847.03
Check # 5234196	01	Check Amt	97.28	Status	Printed	SISC III-COBRA (001346/1)
162241-MAY2022	Retiree Curry COBRA May 2022	01.	 9580.			97.28
Check # 5234197	01	Check Amt	1,479.38	Status	Printed	SISC III-COBRA (001346/1)
9994-MAY2022	Retiree Deantoni COBRA May 2022	01.	 9580.			1,479.38
Check # 5234198	01	Check Amt	3,828.18	Status	Printed	Shasta-Trinity Schools Den (000329/3)
TCOEMAY2022STSIG-D	TCOE May 2022 STSIG Dental Premiums	01.	 9580.			3,828.18
Check # 5234199	01	Check Amt	41,272.00	Status	Printed	Shasta-Trinity Schools Med (000330/3)
TCOEMAY2022STSIG-M	TCOE May 2022 STSIG Medical Premiums	01.	 9580.			41,272.00
Check # 5234200	01	Check Amt	1,166.40	Status	Printed	Shasta-Trinity Schools Vis (000331/3)
TCOEMAY2022STSIG-V	TCOE May 2022 STSIG Vision Premiums	01.	 9580.			1,166.40
Check # 5234201	01	Check Amt	426.60	Status	Printed	UnitedHealthcare (001343/1)
318485807-1MAY22	Retiree Curry May22 318485807-1	01.	 9580.			426.60

Number of Items

10

49,426.32

Totals for Register 000803

2022 FUND-OBJ Expense Summary / Register 000803

01-9110* 49,426.32-

01-9580 49,426.32

Totals for Register 000803 49,426.32 49,426.32-

* denotes System Generated entry

Net change to Cash 9110

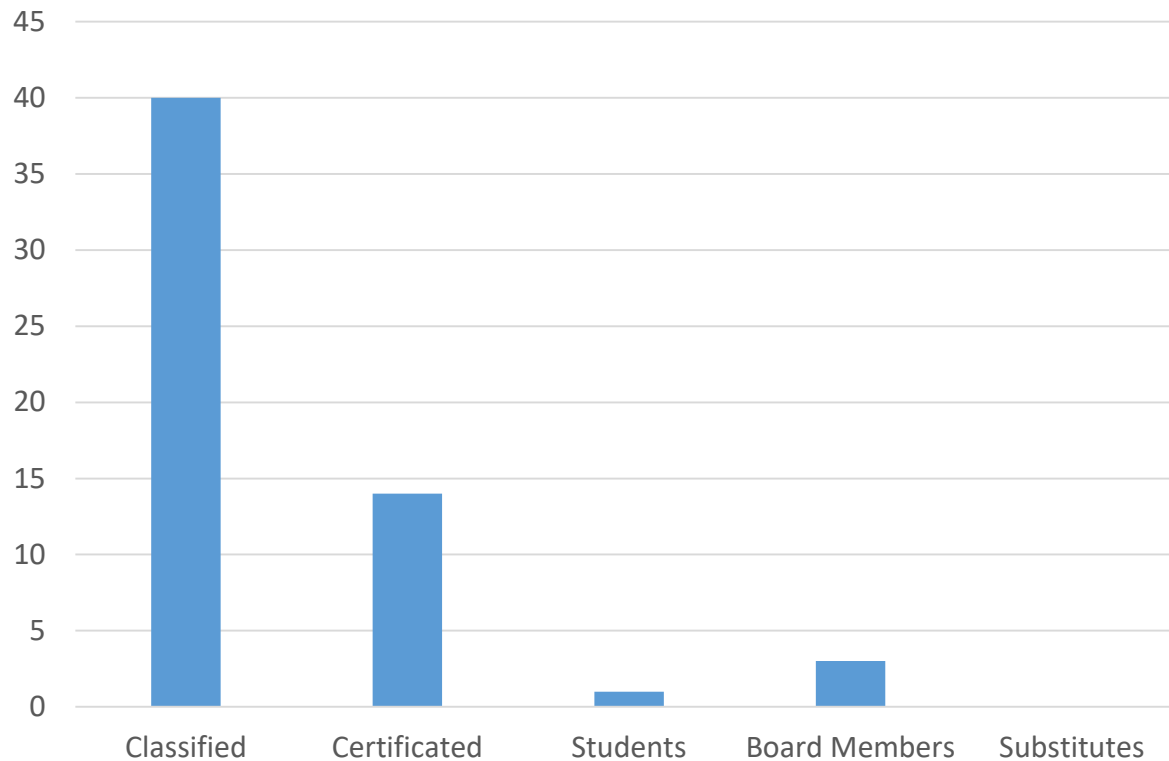
49,426.32- Credit

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Number of Items	78	162,642.69	Totals for Org 309 - Trinity County Office of Education
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Trinity County Office of Education

4/1/2022 - 4/29/2022



Employee Salaries= \$276,452.26

District Liabilities= \$110,341.83

Total Payroll= \$386,794.09

COUNTY SUPERINTENDENT'S REMUNERATION

The County Board of Education believes that the County Superintendent of Schools renders essential services that promote the success of students and of the educational programs of the county office of education and should be fairly compensated for such service. In accordance with law, the County Board shall fix the salary of the County Superintendent and may adopt a remuneration package that includes, but is not limited to, salary, allowances, health and welfare benefits, and other benefits as appropriate.

The County Board may determine the County Superintendent's salary at any point during the term of employment. However, any decreases in salary shall only be considered in consultation with legal counsel.

The County Superintendent shall not increase the County Superintendent's own salary, financial remuneration, benefits, or pension without bringing the matter to the attention of the County Board for its discussion and approval. (Education Code 1209)

OPTION 1: (County offices of education with elected superintendents)

Any discussion and/or action taken on the County Superintendent's remuneration, including, but not limited to, salary, financial remuneration, benefits, or pension, shall take place in open session at a regularly scheduled meeting of the County Board, which shall not be held during a special meeting. (Education Code 1209; Government Code 54956)

During the open meeting at which the County Board will take final action on the County Superintendent's salary or fringe benefits, the County Board shall, prior to taking action, orally report a summary of the recommended action. (Government Code 54953)

Any action taken on the County Superintendent's remuneration shall be reflected in the County Board's minutes. (Government Code 53262)

The County Superintendent shall receive reimbursement for actual and necessary traveling expenses. (Education Code 1200, 1201)

3/21

CHILD ABUSE PREVENT AND REPORTING

The County Board is committed to supporting the safety and well-being of County Office students and desires to facilitate the prevention of and response to child abuse and neglect. The County Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The County Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

Child Abuse Prevention

The district's instructional program may provide age-appropriate and culturally sensitive child abuse prevention curriculum which explains students' right to live free of abuse, includes instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, informs students of available support resources, and teaches students how to obtain help and disclose incidents of abuse.

The district's program also may include age-appropriate curriculum in sexual abuse and sexual assault awareness and prevention. Upon written request of a student's parent/guardian, the student shall be excused from taking such instruction. (Education Code 51900.6)

The County Superintendent or designee may display posters, in areas on campus where students frequently congregate, notifying students of the appropriate telephone number to call to report child abuse or neglect. (Education Code 33133.5)

In addition, student identification cards for students in grades 7-12 shall include the National Domestic Violence Hotline telephone number. (Education Code 215.5)

The County Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

The County Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.

Procedures for reporting child abuse shall be included in the County Office and/or school comprehensive safety plan.
(Education Code 32282)

County Office employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

The County Superintendent or designee shall provide training regarding the duties of mandated reporters as required by law and as specified in the accompanying administrative regulation.
(Education Code 44691; Penal Code 11165.7)

(7/02) 6/21

CHILD ABUSE PREVENTION AND REPORTING**Definitions**

Child abuse or neglect includes the following: (Penal Code 11165.5, 11165.6)

1. A physical injury or death inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1
3. Neglect of a child as defined in Penal Code 11165.2
4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3
5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4

Child abuse or neglect does not include:

1. A mutual affray between minors (Penal Code 11165.6)
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of employment (Penal Code 11165.5, 11165.6)
3. An injury resulting from the exercise by a teacher, vice principal, principal, or other certificated employee of the same degree of physical control over a student that a parent/guardian would be legally privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)
4. An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, for purposes of self-defense, or to obtain weapons or other dangerous objects within the control of a student (Education Code 49001)
5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by a student (Education Code 49001)
6. Homelessness or classification as an unaccompanied minor (Penal Code 11165.15)

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; athletic coaches, administrators, and directors; licensees, administrators, and employees of a licensed child day care facility; Head Start program teachers; County Office police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on the person's training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, acting in a professional capacity or within the scope of employment, the mandated reporter has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety,

depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the appropriate agency. (Penal Code 11165.9, 11166.05, 11167)

Any County Office employee who reasonably believes to have observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury against a victim who is a child under age 14 shall notify a peace officer. (Penal Code 152.3, 288)

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Any person not identified as a mandated reporter who has knowledge of or observes a child whom the person knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)

Reporting Procedures

1. Initial Telephone Report

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school County Office police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11165.9, 11166)

Such reports shall be made to the following agency(ies):

Trinity County Child Protective Services
P.O. Box 1470
Weaverville, CA 96093
(530)623-1314

When the initial telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall prepare and either send, fax, or electronically transmit to the appropriate agency a written follow-up report, which includes a completed California Department of Justice (DOJ) form (BCIA 8572). (Penal Code 11166, 11168)

The DOJ form may be obtained from the County Office office or other appropriate agencies, such as the police department, sheriff's department, or county probation or welfare department.

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

- a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter
- b. The child's name and address, present location, and, where applicable, school, grade, and class

- c. The names, addresses, and telephone numbers of the child's parents/guardians
- d. The name, address, telephone number, and other relevant personal information about the person(s) who might have abused or neglected the child
- e. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information

The mandated reporter shall make a report even if some of this information is not known or is uncertain to the mandated reporter. (Penal Code 11167)

The mandated reporter may give to an investigator from an agency investigating the case, including a licensing agency, any information relevant to an incident of child abuse or neglect or to a report made for serious emotional damage pursuant to Penal Code 11166.05. (Penal Code 11167)

3. Internal Reporting

The mandated reporter shall not be required to disclose the mandated reporter's identity to a supervisor, the principal, or the County Superintendent or designee. (Penal Code 11166)

However, employees reporting child abuse or neglect to an appropriate agency are encouraged, but not required, to notify the principal as soon as possible after the initial telephone report to the appropriate agency. When so notified, the principal shall inform the County Superintendent or designee.

The principal so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, County Board policy, and administrative regulation. At the mandated reporter's request, the principal may assist in completing and filing the necessary forms.

Reporting the information to an employer, supervisor, principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

Training

Within the first six weeks of each school year, or within the first six weeks of employment if hired during the school year, the County Superintendent or designee shall provide training on mandated reporting requirements to County Office employees and persons working on their behalf who are mandated reporters. (Education Code 44691; Penal Code 11165.7)

The County Superintendent or designee shall use the online training module provided by the California Department of Social Services (CDSS). (Education Code 44691)

The training shall include, but not necessarily be limited to, training in identification and reporting of child abuse and neglect. In addition, the training shall include information that failure to report an incident of known or reasonably suspected child abuse or neglect as required by law is a misdemeanor punishable by imprisonment and/or a fine as specified. (Education Code 44691; Penal Code 11165.7)

The County Superintendent or designee shall obtain and retain proof of each mandated reporter's completion of the training. (Education Code 44691)

In addition, at least once every three years, school personnel may receive training in the prevention of child abuse, including sexual abuse, on school grounds, by school personnel, or in school-sponsored programs. (Education Code 44691)

Victim Interviews by Social Services

Whenever CDSS or another government agency is investigating suspected child abuse or neglect that occurred within the child's home or out-of-home care facility, the student may be interviewed by an agency representative during school hours, on school premises. The County Superintendent or designee shall give the student the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the student. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform the person of the following requirements prior to the interview: (Penal Code 11174.3)

1. The purpose of the selected person's presence at the interview is to lend support to the child and enable the child to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the County Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. (Education Code 48906)

Parent/Guardian Complaints

Upon request, the County Superintendent or designee shall provide parents/guardians with procedures for reporting suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is not English, such procedures shall be in their primary language and, when communicating orally regarding those guidelines and/or procedures, an interpreter shall be provided.

To file a complaint against a County Office employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee shall also file a report when obligated to do so pursuant to Penal Code 11166 using the procedures described above for mandated reporters.

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 3200-3205.

Notifications

The County Superintendent or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, their reporting obligations under Penal Code 11166, and their confidentiality rights under Penal Code 11167. The County Office also shall provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)

Before beginning employment, any person who will be a mandated reporter by virtue of the person's position shall sign a statement indicating knowledge of the reporting obligations under Penal Code 11166 and compliance with such provisions. The signed statement shall be retained by the County Superintendent or designee. (Penal Code 11166.5)

Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

The County Superintendent or designee also shall notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of the mandated reporter's professional capacity or outside the scope of employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that the person knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)

2. If a mandated reporter fails to timely report an incident of known or reasonably suspected child abuse or neglect, the mandated reporter may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166)No employee shall be subject to any sanction by the County Office for making a report unless it can be shown that the employee knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11166, 11172)

(11/10) 6/21

Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
WEAVERVILLE, CA

CHILD CARE AND DEVELOPMENT

The County Board desires to provide child care and development services which meet the developmental needs of children and offer a convenient child care alternative for parents/guardians in the community.

The County Board shall enter into a contract with the California Department of Social Services (CDSS) for the provision of child care and development services by the County Office.

The County Office shall work cooperatively with the local child care and development planning council, public and private agencies, parents/guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and supply information about child care options.

The County Board shall approve for the district's child care and development program a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation. (5 CCR 18271)

When a County Office child care program is physically closed by local or state public health order due to the COVID-19 pandemic, the County Office shall provide distance learning when required to do so as a condition of funding or when required by law.

Eligibility and Enrollment

Child care admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the child care center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and health examination requirements. (5 CCR 18105; 22 CCR 101218)

The County Superintendent or designee shall ensure that subsidized child care is provided to eligible families to the extent that state and/or federal funding is available and in accordance with enrollment priorities specified in Welfare and Institutions Code 10271 and 5 CCR 18106.

To the extent that space is available after the enrollment of children who are eligible for subsidized services, priority for admissions shall be given to County Office students, children of County Office students, and children of County Office employees.

A child's eligibility for transitional kindergarten enrollment shall not impact family eligibility for a childcare or preschool program. (Education Code 48000)

Staffing

The County Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements.

Facilities

Upon recommendation of the County Superintendent or designee, the County Board may approve any of the following for the provision of child care and development services:

1. The use of existing County Office facilities that have capacity
2. Renovation or improvement of County Office facilities to make them suitable for such services
3. Purchase of relocatable child care facilities
4. Inclusion of child care facilities in any new construction
5. Agreement with a public agency or community organization for the use of community facilities

The County Superintendent or designee shall ensure that facilities used for child care services meet all applicable health and safety standards. (5 CCR 18020; 22 CCR 101238-101239.2)

Complaints

For a licensed child care center, any complaint alleging health and safety violations shall be referred to CDSS. (5 CCR 4611)

Any other alleged violation of state or federal laws governing child care and development programs shall be investigated and resolved using the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures.

Program Evaluation

The County Superintendent or designee shall annually conduct an evaluation of the district's child care and development services in accordance with state requirements. The results of the evaluation shall be used to develop an action plan which establishes program goals and objectives for the coming year and addresses any areas identified as needing improvement. (5 CCR 18279-18281)

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CHILD CARE AND DEVELOPMENT

Licensing

All County Office child care and development services shall be licensed by the California Department of Social Services, unless exempted pursuant to Health and Safety Code 1596.792 or 22 CCR 101158.

The license shall be posted in a prominent, publicly accessible location in the facility. (Health and Safety Code 1596.8555)

Licensed child care centers shall be subject to the requirements of Health and Safety Code 1596.70-1597.21, 22 CCR 101151-101239.2, and, when applicable, 22 CCR 101451-101539.

Program Components

The district's child care and development program shall include the following components:

1. The use of a developmental profile reflecting each child's physical, cognitive, social, and emotional development to plan and conduct developmentally and age appropriate activities (Welfare and Institutions Code 10209.5; 5 CCR 18272)
Program staff shall complete the developmental profile for each child who is enrolled in the program for at least 10 hours per week and for any child with disabilities regardless of the number of hours enrolled. The profile shall be completed within 60 days of enrollment and at least once every six months thereafter for children of all ages. (Welfare and Institutions Code 10209.5; 5 CCR 18270.5, 18272)
2. An educational program that complies with 5 CCR 18273, including the provision of services that are developmentally, linguistically, and culturally appropriate and inclusive of children with special needs
3. A staff development program which complies with 5 CCR 18274
4. Parent/guardian involvement and education that comply with 5 CCR 18275 and include an orientation, at least two individual conferences per year, meetings with program staff, an advisory committee, participation in daily activities, and information regarding their child's progress
5. A health and social services component that complies with 5 CCR 18276 and includes referrals to appropriate community agencies as needed
6. A community involvement component that complies with 5 CCR 18277
7. As applicable, a nutrition component that ensures children in the program are provided nutritious meals, beverages, and snacks that meet state and federal standards and have access to drinking water throughout the day, including meal times (Health and Safety Code 1596.808; 5 CCR 18278; 42 USC 1766)
8. Programs that promote age-appropriate structured and unstructured opportunities for physical activity and that limit the amount of time spent in sedentary activities to an appropriate level
9. An annual plan for program evaluation which conforms with the state's system and includes a self-evaluation, parent/guardian survey, and environment rating scale (5 CCR 18270.5, 18279, 18280)

Health and Safety

When a child enrolls or reenrolls in a licensed child care program, the center shall provide the child's parent/guardian with written information on the risks and effects of lead exposure, blood lead testing recommendations and requirements, and options for obtaining blood lead testing, including any state or federally funded programs that

offer free or discounted tests. (Health and Safety Code 1596.7996)

If a licensed child care center is located in a building that was constructed before January 1, 2010, the center shall have its drinking water tested for lead contamination every five years following an initial test conducted between January 1, 2020 and January 1, 2023. The center shall notify the parents/guardians of enrolled children of the requirement to test a facility's drinking water and of the test results. If notified of elevated lead levels, the center shall immediately make inoperable and cease using the fountains and faucets where elevated lead levels may exist and shall obtain a potable source of water for children and staff at that location. (Health and Safety Code 1597.16)

Staffing

The district's child care and development program shall maintain at least the minimum adult-child and teacher-child ratios specified in Welfare and Institutions Code 10275.5 and 5 CCR 18290-18292 based on the ages of the children served.

All persons employed at a licensed County Office child care center and all volunteers who provide care and supervision to children at such a center shall be immunized against influenza, pertussis, and measles. If they meet all other requirements for employment or volunteering, as applicable, but need additional time to obtain and provide immunization records, they may be employed or volunteer conditionally for a maximum of 30 days upon signing and submitting a written statement attesting that they have been immunized as required. In addition, employees and volunteers shall receive an influenza vaccination between August 1 and December 1 of each year. A person shall be exempt from these requirements only under any of the following circumstances: (Health and Safety Code 1596.7995)

1. The person submits a written statement from a licensed physician declaring either that immunization is not safe because of the person's physical condition or medical circumstances or that the person has evidence of current immunity to influenza, pertussis, and measles.
2. In the case of the influenza vaccine, the person submits a written declaration declining the vaccination.
3. In the case of the influenza vaccine required during the first year of employment or volunteering, the vaccine is not timely because the person was hired after December 1 of the previous year and before August 1 of the current year.

Documentation of the required immunizations or exemptions from immunization shall be maintained in the employee's personnel file. (Health and Safety Code 1596.7995)

In addition to the above immunization requirements, teachers employed in a licensed child care center shall present evidence of a current tuberculosis clearance and meet other requirements specified in Health and Safety Code 1597.055. (Health and Safety Code 1597.055)

Eligibility and Enrollment

The district's subsidized child care and development services may be available to infants and children through 12 years of age and to individuals with disabilities through 21 years of age in accordance with their individualized education program and Welfare and Institutions Code 10213.5. (Welfare and Institutions Code 10213.5, 10273; 5 CCR 18089, 18407, 18422)

To participate in the district's subsidized child care program, families shall document both an eligibility basis and need for care as follows: (Welfare and Institutions Code 10271 and 10271.5)

1. The family is eligible for subsidized services on the basis of being a current aid recipient, income eligible, or homeless and/or the family's children are recipients of child protective services or have been identified as being or at risk of being abused, neglected, or exploited.
2. The family has a need for child care based on either of the following:
 - a. The parents/guardians are participating in vocational training leading directly to a recognized trade, paraprofession, or profession; are engaged in an educational program for English language learners or to

attain a high school diploma or general educational development certificate; are employed or seeking employment; are seeking permanent housing for family stability; or are incapacitated

b. The child is identified by a legal, medical, or social services agency, the County Office liaison for homeless

students, a Head Start program, or an emergency or transitional shelter as being a recipient of protective services, as being or at risk of being neglected, abused, or exploited, or as being homeless

The County Superintendent or designee shall consult the county's centralized eligibility list, when available, or shall maintain a County Office waiting list in accordance with admission priorities. As vacancies occur, applicants shall be contacted in order of their priority. (5 CCR 18106)

First priority for enrollment shall be given to neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency. If unable to enroll a child in this category, the County Office shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located. (Welfare and Institutions Code 10271)

Second priority for enrollment shall be given to families, regardless of the number of parents in the home, who are income eligible, as defined in Welfare and Institutions Code 10271.5. Families with the lowest gross monthly income in relation to family size shall be admitted first. If two or more families are in the same priority in relation to income, the family that has a child with disabilities shall be admitted first or, if there is no child with disabilities, the family that has been on the waiting list for the longest time shall be admitted first. (Welfare and Institutions Code 10271 and 10271.5)

The County Office shall allow eligible children 11-12 years of age to combine enrollment in a before-school or after-school program with subsidized child care services during the time that the before-school or after-school program does not operate. Children 11-12 years of age, except for children with disabilities, shall be eligible for subsidized child care services only for the portion of care needed that is not available in a before-school or after-school program. (Welfare and Institutions Code 10273)

After all children eligible for subsidized services have been enrolled, the County Office may enroll other children in accordance with the priorities established by the County Board.

The district's decision to approve or deny services shall be communicated to the parent/guardian through a written Notice of Action mailed or delivered within 30 days from the date the application is signed by the parent/guardian. (5 CCR 18094, 18118)

Upon establishing eligibility for services, a family shall be eligible for and shall receive services for not less than 12 months before having the family's eligibility or need recertified and shall not be required to report changes to income or other changes for at least 12 months. However, a family establishing eligibility on the basis of income shall report any increases in income that exceed the threshold for ongoing income eligibility specified in Welfare and Institutions Code 10271.5, and the family's ongoing eligibility shall be recertified at that time. At any time a family may voluntarily report income or other changes, which shall be used, as applicable, to reduce the family's fees, increase the family's services, or extend the period of eligibility before recertification. (Welfare and Institutions Code 10271)

The County Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 18095, 18119)

1. A determination made during recertification or the update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified
2. Failure of the parent/guardian to document the family's need or eligibility after the County Office requested such documentation in writing
3. An indication by the parent/guardian that the service is no longer wanted
4. The death of a parent/guardian or child

5. The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of

the date that the services would terminate

The County Superintendent or designee shall establish and maintain a basic data file for each family receiving child care and development services containing the completed and signed application for services, documentation used to determine the child's eligibility and need, and copies of all Notices of Action. (5 CCR 18081, 18095)

Fees and Charges

Except when offering a program that is prohibited by law from charging any fees, the County Superintendent or designee may charge fees for services according to the state fee schedule, the actual cost of services, or the maximum daily/hourly rate specified in the contract, whichever is least. (Welfare and Institutions Code 10260, 10270, 10290, 10291, 10436; 5 CCR 18078, 18108-18110)

However, for the 2021-22 fiscal year, family fees shall not be collected as specified in Welfare and Institutions Code 10290.

No fee shall be charged to a family that is receiving CalWORKS cash aid, an income-eligible family whose child is enrolled in a part-day California State Preschool Program, or a family whose income level, in relation to family size, is less than the first entry in the fee schedule. (Education Code 8253; Welfare and Institutions Code 10291; 5 CCR 18110)

In addition, any family receiving child care on the basis of having neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency, may be exempt from these fees for up to 12 months. (Welfare and Institutions Code 10271 and 10291)

Fees shall be assessed at initial enrollment and reassessed when a family is recertified or experiences a change in status. Fees shall be considered delinquent after seven days from the date that fees are due. Parents/guardians shall be notified in the event that fees are delinquent. If a reasonable plan for payment of the delinquent fees has not been provided by the parents/guardians, services shall be terminated if all delinquent fees are not paid within two weeks of such notification. Parents/guardians shall receive a copy of the district's regulations regarding fee collection at the time of initial enrollment into the program. (Welfare and Institutions Code 10290; 5 CCR 18082, 18114, 18115)

The County Superintendent or designee shall establish a process that involves parents/guardians in determining whether to require parents/guardians to provide diapers. This process shall also be used to determine whether and how much to charge parents/guardians for field trip expenses, within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Welfare and Institutions Code 10292)

Disenrollment

When necessary due to a reduction in state reimbursements, families shall be disenrolled from subsidized child care and development services in the following order: (Welfare and Institutions Code 10272.5)

1. Families with the highest income in relation to family size shall be disenrolled first.
2. If two or more families have the same income ranking, children without disabilities who have been enrolled in child care services the longest shall be disenrolled first. After all children without disabilities have been disenrolled, children with disabilities shall be disenrolled, with those who have been enrolled in child care services the longest being disenrolled first.
3. Families whose children are receiving child protective services or are at risk of neglect, abuse, or exploitation, regardless of family income, shall be disenrolled last.

Health Examination and Immunizations

Prior to or within six weeks of enrollment, a child enrolling in a child care center shall obtain a physical examination and evaluation and receive age-appropriate immunizations. (Welfare and Institutions Code 10271)

The requirement for a physical examination and evaluation shall be waived if a parent/guardian submits a letter stating that such examination is contrary to the parent/guardian's religious beliefs. (Welfare and Institutions Code 10271)

A child may be exempted from the immunization requirements only if: (Health and Safety Code 120335)

1. A licensed physician indicates that immunization is not safe due to the physical condition or medical circumstances of the child.

A medical exemption shall be submitted using the standardized medical exemption certification form developed by California Department of Public Health and transmitted using the California Immunization Registry. The request shall include, but not be limited to, a description of the medical basis for which the exemption for each individual immunization is sought and whether the medical exemption is permanent or temporary, including the date upon which a temporary medical exemption will expire. A temporary exemption shall not exceed one year. (Health and Safety Code 120372)

2. The parent/guardian submitted a letter or affidavit prior to January 1, 2016 stating that such examination is contrary to the parent/guardian's personal beliefs. An exemption from immunization granted for personal beliefs is effective only until the next grade span (i.e., birth through preschool, grades K-6, and grades 7-12).

If there is good cause to believe that a child is suffering from a recognized contagious or infectious disease, the child shall be temporarily excluded from the child care and development program until it is determined that the child is not suffering from that contagious or infectious disease. (Welfare and Institutions Code 10271)

Attendance

Sign-in and sign-out sheets shall be used daily for all children for attendance accounting purposes. Attendance records shall include verification of excused absences, including the child's name, date(s) of absence, specific reason for absence, and signature of parent/guardian or County Office representative. (5 CCR 18065, 18066)

Absences shall be excused for the following reasons:

1. Illness or quarantine of the child or of the parent/guardian (Welfare and Institutions Code 10213.5)
2. Family emergency (Welfare and Institutions Code 10213.5)

A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident, or is required to appear in court.

3. Time spent with a parent/guardian or other relative as required by a court of law (Welfare and Institutions Code 10213.5)
4. Time spent with a parent/guardian or other relative which is clearly in the best interest of the child (Welfare and Institutions Code 10213.5)

An absence shall be considered to be in the best interest of the child when the time is spent with the child's parent/guardian or other relative for reasons deemed justifiable by the program coordinator or site supervisor.

Except for children who are recipients of child protective services or are at risk of abuse or neglect, excused absences in the best interest of the child shall be limited to 10 days during the contract period. (5 CCR 18066)

Any absence due to a reason other than any of those stated above, or without the required verification, shall be considered an unexcused absence. After three unexcused absences during the year, the program coordinator or site supervisor shall notify the child's parent/guardian. Children who continue to have excessive unexcused absences may be removed from the program at the discretion of the program coordinator in order to accommodate other families on the waiting list for admission.

Parents/guardians shall be notified of the policies and procedures related to excused and unexcused absences for child care and development services. (5 CCR 18066)

Rights of Parents/Guardians

At the time a child is accepted into a licensed child care and development center, the child's parent/guardian or authorized representative shall be notified of the rights specified in 22 CCR 101218.1, including, but not limited to, the right to enter and inspect the child care facility and the right to be informed, upon request, of the name and type of association to the center of any adult who has been granted a criminal record exemption. (Health and Safety Code 1596.857; 22 CCR 101218.1)

The written notice of parent/guardian rights also shall be permanently posted within the facility in a location accessible to parents/guardians. Notwithstanding these rights, access to the facility may be denied to an adult whose behavior presents a risk to children present in the facility or to noncustodial parents/guardians when so requested by the responsible parent/guardian. (Health and Safety Code 1596.857)

In addition, if a parent/guardian disagrees with any County Office action to deny a child's eligibility for subsidized child care services, disenroll the child due to a funding shortage, increase or decrease fees, increase or decrease the amount of services, terminate services, or otherwise change the level of services, the parent/guardian may file a request for a hearing with the County Superintendent or designee within 14 calendar days of the date the Notice of Action was received. Within 10 calendar days of receiving the request for a hearing, the County Superintendent or designee shall notify the parent/guardian of the time and place of the hearing, which, to the extent possible, shall be convenient for the parent/guardian. (5 CCR 18120)

The hearing shall be conducted in accordance with the procedures specified in 5 CCR 18120 by a County Office administrator who is at a staff level higher in authority than the staff person who made the contested decision. Within 10 calendar days after the hearing, the County Office administrator shall mail or deliver a written decision to the parent/guardian. If the parent/guardian disagrees with the written decision, the parent/guardian may, within 14 calendar days, appeal the decision to the CDE. (5 CCR 18120-18122)

Records

The County Superintendent or designee shall maintain records of enrollment, attendance, types of families served, income received from all families participating in the district's child care and development program, and any other records required under the state contract.

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STATE ACADEMIC ACHIEVEMENT TESTS

The County Superintendent or designee shall administer the California Assessment of Student Performance and Progress (CAASPP) to all County Office students at applicable grade levels, except those students exempted by law.

The students of any charter school that receives its state funding allocation through the County Office shall be tested in coordination with the testing of County Office students. In addition, the County Superintendent or designee shall arrange for the testing of students in any alternative education program or program conducted off campus, including, but not limited to, non-classroom based programs, continuation schools, independent study, community day schools, county community schools, juvenile court schools, or nonpublic, nonsectarian schools. No test shall be administered in a home or hospital except by a test administrator or test examiner. (5 CCR 851)

On or before July 1 of each year, the County Superintendent or designee shall identify any County Office school(s) with students who are unable to access the computer-based assessment of a CAASPP test and shall report the number of such students to the test contractor. If available, a paper and pencil version of the assessment may be administered to such students. (5 CCR 853, 857)

On or before July 1 of each year, the County Superintendent or designee shall designate a County Office coordinator who shall oversee all matters related to the testing program and serve as the County Office representative and liaison with the test contractor and the California Department of Education (CDE). The County Superintendent or designee shall also designate a coordinator for each test site. The duties of the County Office and site test coordinators shall include those specified in 5 CCR 857-858. (5 CCR 857-858)

The County Superintendent or designee also shall appoint trained test administrator(s) to administer the CAASPP achievement tests and test examiner(s) to administer the California Alternate Assessments. A test examiner shall be a certificated or licensed employee or contractor of the County Office or county office of education. (5 CCR 850)

As appropriate, the County Superintendent or designee shall assign a specially trained County Office employee to serve as a test proctor to assist the test examiner; a specially trained County Office employee, or other person supervised by a County Office employee, to serve as a translator to translate the test directions into a student's primary language; and a County Office employee to serve as a scribe to transcribe a student's responses to the format required by the test. A student's parent/guardian or sibling shall not be eligible to be that student's translator or scribe. (5 CCR 850)

All test administrators, test examiners, proctors, translators, scribes, County Office and site test coordinators, and other persons having access to any of the CAASPP achievement tests and corresponding test materials, assessment technology platform, or tests administered pursuant to Education Code 60640 shall acknowledge the limited purpose of their access to the achievement tests by signing a test security affidavit. In addition, all County Office and site test coordinators shall sign a test security agreement before receiving any CAASPP achievement tests and corresponding test materials. The test security affidavit and test security agreement shall be those set forth in 5 CCR 859. (5 CCR 850, 859)

Tests Included in the State Assessment System

The County Office shall administer the following CAASPP assessments: (Education Code 60640; 5 CCR 851.5)

1. The Smarter Balanced summative assessments for English language arts and mathematics in grades 3-8 and 11, except that:
 - a. Recently arrived English learners, defined pursuant to Education Code 60603 as English learners who are in their first 12 months of attending a school in the United States, shall be exempted from taking the English language arts assessment to the extent allowed by federal law. A recently arrived English learner may be administered the test upon request by the student's parent/guardian.

- b. Students with disabilities who are unable to participate in the English language arts and mathematics

assessments, even with the resources described in the section "Testing Variations" below, shall be provided an alternate test when designated in their individualized education program (IEP), as provided in item #3 below.

2. The California Science Test (CAST) at grades 5, 8, and once in grades 10-12

However, students with disabilities who are unable to participate in the CAST, even with the resources described in the "Testing Variations" section below, shall be provided an alternate test when designated in their IEP, as provided in item #3 below.

3. The California Alternate Assessments (CAA) in English language arts, mathematics, and science for students with significant cognitive disabilities who are unable to take the tests specified in items #1-2 above, even with appropriate accommodations or other testing resources, and who have an IEP that designates the use of alternate tests at the applicable grade levels

In addition, the County Superintendent or designee may administer the California Spanish Assessment (CSA) to English learners. Administration of this test shall not replace the administration of the above tests, administered in English, to English learners. (Education Code 60640)

The CSA also may be used to assess students in a dual language immersion program who are not limited English proficient or who are redesignated fluent English proficient, subject to approval by CDE of an agreement between the County Office and the state testing contractor. (Education Code 60640)

Throughout the school year, schools may use Smarter Balanced interim assessments and formative assessment tools at any grade level to provide timely feedback regarding students' progress toward mastery of the skills measured by the summative assessments in English language arts and mathematics and to assist teachers in continually adjusting instruction to improve learning. The County Superintendent or designee may determine the timing and frequency of the administration of such assessments.

Exemptions

Each year the County Superintendent or designee shall notify parents/guardians of their child's participation in the CAASPP and of the provisions of Education Code 60615 related to exemptions from testing. (5 CCR 852)

Parents/guardians may annually submit to the school a written request to excuse their child from any or all parts of the CAASPP assessments for the school year, and such a request shall be granted by the County Superintendent or designee. However, County Office employees shall not solicit or encourage any exemption request on behalf of any student or group of students. (Education Code 60615; 5 CCR 852)

If a parent/guardian submits an exemption request after testing has begun, any test(s) completed before the request is submitted will be scored and the results reported to the parent/guardian and included in the student's records. (5 CCR 852)

Testing Period

The County Superintendent or designee shall establish testing days for County Office students within the following available testing windows: (5 CCR 855)

1. Unless otherwise specified in state regulations, assessments shall be administered between the date on which at least 66 percent of the school's or track's annual instructional days have been completed, but no earlier than the second Tuesday in January, and the last day of instruction for the regular annual calendar of the school or track, but no later than July 15 or, if July 15 is not a weekday, then the next weekday following July 15.
2. The CAA for science shall be administered annually beginning on a date in September as determined by CDE through the last day of instruction for the regular annual calendar of the school or track, but no later than July 15 or, if July 15 is not a weekday, then the next weekday following July 15.

3. The CSA shall be administered to English learners within the testing window specified in item #1.

Within the above testing windows, the County Superintendent or designee may designate one testing period for each school or track or, if a school has multiple tracks, a selected testing period for each track. The County Office shall not exceed six selected testing periods within the available testing window. The testing period shall be no fewer than 25 consecutive instructional days and may be extended up to an additional 10 consecutive instructional days if still within the available testing window set forth in items #1-2 above. (5 CCR 855)

Students who are absent during testing shall be provided an opportunity to take the tests within the testing window.

Testing Variations

All CAASPP tests shall be administered in accordance with the manuals or other instructions provided by the test contractor or CDE except that, as appropriate, the following testing variations may be used: (5 CCR 850, 853-854.4)

1. Universal tools specified in 5 CCR 854.1-854.4 may be used with any student.
2. Designated supports specified in 5 CCR 854.1-854.4 may be used with a student for whom the need has been indicated by an educator or team of educators, with parent/guardian and student input as appropriate, or for whom the need is specified in the student's IEP or Section 504 plan.
3. Accommodations specified in 5 CCR 854.1-854.4 may be used with a student with disabilities when included in the student's IEP or Section 504 plan as resources that are regularly used in the classroom for the student's instruction and/or assessment(s). Such accommodations shall be either utilized in the assessment environment or consist of changes in procedures or materials that increase equitable access during the assessment.
4. An unlisted resource that has not been specifically identified as an approved universal tool, designated support, or accommodation may be used with a student who has an IEP or Section 504 plan provided that the resource is one that is regularly used in the classroom for instruction and/or assessment and CDE has approved its use. At least 10 business days prior to the student's first day of CAASPP testing, the County Office or school site test coordinator may electronically submit a request to CDE for approval to use that unlisted resource during that year. If CDE determines that the unlisted resource changes the construct being measured, the unlisted resource may nevertheless be used with the student in order to generate an individual score report even though the student shall not be counted in the participation rate for accountability measures. (5 CCR 854.9)

In the administration of the CAA to a student with significant cognitive disabilities, the student may have all instructional supports that may be used in daily instruction or assessment, including language and physical supports, with the exception of any inappropriate test practices listed in test administration manuals. (5 CCR 850, 854.5)

Report of Test Results

For any state assessments that produce valid individual student results, the County Superintendent or designee shall forward or transmit the student's test results to the student's parents/guardians within 20 working days from receipt of the results from the test contractor or, if the County Office receives the results from the contractor after the last day of instruction for the school year, then within the first 20 working days of the next school year. The report shall include a clear explanation of the purpose of the test, the student's score, and its intended use by the County Office. An individual student's scores shall also be reported to the school and teacher(s) and shall be included in the student record.

(Education Code 60641; 5 CCR 863)

With parent/guardian consent, the County Superintendent or designee may release a student's test results to a postsecondary educational institution for the purposes of credit, placement, determination of readiness for college-level coursework, or admission. (Education Code 60641)

The County Superintendent or designee shall present districtwide, school-level, and grade-level results to the County Board at a regularly scheduled meeting. The County Board shall not receive individual students' scores or the relative position of any individual student. (Education Code 49076, 60641)

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Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
WEAVERVILLE, CA

MINUTES
Revised
Trinity County Board of Education
Regular Board Meeting
November 17, 2021

WHERE HELD: Due to the COVID pandemic,
this meeting was held via conference calls and Zoom

MEMBERS PARTICIPATING: Randy Spencer, Area I (by Zoom from 201 Memorial Drive Weaverville, CA 96093 – Granite Room)
Michelle Myers, Area II (by Zoom from 30891 State Hwy 3 Weaverville, CA 96093)
Sally Aldinger, Area III (by Zoom from 36 Landacre Rd. Hayfork, CA 96041)
Steve Canale, Area V (by Zoom from 13361 Mad River Rd Mad River, CA 95552)

COUNTY OFFICE: Sarah Supahan, Trinity County Superintendent of Schools (by Zoom from 201 Memorial Drive Weaverville, CA 96093)
Gretchen Deichler, Assistant Superintendent of Business Services (by Zoom from 201 Memorial Drive Weaverville, CA 96093)
Fabio Robles, Deputy Superintendent (by Zoom 201 Memorial Drive Weaverville, CA 96093)
Dawn MacLaren, Secretary/Receptionist (by Zoom from 201 Memorial Drive Weaverville, CA 96093)

PUBLIC: Josh Cozine, Trinity Journal

ABSENT: Melissa Nielsen, Area IV

1.0 Formal Opening

- 1.1 Call to Order
Steve Canale called the meeting to order at 1:01 p.m.
- 1.2 Additions or Changes to Agenda

2.0 Public Communication: Persons wishing to address the Board on any item except personnel are invited to do so at this time. In the interest of time and order, presentations from the public are limited to 5 minutes per person, per topic. Please state your name and address before speaking. In accordance with the Brown Act, unless an item has been placed on the agenda there shall be no action taken. The Board may 1) acknowledge receipts of the information; 2) refer to staff for further study; 3) refer the matter to the next agenda.

There was no public participation.

3.0 Accept Open Session Agenda

MOTION: Motion was made by Sally Aldinger, with a second by Randy Spencer to accept the Open Agenda. Motion passed unanimously. Aye-3 (Aldinger, Canale, Spencer), No-0, Absent-2(Myers, Nielsen), Abstain-0.

Michelle Myers joined the meeting after the Open Session Agenda passed.

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 – October 12, 2021 Special Meeting
- 4.2 Minutes – October 12, 2021 Public Hearing Regular Board Meeting
- 4.3 Warrants – October 2021
- 4.4 Payroll – October 2021
- 4.5 BP 0420.42 Renewal of County Charter Schools- Second Reading
- 4.6 BP 0420.43 Revocation of County Charter Schools – Second Reading
- 4.7 BP 2121 Superintendent’s Contract –Second Reading
- 4.8 BP/AR 5125 Student Records – Second Reading
- 4.9 BP/AR 5141.21 Administering Medication and Monitoring Health Conditions – Second Reading
- 4.10 BP 6186 Juvenile Court Schools –Second Reading

MOTION: Steve Canale asked the Board for objections to approving the Consent Agenda. Consent Agenda was approved by consensus of the Board. Motion passed unanimously. Aye-4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1(Nielsen), Abstain-0.

5.0 Information Items

- 5.1 PATH Red Ribbon Week & 2021 CA Healthy Kids Survey Results (presentation video [Drug Free Looks Like Me Video](http://www.tcoek12.org/index.php/programs/tobacco-use-prevention-education-tupe) will be on the TCOE website) <http://www.tcoek12.org/index.php/programs/tobacco-use-prevention-education-tupe>
- 5.2 BP/AR 5144.1 Suspension and Expulsion/Due Process – First Reading
- 5.3 BP/AR/E(1)/E(2) 1312.3 Uniform Complaint Procedures – First Reading
- 5.4 BP 1340 Access to District Records – First Reading
- 5.5 BP/AR 5145.3 Nondiscrimination/Harassment – First Reading
- 5.6 BP/AR 6115 Ceremonies and Observances – First Reading

Fabio Robles gave a brief summary on the Policy updates. Items 9.2 through 9.7.

- 5.7 Review Educator Effectiveness Block Grant 2021-2026 Plan

Fabio Robles provided information on the Educator Effectiveness Block Grant 2021-2026 Plan

- 5.8 January 2022 Regular Board Meeting Date Change to January 26, 2022
- 5.9 Trinity County Office Unaudited Actuals Report for Year 2020-2021.
(information to be provided separately)

6.0 **Reports**

6.1 Financial Report and Oversight Update

Gretchen Deichler provided the Financial Report and Oversight Update

6.1.1 School Facilities Report from Jeff Morris

The School Facilities Report was included in the Board packet for the members to review.

6.2 Deputy Superintendent Report – includes Trinity COE and District LCAP Updates (*Back-up will be available at the meeting*), Trinity Co-Op and Trinity Teachers Newsletter Deputy Superintendent Report – includes Trinity COE and District LCAP Updates.

Fabio Robles provided his Deputy Superintendent Report and LCAP updates that the board members received prior to the meeting. Tim Nordstrom provided a copy of Trinity Co-Op, and Trinity Teachers Newsletters that were included in the Board packet for the member to review.

7.0 **Correspondence**

There was no correspondence

8.0 **Action Items**

- 8.1 Board to reaffirm that meeting in person would present imminent risks to the health/safety of attendees For Board Meeting scheduled for December 10, 2021 at 1:00 p.m. as per California Governor’s Executive Order AB 361. (No back-up)

MOTION: Motion was made by Sally Aldinger, with a second by Michelle Myers to approve that meeting in person would present imminent risks to the health/safety of attendees For Board Meeting scheduled for December 10, 2021 at 1:00 p.m. as per California Governor’s Executive Order AB 361. Motion passed unanimously. Motion passed unanimously. Aye- 4 (Aldinger, Canale, Myers, Spencer), No-0, Absent-1(Nielsen), Abstain-0.

- 8.2 Establish Annual Organizational Meeting of the Board per Ed Code 35143

MOTION: Motion was made by Michelle Myers, with a second by Randy Spencer to establish the Annual Organizational Meeting as Friday, December 10, 2020 at 1 p.m. at Trinity County Office of Education 201 Memorial Drive Weaverville, CA 96093. Motion passed unanimously. Aye-4, (Aldinger, Canale, Myers, Spencer), No-0, Absent-1 (Nielsen), Abstain-0.

- 8.3 Approve Resolution 21-22-08 Establishing Fund 40 for the 2021-2022 fiscal year and subsequent years, to provide for the accumulation of general fund monies for capital outlay purposes as deemed necessary.

MOTION: Motion was made by Michelle Myers, with a second by Sally Aldinger to approve Resolution 21-22-08 Establishing Fund 40 for the 2021-2022 fiscal year and subsequent years, to provide for the accumulation of general fund monies for capital outlay purposes as deemed necessary. Motion passed unanimously. Aye-4, (Aldinger, Canale, Myers, Spencer), No-0, Absent-0 (Nielsen), Abstain-0.

9.0 **Superintendent’s Report**

- 9.1 Sarah Supahan shared with the board Trinity County Education “By the Numbers”.

Which the board members received prior to the meeting and is to be featured in the Trinity Journal.

9.2 TCOE hosted a board training for the Administrators and their board members to help districts navigate the controversial issue of the vaccine mandate.

9.3 Sarah has been speaking with Cal-Trans discussing the road conditions that persist on 299 to Burnt Ranch, in hopes of working on ways to minimize delays for school employees, as well as county employees, that service Burnt Ranch Elementary.

9.4 Good news for Coffee Creek Elementary School: After the Monument fire and the recent rainstorms that caused major flooding and debris flow through the Coffee Creek area, there were concerns of contamination of the schools well water. Various test were preformed and all came back negative for contaminants.

9.5 A new internet tower is being installed on Ironside Mountain with Velocity facilitating the project; the new tower will service Burnt Ranch Elementary and community.

9.6 Trinity County Office of Education is assisting FEMA in facilitating reimbursements for the school districts affected by the Monument and River Complex fires.

9.7 Administrators from TCOE have been presenting their Report to the Community at the Trinity County Board of Supervisors meeting and to each school district at their monthly board meetings. The presentations will conclude with Trinity High School at their December board meeting.

9.8 TCOE hosted Trinity County School districts teacher's Professional Development Day at TAPAC on November 1, with Marc Bracket as the guest speaker focusing on managing mental health strategies.

9.9 President Joe Biden signed the infrastructure bill, which would approve Secure Rural School funding for another three years.

10.0 Adjournment

The meeting adjourned at 1:58 p.m.

This meeting may be tape-recorded

Respectfully submitted,

Sarah E. Supahan, Ex-Officio Secretary

Trinity County Office of Education

dm



DATE: May 10, 2022
TO: TCOE Board Members
FROM: Gretchen Deichler, Assistant Superintendent of Business Services
RE: May 18, 2022 Board Meeting Update

Item 5.1 Financial Report – Based on 2021-22 Second Interim Report

1. The Fiscal report provides financial information through April 30, 2022 (10/12 of the year).
 - a. **\$7,522,074 Revenues & \$65,536 Transfers In/Contributions** - A total of \$5,354,144 or 71.4% of all budgeted revenues have been received to date equal to approximately
 - a. 81.34% of budgeted LCFF
 - b. 27.39% of federal
 - c. 70.08% of state
 - d. 68.98% of local revenues
 - e. 24.43% of transfers in from other funds
 - b. **\$7,337,676 Expenditures & \$10,767 Transfers Out** – A total of \$5,238,476 or 71.63% of budgeted expenditures have occurred to date equal to approximately
 - a. 76.4% of budgeted salaries and benefits
 - b. 72.92% of supplies
 - c. 65.57% services and operations
 - d. 100% capital outlay – This budget item for the van that was purchased
 - e. 61.65% transfers out to districts/other transfers
 - f. 0% transfers out to other funds
 - g. 49.43% of support costs
 - c. **\$1,532,555 July 1, 2021 Beginning fund balance (budget)**
 - d. **\$1,771,722 June 30, 2022 Ending fund balance**

Sarah E. Supahan, County Superintendent of Schools

e. \$1,552,969 General Fund cash balance 4-30-2022

2. The Fiscal report below is for the R.I.S.E. Academy and provides financial information through April 30, 2022 (10/12 of the year). Here is the summary of the RISE for this month.

f. **\$297,663 Revenues + \$48,381 Contribution*** - A total of \$0 of all budgeted revenues have been received to date.

a. 0% of budgeted LCFF

b. 0% of federal

c. 0% of state

d. 0% of local revenues

e. 0% *contribution is equal to billback reduction for district expenditures.

g. **\$339,808 Expenditures** – A total of \$240,098.49 or 71% of budgeted expenditures have occurred to date equal to approximately

a. 77.1% of budgeted salaries and benefits

b. 34.93% of supplies

c. 30.03% services and operations

d. 0% capital outlay

e. 0% of transfers out

f. 0% of support costs

h. **\$0 July 1, 2021 Beginning fund balance**

i. **\$0 June 30, 2022 Ending fund balance**

j. **The 2021-22 Billback Calculations for Each RISE Academy Classroom Estimate as 21-22 P2 ADA.** Lines for actual ADA reported at Period 1 and Period 2 have been added for Average Daily Attendance tracking. As of P2:

a. Grade K – 6 classroom ADA is over 21-22 first interim projection by 2.24 ADA

b. Grade 7 – 12 classroom ADA is over 21-22 first interim projection by 3.7 ADA

k. **The 2021-22 Billback Calculations for Each RISE Academy Classroom Estimate as of 21-22 P2 and the current enrollment.**

RISE Academy
321 Victory Lane
Weaverville, CA 96093

Print Date & Time
05/09/22 10:27:23 AM

Grade Enrollment Count Totals On A Given Day - 05/09/2022

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RISE Academy

	Sp Ed.	Male	Female	Subtotal
Grade 04	1	1	0	1
Grade 05	0	2	2	4
Grade 06	0	1	1	2
Grade 07	1	2	2	4
Grade 08	0	2	0	2
Grade 09	0	5	0	5
Grade 10	0	4	0	4
Totals For School:	2	17	5	22

TRINITY COUNTY COMMUNITY SCHOOL (RISE) BILLBACK CALCULATION	Grades K - 6 Classroom	COE - RISE	Trinity Alps	Mountain Valley	Lewiston
TCOE Community School (RISE) Expenditures	A	\$ 154,725	\$ 152,441	\$ -	\$ 2,288
TCOE Community School (RISE) Revenue	B	\$ 23,219	\$ 22,877	\$ -	\$ 343
District LCFF Revenue	C	\$ 31,893	\$ 29,968	\$ -	\$ 1,924
District Other Revenue	D	\$ 8,146	\$ 7,518	\$ -	\$ 628
Underfunded	E=A-B-C-D	\$ 91,467	\$ 92,078	\$ -	\$ (607)
District Expenditure Billback Offset	F	\$ 24,018	\$ 24,018	\$ -	\$ -
Net Billback Estimate	G=E-F	\$ 67,449	\$ 68,060	\$ -	\$ (607)
Total Transfer from District via Object 7142		\$ 107,492	\$ 105,547	\$ -	\$ 1,945
Value of TCOE Indirect Cost not Charged	5.60%	\$ 8,574	\$ 8,447	\$ -	\$ 127
Enrollment Assumptions	TOTAL	COE - RISE	Trinity Alps	Mountain Valley	Other School
Total District Fall 1 - District of Residence	3		3	0	0
Total District of Residence P3 ADA	3.32		3.14	0.00	0.18
Total COE Fall 1 EC2574c	0	0			
Actual P1		0.00	2.14	0.00	0.00
Actual P2					
Total COE P3 ADA Estimate	1.17	1.17			
Funding Per ADA		COE - RISE	Trinity Alps	Mountain Valley	Other School
All Grades per ADA		\$ 21,246			
Grades 9 - 12 per ADA			\$ 14,137	\$ 15,863	
Grades 7 - 8 per ADA			\$ 12,280	\$ 13,717	\$ 11,185
Grades 4 - 6 per ADA			\$ 11,998		\$ 10,864
Grades K - 3 per ADA			\$ 12,834		\$ 11,817

TRINITY COUNTY COMMUNITY SCHOOL (RISE) BILLBACK CALCULATION	Grades 7 - 12 Classroom	COE - RISE	Trinity Alps	Mountain Valley	Other School
TCOE Community School (RISE) Expenditures	A	\$ 183,443	\$ 152,870	\$ 30,574	\$ -
TCOE Community School (RISE) Revenue	B	\$ 69,288	\$ 57,740	\$ 11,548	\$ -
District LCFF Revenue	C	\$ 46,031	\$ 43,736	\$ 2,295	\$ -
District Other Revenue	D	\$ 10,211	\$ 9,794	\$ 417	\$ -
Underfunded	E=A-B-C-D	\$ 57,913	\$ 41,599	\$ 16,314	\$ -
District Expenditure Billback Offset	F	\$ 24,018	\$ 24,018	\$ -	\$ -
Net Billback Estimate	G=E-F	\$ 33,895	\$ 17,581	\$ 16,314	\$ -
Total Transfer from District via Object 7142		\$ 90,137	\$ 71,111	\$ 19,026	\$ -
Value of TCOE Indirect Cost not Charged	5.60%	\$ 10,182	\$ 8,485	\$ 1,697	
Enrollment Assumptions	TOTAL	COE - RISE	Trinity Alps	Mountain Valley	Other School
Total District Fall 1 - District of Residence	4		4	0	0
Total District of Residence P3 ADA	5.45		4.07	1.39	0.00
Total COE Fall 1 EC2574c	3	3			
Actual P1		2.44	4.17	0.00	0.00
Actual P2					
Total COE P3 ADA Estimate	3.50	3.50			
Funding Per ADA		COE - RISE	Trinity Alps	Mountain Valley	Other School
All Grades per ADA		\$ 21,246			
Grades 9 - 12 per ADA			\$ 14,137	\$ 15,955	
Grades 7 - 8 per ADA			\$ 12,280	\$ 13,809	
Grades 4 - 6 per ADA			\$ 11,998		
Grades K - 3 per ADA			\$ 12,833		

3. I will be at BASC during this board meeting and will update from various statewide meetings will be provided at the June board meeting and incorporated into the 22-23 budget and multiyear projection.

4. Item 5.1 Oversight Update

a. Cash Monitoring

i. There are no reportable items at this time.

b. **2020-21 Annual Audit** – The timeline for completion of the audit was extended to January 31, 2022. Our office is reviewing the audits and any findings to proceed with our compliance process. Extensions were filed and approved with the State Controller and Department of Education for:

i. Lewiston Elementary – One J-13A waiver request for 2020-21 is still under review. Our office assisted in providing the missing information to CDE. The auditors

have included an audit finding for Lewiston that will be cleared if the J-13A waiver is approved.

- ii. Trinity COE – The extension to file the audit is through May 15, 2022. In order to comply with GASB 84 Trinity COE, our office is conducting a reconciliation of the warrant/pass through fund and working with the Trinity County Auditor's office.

- c. **2021-22 Second Interim Financial Reports** from all the school districts and the charter school were due to our office by March 16, 2022. As part of our oversight responsibility these are being reviewed and letters were sent to the districts. Here is a recap of the results:

- i. 100% were positive certifications
- ii. 6 out of 9 districts project declining enrollment and 33% project a decline of 5% or more from 21-22 through 23-24
- iii. 1 out of 9 districts projected their General Fund balance to decrease in 21-22
- iv. 6 out of 9 districts projected large contributions to their cafeteria programs
- v. 4 out of 9 districts projected temporary interfund borrowing
- vi. 1 out of 9 districts had TCOE AB1200 Risk Factors of 5 or more

- d. **2022-23 Budget and LCAP**

- i. TCOE and districts are in the process of preparing their budgets and LCAPs. These will be submitted to TCOE by July 1, 2022. The budget review letters will be completed over the summer.

Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
LCFF Revenue Sources						
8011	Revenue Limit/Current Yr	1,999,902.00	1,884,522.00	1,633,068.00	251,454.00	86.66
8012	Revenue Limit EPA	3,050.00	2,010.00	7,641.00	5,631.00-	380.15
8019	Revenue Limit/Prior Year			38,538.00-	38,538.00	NO BDGT
8021	Homeowners Exemptions	7,412.00	7,440.00	3,610.76	3,829.24	48.53
8022	Timber Yield Tax	433.00	1,649.00	1,542.97	106.03	93.57
8041	Secured Roll Taxes	751,720.00	842,151.00	464,000.32	378,150.68	55.10
8042	Unsecured Roll Taxes	19,500.00	16,000.00	15,885.07	114.93	99.28
8043	Prior Years Taxes	2,545.00		.16	.16-	NO BDGT
8044	Supplemental Taxes	12,408.00	17,760.00	71,802.74	54,042.74-	404.29
8091	Revenue Limit Transfer	25,000.00-	25,000.00-		25,000.00-	
8097	Spec Ed Taxes Trans Cssf	214,789.00-	239,230.00-	119,615.00-	119,615.00-	50.00
Total LCFF Revenue Sources		2,557,181.00	2,507,302.00	2,039,398.02	467,903.98	81.34
Federal Revenue						
8181	Spec Ed Entitlemnt/94-142	39,948.00	40,249.00		40,249.00	
8182	Discretionary Grant	56,206.00	56,247.00		56,247.00	
8285	Interagency Contract		57,184.00		57,184.00	
8290	Other Federal Revenues	59,644.00	224,236.00	103,522.13	120,713.87	46.17
Total Federal Revenue		155,798.00	377,916.00	103,522.13	274,393.87	27.39
Other State Revenues						
8311	Other State Apportionment	46,835.00	46,452.00	39,509.00	6,943.00	85.05
8319	Other State Apport/Pr Yr			5,582.98-	5,582.98	NO BDGT
8550	Mandated Costs	1,592.00	1,616.00	2,118.00	502.00-	131.06
8560	State Lottery Revenue		1,525.00	1,111.68	413.32	72.90
8587	Pass-thru From State Rev	120,987.00	120,988.00		120,988.00	
8590	Other State Income	2,161,136.00	2,480,750.00	1,820,881.94	659,868.06	73.40
Total Other State Revenues		2,330,550.00	2,651,331.00	1,858,037.64	793,293.36	70.08
Other Local Revenue						
8631	Sale Of Equip/Supplies		2,720.00	2,720.00		100.00
8660	Interest	4,586.00	1,039.00	590.00	449.00	56.79
8677	Interagency Revenues	303,863.00	724,640.00	457,652.71	266,987.29	63.16
8699	Other Local Income	225,000.00	248,595.00	179,082.74	69,512.26	72.04
8710	Excess Costs/Spec Ed	675,616.00	716,998.00	713,140.27	3,857.73	99.46
8711	Tuition/TCCS	214,752.00	267,795.00		267,795.00	
Total Other Local Revenue		1,423,817.00	1,961,787.00	1,353,185.72	608,601.28	68.98

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 309, Starting Period = 1, Ending Account Period = 10, Stmt Option? = ,
Zero Amounts? = N, SACS? = N, Restricted? = Y, Fund = 01)

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Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Total Year To Date Revenues		6,467,346.00	7,498,336.00	5,354,143.51	2,144,192.49	71.40

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							

Certificated Salaries

1100	Teachers Salary	140,885.00	150,004.00	26,118.02	120,374.99	3,510.99	80.25
1110	Teachers Sal/Subst	2,600.00	2,600.00		459.84	2,140.16	17.69
1200	Cert Pupil Support	537,604.00	631,989.00	100,445.80	496,285.75	35,257.45	78.53
1300	Cert Superv & Admin	531,461.00	556,895.00	89,977.58	459,908.59	7,008.83	82.58
1900	Other Cert Salaries	60,757.00	66,746.00	12,242.16	54,280.69	223.15	81.32
Total Certificated Salaries		1,273,307.00	1,408,234.00	228,783.56	1,131,309.86	48,140.58	80.34

Classified Salaries

2100	Instructional Aides	90,752.00	116,259.00	16,722.08	82,641.22	16,895.70	71.08
2110	Instructional Aides/Subst	3,512.00	3,512.00			3,512.00	
2200	Class Support Salaries	372,539.00	562,941.00	94,424.89	357,645.22	110,870.89	63.53
2300	Class Superv & Admin	470,885.00	431,150.00	81,585.20	353,385.35	3,820.55-	81.96
2400	Clerical & Office	634,609.00	656,997.00	99,892.22	537,656.83	19,447.95	81.84
2410	Clerical & Office/Subst		2,990.00		2,162.21	827.79	72.31
2900	Other Classified Salaries	13,168.00	74,762.00	5,373.17	42,971.64	26,417.19	57.48
Total Classified Salaries		1,585,465.00	1,848,611.00	297,997.56	1,376,462.47	174,150.97	74.46

Employee Benefits

3101	STRS/Cert	375,885.00	278,619.00	29,694.08	238,590.69	10,334.23	85.63
3102	STRS/Class	5,079.00	727.00		727.00		100.00
3201	PERS/Cert	55,261.00	57,158.00	9,825.94	47,359.18	27.12-	82.86
3202	PERS/Class	372,959.00	412,668.00	66,388.80	298,442.99	47,836.21	72.32
3301	OASDI/Cert	33,498.00	36,102.00	5,819.29	27,736.27	2,546.44	76.83
3302	OASDI/Class	120,379.00	138,693.00	21,032.39	98,327.49	19,333.12	70.90
3401	Health & Welfare/Cert	147,485.00	139,195.00	24,457.92	114,177.53	559.55	82.03
3402	Health&Welfare/Class	269,589.00	255,486.00	40,386.60	188,096.90	27,002.50	73.62
3501	SUI/Cert	15,566.00	7,127.00	1,011.40	5,010.41	1,105.19	70.30
3502	SUI/Class	19,330.00	9,447.00	1,490.45	6,873.92	1,082.63	72.76
3601	Workers Comp/Cert	21,273.00	23,556.00	3,820.74	18,954.48	780.78	80.47
3602	Workers Comp/Class	26,425.00	30,864.00	4,977.90	23,053.70	2,832.40	74.69
3702	OPEB/Class	34,526.00	34,048.00	5,770.98	28,277.64	.62-	83.05
3901	Other Benefits/Cert		2,000.00		2,000.00		100.00
3902	Other Benefits/Class		15,000.00			15,000.00	

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 309, Starting Period = 1, Ending Account Period = 10, Stmt Option? = ,
Zero Amounts? = N, SACS? = N, Restricted? = Y, Fund = 01)

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Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Employee Benefits (continued)							
3911	HSA Certificated				500.00	500.00-	NO BDGT
3912	HSA Classified		3,900.00		4,000.00	100.00-	102.56
3921	Fitness Certificated		2,000.00		1,680.00	320.00	84.00
3922	Fitness Classified		3,960.00	80.00	3,000.00	880.00	75.76
3932	Signing Bonus Classified		1,000.00		1,000.00		100.00
Total Employee Benefits		1,497,255.00	1,451,550.00	214,756.49	1,107,808.20	128,985.31	76.32
Books and Supplies							
4300	Materials & Supplies	116,997.00	155,745.00	19,150.73	63,157.05	73,437.22	40.55
4400	Non Capitalized Equipment	14,000.00	43,129.00	2,147.05	81,854.01	40,872.06-	189.79
Total Books and Supplies		130,997.00	198,874.00	21,297.78	145,011.06	32,565.16	72.92
Services and Other Operating Expenditures							
5100	Subagreements For Service	8,433.00	48,948.00		41,556.52	7,391.48	84.90
5200	Travel & Conference	92,727.00	105,870.00	20,262.94	42,675.11	42,931.95	40.31
5300	Dues & Memberships	63,981.00	58,281.00	3,700.00	47,173.58	7,407.42	80.94
5400	Insurance	12,352.00	13,253.00		12,453.00	800.00	93.96
5510	Electricity	9,600.00	12,900.00	1,460.44	8,139.56	3,300.00	63.10
5520	Fuel/Prop/Oil	200.00	200.00			200.00	
5550	Waste Disposal	5,596.00	6,136.00	2,089.35	3,842.65	204.00	62.62
5560	Water	336.00	336.00	83.57	252.43		75.13
5600	Rnt/Lease/Repairs	40,050.00	41,250.00	9,069.52	15,133.86	17,046.62	36.69
5750	Trfs Dir Cost/Interfund	1,516.00-	1,350.00-		32.62-	1,317.38-	2.42
5800	Consult Serv & Oper Exp	578,710.00	778,772.00	106,261.38	518,609.79	153,900.83	66.59
5810	Advertising	2,905.00	2,905.00	1,514.35	1,657.01	266.36-	57.04
5820	Audit	17,200.00	17,200.00			17,200.00	
5830	Elections	250.00	250.00			250.00	
5840	Fingerprinting	500.00	2,000.00		2,388.00	388.00-	119.40
5850	Legal Expenses	19,050.00	25,050.00		31,046.22	5,996.22-	123.94
5890	Fees, Xrays, Exams	500.00	500.00		400.97	99.03	80.19
5910	Postage/shipping	4,500.00	5,500.00		5,387.16	112.84	97.95
5920	Telephone	30,892.00	31,252.00	10,588.90	22,866.29	2,203.19-	73.17
Total Services and Other Operating Expenditures		886,266.00	1,149,253.00	155,030.45	753,549.53	240,673.02	65.57
Capital Outlay							
6500	Equipment Replacement		15,000.00		15,000.00		100.00
Total Capital Outlay		.00	15,000.00	.00	15,000.00	.00	100.00
Tuition							

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 309, Starting Period = 1, Ending Account Period = 10, Stmt Option? = , Zero Amounts? = N, SACS? = N, Restricted? = Y, Fund = 01)

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Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Tuition (continued)							
7142	Excess Costs/Billback	115,960.00	92,489.00			92,489.00	
	Total Tuition	115,960.00	92,489.00	.00	.00	92,489.00	
Other Transfers Out							
7212	Pass-thru To Coe's	120,987.00	120,988.00		43,042.12	77,945.88	35.58
7281	All Other Transf To Distr	897,951.00	992,760.00		643,209.62	349,550.38	64.79
7299	All Other Transfers		41,013.00		25,618.69	15,394.31	62.46
	Total Other Transfers Out	1,018,938.00	1,154,761.00	.00	711,870.43	442,890.57	61.65
Transfers of Indirect/direct support costs							
7310	Transfers/indirect Cost		3.00-			3.00-	
7350	Trfs Indirects/interfund	8,635.00-	5,126.00-		2,535.33-	2,590.67-	49.46
	Total Transfers of Indirect/direct support costs	8,635.00-	5,129.00-	.00	2,535.33-	2,593.67-	49.43
	Total Year To Date Expenditures	6,499,553.00	7,313,643.00	917,865.84	5,238,476.22	1,157,300.94	71.63

Object	Description	Adopted Budget	Revised Budget	Actual	Balance	% Used
Other Financing Sources						
Other Financing Sources						
8912	Interf Trans/Spec Res		16,010.00	16,009.63	.37	100.00
8919	Interfund Transfers In	49,526.00	49,526.00		49,526.00	
	Total Other Financing Sources	49,526.00	65,536.00	16,009.63	49,526.37	24.43
Contributions						
8980	Contrib From Unrestr		1.00		1.00	
	Total Contributions	.00	1.00	.00	1.00	
	Total Year To Date Other Financing Sources	49,526.00	65,537.00	16,009.63	49,527.37	24.43

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Other Financing Uses							
Interfund Transfers Out							
7619	All Other Transfers Out	4,750.00	10,767.00			10,767.00	
	Total Interfund Transfers Out	4,750.00	10,767.00	.00	.00	10,767.00	
	Total Year To Date Other Financing Uses	4,750.00	10,767.00	.00	.00	10,767.00	

Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Beginning Balance	Year to Date Activity	Ending Balance
Fund Reconciliation				
Assets				
9110	Cash	661,411.93	891,557.16	1,552,969.09
9130	Revolving Cash	150.00		150.00
9200	Accounts Receivable	295,943.27	224,446.25-	71,497.02
9290	Due From Grantor Govt	1,184,198.27	933,150.67-	251,047.60
9310	Due From Other Funds	51,697.05	10,531.17-	41,165.88
9320	Stores	2,669.29		2,669.29
9330	Prepaid Expenses	1,285.00	1,285.00-	
Total Assets		2,197,354.81	277,855.93-	1,919,498.88
Liabilities				
9500	Accounts Payable		41,430.24-	41,430.24-
9510	Accounts Payable/Pr Yr	268,848.77	198,177.34-	70,671.43
9580	H&W Payable		4,151.67-	4,151.67-
9586	District Repay	297.60-		297.60-
9589	Salary Withhold		53,955.40	53,955.40
9590	Due To Grantor Govt	270,413.56	129,848.00-	140,565.56
9610	Due To Other Funds	126,098.40	126,098.40-	
9650	Deferred Revenue	39,353.60	3,399.60-	35,954.00
Total Liabilities		704,416.73	449,149.85-	255,266.88
Calculated Fund Balance		1,492,938.08	171,293.92	1,664,232.00
Beginning Fund Balance				
9791	Beginning Fund Balance	1,492,938.08		1,492,938.08
9795	Other Adjustments		39,617.00	39,617.00
Total Beginning Fund Balance		1,492,938.08	39,617.00	1,532,555.08
Beginning Fund Balance Proof		.00	131,676.92	131,676.92
Change in Fund Balance - Excess Revenues (Expenditures)			131,676.92	

Memo Only - Ending Fund Balance Accounts

	Adopted	Revised
Reserves		
9720 Reserve for Encumbrances		917,865.84
Restricted Balance		
9740 Restricted Balance	206,086.00	675,179.00
Other Designations		
9780 Other Assignments		7,900.00
9789 Reserve for Economic Uncert	293,760.00	293,760.00

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 309, Starting Period = 1, Ending Account Period = 10, Stmt Option? = , Zero Amounts? = N, SACS? = N, Restricted? = Y, Fund = 01)

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Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Description		Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Memo Only - Ending Fund Balance Accounts (continued)							
		Adopted	Revised				
Other Designations (continued)							
9790	Unassigned/Unappropriated	943,151.00		795,178.00			
Total Other Designations			.00		.00	.00	

Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	6,467,346.00	7,498,336.00		5,354,143.51	2,144,192.49	71.40
B. Expenditures	6,499,553.00	7,313,643.00	917,865.84	5,238,476.22	1,157,300.94	71.63
C. Subtotal (Revenue LESS Expense)	32,207.00-	184,693.00		115,667.29	986,891.55	
D. Other Financing Sources and Uses						
Sources	49,526.00	65,537.00		16,009.63	49,527.37	24.43
LESS Uses	4,750.00	10,767.00			10,767.00	
E. Net Change in Fund Balance	12,569.00	239,463.00		131,676.92	1,025,651.92	
F. Fund Balance:						
Beginning Balance (9791)	1,430,428.00	1,492,937.00		1,492,938.08		
Audit Adjustments (9793)						
Other Restatements (9795)		39,617.00		39,617.00		
Adjusted Beginning Balance	1,430,428.00	1,532,554.00		1,532,555.08		
G. Calculated Ending Balance	1,442,997.00	1,772,017.00		1,664,232.00		
*Components of Ending Fund Balance						
Legally Restricted (9740)	206,086.00	675,179.00				
Other Designations (9780)		7,900.00				
Undesig/Unapprop (9790)	943,151.00	795,178.00				
Other	293,760.00	293,760.00		917,865.84		

Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
LCFF Revenue Sources						
8011	Revenue Limit/Current Yr	64,105.00	44,381.00		44,381.00	
Total LCFF Revenue Sources		64,105.00	44,381.00	.00	44,381.00	
Other Local Revenue						
8711	Tuition/TCCS	214,752.00	253,282.00		253,282.00	
Total Other Local Revenue		214,752.00	253,282.00	.00	253,282.00	
Total Year To Date Revenues		278,857.00	297,663.00	.00	297,663.00	

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Certificated Salaries							
1100	Teachers Salary	129,995.00	132,347.00	24,063.00	109,723.57	1,439.57-	82.91
1110	Teachers Sal/Subst	2,600.00	2,600.00		459.84	2,140.16	17.69
1300	Cert Superv & Admin	12,000.00					NO BDGT
Total Certificated Salaries		144,595.00	134,947.00	24,063.00	110,183.41	700.59	81.65
Classified Salaries							
2100	Instructional Aides	32,511.00	66,025.00	15,351.66	52,380.29	1,706.95-	79.33
2110	Instructional Aides/Subst	3,512.00	3,512.00			3,512.00	
Total Classified Salaries		36,023.00	69,537.00	15,351.66	52,380.29	1,805.05	75.33
Employee Benefits							
3101	STRS/Cert	24,466.00	22,833.00	4,071.46	18,502.99	258.55	81.04
3201	PERS/Cert		105.00		105.35	.35-	100.33
3202	PERS/Class	8,253.00	15,839.00	3,517.06	11,932.73	389.21	75.34
3301	OASDI/Cert	2,097.00	1,991.00	333.94	1,563.02	94.04	78.50
3302	OASDI/Class	2,756.00	5,320.00	1,129.90	3,850.22	339.88	72.37
3401	Health & Welfare/Cert	31,930.00	21,846.00	4,194.86	17,602.73	48.41	80.58
3402	Health&Welfare/Class	25,634.00	16,451.00	2,357.04	6,489.00	7,604.96	39.44
3501	SUI/Cert	1,779.00	675.00	120.32	550.94	3.74	81.62
3502	SUI/Class	443.00	598.00	76.74	261.85	259.41	43.79
3601	Workers Comp/Cert	2,414.00	2,253.00	401.86	1,840.09	11.05	81.67
3602	Workers Comp/Class	601.00	1,161.00	256.40	874.81	29.79	75.35
3911	HSA Certificated				500.00	500.00-	NO BDGT
Total Employee Benefits		100,373.00	89,072.00	16,459.58	64,073.73	8,538.69	71.93
Books and Supplies							

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 309, Starting Period = 1, Ending Account Period = 10, Stmt Option? = , Zero Amounts? = N, SACS? = N, Restricted? = Y, Fund = 01, Resource = 0245)

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Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Books and Supplies (continued)							
4300	Materials & Supplies	10,353.00	11,159.00		3,897.90	7,261.10	34.93
	Total Books and Supplies	10,353.00	11,159.00	.00	3,897.90	7,261.10	34.93
Services and Other Operating Expenditures							
5200	Travel & Conference	4,000.00	4,000.00			4,000.00	
5300	Dues & Memberships				525.00	525.00-	NO BDGT
5400	Insurance	800.00	800.00			800.00	
5600	Rnt/Lease/Repairs	16,000.00	16,000.00			16,000.00	
5710	Transfer Of Direct Cost				188.16	188.16-	NO BDGT
5800	Consult Serv & Oper Exp	1,600.00	10,950.00	532.88	8,850.00	1,567.12	80.82
5810	Advertising	100.00	100.00			100.00	
	Total Services and Other Operating Expenditures	22,500.00	31,850.00	532.88	9,563.16	21,753.96	30.03
Tuition							
7142	Excess Costs/Billback	2,140.00	3,243.00			3,243.00	
	Total Tuition	2,140.00	3,243.00	.00	.00	3,243.00	
	Total Year To Date Expenditures	315,984.00	339,808.00	56,407.12	240,098.49	43,302.39	70.66

Object	Description	Adopted Budget	Revised Budget		Actual	Balance	% Used
Other Financing Sources							
Contributions							
8980	Contrib From Unrestr	37,127.00	48,510.00			48,510.00	
	Total Contributions	37,127.00	48,510.00		.00	48,510.00	
	Total Year To Date Other Financing Sources	37,127.00	48,510.00		.00	48,510.00	

Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Object	Description	Beginning Balance	Year to Date Activity	Ending Balance
Fund Reconciliation				
Assets				
9110	Cash	101,646.00-	248,098.49-	349,744.49-
9290	Due From Grantor Govt	111,122.00		111,122.00
	Total Assets	9,476.00	248,098.49-	238,622.49-
Liabilities				
9500	Accounts Payable		8,000.00-	8,000.00-
9510	Accounts Payable/Pr Yr	8,000.00		8,000.00
9590	Due To Grantor Govt	1,476.00		1,476.00
	Total Liabilities	9,476.00	8,000.00-	1,476.00
	Calculated Fund Balance	.00	240,098.49-	240,098.49-
	Beginning Fund Balance Proof	.00	240,098.49-	240,098.49-
Change in Fund Balance - Excess Revenues (Expenditures)			(240,098.49)	

Memo Only - Ending Fund Balance Accounts

	Adopted	Revised
Other Designations		
9790	Unassigned/Unappropriated	6,365.00

Fund 01 - General Fund

Fiscal Year 2021/22 Through April 2022

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	278,857.00	297,663.00			297,663.00	
B. Expenditures	315,984.00	339,808.00	56,407.12	240,098.49	43,302.39	70.66
C. Subtotal (Revenue LESS Expense)	37,127.00-	42,145.00-		240,098.49-	254,360.61	
D. Other Financing Sources and Uses						
Sources	37,127.00	48,510.00			48,510.00	
LESS Uses						
E. Net Change in Fund Balance	.00	6,365.00		240,098.49-	302,870.61	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance						
G. Calculated Ending Balance	.00	6,365.00		240,098.49-		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)		6,365.00				
Other						



May 09, 2022

To: Gretchen Deichler, Assistant Superintendent of Business Services

From: Jeff Morris, Facilities Fiscal Analyst

Re: Current Status re School Facilities

OVERALL

ESSER (II and III) – TCOE facilities staff is continue to work with TCOE team members and individual districts to identify key projects and ensure that processes are followed effectively.

CAL OES HAZARD MITIGATION FUNDING – Unfortunately, this project was a much bigger lift and on a shorter timeline that we had projected. We are now pursuing only the development of a Trinity school site focused Local Hazard Mitigation Plan and funding for a consultant to complete that work. We expect it to be about a 16 – 20 month process. *(Reminder: this plan development is necessary due to an expired County of Trinity plan)*

SHARED FACILITIES POSITION PILOT PROGRAM – This concept is still in process. A job description has been created and we are close to having a draft MOU developed to submit to districts for their review, adjustments and hopefully eventual approval.

Universal Pre-Kindergarten (UPK) – TCOE coordinated the submission of facilities applications for two districts (LESD and TAUSD).

Electric School Busses – TCOE staff is following the funding available for this opportunity and is discussing the opportunity with both the funding entity (CalStart.org) and our local districts.

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

BURNT RANCH

- *Previous Project Close Out:* District auditor is now engaged to complete this process
- *Well / Water Supply:* Call with Division of State Architect went fairly well and we are also in a discussion with another engineering firm about a potential “tankless” solution
- *Potential Solar Project:* Competitive bid process resulted in an awarded bid that falls within district budget.
- *Shade Structure:* We are still waiting to hear the status of the designs that were previously submitted to DSA.

CHYBA (California Heritage Youth Build Academy) – TCOE staff has been assisting CHYBA in the development of their financial documentation, narrative and general process with their application to the Charter School financing through the Office of Public School Construction with the goal of eventually building a new campus location in conjunction with K2 Development, the McConnell Foundation and Hill Country Clinic. CHYBA has most of their application materials ready and are awaiting application period to officially open.

COFFEE CREEK

- Generator – TCOE is pursuing an electrician to confirm current power load
- Tennis Court – TCOE has received a quote regarding resurfacing the CCESD tennis court and sent to district for review

DOUGLAS CITY

TCOE staff visited campus on 05/03 to review status of current projects in addition to developing an overall site plan prior to working on an overall Facilities Master Plan (or variant). Additional projects below.

Working with DCESD on multiple projects that are ESSER driven, in whole or in part.

- *Shade Structure*: Waiting on design and then will contact architect to run through DSA.
- *Bleachers*
- Asphalt update

In addition to the following:

- *Future Modernization* – TCOE staff and district superintendent to reboot this conversation
- *Master planning* – We have forwarded Lewiston ESD's RFP to DCESD for their review.

JUNCTION CITY

- *Water System Replacement* – Application is now completely in the hands of the State funding agency and the California Rural Water Association. We are submitting current financial info and then the project should be fast tracked to funding.
- *Closing out original construction* – Ongoing
- *Future Modernization* – Still in process with updating enrollment status, etc.

LEWISTON

- *Previous Bathroom Project* – Received letter from DSA confirming necessary ADA work and spoke to OPSC regarding next steps. Architect has been non responsive and we will need to address that situation prior to taking next steps.
- *Facilities Master Plan* – District completed interviews and a consultant choice is being recommended to the board for the 5.16 board meeting.
- *Universal Pre Kindergarten* – TCOE staff coordinated submission of a facilities project application to OPSC.
- *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 – Facilities lead Pickett is consulting with TCOE regarding two small projects that are ESSER related.

SOUTHERN TRINITY

- **HVAC replacement (AB 841)** – TCOE has been in touch with contacts at the California Energy Commission to get a status on where our application stands in the process. Once we have some direction, next steps can be defined.

TRINITY ALPS

- *Main THS Campus* – Project is still moving along well. While there are no official projections for completion, the team is optimistic about our approach and the current progress. The team overall is working really well.
- *Weaverville UTK Expansion* – TCOE coordinated the submittal of a facilities application to update the room formally utilized by the Weaverville Parent Nurse School to act as WES's TK facility.

TRINITY CENTER - No significant update but school did request a site visit to review potential future projects.

TRINITY COUNTY OFFICE OF EDUCATION

- Selected design professional has been non-responsive. TCOE staff is thinking through a "next step" strategy, which may include moving on to the subsequent firm and/or others.

TRINITY CO-OP

Trinity County Office of Education

Spring Guidance

LCAP

Fabio and Tim will call each of you next week just to check in.

We are planning on making ourselves available to you here at TCOE on Friday's. We will have a room available for either an individual or a group working together. We plan to start this beginning next Friday, May 13th and be available each Friday all the way through June or as needed. If you would prefer that we come out to see you, please let us know and we can schedule time to come out to you.

If you have not had a chance to watch the LCAP training video and obtain the ppt for this school year, please do so by clicking on our [TCPLN](#) folder.

Additionally, Local indicators are to be reported out at the same meeting as LCAP approval. Those can be accessed through our [TCPLN](#) folder as well.

ELO-P

ELO-P plan is required to be approved by your Board before you provide the programming.

UPK

Develop a plan for consideration by the governing board or body at a public meeting **on or before June 30, 2022**. As part of the plan, LEAs must articulate how they plan to offer full-day, early learning programming to all students, and how they are partnering or plan to partner with other programs to ensure that every child has access to extended learning and care that

equates to a full-day of programming that meets the community's needs.

Kudos

Liz Christensen- During this crazy time at school she has been able to make the office run smoothly. Rita Cook- Always being THAT person you can count on to step in and do the job. Both of these ladies are invaluable to Lewiston Elementary. - Mary Thoreson

Christine, Shannon, Jaime and Kathleen: Thank all of you for your continued support navigating the Superintendent position. Someday I am hoping to see what normal is. But for today, I need all of your support. - Mary Thoreson

Kudos to all of our district staff doing the difficult work of ADA reconciliation and accounting. It's incredibly picky work but provides the lion's share of the budget which keeps the lights on. From getting attendance records signed to processing spreadsheets, to auditing for accuracy, the work is stressful and everyone has been knuckling down under the short deadlines to help one another. Incredibly proud of the teamwork and professionalism everyone brings to navigating the ups and downs of requirements for this! - Nonny David

Kudos to district staff for providing audit materials with a short turn-around time. - Gretchen Deichler

Kudos to LEA attendance staff for navigating the PADC web application and certifying their P2 attendance prior to the deadline. - Gretchen Deichler

Kathleen Graham/BRES- Thank you for dedicating time to help understand, discuss, and develop the TCOE UPK template. - Anna Carson

UPK Myths & Misunderstandings

1

MYTH

UPK is TK expansion.

REALITY

UPK is an umbrella under which all state, federal, and private early learning, childcare, and extended learning programs sit. TK is only one program under the UPK umbrella.

2

MYTH

The only new requirement in 2022/23 is that LEAs provide 3 hours of TK to additional 4-year-olds; or (other end of the spectrum) All LEAs must provide 9 hours of early learning to all 4-year-olds.

REALITY

LEAs are required to: 1) provide the minimum TK (3 hours) to all age-eligible 4-year-old children; 2) articulate how all 4-year-olds children will have access to full-day early learning that meets the needs of parents, and 3) provide ELO-P to 50% of UPP*

3

MYTH

TK expansion means that LEAs are now the only early learning and care provider for 4-year-olds.

REALITY

LEAs cannot provide the facilities, workforce, and hours needed to meet the early learning and childcare needs of 4-year-olds and their families. LEAs need community-based provider partners.

*UNLESS: Starting 2022/23, if an LEA is 80%+ unduplicated, must provide to 100% of students, including non-unduplicated.

7

UPK Myths & Misunderstandings

4

MYTH

Expanded learning is not part of UPK.

REALITY

Expanded learning is part of UPK because programs like ASES and ELO-P will help schools and community providers fund the full-day options that are part of the UPK vision.

5

MYTH

The curriculum/professional development/instruction/educational services division is the only one who needs to pay attention to UPK.

REALITY

UPK implementation will touch all divisions. To make informed and fiscally sustainable decisions, all LEA divisions should be represented on an LEA's UPK team.

6

MYTH

LEAs can make decisions about UPK implementation after internal conversations with the budget and curriculum divisions.

REALITY

LEAs need to talk to families to determine what hours and programs are needed and to community-based providers to determine what services already exist (and identify lucrative partnership opportunities).

8

UNDERSTANDING THE 3 NEW REQUIREMENTS

The 2021 Budget Act created 3 new statutory requirements for UPK programs. These new requirements intersect in but are distinct and separate.

Expands TK eligibility over a 3-year period with all 4-year-old children, regardless of income, becoming eligible for TK by 2025/26.
(Ed Code 48000)

- Does not change the TK 3-hour minimum requirement
- New adult:child ratios starting in 2022/23

TK
EXPANSION

Requires all LEAs operating kindergarten to create a plan for how all 4-year-old children will have access to full-day early learning.
(Ed Code 8261.5)

- Does not require LEAs to provide full-day TK or early learning to all 4-year-olds

UPK
PLAN

Requires all LEAs to provide access to 9 hours of combined learning and care to 50% of enrolled unduplicated TK – 6th graders.*
(Ed Code 46120)

- Does not require LEAs to provide 9 hours of TK
- Does not require LEAs to provide ELOP to all students*

ELO-P

*UNLESS: If LEA is 80%+ unduplicated, must provide to 100% of students, including non-unduplicated.

9

TRINITY TEACHERS

Trinity County Office of Education

Student Events

State History Day

CA History Day took place in Rocklin over the weekend. Trinity Center and Junction City had students representing Trinity County. As part of their project, students were formally

interviewed about their process and project as well as their use of primary and secondary resources in their research. History Day is an annual event open to 4th-12th grade students. Trinity County History Day typically occurs in March of each year. To find out more, please visit the nhdca.org website.



Sensi Sullivan, from Trinity Center, was a top 15 state finalist in the Junior documentary division. Way to go!

District Highlight

Burnt Ranch Elementary: Invest in our Planet;
Indigenous Culture Day

Burnt Ranch Elementary recently held an Indigenous Culture Day for their students. Students were able to listen to a variety of presentations as well as participation in multiple hands-on activities.



Dawn MacLaren

From: ccbe@csba.org
Sent: Wednesday, May 11, 2022 10:52 AM
To: atirri@tehamaschools.org; Sally Aldinger; Steve Canale; Randy Spencer; Michelle Myers; Melissa Nielsen; Sarah Supahan
Cc: Gina Cuclis; Dawn MacLaren
Subject: Invitation: Apply for a CCBE Conference Scholarship

Dear Superintendent Supahan and Trinity County Board of Education Trustees:

Congratulations! The Trinity County Office of Education has been selected to apply for the CCBE Annual Conference Scholarship. Seven county offices that have not attended the Annual Conference in the past 4 years have been invited to apply to send two individuals to CCBE's 2022 Annual Conference being held on September 9–11 at the Hyatt Regency Monterey Hotel And Spa On Del Monte Golf Course.

CCBE Board of Directors took special action in March to fund up to four scholarships. The value of the scholarship is \$3,170. The scholarship includes a full conference registration and two nights lodging at the conference hotel for two individuals. The scholarship can be used for two trustees or one trustee and the superintendent.

This year's conference theme is: "Empowering county board members to serve in challenging times." A few of the dozen conference sessions are: Supporting equity in California's small LEAs; Role of county trustees, defining shared governance; California's student mental health crisis, and Interdistrict transfer appeals and creating community engagement. Additional programming information can be found on the [Annual Conference website](#).

Applying for this scholarship is easy; [click here](#) to access the application via a google form. Please make sure you are specific and clear with your answers on the application. **June 30 is the last day to submit your scholarship application.**

Please reach out to ccbe@csba.org if you have any additional questions or concerns. We are looking forward to receiving your application.

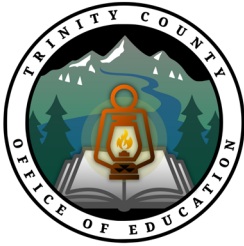
Regards,

Gina Cuclis

President-elect, California County Boards of Education
Chair, CCBE Annual Conference Planning Committee
Area One Trustee, Sonoma County Board of Education

2022-2023

7.3



Trinity County Office of Education

Sarah E. Supahan
Trinity County
Superintendent of Schools

P.O. Box 1256 • 201 Memorial Drive, Weaverville, CA 96093-1256
(530) 623-2861 • FAX (530) 623-4489
<https://www.tcoek12.org>

Quarterly Report on Williams Uniform Complaints *Education Code §35186*

2021-2022 School Year

Quarterly Reporting Period (please check one)

- ☐ 1st Quarter 2022 July 1 through September 30, 2021
☐ 2nd Quarter 2022 October 1 through December 31, 2021
☒ 3rd Quarter 2022 January 1 through March 31, 2022
☐ 4th Quarter 2022 April 1 through June 30, 2022

PLEASE CHECK THE BOX THAT APPLIES:

- ☐ **No complaints were filed** with any school in the district during the quarter indicated above.
- ☐ **Yes, complaints were filed** with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

Area	Total # of Complaints	# Resolved	#Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment	2		2
Facilities Conditions			
TOTALS	2		2

Sincerely,

Gretchen Deichler
Assistant Superintendent of Business Services

A-G Completion Improvement Grant Plan

Local Educational Agency (LEA) Name	Total Grant Allocation
Trinity County Office of Education	\$150000

Plan Descriptions

A description of how the funds will be used to increase or improve services for foster youth, low-income students, and English learners to improve A-G eligibility

As a trauma informed community school we will partner with social emotional support services "Capturing Kids hearts".

We will also upgrade our current SIS system in order to better track and be able to develop a comprehensive 4-year student academic plan with an annual high school evaluation of each students transcripts, targeted 1 on 1 high-dosage academic tutoring, 1 on 1 counseling services with families for relationship building and postsecondary planning and social-emotional support and vertical articulation with home high school staff to build coherence in support services.

Additionally, we will train staff to become registered behavioral technicians and provide training in Moral Reasoning Therapy to support social emotional needs for our students in order to provide the best environment and opportunity for success.

Finally, we will provide opportunities for college visit field trips.

A description of the extent to which all students, including foster youth, low-income students, and English learners, will have access to A-G courses approved by the University of California.

We will work closely with the home school's counseling department in order to ensure that all students within these populations will be academically advised and supported to increase opportunities and student self-efficacy in their belief to take the pathway of A-G courses for graduation requirements. No student shall be denied access to these courses, and if prerequisites need to be met prior to entrance of a course, the counseling department will be sure students are advised of the requirements beforehand and given the opportunity to take the appropriate courses to still allow for time to take the required A-G coursework. Efforts will be put in to ensure student access to appropriate course information is provided prior to making course decisions for scheduling, which will occur in the form of handouts and classroom presentations, as well as individual guidance that will be provided to allow for questions to be asked and appropriate placement to be provided for each student.

The number of students who were identified for opportunities to retake A-G approved courses in which they received a "D", "F", or "Fail" grade in the 2020 spring semester or the 2020-21 school year and a description of the method used to offer the opportunity retake courses.

Number of Students: 5

RISE identified students who earned a "D", "F" or "Fail" grade during the 2021 spring semester. RISE provides remediation opportunities through the course textbooks, packets, and Edgenuity high school curricula, which include courses that are A-G.

A description of how the plan and described services, and associated expenditures, if applicable, supplement services in the Local Control and Accountability Plan and Learning Recovery Plan.

One of the goals within LCAP is to increase the number of students who meet the UC and CSU requirements, as well as mastery of grade level content, all of which tie in directly to the goals of our A-G grant plan. This alignment allows us to refocus our efforts with goals 3 and 4 of our LCAP by providing funding to support resources that will build our students ability to meet the requirements, our staff to be trained and further their professional development in supporting these efforts, purchase appropriate materials that help students to achieve success within newly adopted courses that align with A-G requirements, as well as adopt additional tutoring and academic support for students who may encounter struggles within the A-G courses.

Plan Expenditures

Programs and services to increase or improve A-G completion	Planned Expenditures
Capturing Kids Hearts	8,000
1:1 counseling services	22,000
Behavior technicians and Moral Reasoning Therapy	100,000
1:1 Tutoring	5,000
SIS system upgrade	10,000
Field trips for college visits	5,000

COVID-19 MITIGATION PLAN

The following policy establishes actions that will be taken by the County Office to provide a safe learning and working environment during the coronavirus (COVID-19) pandemic, and shall supersede any conflicting language in existing County Office policies or administrative regulations until the County Board determines that the need for this policy no longer exists. The County Board acknowledges that, due to the evolving nature of the pandemic, federal, state, and local orders impacting County Office operations are subject to change without notice. In the event that any federal or state law and/or order or local order may conflict with this policy, the law or order shall govern.

The County Board may also adopt resolutions or take other actions as needed to respond to such orders or provide further direction during the pandemic.

To limit the impact of the pandemic on the education of County Office students, the County Office shall implement learning recovery, social-emotional support, and other measures and strategies designed to keep students learning and engaged in the instructional program.

COVID-19 Safety Plan

The County Superintendent or designee shall establish, implement, and maintain a COVID-19 safety plan that complies with any mandatory public health guidance of the California Department of Public Health (CDPH), the COVID-19 prevention program ("CPP") consistent with the regulations of the California Division of Occupational Safety and Health, any orders of state or local health authorities, and any other applicable law and/or health order(s). The County Superintendent or designee shall ensure, at a minimum, that the COVID-19 safety plan complies with all mandatory guidance and gives priority to recommended practices that are identified as being particularly effective at COVID-19 mitigation. The County Superintendent or designee shall regularly review public health guidance to ensure that the district's COVID-19 mitigation strategies are current with public health mandates or recommendations.

The district's COVID-19 safety plan shall be posted on the district's web site.

To promote transparency and facilitate decision-making regarding COVID-19 mitigation strategies, the County Superintendent or designee shall report to the County Board on a regular basis regarding the following:

1. Level of community transmission of COVID-19
2. COVID-19 vaccination coverage in the community and among students and staff
3. Any local COVID-19 outbreaks or increasing trends
4. Changes to local, state, and/or federal public health guidance, orders, and laws
5. Any revisions to the district's COVID-19 safety plan

Reporting to the Public Health Department

Upon learning that a school employee or student who has tested positive for COVID-19 was present on campus while infectious, the County Superintendent or designee shall immediately, and in no case later than 24 hours after learning of the positive case, notify the local health officer or the local health officer's representative about the positive case. The notification shall be made even if the individual who tested positive has not provided prior consent to the disclosure of personally identifiable information and shall include all of the following information, if known:
(Education Code 32090)

1. Identifying information of the individual who tested positive, including full name, address, telephone number, and date of birth
2. The date of the positive test, the school(s) at which the individual was present, and the date the individual was last onsite at the school(s)

3. The name, address, and telephone number of the person making the report

If a school has two or more outbreaks of COVID-19 and is subject to a safety review by CDPH pursuant to Education Code 32090, the County Superintendent or designee shall cooperate fully with the review.

Statewide Instructional Mode Survey

On or before the second and fourth Monday of each month, the County Superintendent or designee shall submit to the California Collaborative for Educational (CCEE) information required under Education Code 32091, in accordance with the form and procedures determined by CCEE.

Stakeholder Engagement and Community Relations

The County Office shall solicit input from stakeholders on how to best support students following the learning disruptions of the pandemic through appropriate methods, which may include surveys, community and family meetings, and other methods identified by the County Superintendent or designee.

The County Superintendent or designee shall collaborate with local health authorities to ensure that parents/guardians are provided with the information needed to ensure that public health guidance is observed in the home as well as in school, such as information about isolation and quarantine requirements, face mask requirements, symptom checks prior to school attendance, and who to contact when students have symptoms and/or were exposed.

The County Superintendent or designee shall use a variety of methods to regularly communicate with students, parents/guardians, and the community regarding community transmission levels, County Office operations, school schedules, and steps the County Office is taking to promote the health and safety of students. In addition, the members of the County Board have a responsibility as community leaders to communicate matters of public interest in a manner that is consistent with County Board policies and bylaws regarding public statements.

The County Office shall continue to collaborate with local health officials and agencies, community organizations, and other stakeholders to ensure that County Office operations reflect current recommendations and best practices for COVID-19 mitigation strategies. The County Superintendent or designee shall keep informed about resources and services available in the community to assist students and families in need.

Learning Recovery and Social-Emotional Support

The County Superintendent or designee shall develop a plan for assessing students' current academic levels early in the school year to ensure that each student is provided with appropriate opportunities for learning recovery based on need. The plan may include:

1. Use of interim or diagnostic assessments
2. Review of available data from assessments within the California Assessment of Student Performance and Progress
3. Review of attendance data from the 2020-2021 school year
4. Review of prior year grades
5. Discussion of student needs and strengths with parents/guardians and former teachers

The County Superintendent or designee shall develop and implement a learning recovery program that, at a minimum, provides supplemental instruction and support for social emotional well-being, and to the maximum extent permissible meals and snacks, to eligible students. (Education Code 43522)

Supplemental Instruction and Support

The County Office shall provide students with evidence-based supports and interventions in a tiered framework that bases universal, targeted, and intensive supports on students' needs for academic, social-emotional, and other integrated

student supports through a program of engaging learning experiences in a positive school climate. (Education Code 43522)

Targeted and intensive supports may include: (Education Code 43522)

1. Extending instructional learning time based on student learning needs including through summer school or intersessional instructional programs
2. Tutoring or other one-on-one or small group learning supports provided by certificated or classified staff
3. Learning recovery programs and materials designed to accelerate student academic proficiency, English language proficiency, or both
4. Integrated student supports to address other barriers to learning, such as:
 - a. The provision of health, counseling, or mental health services
 - b. Access to school meal programs
 - c. Access to before and after school programs
 - d. Programs to address student trauma and social-emotional learning
 - e. Referrals for support for family or student needs
5. Community learning hubs that provide students with access to technology, high-speed internet, and other academic supports
6. Supports for credit deficient students to complete graduation or grade promotion requirements and to increase or improve students' college eligibility
7. Additional academic services for students, such as diagnostic, progress monitoring, and benchmark assessments of student learning
8. Other interventions identified by the County Superintendent or designee

To ensure schoolwide implementation of the district's tiered framework of supports, the County Superintendent or designee shall plan staff development that includes: (Education Code 43522)

1. Accelerated learning strategies and effective techniques for closing learning gaps, including training in facilitating quality learning opportunities for all students
2. Strategies, including trauma-informed practices, to engage students and families in addressing students' social-emotional health needs and academic needs

Reengagement for Chronically Absent Students

The County Superintendent or designee shall implement strategies for identifying, locating, and reengaging students who were chronically absent or disengaged during the 2020-21 school year, including students who were kindergarten-age but who did not enroll in kindergarten. Strategies for reengaging students may include:

1. Personal outreach to families, including by staff who are known to families
2. Door-to-door campaigns
3. The use of social media to spread awareness about the implementation of COVID-19 mitigation strategies
4. Welcoming and supporting students who experienced chronic absenteeism due to the COVID-19 pandemic or who are returning to school after a long absence

Student Absence and Attendance

The County Board recognizes that COVID-19 will continue to impact the attendance of students. The County Superintendent or designee shall notify students and parents/guardians of expectations regarding school attendance. Such notification shall direct any student who contracts the virus or is subject to a quarantine order to stay home in accordance with state and local health orders.

The County Superintendent or designee shall ensure continuity of instruction for students who may be under a quarantine order to stay home, by offering such students independent study or other instructional delivery channels that allows the student to continue to participate in the instructional program to the greatest extent possible.

Nondiscrimination

The County Board prohibits discrimination based on actual or perceived medical condition or disability status. (Government Code 11135)

Individual students and staff shall not be identified as being COVID-positive, nor shall students be shamed, treated differently, or denied access to a free and appropriate public education because of their COVID-19 status or medical condition. Staff shall not disclose confidential or privileged information, including the medical history or health information of students and staff except as allowed by law. (Education Code 49450)

The County Superintendent or designee shall investigate any reports of harassment, intimidation, and bullying targeted at any student based on their medical condition or COVID status, exposure, or high-risk status.

(6/20) 9/21

Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
WEAVERVILLE, CA

EMERGENCY SCHEDULES

In order to provide for the safety of students and staff, the County Board authorizes the County Superintendent or designee to close a school site, change the regular school day schedule, or take any necessary action when hazardous environmental or weather conditions or other emergencies warrant.

When an emergency condition causes a school closure, reduction in attendance, or change in schedule pursuant to Education Code 41422 or 46392, thereby preventing the County Office from complying with the minimum number of instructional days or minutes required by law, the County Superintendent or designee shall complete and submit to the County Superintendent of Public Instruction (SPI) the necessary forms and/or affidavits for obtaining approval of apportionment credit for the days of the closure, reduction in attendance, or change in schedule. The County Superintendent or designee shall submit other relevant County Office records as may be required.

For school closures due to emergency events occurring after September 1, 2021, the County Superintendent or designee shall develop a plan for offering independent study within 10 days of school closure to any student impacted by the emergency condition. The plan shall also address the establishment, within a reasonable time, of independent study master agreements as specified in BP 6158 - Independent Study. The plan shall require reopening in person as soon as possible once allowable under the direction from the city or county health officer. The County Superintendent or designee shall certify that the County Office has a plan for independent study in the affidavit submitted to the SPI pursuant to Education Code 46392. (Education Code 46393)

The County Superintendent or designee shall establish a system for informing students and parents/guardians when school buses are not operating as scheduled, the school day schedule is changed, or the school is closed. The district's notification system shall include, but is not limited to, notifying local television and radio stations, posting on County Office web site(s), sending email and text messages, and/or making telephone calls.

Whenever the school day schedule changes after students have arrived at school, the County Superintendent or designee shall ensure that students are supervised in accordance with the procedures specified in the district's emergency and disaster preparedness plan.

The County Superintendent or designee may provide a means to make up lost instructional time later during the year. Students and parents/guardians shall receive timely notice in advance of any resulting changes in the school calendar or school day schedule.

(12/92) 9/21

SEARCH AND SEIZURE

The County Board is fully committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, and only as authorized by law, County Board policy, and administrative regulation, school officials may search students, their property, and/or County Office property under their control and may seize illegal, unsafe, or otherwise prohibited items. School officials shall exercise discretion and use good judgment when conducting searches.

The County Superintendent or designee shall ensure that staff who conduct student searches receive training regarding the requirements of the district's policy and administrative regulation and other legal issues, as appropriate.

Searches Based on Individualized Suspicion

School officials may search an individual student, the student's property, or County Office property under the student's control when there is a reasonable suspicion that the search will uncover evidence that the student is violating the law, County Board policy, administrative regulation, or other rules of the County Office or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation.

Any search of a student, the student's property, or County Office property under the student's control shall be limited in scope and designed to produce evidence related to the alleged violation. Factors to be considered by school officials when determining the scope of the search shall include the danger to the health or safety of students or staff, such as the possession of weapons, drugs, or other dangerous instruments, and whether the item(s) to be searched by school officials are reasonably related to the contraband to be found. In addition, school officials shall consider the intrusiveness of the search in light of the student's age, gender, and the nature of the alleged violation.

The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, purses, backpacks, and student vehicles parked on County Office property.

A student's personal electronic device may be searched only if a school official, in good faith, believes that an emergency involving danger of death or serious physical injury to the student or others requires access to the electronic device information.

Employees shall not conduct strip searches or body cavity searches of any student. (Education Code 49050)

Searches of individual students shall be conducted in the presence of at least two County Office employees.

The principal or designee shall notify the parent/guardian of a student subjected to an individualized search as soon as possible after the search.

Searches of Student Lockers and Desks

All student lockers and desks are the property of the County Office. The principal or designee may conduct a general inspection of school properties that are within the control of students, such as lockers and desks, on a regular, announced basis, with students standing by their assigned lockers or desks. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk was assigned.

Use of Metal Detectors

The County Board finds that the presence of weapons in the schools threatens the district's ability to provide the safe and orderly learning environment to which County Office students and staff are entitled. The County Board also finds that metal detector searches offer a reasonable means to keep weapons out of the schools and mitigate the fears of students and staff.

The County Superintendent or designee shall use metal detectors as necessary to keep weapons out of schools and help provide a safe learning environment. The County Superintendent or designee shall establish a plan to ensure that metal detector searches are conducted in a uniform and consistent manner.

Use of Contraband Detection Dogs

In an effort to keep the schools free of dangerous contraband, the County Office may use specially trained, nonaggressive dogs to sniff out and alert staff to the presence of substances prohibited by law or County Board policy. The dogs may sniff the air around lockers, desks, or vehicles on County Office property or at County Office-sponsored events. Dogs shall not sniff within the close proximity of students or other persons and may not sniff any personal items on those persons without individualized suspicion.

(3/00) 6/21

Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
WEAVERVILLE, CA

SEARCH AND SEIZURE

Searches of Student Lockers and Desks

All student lockers and desks are the property of the county office of education (County Office staff may conduct a general inspection of school properties that are within the control of students, such as lockers and desks, on a regular, announced basis, with students standing by their assigned lockers or desks. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk was assigned.

The Use of Metal Detectors

The County Superintendent of Schools finds that the presence of weapons in the schools threatens the district's ability to provide the safe and orderly learning environment to which County Office students and staff are entitled. The County Superintendent also finds that metal detector searches offer a reasonable means to keep weapons out of the schools and mitigate the fears of students and staff.

The following safeguards shall be used when making metal detector scans:

1. Before walk-through, students shall be asked to empty their pockets and belongings of metallic objects.
2. If an initial metal detector activation occurs, students shall be asked to remove other metallic objects that they may be wearing (e.g., belt and jewelry) and to walk through a second time.
3. If a second activation occurs, a hand-held metal detector shall be used.
4. If the activation is not eliminated or explained, staff shall escort the student to a private area where an expanded search shall be conducted by a staff member of the same gender as the student in the presence of another County Office employee of the same gender.
5. The search shall be limited to the detection of the cause of the activation.

Use of Contraband Detection Dogs

Contraband detection dogs shall not be used in classrooms or other County Office facilities when the rooms are occupied, except for demonstration purposes with the handler present. When used for demonstration purposes, the dog shall be separated from the students and not allowed to sniff any individual.

Prior to conducting an inspection, students shall be asked to leave the room that will be subject to the canine sniff. No student shall be forced to leave personal items behind for inspection, unless school officials have reasonable suspicion to search the item.

Only the dog's official handler shall determine what constitutes an alert by the dog. If the dog alerts on a particular item or place, the student having the use of that item or place, or responsibility for it, shall be called to witness the inspection. If a dog alerts on a locked vehicle, the student who brought the vehicle onto County Office property shall be asked to unlock it for inspection.

Notifications

At the beginning of each school year and upon enrollment, students and parents/guardians shall be informed about the policies and procedures for searches, including notice regarding:

1. The possibility of random searches of students, their belongings, their vehicles parked on County Office property, and

COE properties under a student's control, including lockers or desks

2. The COE's contraband dog detection program

3. The use of metal detector scans

In addition, signs shall be posted at all schools at which metal detectors are to be used to explain that anyone may be scanned by metal detector for guns, knives, or other illegal weapons when on campus or attending athletic or extracurricular events.

9/21

Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
WEAVERVILLE, CA

STUDENT SUCCESS TEAMS

The County Board encourages the collaboration of parents/guardians, certificated and classified staff, administrators, and/or the student, as appropriate, in evaluating the strengths and needs of students having academic, attendance, social, emotional, or behavioral difficulties and in identifying strategies and programs that may assist such students in maximizing their potential. The County Superintendent or designee shall establish student success teams (SST) as needed to address individual student needs.

The County Superintendent or designee shall establish and maintain a process for initiating the referral of students to SSTs, which may include referral by County Office staff, parents/guardians, and/or agency representatives. The County Superintendent or designee may also establish and maintain a process for responding to SST referrals, which may include a determination by the County Office as to whether an SST shall be convened for an individual student.

Each SST may collect and analyze relevant student data, as appropriate. The SST may also review the student's educational history, work samples, strengths and areas for growth, and identify available resources and strategies.

Each SST shall develop a plan to support the student which incorporates intervention strategies. Such strategies may include changes in program placement or instructional methods, recommendation of supplemental educational services, parent involvement strategies, social, emotional and/or behavioral interventions, discipline, referrals to other agencies or resources, and/or other appropriate interventions.

The SST shall monitor the student's progress, evaluate the extent to which the recommended strategies have been implemented, make adjustments to the plan, and develop additional interventions as needed.

The SST process shall not delay or deny a referral for evaluation for eligibility for special education, as may be required under state or federal law.

The County Superintendent or designee may integrate SSTs into the district's multi-tiered system of support, including identification of students who need additional support, the level(s) of support, appropriate interventions, monitoring of progress, and whether the goal of intervention has been met.

To strengthen the effectiveness of SSTs, the County Superintendent or designee may provide staff development in the identification of students who may need additional support, implementation of measurable and targeted interventions, and monitoring of progress and goal attainment.

(9/90) 9/21

STUDENT SUCCESS TEAMS**Team Membership**

Members of individual student success teams (SST) may include:

1. The principal or designee
2. One or more of the student's classroom teachers or former teachers
3. The student's parents/guardians
4. The student if appropriate
5. School Counselor(s)
6. Resource personnel or specialists, such as a school psychologist, nurse, outreach consultant, special education resource person, department chairperson, speech and language specialist, reading specialist, social worker, probation officer, community resource representative, mental health worker, and/or other person(s) relevant to the student's situation, as determined by the County Office

The makeup of each individual SST is at the district's discretion, and may not include participation from individuals in each of the categories listed above.

Team Responsibilities

The principal or designee shall:

1. Schedule meetings and establish meeting procedures
2. Contact parents/guardians and other team members regarding team meetings
3. Consult with appropriate school staff, including teachers and/or County Office resource personnel
4. Arrange for observation of the student as needed
5. Collect any additional background information necessary to inform team members about the student's strengths and needs, such as relevant student data, educational history, and work samples, as appropriate
6. Help the student and parents/guardians prepare for the meeting
7. Facilitate the team meetings
8. Develop a plan to support the student which incorporates intervention strategies
9. Ensure that the student's progress is monitored, that follow-up meetings are regularly scheduled, and that adjustments are made to the plan and related interventions as necessary

(9/90) 9/21

HIGH SCHOOL GRADUATION REQUIREMENTS

The County Board desires to prepare all students to successfully complete the high school course of study and obtain a diploma that represents their educational achievement and increases their opportunities for postsecondary education and employment.

Course Requirements

To obtain a high school diploma, students shall complete the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Three courses in English (Education Code 51225.3)
2. Two courses in mathematics (Education Code 51225.3)
Students shall complete at least one mathematics course that meets the state academic content standards for Algebra I or Mathematics I. Students may complete such coursework prior to grade 9 provided that they also complete two mathematics courses in grades 9-12. (Education Code 51224.5)

Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a "category c" course based on the "a-g" course requirements for college admission, which may be counted toward additional graduation requirements in mathematics.
(Education Code 51225.3, 51225.35)

3. Two courses in science, including biological and physical sciences (Education Code 51225.3)
4. Three courses in social studies, including United States history and geography; world history, culture, and geography; a one-semester course in American government and civics; and a one-semester course in economics (Education Code 51225.3)
5. One course in visual or performing arts, world language, or career technical education (CTE).
For purposes of this requirement, a course in American Sign Language shall be deemed a course in world language. (Education Code 51225.3)
To be counted towards meeting graduation requirements, a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education.
(Education Code 51225.3)
6. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3)

Because the prescribed course of study may not accommodate the needs of some students, the County Board shall provide alternative means for the completion of prescribed courses in accordance with law.

Exemptions from District-Adopted Graduation Requirements

County Office students are required to complete graduation course requirements specified above, including the requirements imposed by Education Code 51225.3 and those adopted by the County Board. However, a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers

into the County Office or between County Office schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be exempted from any graduation requirements adopted by the County Board that are in addition to statewide course requirements. This exemption shall not apply if the County Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school.

Within 30 days of the transfer into a school or of the commencement of participation in a newcomer program, as applicable, the County Superintendent or designee shall notify any eligible student of the availability of the exemption and whether the student qualifies for it. (Education Code 51225.1)

If during the 2020-21 school year a student was in the third or fourth year of high school and is not on track to graduate in four years, the County Office shall exempt the student from any local graduation requirements adopted by the County Board that are in addition to statewide course requirements specified in Education Code 51225.3. (Education Code 51225)

Additional Opportunities to Complete Required Coursework

The County Superintendent or designee shall provide a student who was enrolled in the third or fourth year of high school during the 2020-21 school year and is not on track to graduate in the 2020-21 or 2021-22 school years the opportunity to complete the statewide coursework required for graduation, which may include, but is not limited to, completion of the coursework through a fifth year of instruction, credit recovery, or other opportunity to complete the required coursework. (Education Code 51225)

Retroactive Diplomas

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

In addition, the County Office may retroactively grant high school diplomas to former students who: (Education Code 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure. Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the County Office that are consistent with the purposes of Education Code 48204.4.
In determining whether to award a diploma under these circumstances, the County Superintendent or designee shall consider any coursework that may have been completed outside of the United States or through online or virtual courses.
2. Were interned by order of the federal government during World War II or are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a County Office school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars. Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.
3. Are veterans who entered the military service of the United States while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a County Office school

4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

Honorary Diplomas

The County Board may grant an honorary high school diploma to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the student's home country following the completion of one academic school year in the County Office
2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the County Office. (Education Code 51225.5)

(12/17) 9/21

Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
WEAVERVILLE, CA

HIGH SCHOOL GRADUATION REQUIREMENTS**Notifications**

Requirements for graduation, specified alternative means for completing the prescribed course of study, and information about the availability of exemptions from local graduation requirements and/or credit recovery options available pursuant to Education Code 51225 shall be made available to students, parents/guardians, and the public.

Within 30 days of the transfer into a school by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student, the County Superintendent or designee shall notify any eligible student of the availability of the exemption from local graduation requirements under Education Code 51225.1 and whether the student qualifies for it. (Education Code 51225.1)

In the annual notification sent to parents/guardians pursuant to Education Code 48980, the County Superintendent or designee shall include the following: (Education Code 48980)

1. Information about County Office high school graduation requirements and how each requirement satisfies or does not satisfy the subject matter requirements for admission to the California State University and the University of California
2. A complete list of career technical education courses offered by the County Office that satisfy the subject matter requirements for admission to the California State University and the University of California, and which of the specific college admission requirements these courses satisfy

(11/04) 9/21

Board
Approved:

TRINITY COUNTY OFFICE OF EDUCATION
WEAVERVILLE, CA