Joint Powers Governing Board, Regular Board Meeting

05/06/2026 05:30 PM

1040 Florence Road
Livermore, CA 94550

AGENDA

The Mission of Tri-Valley ROP is to:

- Educate and train a broad spectrum of students by providing a bridge of opportunity connecting school to continuing education and career.
- Support and guide the development of life and career skills valued by business, industry, colleges, and society.
- Provide an environment of continuous program improvement, responsive to the changing needs of students, employers, and industry.
- Educate all students to acquire the skills, attitudes and values needed to find and retain jobs, to be socially responsible, and to make positive contributions to their families and the community.

JOINT POWERS GOVERNING BOARD

Emily Prusso, *Chairperson*
(925) 606-3281
eprussotrustee@lvjusd.org
Member District:
Livermore Valley Joint Unified School District

Laurie Walker, *Vice Chairperson*
(925) 963-6371
laurie_walker@pleasantonusd.net
Member District:
Pleasanton Unified School District

Kristin Speck, *Trustee*
(925) 351-2031
speckkristin@@dublinusd.org
Member District:
Dublin Unified School District

Julie Duncan, *Superintendent*
(925) 455-4800 x 106
jduncan@tvrop.org

Secretary to the Governing Board

JOINT POWERS GOVERNING BOARD MEETING PROCEDURES

Members of the public are encouraged to attend meetings of the Board. Individuals may address the Board regarding items *on* the agenda during the agenda item or, for Closed Session items, prior to Board adjournment into Closed Session. To address the Board regarding an item that *is* on the agenda, please complete a ***blue speaker card*** and submit it to the Administrative Assistant **prior** to Call to Order of the meeting or prior to the agenda item you wish to address. This allows the Board Chairperson to divide the available time among speakers.

Speakers may address the Board under agenda item **PUBLIC COMMENT**, regarding items of public interest within the Board's jurisdiction but are *not* on the agenda. Speakers should complete a ***yellow speaker card*** and submit it to the Administrative Assistant **prior** to Call to Order. By law, the Board may listen to comments, but may not enter into discussion nor take action on any item not on the agenda. Time is limited to 3 minutes per speaker and 20 minutes per subject matter.

1. CALL TO ORDER / ROLL CALL - 5:30 p.m. 6

2. PUBLIC COMMENT on posted closed session items only 7

3. ADJOURN TO CLOSED SESSION 8

A. Discipline/Dismissal/Release (Government Code, §45195) 9

B. Public Employee Performance Evaluation (Government Code, §54957) 10

Title: Superintendent

4. RECONVENE IN OPEN SESSION - 6:00 p.m. 11

A. Pledge of Allegiance 12

B. Approval of the Agenda 13

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.

C. Announcement of Any Reportable Action Taken in Closed Session 14

5. PUBLIC COMMENT 15

At this time, members of the public may address the Board regarding matters *not* on the agenda but within the Board's jurisdiction. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.) Speakers should submit a speaker card to the Administrative Assistant prior to the Call to Order: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item. Time is limited to 3 minutes per speaker and 20 minutes per topic.

6. CONSENT CALENDAR - MOTIONS 16

The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent Calendar and discussed and/or acted upon separately under Deferred Consent Items.

A. Approval of the Minutes from the Regular Board Meeting of March 11, 2026 17

The Board will consider approval of the minutes from the March 11, 2026, Board Meeting.

B. Approval of the Bill and Salary Report – March 1 – April 30, 2026 22

The Board will consider approval of the Bill and Salary Reports, which show the District's operating and salary expenditures for the period noted.

C. Approval of the Purchase Order Summary – March 1 – April 30, 2026 57

The Board will consider approval of the Purchase Order Summary which show the encumbrances of District funds for the period noted.

D. Approval of Donations 60

The Board will consider approval of donations received through April 30, 2026.

7. DEFERRED CONSENT ITEM/S 62

Items that are pulled from the Consent Calendar to be addressed individually will be discussed and acted upon at this time.

8. INFORMATION / ACTION ITEMS 63

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

A. 2026 – 2027 Draft Master Schedule - Information 64

Staff will provide an update on the Master Schedule for the 2026 - 2027 school year.

B. 2026 – 2027 Board Meeting Calendar - Action 74

Staff will present the preliminary 2026 - 2027 Board Meeting Calendar.

C. Approval of Personnel Document of May 6, 2026 - Action 76

The Board will act on all issues regarding employees of the Tri-Valley Regional Occupational Program. The Personnel Document specifies each area and may include new hires, resignations, retirements and/or vacancies for Board approval.

D. First and Final Reading of the CSBA Recommended Revisions of Tri-Valley Regional Occupational Program Board Policies – Information/Action 78

The Board will consider approval of the CSBA'S recommended revisions, additions, and deletions to the Tri-Valley Regional Occupational Program (TVROP) Board Policies:

9. CORRESPONDENCE 289

Letter from Alysse Castro, Superintendent, Alameda County Office of Education, Positive Certification of the 2025 - 2026 Second Interim Budget report.

10. SUPERINTENDENT'S REPORT 291

Julie Duncan, Superintendent, will report on recent meetings, activities, or legislation.

11. BOARD MEMBER REPORTS 292

Board members may wish to report on their recent activities.

12. ANNOUNCEMENTS 293

The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 10, 2026, at 5:30 p.m.

13. ADJOURNMENT 294

The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 10, 2026, at 5:30 p.m.

1. CALL TO ORDER / ROLL CALL - 5:30 p.m.

2. PUBLIC COMMENT on posted closed session items only

3. ADJOURN TO CLOSED SESSION

3. A. Discipline/Dismissal/Release (Government Code, §45195)

3. B. Public Employee Performance Evaluation (Government Code, §54957)

Quick Summary / Abstract

Title: Superintendent

4. RECONVENE IN OPEN SESSION - 6:00 p.m.

4. A. Pledge of Allegiance

4. B. Approval of the Agenda

Quick Summary / Abstract

Prior to approving the agenda, a Board member may request that an agenda item be pulled or moved on the agenda.

4. C. Announcement of Any Reportable Action Taken in Closed Session

5. PUBLIC COMMENT

Quick Summary / Abstract

At this time, members of the public may address the Board regarding matters *not* on the agenda but within the Board's jurisdiction. (For items that *are* on the agenda, the opportunity for public comment will be presented during each agenda item.) Speakers should submit a speaker card to the Administrative Assistant prior to the Call to Order: a *yellow card* for items not on the agenda and a *blue card* to speak during an agenda item. Time is limited to 3 minutes per speaker and 20 minutes per topic.

6. CONSENT CALENDAR - MOTIONS

Quick Summary / Abstract

The Consent Calendar is for items that require the approval of the Board, but are routine in nature. The Board acts upon these items in one vote. Any member of the Board, administration, or public may request that an item be pulled from the Consent Calendar and discussed and/or acted upon separately under Deferred Consent Items.

6. A. Approval of the Minutes from the Regular Board Meeting of March 11, 2026

Quick Summary / Abstract

The Board will consider approval of the minutes from the March 11, 2026, Board Meeting.

Supporting Documents

JPGB_TVROP_Minutes_ 03-11-2026

Tri-Valley Regional Occupational Program
1040 Florence Road, Livermore, CA 94550
Ph. (925) 455-4800 - Fax (925) 449-9126

JOINT POWERS GOVERNING BOARD
Regular Board Meeting of March 11, 2026
5:30 p.m. Closed Session
6:00 p.m. Open Session

1. **Call To Order/Roll Call – 5:30 p.m.**
   Chairperson Walker called the meeting to order at 5:34 p.m.
   Roll Call:
   Trustee Walker – Aye
   Trustee Speck – Aye
   Trustee Prusso - Absent

2. **PUBLIC COMMENT** - *None*

3. **ADJOURN TO CLOSED SESSION** *Government Code, §54957*

   A. **Employee Discipline/Dismissal/Release**

4. **RECONVENE IN OPEN SESSION – 6:09 p.m.**

   A. **Pledge of Allegiance**

   B. **Approved of the Agenda**
   The agenda was approved as written

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	2	0	0	1

   C. **Announcement of Any Reportable Action Taken in Closed Session** – No action taken during closed session.

5. **PUBLIC COMMENT** - *None*

6. **RECOGNITION/S**
   Superintendent Duncan recognized Suzanne Smith for being named the 2026 ACSA Region 6 Career Technical Education Administrator of the Year. Superintendent Duncan shared that that the application process is extensive and includes a detailed application and letters of support. Superintendent Duncan read excerpts from letters of support written by Amy Brown, Matt Campbell, and Zoe Zannis. All letters had a common theme highlighting Suzanne Smith's dedication to serving students particularly those who are often marginalized. Her work as an AVID teacher, AVID coordinator and coach reflects her deep commitment to ensuring every student is seen, supported, and valued.

7. **CONSENT CALENDAR – MOTIONS**

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	2	0	0	1

A. Approval of the Minutes from the Regular Board Meeting of January 21, 2026
The Board approved of the minutes from the January 21, 2026, Board Meeting.

B. Approval of the Bill and Salary Report – January 1 – February 28, 2026
The Board approved the Bill and Salary Reports, which show the District's operating and salary expenditures for the period noted.

C. Approval of the Purchase Order Summary – January 1 – February 28, 2026
The Board approved the Purchase Order Summary which show the encumbrances of District funds for the period noted.

D. Approval of Donations
The Board approved the donations received through March 6, 2026.

E. Approval of Surplus Equipment
The Board approved the Surplus Equipment for sale, donation, or disposal, per Education Code Section 17545.

F. Approval of Extension of Auditor Contract - CWDL
The Board approved the Extension of Auditor Contract – CWDL for fiscal years ending June 30, 2026 through 2028.

8. DEFERRED CONSENT ITEM/S – *None*

9. INFORMATION / ACTION ITEMS

A. Approval of the Second Interim Report – *Information/Action*
Based on the current budget and the multi-year projection, the Tri-Valley Regional Occupational Program the Board approved the 2025-2026 Second Interim Report with a Positive Certification.

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	2	0	0	1

Trustee Speck – Asked how can we compensate our employees? Information about the budget and how much was spent on salaries of the total budget was shared with the Board. Based on that information, are there any creative ideas?
Doug D'Amour – Reviewed position control vs. payroll and concluded there was no room in the current budget to be able to give salary increases unless there was more of a contribution from the member districts. He discouraged getting rid of the additional reserve because that was equal to one month's salary for all employees.
Trustee Speck – The additional 5% of CTEIG isn't some of that helping and then every year when we're collecting the 4% increase isn't that helping?
Doug D'Amour – Yes, but that would be small.
Trustee Speck – Proposed what if we increased the 5% and an additional 2% increase of CTEIG up to 20% being held at the TVROP to be able to give salary increases.
Doug D'Amour – Julie and Doug would take a look at it along with other creative ideas and get back to the Board.

B. First and Final Reading of the CSBA Recommended Revisions of Tri-Valley Regional Occupational Program Board Policies – *Information/Action*

The Board approved of the CSBA'S recommended revisions to the Tri-Valley Regional Occupational Program (TVROP) Board Policies:

1. Policy 4119.11: Sexual Harassment
2. Regulation 4119.11: Sexual Harassment
3. Regulation 4119.12: Title IX Sexual Harassment Complaint Procedures
4. Exhibit 4119.12-E(1): Title IX Sexual Harassment Complaint Procedures
5. Policy 4219.11: Sexual Harassment
6. Regulation 4219.11: Sexual Harassment
7. Regulation 4219.12: Title IX Sexual Harassment Complaint Procedures
8. Exhibit 4219.12-E(1): Title IX Sexual Harassment Complaint Procedures
9. Policy 4319.11: Sexual Harassment
10. Regulation 4319.11: Sexual Harassment
11. Regulation 4319.12: Title IX Sexual Harassment Complaint Procedures
12. Exhibit 4319.12-E(1): Title IX Sexual Harassment Complaint Procedures

Moved	***Seconded***	***Ayes***	***Noes***	***Abstain***	***Absent***
Speck	Walker	2	0	0	1

10. SUPERINTENDENT'S REPORT

Superintendent Duncan reported that she has been in communication with teachers, Trustee Speck, and administrators regarding the strike at Dublin Unified School District. She is working with Athena Duran to ensure clear communication and support for DUSD students traveling to other sites, as well as students from neighboring districts attending programs at Dublin and Emerald High School.

Superintendent Duncan read aloud an email from a parent of a DUSD student enrolled in the Criminal Justice Academy at Las Positas College. The parent expressed appreciation for Tri-Valley ROP and specifically recognized Mr. Larry Low for his support and communication. The parent shared that through the course, her daughter has gained confidence, found her voice, and learned to advocate for herself. The parent described the class as a welcoming and supportive environment where staying home is never an option because her daughter wants to attend.

11. BOARD MEMBER REPORTS - *None*

12. ANNOUNCEMENTS

- The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, May 6, 2026, at 5:30 p.m.

13. ADJOURNMENT - 6:58 p.m.

Submitted,

Approved and entered into the proceedings of the Board this 6th day of May, 2026

Julie Duncan
Secretary to the Board

Laurie Walker
Vice Chairperson

LW/JD/rv

6. B. Approval of the Bill and Salary Report – March 1 – April 30, 2026

Quick Summary / Abstract

The Board will consider approval of the Bill and Salary Reports, which show the District's operating and salary expenditures for the period noted.

Supporting Documents

Bill & Salary Report March 1 - April 30, 2026

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Revenue	Net Change to Balance
110-8590-6391- - - - -0- Other State Rev,Adult Ed								
		CT26-00807	APP-24138A-26 FY25-26 ADULT	03/27/26			3,293.00	3,293.00-
110-8699-6391- - - - -0- Other Local Rev,Adult Ed								
INV26-00002		AR26-00057	2025-2026 MOU Adult Ed Student	03/30/26			15,000.00	15,000.00-
INV26-00010		AR26-00065	MOU 2025-2026 Adult Ed Student	04/10/26			15,000.00	30,000.00-
			Account Total	04/30/26	.00	.00	30,000.00	
990-8290-5610- - - - -0-0000 Other Fed Rev,WIOA,Unrest								
		AR26-00051	WIOA GRANT REIMBURSEMEN	03/18/26			64,224.28	64,224.28-
990-8590-6388- - - - -0-1106 Other State Rev,Workforce								
		BR26-00029	Budget Update SWG6 Final 30%	04/14/26		189,590.00		189,590.00
990-8590-6388- - - - -0-1108 Other State Rev,Workforce								
		AR26-00072	Cabrillo College K12 Rd 8 Strong	04/22/26			654,358.00	654,358.00-
990-8689-0000-6000-3110-101-90-0-2200 Other Fees & Co,Unrestric								
INV26-00017		AR26-00054	2025-2026 Dublin HS - D. Yang 2r	03/18/26			11,710.61	11,710.61-
INV26-00003		AR26-00056	2025-2026 1ST QTR - Dublin HS I	03/30/26			7,807.07	19,517.68-
			Account Total	04/30/26	.00	.00	19,517.68	
990-8689-0000-6000-3110-102-90-0-2200 Other Fees & Co,Unrestric								
INV26-00016		AR26-00053	2025-2026 EMERALD HS - S.BAC	03/18/26			11,072.39	11,072.39-
INV26-00001		AR26-00055	2025-2026 EMERALD HS S.BACH	03/30/26			7,381.59	18,453.98-
			Account Total	04/30/26	.00	.00	18,453.98	
990-8689-0000-6000-3110-201-90-0-2200 Other Fees & Co,Unrestric								
INV26-00036		AR26-00070	2025-2026 Granada High School I	04/22/26			12,424.53	12,424.53-
990-8689-0000-6000-3110-202-90-0-2200 Other Fees & Co,Unrestric								
INV26-00035		AR26-00069	2025-2026 Livermore HS P. Caba	04/22/26			12,028.13	12,028.13-
990-8699-0000-6000-1000-000-90-0-0000 Other Local Rev,Unrestric								
		BR26-00025	Budget Update	03/12/26		621.00		621.00
INV26-00018		AR26-00058	DECA Board of Directors Meeting	03/30/26			275.12	345.88
INV26-00028		AR26-00066	ICDC ATLANTA - APRIL 2026	04/10/26			22,848.68	22,502.80-
INV26-00025		AR26-00071	ICDC ATLANTA - APRIL 2026	04/22/26			17,472.52	39,975.32-
	Napa Auto Parts, Inc.	EX26-00656	STALEDATEREISSUE525	04/27/26			68.07-	39,907.25-
			Account Total	04/30/26	.00	621.00	40,528.25	
990-8699-0000-6000-2700-000-90-0-0000 Other Local Rev,Unrestric								
		AR26-00050	US BANK CARD REWARDS Q4 Y	03/18/26			259.43	259.43-
INV26-00019		AR26-00052	DECA BUS PARKING	03/18/26			631.80	891.23-
		AR26-00059	GETSET FIELD TRIP TRANSPOF	03/30/26			25.00	916.23-
			Account Total	04/30/26	.00	.00	916.23	
990-8699-0000-6000-4000-501-90-0-9930 Other Local Rev,Unrestric								

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Revenue	Net Change to Balance
990-8699-0000-6000-4000-501-90-0-9930	Other Local Rev,Unrestric							
INV26-00020		AR26-00067	BILLBACK FOR MIDDLE COLLE(	04/22/26			18,963.32	18,963.32-
INV26-00021		AR26-00076	BILLBACK FOR MIDDLE COLLE(	04/24/26			19,179.70	38,143.02-
			Account Total	04/30/26	.00	.00	38,143.02	
990-8699-9010-6000-1000-000-90-0-0000	Other Local Rev,Other Res							
		AR26-00064	SALE OF CAR	04/09/26			2,000.00	2,000.00-
		AR26-00073	DONATION AUTOBODY/TECH -	04/22/26			1,400.00	3,400.00-
		AR26-00074	DONATION TEM - AUTO BODY	04/24/26			10,000.00	13,400.00-
		AR26-00075	RECYLCLING AUTO TECH	04/24/26			5.35	13,405.35-
			Account Total	04/30/26	.00	.00	13,405.35	
990-8781-0000-6000-2700-000-90-0-0000	Trans fr Dist,Unrestricte							
INV26-00031		AR26-00068	2025-2026 Apportionment - 3rd QI	04/22/26			399,397.57	399,397.57-
			Total for Revenue Accounts		**.00**	**190,211.00**	**1,306,690.02**	**1,116,479.02-**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
110-5825-6371-4630-1000-000-90-0-0000	Consultants,Unrest.,Adult								
T26-00043	Mckinney, Mildred	EN26-00447	CalWorks Metrix Instructor 25-26 S	03/02/26			1,789.20-		1,789.20
T26-00043	Mckinney, Mildred	EX26-00511	CalWorks Metrix Instructor 25-26 S	03/02/26				1,789.20	
T26-00023	Schlick, Madison	EN26-00460	M SchlickTech Coordinator 25-26	03/06/26			3,960.10-		3,960.10
T26-00023	Schlick, Madison	EX26-00531	M SchlickTech Coordinator 25-26	03/06/26				3,960.10	
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Specialis	03/16/26			731.17		731.17-
T26-00023	Schlick, Madison	EN26-00505	M SchlickTech Coordinator 25-26	04/01/26			3,656.35-		2,925.18
T26-00043	Mckinney, Mildred	EN26-00506	CalWorks Metrix Instructor 25-26 S	04/01/26			1,789.20-		4,714.38
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Specialis	04/01/26			10,756.55-		15,470.93
T26-00023	Schlick, Madison	EX26-00586	M SchlickTech Coordinator 25-26	04/01/26				3,656.35	11,814.58
T26-00043	Mckinney, Mildred	EX26-00587	CalWorks Metrix Instructor 25-26 S	04/01/26				1,789.20	10,025.38
T26-00050	Suter, Meredith	EX26-00588	M Suter Student Success Specialis	04/01/26				2,240.26	7,785.12
T26-00050	Suter, Meredith	EX26-00589	M Suter Student Success Specialis	04/01/26				1,968.71	5,816.41
T26-00023	Schlick, Madison	EN26-00530	M SchlickTech Coordinator 25-26	04/14/26			5,846.28-		11,662.69
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Specialis	04/14/26			12,464.04		801.35-
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Specialis	04/14/26			119.80		921.15-
T26-00023	Schlick, Madison	EX26-00617	M SchlickTech Coordinator 25-26	04/14/26				5,846.28	6,767.43-
		IFC26-00002	Account code correction- PO #T26	04/14/26				1,526.95	8,294.38-
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Specialis	04/27/26			4,253.86-		4,040.52-
T26-00050	Suter, Meredith	EX26-00661	M Suter Student Success Specialis	04/27/26				680.00	4,720.52-
T26-00050	Suter, Meredith	EX26-00662	M Suter Student Success Specialis	04/27/26				1,572.50	6,293.02-

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
			Account Total	04/30/26	.00	.00	18,736.53-	25,029.55	
110-5825-6391-4630-1000-000-90-0-0000 Consultants,Unrest.,Adult									
T26-00047	Castaneda, Adrian Marti	EN26-00454	Adult Ed Student Services Advisor	03/02/26			4,200.00-		4,200.00
T26-00047	Castaneda, Adrian Marti	EX26-00519	Adult Ed Student Services Advisor	03/02/26				4,200.00	
T26-00047	Castaneda, Adrian Marti	EN26-00478	Adult Ed Student Services Advisor	03/19/26			4,200.00-		4,200.00
T26-00047	Castaneda, Adrian Marti	EX26-00557	Adult Ed Student Services Advisor	03/19/26				4,200.00	
T26-00047	Castaneda, Adrian Marti	EN26-00514	Adult Ed Student Services Advisor	04/01/26			4,200.00-		4,200.00
T26-00047	Castaneda, Adrian Marti	EX26-00597	Adult Ed Student Services Advisor	04/01/26				4,200.00	
T26-00047	Castaneda, Adrian Marti	EN26-00532	Adult Ed Student Services Advisor	04/14/26			3,780.00-		3,780.00
T26-00047	Castaneda, Adrian Marti	EX26-00619	Adult Ed Student Services Advisor	04/14/26				3,780.00	
			Account Total	04/30/26	.00	.00	16,380.00-	16,380.00	
110-5830-6371-4630-1000-000-90-0-0000 Contr.Services,Unrest.,Ad									
T26-00049	Zoe T. Zannis	EN26-00473	Z Zannis Student Success Special	03/16/26			2,507.50-		2,507.50
T26-00050	Suter, Meredith	EX26-00546	M Suter Student Success Specialis	03/16/26				1,955.00	552.50
T26-00049	Zoe T. Zannis	EX26-00554	Z Zannis Student Success Special	03/16/26				2,507.50	1,955.00-
T26-00049	Zoe T. Zannis	EN26-00515	Z Zannis Student Success Special	04/01/26			2,847.50-		892.50
T26-00049	Zoe T. Zannis	EX26-00598	Z Zannis Student Success Special	04/01/26				2,847.50	1,955.00-
T26-00049	Zoe T. Zannis	EN26-00533	Z Zannis Student Success Special	04/14/26			2,316.25-		361.25
T26-00049	Zoe T. Zannis	EX26-00620	Z Zannis Student Success Special	04/14/26				2,316.25	1,955.00-
			Account Total	04/30/26	.00	.00	7,671.25-	9,626.25	
990-1110-0000-6000-1000-000-90-0-0000 Tchr Sal 11 Pay,Unrest.,R									
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				150,138.53	150,138.53-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				150,138.53	300,277.06-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			300,277.06		600,554.12-
			Account Total	04/30/26	.00	.00	300,277.06	300,277.06	
990-1110-0000-6000-4000-501-90-0-9930 Tchr Sal 11 Pay,Middle Co									
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				28,941.39	28,941.39-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				28,941.39	57,882.78-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			57,882.78		115,765.56-
			Account Total	04/30/26	.00	.00	57,882.78	57,882.78	
990-1110-7339-6000-1000-501-90-0-7001 Tchr Sal 11 Pay,MCEC 24-2									
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				3,581.26	3,581.26-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				3,581.26	7,162.52-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			7,162.52		14,325.04-
			Account Total	04/30/26	.00	.00	7,162.52	7,162.52	
990-1110-9010-3800-1000-000-90-0-1455 Tchr Sal 11 Pay,CTWI,Voc.									

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-1110-9010-3800-1000-000-90-0-1455	Tchr Sal 11 Pay,CTWI,Voc.								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				3,567.42	3,567.42-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				3,567.42	7,134.84-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			7,134.84		14,269.68-
			Account Total	04/30/26	.00	.00	7,134.84	7,134.84	
990-1120-0000-6000-1000-000-90-0-0000	Tchr Stipend,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				2,000.00	2,000.00-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				2,000.00	4,000.00-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			4,000.00		8,000.00-
			Account Total	04/30/26	.00	.00	4,000.00	4,000.00	
990-1120-6388-6000-1000-000-90-0-1106	Tchr Stipend,SWG6,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				1,000.00	1,000.00-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				1,000.00	2,000.00-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2,000.00		4,000.00-
			Account Total	04/30/26	.00	.00	2,000.00	2,000.00	
990-1128-0000-6000-1000-000-90-0-0000	Tchr Hourly,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				675.00	675.00-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				1,170.00	1,845.00-
			Account Total	04/30/26	.00	.00	.00	1,845.00	
990-1128-0000-6000-4000-501-90-0-9930	Tchr Hourly,Middle Colleg								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				270.00	270.00-
990-1128-6388-6000-1000-000-90-0-1106	Tchr Hourly,SWG6,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				315.00	315.00-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				382.50	697.50-
			Account Total	04/30/26	.00	.00	.00	697.50	
990-1312-0000-6000-2100-000-90-0-0000	Supv Admin Sal,Unrest.,RO								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				28,739.43	28,739.43-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				28,739.43	57,478.86-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			57,478.86		114,957.72-
			Account Total	04/30/26	.00	.00	57,478.86	57,478.86	
990-1312-0000-6000-7100-000-90-0-0000	Supv Admin Sal,Unrest.,RO								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				19,967.69	19,967.69-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				19,967.69	39,935.38-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			39,935.38		79,870.76-
			Account Total	04/30/26	.00	.00	39,935.38	39,935.38	
990-2210-0000-6000-3110-101-90-0-2200	Class Supp Sal,Career Cen								
		BR26-00025	Budget Update	03/12/26		78.00-			78.00-
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				5,809.38	5,887.38-

Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-2210-0000-6000-3110-101-90-0-2200	Class Supp Sal,Career Cen (continued)								
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				5,809.38	11,696.76-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			11,618.76		23,315.52-
			Account Total	04/30/26	.00	78.00-	11,618.76	11,618.76	
990-2210-0000-6000-3110-102-90-0-2200	Class Supp Sal,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				5,494.76	5,494.76-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				5,494.76	10,989.52-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			10,989.52		21,979.04-
			Account Total	04/30/26	.00	.00	10,989.52	10,989.52	
990-2210-0000-6000-3110-201-90-0-2200	Class Supp Sal,Career Cen								
		BR26-00025	Budget Update	03/12/26		50.00-			50.00-
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				6,067.03	6,117.03-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				6,067.03	12,184.06-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			12,134.06		24,318.12-
			Account Total	04/30/26	.00	50.00-	12,134.06	12,134.06	
990-2210-0000-6000-3110-202-90-0-2200	Class Supp Sal,Career Cen								
		BR26-00025	Budget Update	03/12/26		63.00-			63.00-
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				6,017.03	6,080.03-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				6,017.03	12,097.06-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			12,034.06		24,131.12-
			Account Total	04/30/26	.00	63.00-	12,034.06	12,034.06	
990-2210-0000-6000-3110-301-90-0-2200	Class Supp Sal,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				2,904.70	2,904.70-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				2,904.70	5,809.40-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			5,809.40		11,618.80-
			Account Total	04/30/26	.00	.00	5,809.40	5,809.40	
990-2210-0000-6000-3110-302-90-0-2200	Class Supp Sal,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				2,904.70	2,904.70-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				2,904.70	5,809.40-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			5,809.40		11,618.80-
			Account Total	04/30/26	.00	.00	5,809.40	5,809.40	
990-2225-0000-6000-3110-101-90-0-2200	Class Suppt OT,Career Cen								
		BR26-00025	Budget Update	03/12/26		78.00			78.00
990-2225-0000-6000-3110-102-90-0-2200	Class Suppt OT,Career Cen								
		BR26-00025	Budget Update	03/12/26		73.00			73.00
990-2225-0000-6000-3110-201-90-0-2200	Class Suppt OT,Career Cen								
		BR26-00025	Budget Update	03/12/26		30.00			30.00
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				270.30	240.30-

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-2225-0000-6000-3110-201-90-0-2200	Class Suppt OT,Career Cen (continued)								
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				378.42	618.72-
			Account Total	04/30/26	.00	30.00	.00	648.72	
990-2225-0000-6000-3110-202-90-0-2200	Class Suppt OT,Career Cen								
		BR26-00025	Budget Update	03/12/26		63.00			63.00
990-2228-0000-6000-3110-102-90-0-2200	Class Suppt Hr,Career Cen								
		BR26-00025	Budget Update	03/12/26		73.00-			73.00-
990-2228-7339-6000-4000-501-90-0-7001	Class Suppt Hr,MCEC 24-25								
		BR26-00026	Budget Update	03/16/26		900.00-			900.00-
990-2310-0000-6000-2700-000-90-0-0000	Supv Admin Sal,Unrest.,RO								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				9,307.84	9,307.84-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				9,307.84	18,615.68-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			18,615.68		37,231.36-
			Account Total	04/30/26	.00	.00	18,615.68	18,615.68	
990-2410-0000-6000-2700-000-90-0-0000	Clerical Sal,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				12,503.79	12,503.79-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				12,503.79	25,007.58-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			25,007.58		50,015.16-
			Account Total	04/30/26	.00	.00	25,007.58	25,007.58	
990-2428-0000-6000-4000-501-90-0-9930	Clerical Hr,Middle Colleg								
		PR26-00025	03/31/26 Regular Payroll (Earning:	03/31/26				912.60	912.60-
		PR26-00028	04/30/26 Regular Payroll (Earning:	04/30/26				760.50	1,673.10-
			Account Total	04/30/26	.00	.00	.00	1,673.10	
990-3101-0000-6000-1000-000-90-0-0000	STRS Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				26,169.91	26,169.91-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				26,264.46	52,434.37-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			52,081.96		104,516.33-
			Account Total	04/30/26	.00	.00	52,081.96	52,434.37	
990-3101-0000-6000-2100-000-90-0-0000	STRS Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				5,164.53	5,164.53-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				5,164.53	10,329.06-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			10,329.06		20,658.12-
			Account Total	04/30/26	.00	.00	10,329.06	10,329.06	
990-3101-0000-6000-4000-501-90-0-9930	STRS Cert,Middle College,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				5,266.85	5,266.85-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				5,215.27	10,482.12-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			10,430.54		20,912.66-
			Account Total	04/30/26	.00	.00	10,430.54	10,482.12	

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3101-0000-6000-7100-000-90-0-0000	STRS Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				3,686.50	3,686.50-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				3,686.50	7,373.00-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			7,373.00		14,746.00-
			Account Total	04/30/26	.00	.00	7,373.00	7,373.00	
990-3101-6388-6000-1000-000-90-0-1106	STRS Cert,SWG6,ROCP								
		BR26-00025	Budget Update	03/12/26		840.00			840.00
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				251.16	588.84
		BR26-00029	Budget Update SWG6 Final 30%	04/14/26		61.00			649.84
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				191.00	458.84
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			382.00		76.84
			Account Total	04/30/26	.00	901.00	382.00	442.16	
990-3101-7339-6000-1000-501-90-0-7001	STRS Cert,MCEC 24-25,ROCP								
		BR26-00027	Budget Update	03/16/26		666.00-			666.00-
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				684.02	1,350.02-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				684.02	2,034.04-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			1,368.04		3,402.08-
			Account Total	04/30/26	.00	666.00-	1,368.04	1,368.04	
990-3101-9010-3800-1000-000-90-0-1455	STRS Cert,CTWI,Voc. Ed								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				629.29	629.29-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				629.29	1,258.58-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			1,258.58		2,517.16-
			Account Total	04/30/26	.00	.00	1,258.58	1,258.58	
990-3201-0000-6000-1000-000-90-0-0000	PERS Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1,778.80	1,778.80-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1,778.80	3,557.60-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			3,557.60		7,115.20-
			Account Total	04/30/26	.00	.00	3,557.60	3,557.60	
990-3202-0000-6000-2700-000-90-0-0000	PERS Class,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				5,438.85	5,438.85-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				5,438.85	10,877.70-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			10,877.70		21,755.40-
			Account Total	04/30/26	.00	.00	10,877.70	10,877.70	
990-3202-0000-6000-3110-101-90-0-2200	PERS Class,Career Center,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1,411.26	1,411.26-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1,411.26	2,822.52-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2,822.52		5,645.04-
			Account Total	04/30/26	.00	.00	2,822.52	2,822.52	

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3202-0000-6000-3110-102-90-0-2200	PERS Class,Career Center,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1,326.91	1,326.91-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1,326.91	2,653.82-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2,653.82		5,307.64-
			Account Total	04/30/26	.00	.00	2,653.82	2,653.82	
990-3202-0000-6000-3110-201-90-0-2200	PERS Class,Career Center,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1,480.33	1,480.33-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1,480.33	2,960.66-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2,960.66		5,921.32-
			Account Total	04/30/26	.00	.00	2,960.66	2,960.66	
990-3202-0000-6000-3110-202-90-0-2200	PERS Class,Career Center,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1,466.93	1,466.93-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1,466.93	2,933.86-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2,933.86		5,867.72-
			Account Total	04/30/26	.00	.00	2,933.86	2,933.86	
990-3202-0000-6000-3110-301-90-0-2200	PERS Class,Career Center,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				705.63	705.63-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				705.63	1,411.26-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			1,411.26		2,822.52-
			Account Total	04/30/26	.00	.00	1,411.26	1,411.26	
990-3202-0000-6000-3110-302-90-0-2200	PERS Class,Career Center,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				705.63	705.63-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				705.63	1,411.26-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			1,411.26		2,822.52-
			Account Total	04/30/26	.00	.00	1,411.26	1,411.26	
990-3202-7339-6000-4000-501-90-0-7001	PERS Class,MCEC 24-25,ROC								
		BR26-00026	Budget Update	03/16/26		242.00-			242.00-
990-3311-0000-6000-1000-000-90-0-0000	OASDI Cert,Unrest.,ROCP								
		BR26-00025	Budget Update	03/12/26		114.00			114.00
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				435.92	321.92-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				435.92	757.84-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			871.84		1,629.68-
			Account Total	04/30/26	.00	114.00	871.84	871.84	
990-3311-6388-6000-1000-000-90-0-1106	OASDI Cert,SWG6,ROCP								
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				23.72	23.72-
990-3312-0000-6000-2700-000-90-0-0000	OASDI Class,Unrest.,ROCP								
		BR26-00025	Budget Update	03/12/26		1.00-			1.00-
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1,339.71	1,340.71-

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3312-0000-6000-2700-000-90-0-0000	OASDI Class,Unrest.,ROCP (continued)								
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1,339.71	2,680.42-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2,679.42		5,359.84-
			Account Total	04/30/26	.00	1.00-	2,679.42	2,679.42	
990-3312-0000-6000-3110-101-90-0-2200	OASDI Class,Career Center								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				355.69	355.69-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				355.69	711.38-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			711.38		1,422.76-
			Account Total	04/30/26	.00	.00	711.38	711.38	
990-3312-0000-6000-3110-102-90-0-2200	OASDI Class,Career Center								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				340.68	340.68-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				340.68	681.36-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			681.36		1,362.72-
			Account Total	04/30/26	.00	.00	681.36	681.36	
990-3312-0000-6000-3110-201-90-0-2200	OASDI Class,Career Center								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				388.42	388.42-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				395.13	783.55-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			743.33		1,526.88-
			Account Total	04/30/26	.00	.00	743.33	783.55	
990-3312-0000-6000-3110-202-90-0-2200	OASDI Class,Career Center								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				368.56	368.56-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				368.57	737.13-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			737.13		1,474.26-
			Account Total	04/30/26	.00	.00	737.13	737.13	
990-3312-0000-6000-3110-301-90-0-2200	OASDI Class,Career Center								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				167.68	167.68-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				180.09	347.77-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			360.18		707.95-
			Account Total	04/30/26	.00	.00	360.18	347.77	
990-3312-0000-6000-3110-302-90-0-2200	OASDI Class,Career Center								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				176.57	176.57-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				176.57	353.14-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			353.14		706.28-
			Account Total	04/30/26	.00	.00	353.14	353.14	
990-3312-0000-6000-4000-501-90-0-9930	OASDI Class,Middle Colleg								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				56.58	56.58-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				47.15	103.73-
			Account Total	04/30/26	.00	.00	.00	103.73	

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3312-7339-6000-4000-501-90-0-7001	OASDI Class,MCEC 24-25,RO								
		BR26-00026	Budget Update	03/16/26		56.00-			56.00-
990-3321-0000-6000-1000-000-90-0-0000	Medicare Cert,Unrest.,ROC								
		BR26-00025	Budget Update	03/12/26		438.00-			438.00-
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				2,182.97	2,620.97-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				2,190.15	4,811.12-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			4,346.36		9,157.48-
			Account Total	04/30/26	.00	438.00-	4,346.36	4,373.12	
990-3321-0000-6000-2100-000-90-0-0000	Medicare Cert,Unrest.,ROC								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				408.97	408.97-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				408.97	817.94-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			817.94		1,635.88-
			Account Total	04/30/26	.00	.00	817.94	817.94	
990-3321-0000-6000-4000-501-90-0-9930	Medicare Cert,Middle Coll								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				408.02	408.02-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				404.10	812.12-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			808.20		1,620.32-
			Account Total	04/30/26	.00	.00	808.20	812.12	
990-3321-0000-6000-7100-000-90-0-0000	Medicare Cert,Unrest.,ROC								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				285.89	285.89-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				285.89	571.78-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			571.78		1,143.56-
			Account Total	04/30/26	.00	.00	571.78	571.78	
990-3321-6388-6000-1000-000-90-0-1106	Medicare Cert,SWG6,ROCP								
		BR26-00025	Budget Update	03/12/26		64.00			64.00
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				19.08	44.92
		BR26-00029	Budget Update SWG6 Final 30%	04/14/26		4.00			48.92
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				20.06	28.86
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			29.02		.16-
			Account Total	04/30/26	.00	68.00	29.02	39.14	
990-3321-7339-6000-1000-501-90-0-7001	Medicare Cert,MCEC 24-25,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				49.24	49.24-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				49.24	98.48-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			98.48		196.96-
			Account Total	04/30/26	.00	.00	98.48	98.48	
990-3321-9010-3800-1000-000-90-0-1455	Medicare Cert,CTWI,Voc. E								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				51.73	51.73-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				51.73	103.46-

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3321-9010-3800-1000-000-90-0-1455	Medicare Cert,CTWI,Voc. E (continued)								
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			103.46		206.92-
			Account Total	04/30/26	.00	.00	103.46	103.46	
990-3322-0000-6000-2700-000-90-0-0000	Medicare Class,Unrest.,RO								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				313.32	313.32-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				313.32	626.64-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			626.64		1,253.28-
			Account Total	04/30/26	.00	.00	626.64	626.64	
990-3322-0000-6000-3110-101-90-0-2200	Medicare Class,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				83.19	83.19-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				83.19	166.38-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			166.38		332.76-
			Account Total	04/30/26	.00	.00	166.38	166.38	
990-3322-0000-6000-3110-102-90-0-2200	Medicare Class,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				79.67	79.67-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				79.67	159.34-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			159.34		318.68-
			Account Total	04/30/26	.00	.00	159.34	159.34	
990-3322-0000-6000-3110-201-90-0-2200	Medicare Class,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				90.84	90.84-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				92.41	183.25-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			173.84		357.09-
			Account Total	04/30/26	.00	.00	173.84	183.25	
990-3322-0000-6000-3110-202-90-0-2200	Medicare Class,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				86.20	86.20-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				86.20	172.40-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			172.40		344.80-
			Account Total	04/30/26	.00	.00	172.40	172.40	
990-3322-0000-6000-3110-301-90-0-2200	Medicare Class,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				39.22	39.22-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				42.12	81.34-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			84.24		165.58-
			Account Total	04/30/26	.00	.00	84.24	81.34	
990-3322-0000-6000-3110-302-90-0-2200	Medicare Class,Career Cen								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				41.30	41.30-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				41.30	82.60-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			82.60		165.20-
			Account Total	04/30/26	.00	.00	82.60	82.60	

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Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3322-0000-6000-4000-501-90-0-9930	Medicare Class,Middle Col								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				13.23	13.23-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				11.03	24.26-
			Account Total	04/30/26	.00	.00	.00	24.26	
990-3322-7339-6000-4000-501-90-0-7001	Medicare Class,MCEC 24-25								
		BR26-00026	Budget Update	03/16/26		14.00-			14.00-
990-3401-0000-6000-7100-000-90-0-0000	H&W Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				156.22	156.22-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				156.22	312.44-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			312.44		624.88-
			Account Total	04/30/26	.00	.00	312.44	312.44	
990-3501-0000-6000-1000-000-90-0-0000	SUI Cert,Unrest.,ROCP								
		BR26-00025	Budget Update	03/12/26		16.00-			16.00-
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				76.34	92.34-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				76.59	168.93-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			152.00		320.93-
			Account Total	04/30/26	.00	16.00-	152.00	152.93	
990-3501-0000-6000-2100-000-90-0-0000	SUI Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				14.30	14.30-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				14.30	28.60-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			28.60		57.20-
			Account Total	04/30/26	.00	.00	28.60	28.60	
990-3501-0000-6000-4000-501-90-0-9930	SUI Cert,Middle College,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				14.48	14.48-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				14.34	28.82-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			28.68		57.50-
			Account Total	04/30/26	.00	.00	28.68	28.82	
990-3501-0000-6000-7100-000-90-0-0000	SUI Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				9.92	9.92-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				9.92	19.84-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			19.84		39.68-
			Account Total	04/30/26	.00	.00	19.84	19.84	
990-3501-6388-6000-1000-000-90-0-1106	SUI Cert,SWG6,ROCP								
		BR26-00025	Budget Update	03/12/26		2.00			2.00
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				.66	1.34
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				.69	.65
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			1.00		.35-
			Account Total	04/30/26	.00	2.00	1.00	1.35	

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Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3501-7339-6000-1000-501-90-0-7001	SUI Cert,MCEC 24-25,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1.78	1.78-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1.78	3.56-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			3.56		7.12-
			Account Total	04/30/26	.00	.00	3.56	3.56	
990-3501-9010-3800-1000-000-90-0-1455	SUI Cert,CTWI,Voc. Ed								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1.78	1.78-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1.78	3.56-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			3.56		7.12-
			Account Total	04/30/26	.00	.00	3.56	3.56	
990-3502-0000-6000-2700-000-90-0-0000	SUI Class,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				10.90	10.90-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				10.90	21.80-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			21.80		43.60-
			Account Total	04/30/26	.00	.00	21.80	21.80	
990-3502-0000-6000-3110-101-90-0-2200	SUI Class,Career Center,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				2.90	2.90-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				2.90	5.80-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			5.80		11.60-
			Account Total	04/30/26	.00	.00	5.80	5.80	
990-3502-0000-6000-3110-102-90-0-2200	SUI Class,Career Center,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				2.75	2.75-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				2.75	5.50-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			5.50		11.00-
			Account Total	04/30/26	.00	.00	5.50	5.50	
990-3502-0000-6000-3110-201-90-0-2200	SUI Class,Career Center,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				3.17	3.17-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				3.22	6.39-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			6.06		12.45-
			Account Total	04/30/26	.00	.00	6.06	6.39	
990-3502-0000-6000-3110-202-90-0-2200	SUI Class,Career Center,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				3.01	3.01-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				3.01	6.02-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			6.02		12.04-
			Account Total	04/30/26	.00	.00	6.02	6.02	
990-3502-0000-6000-3110-301-90-0-2200	SUI Class,Career Center,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1.45	1.45-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1.45	2.90-

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3502-0000-6000-3110-301-90-0-2200	SUI Class,Career Center,R (continued)								
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2.90		5.80-
			Account Total	04/30/26	.00	.00	2.90	2.90	
990-3502-0000-6000-3110-302-90-0-2200	SUI Class,Career Center,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1.45	1.45-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1.45	2.90-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			2.90		5.80-
			Account Total	04/30/26	.00	.00	2.90	2.90	
990-3502-0000-6000-4000-501-90-0-9930	SUI Class,Middle College,								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				.46	.46-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				.38	.84-
			Account Total	04/30/26	.00	.00	.00	.84	
990-3502-7339-6000-4000-501-90-0-7001	SUI Class,MCEC 24-25,ROCP								
		BR26-00026	Budget Update	03/16/26		1.00-			1.00-
990-3601-0000-6000-1000-000-90-0-0000	Wk Comp Cert,Unrest.,ROCP								
		BR26-00025	Budget Update	03/12/26		43.00			43.00
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				1,956.00	1,913.00-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				1,962.34	3,875.34-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			3,894.72		7,770.06-
			Account Total	04/30/26	.00	43.00	3,894.72	3,918.34	
990-3601-0000-6000-2100-000-90-0-0000	Wk Comp Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				366.59	366.59-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				366.59	733.18-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			733.18		1,466.36-
			Account Total	04/30/26	.00	.00	733.18	733.18	
990-3601-0000-6000-4000-501-90-0-9930	Wk Comp Cert,Middle Colle								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				373.90	373.90-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				370.44	744.34-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			740.88		1,485.22-
			Account Total	04/30/26	.00	.00	740.88	744.34	
990-3601-0000-6000-7100-000-90-0-0000	Wk Comp Cert,Unrest.,ROCP								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				255.59	255.59-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				255.59	511.18-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			511.18		1,022.36-
			Account Total	04/30/26	.00	.00	511.18	511.18	
990-3601-6388-6000-1000-000-90-0-1106	Wk Comp Cert,SWG6,ROCP								
		BR26-00025	Budget Update	03/12/26		56.00			56.00
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				16.84	39.16

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-3601-6388-6000-1000-000-90-0-1106	Wk Comp Cert,SWG6,ROCP (continued)								
		BR26-00029	Budget Update SWG6 Final 30%	04/14/26		4.00			43.16
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				17.71	25.45
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			25.62		.17-
			Account Total	04/30/26	.00	60.00	25.62	34.55	
990-3601-7339-6000-1000-501-90-0-7001	Wk Comp Cert,MCEC 24-25,R								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				45.85	45.85-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				45.85	91.70-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			91.70		183.40-
			Account Total	04/30/26	.00	.00	91.70	91.70	
990-3601-7339-6000-2700-501-90-0-7001	Wk Comp Cert,MCEC 24-25,R								
		BR26-00026	Budget Update	03/16/26		11.00			11.00
990-3601-9010-3800-1000-000-90-0-1455	Wk Comp Cert,CTWI,Voc. Ed								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				45.66	45.66-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				45.66	91.32-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			91.32		182.64-
			Account Total	04/30/26	.00	.00	91.32	91.32	
990-3602-0000-6000-2700-000-90-0-0000	Wk Comp Class,Unrest.,ROC								
		BR26-00025	Budget Update	03/12/26		11.00-			11.00-
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				279.19	290.19-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				279.19	569.38-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			558.38		1,127.76-
			Account Total	04/30/26	.00	11.00-	558.38	558.38	
990-3602-0000-6000-3110-101-90-0-2200	Wk Comp Class,Career Cent								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				74.36	74.36-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				74.36	148.72-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			148.72		297.44-
			Account Total	04/30/26	.00	.00	148.72	148.72	
990-3602-0000-6000-3110-102-90-0-2200	Wk Comp Class,Career Cent								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				70.33	70.33-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				70.33	140.66-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			140.66		281.32-
			Account Total	04/30/26	.00	.00	140.66	140.66	
990-3602-0000-6000-3110-201-90-0-2200	Wk Comp Class,Career Cent								
		BR26-00025	Budget Update	03/12/26		20.00			20.00
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				81.12	61.12-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				82.50	143.62-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			155.32		298.94-

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
			Account Total	04/30/26	.00	20.00	155.32	163.62	
990-3602-0000-6000-3110-202-90-0-2200	Wk Comp Class,Career Cent								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				77.02	77.02-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				77.02	154.04-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			154.04		308.08-
			Account Total	04/30/26	.00	.00	154.04	154.04	
990-3602-0000-6000-3110-301-90-0-2200	Wk Comp Class,Career Cent								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				37.18	37.18-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				37.18	74.36-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			74.36		148.72-
			Account Total	04/30/26	.00	.00	74.36	74.36	
990-3602-0000-6000-3110-302-90-0-2200	Wk Comp Class,Career Cent								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				37.18	37.18-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				37.18	74.36-
		PR26-00030	Salary Encumbrance between 05/(	04/30/26			74.36		148.72-
			Account Total	04/30/26	.00	.00	74.36	74.36	
990-3602-0000-6000-4000-501-90-0-9930	Wk Comp Class,Middle Coll								
		PR26-00025	03/31/26 Regular Payroll (Contribu	03/31/26				11.68	11.68-
		PR26-00028	04/30/26 Regular Payroll (Contribu	04/30/26				9.73	21.41-
			Account Total	04/30/26	.00	.00	.00	21.41	
990-3602-7339-6000-4000-501-90-0-7001	Wk Comp Class,MCEC 24-25,								
		BR26-00026	Budget Update	03/16/26		12.00-			12.00-
990-4200-7339-6000-1000-501-90-0-7001	Other Books,MCEC 24-25,RO								
T26-00105	Bulk Bookstore	EN26-00443	MC - Classroom books	03/02/26			477.16-		477.16
T26-00105	Bulk Bookstore	EX26-00505	MC - Classroom books	03/02/26				477.16	
			Account Total	04/30/26	.00	.00	477.16-	477.16	
990-4300-0000-6000-1000-101-90-0-1320	Mat & Supp,Marketing,ROCP								
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				517.15	517.15-
990-4300-0000-6000-1000-101-90-0-1410	Mat & Supp,Criminal Justi								
T26-00010	ODP Business Solutions	EN26-00448	TVROP District Office office suppli	03/02/26			46.30-		46.30
T26-00010	ODP Business Solutions	EX26-00512	TVROP District Office office suppli	03/02/26				46.30	
T26-00010	ODP Business Solutions	EN26-00508	TVROP District Office office suppli	04/01/26			41.39-		41.39
T26-00010	ODP Business Solutions	EX26-00590	TVROP District Office office suppli	04/01/26				41.39	
T26-00010	ODP Business Solutions	EN26-00548	TVROP District Office office suppli	04/20/26			87.50-		87.50
T26-00010	ODP Business Solutions	EX26-00632	TVROP District Office office suppli	04/20/26				50.71	36.79
T26-00010	ODP Business Solutions	EX26-00633	TVROP District Office office suppli	04/20/26				36.79	
			Account Total	04/30/26	.00	.00	175.19-	175.19	
990-4300-0000-6000-1000-101-90-0-9210	Mat & Supp,Animal&Mo Grap								

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-4300-0000-6000-1000-101-90-0-9210 Mat & Supp,Animal&Mo Grap									
T26-00133	ODP Business Solutions	EN26-00517	Toner Cartridge	04/01/26			79.84		79.84-
T26-00133	ODP Business Solutions	EN26-00562	Toner Cartridge	04/27/26			79.84-		
T26-00133	ODP Business Solutions	EX26-00663	Toner Cartridge	04/27/26				84.84	84.84-
			Account Total	04/30/26	.00	.00	.00	84.84	
990-4300-0000-6000-1000-201-90-0-9915 Mat & Supp,Med Occupation									
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				189.24	189.24-
	US Bank	EX26-00559	US BANK MID MARCH26	03/19/26				104.61	293.85-
T26-00115	ODP Business Solutions	EN26-00510	AVHS Sports Med Supplies 25/26	04/01/26			119.00-		174.85-
T26-00115	ODP Business Solutions	EX26-00592	AVHS Sports Med Supplies 25/26	04/01/26				82.30	257.15-
T26-00115	ODP Business Solutions	EX26-00593	AVHS Sports Med Supplies 25/26	04/01/26				36.70	293.85-
			Account Total	04/30/26	.00	.00	119.00-	412.85	
990-4300-0000-6000-1000-201-90-0-9920 Mat & Supp,Nursing Career									
T26-00122	Simulation Health Allianc	EN26-00440	Cabrera GHS Nursing Materials &	03/02/26			106.50		106.50-
T26-00102	Simulation Health Allianc	EN26-00453	Cabrera GHS Nursing Materials &	03/02/26			652.90-		546.40
T26-00102	Simulation Health Allianc	EX26-00518	Cabrera GHS Nursing Materials &	03/02/26				652.90	106.50-
T26-00122	Simulation Health Allianc	EN26-00489	Cabrera GHS Nursing Materials &	03/23/26			106.50-		
T26-00122	Simulation Health Allianc	EX26-00572	Cabrera GHS Nursing Materials &	03/23/26				106.51	106.51-
			Account Total	04/30/26	.00	.00	652.90-	759.41	
990-4300-0000-6000-1000-202-90-0-1411 Mat & Supp,CSI,ROCP									
T26-00010	ODP Business Solutions	EN26-00448	TVROP District Office office suppli	03/02/26			46.29-		46.29
T26-00010	ODP Business Solutions	EX26-00512	TVROP District Office office suppli	03/02/26				46.29	
T26-00010	ODP Business Solutions	EN26-00508	TVROP District Office office suppli	04/01/26			41.39-		41.39
T26-00010	ODP Business Solutions	EX26-00590	TVROP District Office office suppli	04/01/26				41.39	
T26-00010	ODP Business Solutions	EN26-00548	TVROP District Office office suppli	04/20/26			87.51-		87.51
T26-00010	ODP Business Solutions	EX26-00632	TVROP District Office office suppli	04/20/26				50.72	36.79
T26-00010	ODP Business Solutions	EX26-00633	TVROP District Office office suppli	04/20/26				36.79	
			Account Total	04/30/26	.00	.00	175.19-	175.19	
990-4300-0000-6000-1000-302-90-0-1320 Mat & Supp,Marketing,ROCP									
		BR26-00025	Budget Update	03/12/26		74.00-			74.00-
T26-00052	ODP Business Solutions	EN26-00488	FHS Marketing office supplies 25/2	03/23/26			153.99-		79.99
T26-00052	ODP Business Solutions	EX26-00571	FHS Marketing office supplies 25/2	03/23/26				153.99	74.00-
			Account Total	04/30/26	.00	74.00-	153.99-	153.99	
990-4300-0000-6000-1000-302-90-0-9410 Mat & Supp,Dev Psych I&II									
		BR26-00025	Budget Update	03/12/26		47.00-			47.00-
990-4300-0000-6000-1000-302-90-0-9910 Mat & Supp,EMR,ROCP									
	US Bank	EX26-00559	US BANK MID MARCH26	03/19/26				233.89	233.89-
990-4300-0000-6000-1000-302-90-0-9915 Mat & Supp,Med Occupation									

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-4300-0000-6000-1000-302-90-0-9915	Mat & Supp,Med Occupation								
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				33.06	33.06-
990-4300-0000-6000-2700-000-90-0-0000	Mat & Supp,Unrest.,ROCP								
	VILLANUEVA, ROXANN	EX26-00522	REIMBURSEMENT VIL 34	03/06/26				14.36	14.36-
	US Bank	EX26-00641	APRIL US BANK 2026	04/20/26				214.33	228.69-
			Account Total	04/30/26	.00	.00	.00	228.69	
990-4300-0000-6000-4000-501-90-0-9930	Mat & Supp,Middle College								
T26-00021	ODP Business Solutions	EN26-00449	MC office supplies for SY 25/26	03/02/26			137.71-		137.71
T26-00021	ODP Business Solutions	EX26-00513	MC office supplies for SY 25/26	03/02/26				137.71	
		BR26-00025	Budget Update	03/12/26		600.00-			600.00-
T26-00032	Follett Higher Edu Group	EN26-00468	MC Fall 2025 & Spring 2026 stude	03/16/26			664.20-		64.20
T26-00021	ODP Business Solutions	EN26-00470	MC office supplies for SY 25/26	03/16/26			289.09-		353.29
T26-00032	Follett Higher Edu Group	EX26-00543	MC Fall 2025 & Spring 2026 stude	03/16/26				664.20	310.91-
T26-00021	ODP Business Solutions	EX26-00547	MC office supplies for SY 25/26	03/16/26				48.50	359.41-
T26-00021	ODP Business Solutions	EX26-00548	MC office supplies for SY 25/26	03/16/26				215.41	574.82-
T26-00021	ODP Business Solutions	EX26-00549	MC office supplies for SY 25/26	03/16/26				25.18	600.00-
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				969.41	1,569.41-
	US Bank	EX26-00559	US BANK MID MARCH26	03/19/26				66.04	1,635.45-
T26-00021	ODP Business Solutions	EN26-00509	MC office supplies for SY 25/26	04/01/26			62.27-		1,573.18-
T26-00021	ODP Business Solutions	EX26-00591	MC office supplies for SY 25/26	04/01/26				62.27	1,635.45-
T26-00021	ODP Business Solutions	EN26-00549	MC office supplies for SY 25/26	04/20/26			132.98-		1,502.47-
T26-00021	ODP Business Solutions	EX26-00634	MC office supplies for SY 25/26	04/20/26				43.91	1,546.38-
T26-00021	ODP Business Solutions	EX26-00635	MC office supplies for SY 25/26	04/20/26				89.07	1,635.45-
	US Bank	EX26-00641	APRIL US BANK 2026	04/20/26				614.79	2,250.24-
T26-00118	Jostens Inc	EN26-00559	MC Class of 2026 Graduation Stol	04/27/26			2,311.39-		61.15
T26-00118	Jostens Inc	EX26-00655	MC Class of 2026 Graduation Stol	04/27/26				2,311.39	2,250.24-
			Account Total	04/30/26	.00	600.00-	3,597.64-	5,247.88	
990-4300-5610-3800-4000-000-90-0-0000	Mat & Supp,Unrest.,Voc. E								
	US Bank	EX26-00641	APRIL US BANK 2026	04/20/26				191.35	191.35-
990-4300-7339-6000-1000-000-90-0-0000	Mat & Supp,Unrest.,ROCP								
		BR26-00025	Budget Update	03/12/26		3,218.00			3,218.00
990-4300-7339-6000-1000-501-90-0-7001	Mat & Supp,MCEC 24-25,ROC								
		BR26-00025	Budget Update	03/12/26		36.00-			36.00-
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				273.24	309.24-
T26-00020	ODP Business Solutions	EN26-00550	MCEC-TVROP Grant/Brown 25/26	04/20/26			133.02-		176.22-
T26-00020	ODP Business Solutions	EX26-00636	MCEC-TVROP Grant/Brown 25/26	04/20/26				29.02	205.24-
T26-00020	ODP Business Solutions	EX26-00637	MCEC-TVROP Grant/Brown 25/26	04/20/26				104.00	309.24-
	US Bank	EX26-00641	APRIL US BANK 2026	04/20/26				119.88	429.12-

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Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
			Account Total	04/30/26	.00	36.00-	133.02-	526.14	
990-4300-9010-3800-1000-000-90-0-1455 Mat & Supp,CTWI,Voc. Ed									
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				1,091.05	1,091.05-
	US Bank	EX26-00641	APRIL US BANK 2026	04/20/26				6,081.34	7,172.39-
			Account Total	04/30/26	.00	.00	.00	7,172.39	
990-4300-9010-6000-1000-000-90-0-0000 Mat & Supp,Unrest.,ROCP									
T26-00121	Airgas, Inc.	EN26-00441	Auto Body Supplies	03/02/26			28.81-		28.81
T26-00121	Airgas, Inc.	EX26-00503	Auto Body Supplies	03/02/26				28.81	
T26-00123	Airgas, Inc.	EN26-00455	LHS - Auto Body Supplies	03/04/26			23.42		23.42-
T26-00123	Airgas, Inc.	EN26-00465	LHS - Auto Body Supplies	03/16/26			23.42-		
T26-00123	Airgas, Inc.	EX26-00538	LHS - Auto Body Supplies	03/16/26				23.42	23.42-
T26-00119	Livermore Auto Parts, In	EN26-00504	LHS Auto Body Parts & Mat.	04/01/26			81.52-		58.10
T26-00119	Livermore Auto Parts, In	EX26-00585	LHS Auto Body Parts & Mat.	04/01/26				81.52	23.42-
		AR26-00063	REFUND FROM AIRGAS PO T26	04/09/26				28.81-	5.39
			Account Total	04/30/26	.00	.00	110.33-	104.94	
990-4370-7339-6000-1000-000-90-0-0000 Tech Supplies,Unrest.,ROC									
T26-00117	ODP Business Solutions	EN26-00450	Printer - MCEC/LHS Grant	03/02/26			336.64-		336.64
T26-00117	ODP Business Solutions	EX26-00514	Printer - MCEC/LHS Grant	03/02/26				336.64	
		BR26-00025	Budget Update	03/12/26		342.00			342.00
			Account Total	04/30/26	.00	342.00	336.64-	336.64	
990-4470-6388-6000-1000-000-90-0-1106 Tech Equip,SWG6,ROCP									
		BR26-00028	QES Computers RP26-00136 exp	04/13/26		16,893.00			16,893.00
T26-00135	QES Computers Inc	EN26-00521	SWG6 - Desktop computers	04/13/26			16,892.16		.84
			Account Total	04/30/26	.00	16,893.00	16,892.16	.00	
990-5200-0000-6000-1000-000-90-0-0000 Travel & Conf,Unrest.,ROC									
T26-00124	NorCal DECA	EN26-00464	B Udoutcch 2026 ICDC Reg & Loc	03/13/26			935.00		935.00-
T26-00113	NorCal DECA	EX26-00539	B Udoutcch 2026 SCDC Reg & Lo	03/16/26				85.00	1,020.00-
T26-00126	NorCal DECA	EN26-00475	D Coleman 2026 ICDC Reg & Lod	03/17/26			1,575.00		2,595.00-
T26-00127	NorCal DECA	EN26-00476	T Raaker 2026 ICDC Reg & Lodgi	03/17/26			935.00		3,530.00-
T26-00128	NorCal DECA	EN26-00477	M Akrami 2026 ICDC Reg & Lodgi	03/17/26			1,575.00		5,105.00-
T26-00124	NorCal DECA	EN26-00479	B Udoutcch 2026 ICDC Reg & Loc	03/23/26			935.00-		4,170.00-
T26-00126	NorCal DECA	EN26-00480	D Coleman 2026 ICDC Reg & Lod	03/23/26			1,575.00-		2,595.00-
T26-00127	NorCal DECA	EN26-00481	T Raaker 2026 ICDC Reg & Lodgi	03/23/26			935.00-		1,660.00-
T26-00128	NorCal DECA	EN26-00482	M Akrami 2026 ICDC Reg & Lodgi	03/23/26			1,575.00-		85.00-
T26-00124	NorCal DECA	EX26-00561	B Udoutcch 2026 ICDC Reg & Loc	03/23/26				935.00	1,020.00-
T26-00126	NorCal DECA	EX26-00562	D Coleman 2026 ICDC Reg & Lod	03/23/26				1,575.00	2,595.00-
T26-00127	NorCal DECA	EX26-00563	T Raaker 2026 ICDC Reg & Lodgi	03/23/26				935.00	3,530.00-
T26-00128	NorCal DECA	EX26-00564	M Akrami 2026 ICDC Reg & Lodgi	03/23/26				1,575.00	5,105.00-

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Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
			Account Total	04/30/26	.00	.00	.00	5,105.00	
990-5200-0000-6000-2700-000-90-0-0000	Travel & Conf,Unrest.,ROC								
	RAAKER, TAMARA	EX26-00502	CONFERENCE DECA2526	03/02/26				51.40	51.40-
	RAAKER, TAMARA	EX26-00535	CONFERENCEDECA2526	03/16/26				87.10	138.50-
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				8,040.16	8,178.66-
	US Bank	EX26-00559	US BANK MID MARCH26	03/19/26				54,614.04	62,792.70-
	US Bank	EX26-00641	APRIL US BANK 2026	04/20/26				95.00	62,887.70-
	RAAKER, TAMARA	EX26-00643	Reversal of EX26-00535	04/22/26				87.10-	62,800.60-
	RAAKER, TAMARA	EX26-00646	aCONFERENCEDECA2526 A	04/27/26				87.10	62,887.70-
			Account Total	04/30/26	.00	.00	.00	62,887.70	
990-5200-5610-3800-4000-000-90-0-0000	Travel & Conf,Unrest.,Voc								
		BR26-00022	Joelle Glushenko flight on May 4	03/11/26		310.00			310.00
		BT26-00014	Parking & J. Glushenko flight	03/13/26		302.00			612.00
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				300.04	311.96
			Account Total	04/30/26	.00	612.00	.00	300.04	
990-5200-6388-6000-1000-000-90-0-1106	Travel & Conf,SWG6,ROCP								
		BR26-00025	Budget Update	03/12/26		6,173.00			6,173.00
		BT26-00013	Educating for Careers conference	03/13/26		5,654.00			11,827.00
	SMITH, SUZANNE P	EX26-00536	MAR 2026 M SMI 15	03/16/26				224.75	11,602.25
	HUTSON, AUSTIN L	EX26-00537	CONFERENCEDUCATE2526	03/16/26				327.26	11,274.99
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				5,653.44	5,621.55
		BT26-00015	March 2026 CalCard for CAROCP	04/02/26		552.00			6,173.55
		BR26-00029	Budget Update SWG6 Final 30%	04/14/26		160.00			6,333.55
	MEYER, CHRIS	EX26-00606	MARCH 26 M MEY 5	04/14/26				160.95	6,172.60
		BT26-00018	April 2026 Cal Card Reconciliation	04/17/26		1,572.00			7,744.60
	US Bank	EX26-00641	APRIL US BANK 2026	04/20/26				1,571.93	6,172.67
			Account Total	04/30/26	.00	14,111.00	.00	7,938.33	
990-5210-0000-6000-1000-101-90-0-1320	Mileage,Marketing,ROCP								
	UDOUTCH, BAILEY	EX26-00607	FEB 26 M UDO 6	04/14/26				34.58	34.58-
	UDOUTCH, BAILEY	EX26-00608	MARCH 26 M UDO 6	04/14/26				67.93	102.51-
			Account Total	04/30/26	.00	.00	.00	102.51	
990-5210-0000-6000-1000-101-90-0-1410	Mileage,Criminal Justic,R								
	LOW, JR., LAWRENCE	EX26-00625	FEB 26 M LO 50	04/20/26				162.04	162.04-
	LOW, JR., LAWRENCE	EX26-00626	MARCH 26 M LO 50	04/20/26				151.09	313.13-
			Account Total	04/30/26	.00	.00	.00	313.13	
990-5210-0000-6000-1000-101-90-0-1411	Mileage,CSI,ROCP								
	HUTSON, AUSTIN L	EX26-00524	FEB 26 M HUT 45	03/06/26				61.33	61.33-
	HUTSON, AUSTIN L	EX26-00603	MARCH 2026 M HUT 45	04/08/26				67.31	128.64-

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ERP for California

Activity for Dates 03/01/2026 to 04/30/2026									Fiscal Year 2025/26
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
			Account Total	04/30/26	.00	.00	.00	128.64	
990-5210-0000-6000-1000-201-90-0-1320	Mileage,Marketing,ROCP								
	COLEMAN, DAVID A	EX26-00523	FEB 26 M COL 37	03/06/26				79.75	79.75-
	COLEMAN, DAVID A	EX26-00624	MARCH 26 M COL 7	04/20/26				87.72	167.47-
			Account Total	04/30/26	.00	.00	.00	167.47	
990-5210-0000-6000-1000-201-90-0-9410	Mileage,Dev Psych I&II,RO								
	SMILEY, DANIELLE	EX26-00577	FEB 26 M SMI 67	04/01/26				20.37	20.37-
990-5210-0000-6000-1000-201-90-0-9915	Mileage,Med Occupations,R								
	CABRERA, KATHY	EX26-00521	FEB 26 M CAB 31	03/06/26				38.19	38.19-
	CABRERA, KATHY	EX26-00602	MARCH 2026 M CAB 31	04/08/26				27.19	65.38-
			Account Total	04/30/26	.00	.00	.00	65.38	
990-5210-0000-6000-1000-201-90-0-9920	Mileage,Nursing Careers,R								
	CABRERA, KATHY	EX26-00521	FEB 26 M CAB 31	03/06/26				38.18	38.18-
	CABRERA, KATHY	EX26-00602	MARCH 2026 M CAB 31	04/08/26				27.20	65.38-
			Account Total	04/30/26	.00	.00	.00	65.38	
990-5210-0000-6000-1000-202-90-0-1330	Mileage,Intro to Health,R								
	MACHADO, ALYSA L	EX26-00525	FEB 26 M OLI 59	03/06/26				27.15	27.15-
	MACHADO, ALYSA L	EX26-00604	MARCH 2026 M OLI 59	04/08/26				39.89	67.04-
			Account Total	04/30/26	.00	.00	.00	67.04	
990-5210-0000-6000-1000-202-90-0-9410	Mileage,Dev Psych I&II,RO								
	SMILEY, DANIELLE	EX26-00577	FEB 26 M SMI 67	04/01/26				20.37	20.37-
990-5210-0000-6000-1000-301-90-0-1411	Mileage,CSI,ROCP								
	HUTSON, AUSTIN L	EX26-00524	FEB 26 M HUT 45	03/06/26				61.34	61.34-
	HUTSON, AUSTIN L	EX26-00603	MARCH 2026 M HUT 45	04/08/26				67.32	128.66-
			Account Total	04/30/26	.00	.00	.00	128.66	
990-5210-0000-6000-1000-302-90-0-9410	Mileage,Dev Psych I&II,RO								
		BR26-00025	Budget Update	03/12/26		47.00			47.00
	MATEK, SHELLEY L	EX26-00609	FEB 26 M MAT 2	04/14/26				75.69	28.69-
	MATEK, SHELLEY L	EX26-00610	MARCH 26 M MAT 2	04/14/26				41.98	70.67-
			Account Total	04/30/26	.00	47.00	.00	117.67	
990-5210-0000-6000-1000-302-90-0-9915	Mileage,Med Occupations,R								
	MACHADO, ALYSA L	EX26-00525	FEB 26 M OLI 59	03/06/26				27.15	27.15-
	MACHADO, ALYSA L	EX26-00604	MARCH 2026 M OLI 59	04/08/26				39.89	67.04-
			Account Total	04/30/26	.00	.00	.00	67.04	
990-5210-0000-6000-3110-201-90-0-2200	Mileage,Career Center,ROC								
	WATSON, DANIELLE	EX26-00520	FEB 26 M WATS 6	03/06/26				78.16	78.16-
990-5210-0000-6000-3110-202-90-0-2200	Mileage,Career Center,ROC								
	CABADING, PAULA-AN	EX26-00501	FEB 26 M CAB 0	03/02/26				31.25	31.25-
990-5210-0000-6000-4000-501-90-0-9930	Mileage,Middle College,RO								

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
	FAIRCHILD, TARA D	EX26-00526	FEB 26 M FAI 63	03/06/26				39.01	39.01-
	FAIRCHILD, TARA D	EX26-00576	MARCH 26 FAI 63	04/01/26				32.91	71.92-
			Account Total	04/30/26	.00	.00	.00	71.92	
990-5610-0000-6000-2700-000-90-0-0000 Equip Maint,Unrest.,ROCP									
T26-00131	First-Citizens Bank & Tru	EN26-00496	Copier Lease 2025-26 SY	04/01/26			3,000.00		3,000.00-
T26-00131	First-Citizens Bank & Tru	EN26-00520	Copier Lease 2025-26 SY	04/08/26			560.74-		2,439.26-
T26-00131	First-Citizens Bank & Tru	EX26-00605	Copier Lease 2025-26 SY	04/08/26				560.74	3,000.00-
T26-00131	First-Citizens Bank & Tru	EN26-00526	Copier Lease 2025-26 SY	04/14/26			1,026.71-		1,973.29-
T26-00131	First-Citizens Bank & Tru	EX26-00613	Copier Lease 2025-26 SY	04/14/26				1,026.71	3,000.00-
T26-00131	First-Citizens Bank & Tru	EN26-00557	Copier Lease 2025-26 SY	04/27/26			497.56-		2,502.44-
T26-00131	First-Citizens Bank & Tru	EX26-00653	Copier Lease 2025-26 SY	04/27/26				497.56	3,000.00-
			Account Total	04/30/26	.00	.00	914.99	2,085.01	
990-5620-0000-6000-2700-000-90-0-0000 Rental,Unrest.,ROCP									
T26-00014	Livermore Airway Busine	EN26-00503	Storage Rental 25-26 SY	04/01/26			375.00-		375.00
T26-00014	Livermore Airway Busine	EX26-00584	Storage Rental 25-26 SY	04/01/26				375.00	
T26-00004	Caltronics Business Sys	EX26-00644	Reversal of EX26-00426	04/22/26				529.15-	529.15
T26-00004	Caltronics Business Sys	EX26-00645	Reversal of EX26-00427	04/22/26				497.56-	1,026.71
			Account Total	04/30/26	.00	.00	375.00-	651.71-	
990-5818-0000-6000-2700-000-90-0-0000 Fees & Assess,Unrest.,ROC									
T26-00138	Bay Area Air Quality Ma	EN26-00543	R Barnard LHS Annual Permit Rer	04/15/26			1,378.00		1,378.00-
T26-00138	Bay Area Air Quality Ma	EN26-00546	R Barnard LHS Annual Permit Rer	04/20/26			1,378.00-		
T26-00138	Bay Area Air Quality Ma	EX26-00630	R Barnard LHS Annual Permit Rer	04/20/26				1,378.00	1,378.00-
			Account Total	04/30/26	.00	.00	.00	1,378.00	
990-5820-0000-6000-2700-000-90-0-0000 Audit,Unrest.,ROCP									
T26-00132	CWDL CPAs	EN26-00495	24-25 ROP Audit Final Billing 100%	03/30/26			11,360.00		11,360.00-
T26-00132	CWDL CPAs	EN26-00518	24-25 ROP Audit Final Billing 100%	04/01/26			11,360.00-		
T26-00132	CWDL CPAs	EN26-00519	24-25 ROP Audit Final Billing 100%	04/01/26			11,360.00		11,360.00-
T26-00132	CWDL CPAs	EN26-00525	24-25 ROP Audit Final Billing 100%	04/14/26			11,360.00-		
T26-00132	CWDL CPAs	EX26-00612	24-25 ROP Audit Final Billing 100%	04/14/26				11,360.00	11,360.00-
			Account Total	04/30/26	.00	.00	.00	11,360.00	
990-5822-0000-6000-2700-000-90-0-0000 Bank Fee,Unrest.,ROCP									
	TVROP-US Bank	EX26-00558	BANK FEES	03/19/26				554.64	554.64-
990-5825-6388-6000-2100-000-90-0-1199 Consultants,SWG C,ROCP									
T26-00056	Williams, Terresa	EN26-00472	SW Pathway Coordinator SY 25-2	03/16/26			13,449.15-		13,449.15
T26-00056	Williams, Terresa	EX26-00551	SW Pathway Coordinator SY 25-2	03/16/26				13,449.15	
T26-00056	Williams, Terresa	EN26-00566	SW Pathway Coordinator SY 25-2	04/27/26			15,503.10-		15,503.10
T26-00056	Williams, Terresa	EX26-00667	SW Pathway Coordinator SY 25-2	04/27/26				15,503.10	
			Account Total	04/30/26	.00	.00	28,952.25-	28,952.25	

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Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5825-7339-6000-1000-000-90-0-0000	Consultants,Unrest.,ROCP								
		BR26-00025	Budget Update	03/12/26		3,560.00-			3,560.00-
T26-00051	Zoe T. Zannis	EN26-00474	LVJUSD MCEC Dual Enrollment Z	03/16/26			3,995.00-		435.00
T26-00051	Zoe T. Zannis	EX26-00556	LVJUSD MCEC Dual Enrollment Z	03/16/26				3,995.00	3,560.00-
T26-00051	Zoe T. Zannis	EN26-00516	LVJUSD MCEC Dual Enrollment Z	04/01/26			3,612.50-		52.50
T26-00051	Zoe T. Zannis	EX26-00601	LVJUSD MCEC Dual Enrollment Z	04/01/26				3,612.50	3,560.00-
T26-00051	Zoe T. Zannis	EN26-00534	LVJUSD MCEC Dual Enrollment Z	04/14/26			4,505.00-		945.00
T26-00051	Zoe T. Zannis	EX26-00623	LVJUSD MCEC Dual Enrollment Z	04/14/26				4,505.00	3,560.00-
			Account Total	04/30/26	.00	3,560.00-	12,112.50-	12,112.50	
990-5830-0000-0000-7200-000-90-0-0000	Contr.Services,Unrest.,Un								
T26-00019	Livermore Valley Joint U	EN26-00486	TVROP Fiscal Services 25-26 SY	03/23/26			125,656.34-		125,656.34
T26-00019	Livermore Valley Joint U	EX26-00569	TVROP Fiscal Services 25-26 SY	03/23/26				125,656.34	
			Account Total	04/30/26	.00	.00	125,656.34-	125,656.34	
990-5830-0000-6000-1000-000-90-0-0000	Contr.Services,Unrest.,RO								
T26-00108	Pleasanton Unified Schc	EN26-00452	PUSD Sub billing 2025-2026 SY	03/02/26			2,337.97-		2,337.97
T26-00108	Pleasanton Unified Schc	EX26-00516	PUSD Sub billing 2025-2026 SY	03/02/26				945.60	1,392.37
T26-00108	Pleasanton Unified Schc	EX26-00517	PUSD Sub billing 2025-2026 SY	03/02/26				1,392.37	
T26-00002	Livermore Sanitation Inc	EN26-00459	R Barnard 25-26 LHS Solid Waste	03/06/26			238.74-		238.74
T26-00002	Livermore Sanitation Inc	EX26-00530	R Barnard 25-26 LHS Solid Waste	03/06/26				238.74	
T26-00065	Dublin Unified School Di	EN26-00466	2025/2026 Two (2) Career Pathwa	03/16/26			6,243.45-		6,243.45
T26-00065	Dublin Unified School Di	EX26-00541	2025/2026 Two (2) Career Pathwa	03/16/26				6,243.45	
T26-00074	Livermore Valley Joint U	EN26-00487	2 Career Pathway Sections SY 20	03/23/26			39,687.75-		39,687.75
T26-00074	Livermore Valley Joint U	EX26-00570	2 Career Pathway Sections SY 20	03/23/26				39,687.75	
T26-00065	Dublin Unified School Di	EN26-00501	2025/2026 Two (2) Career Pathwa	04/01/26			6,243.44-		6,243.44
T26-00108	Pleasanton Unified Schc	EN26-00513	PUSD Sub billing 2025-2026 SY	04/01/26			2,638.96-		8,882.40
T26-00065	Dublin Unified School Di	EX26-00582	2025/2026 Two (2) Career Pathwa	04/01/26				6,243.44	2,638.96
T26-00108	Pleasanton Unified Schc	EX26-00596	PUSD Sub billing 2025-2026 SY	04/01/26				2,638.96	
T26-00002	Livermore Sanitation Inc	EN26-00529	R Barnard 25-26 LHS Solid Waste	04/14/26			238.74-		238.74
T26-00002	Livermore Sanitation Inc	EX26-00616	R Barnard 25-26 LHS Solid Waste	04/14/26				238.74	
T26-00139	Livermore Valley Joint U	EN26-00544	25-26 LVJUSD Sub invoicing	04/17/26			15,000.00		15,000.00-
T26-00095	Pleasanton Unified Schc	EN26-00551	25-26 TVROP PUSD (7) Career P	04/20/26			64,192.85-		49,192.85
T26-00095	Pleasanton Unified Schc	EX26-00638	25-26 TVROP PUSD (7) Career P	04/20/26				64,192.85	15,000.00-
T26-00139	Livermore Valley Joint U	EN26-00560	25-26 LVJUSD Sub invoicing	04/27/26			8,989.73-		6,010.27-
T26-00108	Pleasanton Unified Schc	EN26-00565	PUSD Sub billing 2025-2026 SY	04/27/26			806.04-		5,204.23-
T26-00139	Livermore Valley Joint U	EX26-00657	25-26 LVJUSD Sub invoicing	04/27/26				858.16	6,062.39-
T26-00139	Livermore Valley Joint U	EX26-00658	25-26 LVJUSD Sub invoicing	04/27/26				8,131.57	14,193.96-
T26-00108	Pleasanton Unified Schc	EX26-00666	PUSD Sub billing 2025-2026 SY	04/27/26				1,008.38	15,202.34-
			Account Total	04/30/26	.00	.00	116,617.67-	131,820.01	

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Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5830-0000-6000-1000-202-90-0-1518 Contr.Services,Auto Speci									
T26-00013	Aramark Uniform Servic	EN26-00492	LHS Auto Shop SY 2025-26 towel	03/23/26			72.47-		72.47
T26-00013	Aramark Uniform Servic	EX26-00575	LHS Auto Shop SY 2025-26 towel	03/23/26				72.47	
T26-00137	Asbury Enviromental Se	EN26-00540	Annual Oil Collection for Auto Spe	04/15/26			300.00		300.00-
T26-00137	Asbury Enviromental Se	EN26-00541	Annual Oil Collection for Auto Spe	04/15/26			300.00-		
T26-00137	Asbury Enviromental Se	EN26-00542	Annual Oil Collection for Auto Spe	04/15/26			300.00		300.00-
T26-00137	Asbury Enviromental Se	EN26-00545	Annual Oil Collection for Auto Spe	04/20/26			161.00-		139.00-
T26-00013	Aramark Uniform Servic	EN26-00554	LHS Auto Shop SY 2025-26 towel	04/20/26			72.47-		66.53-
T26-00137	Asbury Enviromental Se	EX26-00628	Annual Oil Collection for Auto Spe	04/20/26				8.00	74.53-
T26-00137	Asbury Enviromental Se	EX26-00629	Annual Oil Collection for Auto Spe	04/20/26				153.00	227.53-
T26-00013	Aramark Uniform Servic	EX26-00642	LHS Auto Shop SY 2025-26 towel	04/20/26				72.47	300.00-
			Account Total	04/30/26	.00	.00	5.94-	305.94	
990-5830-0000-6000-1000-501-90-0-9930 Contr.Services,Middle Col									
T26-00035	Pleasanton Unified Scho	EN26-00512	25-26 SY A. Brown LPC MC Coor	04/01/26			19,488.46-		19,488.46
T26-00035	Pleasanton Unified Scho	EX26-00595	25-26 SY A. Brown LPC MC Coor	04/01/26				19,488.46	
T26-00035	Pleasanton Unified Scho	EN26-00564	25-26 SY A. Brown LPC MC Coor	04/27/26			19,488.46-		19,488.46
T26-00035	Pleasanton Unified Scho	EX26-00665	25-26 SY A. Brown LPC MC Coor	04/27/26				19,488.46	
			Account Total	04/30/26	.00	.00	38,976.92-	38,976.92	
990-5830-0000-6000-2700-000-90-0-0000 Contr.Services,Unrest.,RO									
T26-00040	Comcast	EN26-00444	TVROP DO internet, & cable servi	03/02/26			458.78-		458.78
T26-00040	Comcast	EX26-00506	TVROP DO internet, & cable servi	03/02/26				458.78	
T26-00011	Amazon Web Services,	EN26-00456	AWS data storage 2025-26 SY	03/06/26			68.61-		68.61
T26-00011	Amazon Web Services,	EX26-00527	AWS data storage 2025-26 SY	03/06/26				68.61	
T26-00040	Comcast	EX26-00534	Reversal of EX26-00424	03/06/26				444.16-	444.16
T26-00012	Caltronics Business Sys	EN26-00467	25-26 Caltronics usage-Maint agre	03/16/26			514.27-		958.43
T26-00053	ReadyRefresh by Nestle	EN26-00471	TVROP DO water services & renta	03/16/26			114.93-		1,073.36
T26-00040	Comcast	EX26-00540	TVROP DO internet, & cable servi	03/16/26				444.16	629.20
T26-00012	Caltronics Business Sys	EX26-00542	25-26 Caltronics usage-Maint agre	03/16/26				514.27	114.93
T26-00053	ReadyRefresh by Nestle	EX26-00550	TVROP DO water services & renta	03/16/26				114.93	
T26-00040	Comcast	EN26-00499	TVROP DO internet, & cable servi	04/01/26			443.76-		443.76
T26-00040	Comcast	EX26-00580	TVROP DO internet, & cable servi	04/01/26				443.76	
T26-00011	Amazon Web Services,	EN26-00524	AWS data storage 2025-26 SY	04/14/26			70.53-		70.53
T26-00012	Caltronics Business Sys	EN26-00527	25-26 Caltronics usage-Maint agre	04/14/26			273.66-		344.19
T26-00011	Amazon Web Services,	EX26-00611	AWS data storage 2025-26 SY	04/14/26				70.53	273.66
T26-00012	Caltronics Business Sys	EX26-00614	25-26 Caltronics usage-Maint agre	04/14/26				273.66	
T26-00053	ReadyRefresh by Nestle	EN26-00553	TVROP DO water services & renta	04/20/26			76.26-		76.26
T26-00053	ReadyRefresh by Nestle	EX26-00640	TVROP DO water services & renta	04/20/26				76.26	
			Account Total	04/30/26	.00	.00	2,020.80-	2,020.80	

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5830-0000-6000-4000-501-90-0-9930 Contr.Services,Middle Col									
T26-00042	FN CO FOOD SERVICE	EN26-00446	SY 2025-2026 MC Student Lunche	03/02/26			32,557.00-		32,557.00
T26-00042	FN CO FOOD SERVICE	EX26-00508	SY 2025-2026 MC Student Lunche	03/02/26				12,194.48	20,362.52
T26-00042	FN CO FOOD SERVICE	EX26-00509	SY 2025-2026 MC Student Lunche	03/02/26				16,986.11	3,376.41
T26-00042	FN CO FOOD SERVICE	EX26-00510	SY 2025-2026 MC Student Lunche	03/02/26				3,376.41	
T26-00024	ReadyRefresh by Nestle	EN26-00461	Middle College water services & re	03/06/26			66.46-		66.46
T26-00024	ReadyRefresh by Nestle	EX26-00532	Middle College water services & re	03/06/26				66.46	
		BR26-00025	Budget Update	03/12/26		600.00			600.00
T26-00042	FN CO FOOD SERVICE	EN26-00483	SY 2025-2026 MC Student Lunche	03/23/26			12,450.53-		13,050.53
T26-00024	ReadyRefresh by Nestle	EN26-00490	Middle College water services & re	03/23/26			23.14-		13,073.67
T26-00042	FN CO FOOD SERVICE	EX26-00566	SY 2025-2026 MC Student Lunche	03/23/26				12,450.53	623.14
T26-00024	ReadyRefresh by Nestle	EX26-00573	Middle College water services & re	03/23/26				23.14	600.00
T26-00024	ReadyRefresh by Nestle	EN26-00552	Middle College water services & re	04/20/26			66.46-		666.46
T26-00024	ReadyRefresh by Nestle	EX26-00639	Middle College water services & re	04/20/26				66.46	600.00
			Account Total	04/30/26	.00	600.00	45,163.59-	45,163.59	
990-5830-0000-6000-8100-000-90-0-0000 Contr.Services,Unrest.,RO									
T26-00017	Livermore Valley Joint U	EN26-00484	25-26 SY Custodial & Maintenance	03/23/26			3,482.45-		3,482.45
T26-00018	Livermore Valley Joint U	EN26-00485	SY 25-26 LHS Auto Shop Custodia	03/23/26			6,479.85-		9,962.30
T26-00017	Livermore Valley Joint U	EX26-00567	25-26 SY Custodial & Maintenance	03/23/26				3,482.45	6,479.85
T26-00018	Livermore Valley Joint U	EX26-00568	SY 25-26 LHS Auto Shop Custodia	03/23/26				6,479.85	
			Account Total	04/30/26	.00	.00	9,962.30-	9,962.30	
990-5830-5610-3800-4000-000-90-0-0000 Contr.Services,Unrest.,Vo									
T26-00045	Glushenko, Joelle	EN26-00458	J Glushenko 25-26 TVROP Projec	03/06/26			3,272.50-		3,272.50
T26-00045	Glushenko, Joelle	EX26-00529	J Glushenko 25-26 TVROP Projec	03/06/26				3,272.50	
		BR26-00022	Joelle Glushenko flight on May 4	03/11/26		301.00-			301.00-
		BT26-00014	Parking & J. Glushenko flight	03/13/26		302.00-			603.00-
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Specialis	03/16/26			1,371.67-		768.67
T26-00049	Zoe T. Zannis	EN26-00473	Z Zannis Student Success Special	03/16/26			1,190.00-		1,958.67
T26-00049	Zoe T. Zannis	EX26-00553	Z Zannis Student Success Special	03/16/26				1,190.00	768.67
T26-00045	Glushenko, Joelle	EN26-00502	J Glushenko 25-26 TVROP Projec	04/01/26			3,357.50-		4,126.17
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Specialis	04/01/26			1,211.85		2,914.32
T26-00049	Zoe T. Zannis	EN26-00515	Z Zannis Student Success Special	04/01/26			1,147.50-		4,061.82
T26-00045	Glushenko, Joelle	EX26-00583	J Glushenko 25-26 TVROP Projec	04/01/26				3,357.50	704.32
T26-00050	Suter, Meredith	EX26-00588	M Suter Student Success Specialis	04/01/26				85.07	619.25
T26-00050	Suter, Meredith	EX26-00589	M Suter Student Success Specialis	04/01/26				74.75	544.50
T26-00049	Zoe T. Zannis	EX26-00599	Z Zannis Student Success Special	04/01/26				1,147.50	603.00-
T26-00045	Glushenko, Joelle	EN26-00528	J Glushenko 25-26 TVROP Projec	04/14/26			2,847.50-		2,244.50
T26-00049	Zoe T. Zannis	EN26-00533	Z Zannis Student Success Special	04/14/26			977.50-		3,222.00

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Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5830-5610-3800-4000-000-90-0-0000	Contr.Services,Unrest.,Vo (continued)								
T26-00045	Glushenko, Joelle	EN26-00536	J Glushenko 25-26 TVROP Projec	04/14/26			6,375.00		3,153.00-
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Specialis	04/14/26			18,432.24		21,585.24-
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Specialis	04/14/26			11,643.72-		9,941.52-
T26-00045	Glushenko, Joelle	EX26-00615	J Glushenko 25-26 TVROP Projec	04/14/26				2,847.50	12,789.02-
T26-00049	Zoe T. Zannis	EX26-00621	Z Zannis Student Success Special	04/14/26				977.50	13,766.52-
T26-00045	Glushenko, Joelle	EN26-00558	J Glushenko 25-26 TVROP Projec	04/27/26			2,040.00-		11,726.52-
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Specialis	04/27/26			1,153.98		12,880.50-
T26-00045	Glushenko, Joelle	EX26-00654	J Glushenko 25-26 TVROP Projec	04/27/26				2,040.00	14,920.50-
T26-00050	Suter, Meredith	EX26-00659	M Suter Student Success Specialis	04/27/26				2,380.00	17,300.50-
T26-00050	Suter, Meredith	EX26-00660	M Suter Student Success Specialis	04/27/26				4,207.50	21,508.00-
			Account Total	04/30/26	.00	603.00-	674.82-	21,579.82	
990-5830-6388-6000-1000-000-90-0-1106	Contr.Services,SWG6,ROCP								
		BR26-00025	Budget Update	03/12/26		7,614.00-			7,614.00-
		BT26-00013	Educating for Careers conference	03/13/26		5,654.00-			13,268.00-
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Specialis	03/16/26			2,296.41-		10,971.59-
T26-00050	Suter, Meredith	EX26-00544	M Suter Student Success Specialis	03/16/26				1,615.00	12,586.59-
T26-00129	Del Valle High School	EN26-00493	Best Day Catering	03/24/26			975.00		13,561.59-
T26-00130	The Color o Fresh, LLC	EN26-00494	Catering Services on 4/17/2026 at	03/30/26			2,696.00		16,257.59-
T26-00129	Del Valle High School	EN26-00500	Best Day Catering	04/01/26			975.00-		15,282.59-
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Specialis	04/01/26			2,293.56		17,576.15-
T26-00129	Del Valle High School	EX26-00581	Best Day Catering	04/01/26				975.00	18,551.15-
T26-00050	Suter, Meredith	EX26-00588	M Suter Student Success Specialis	04/01/26				221.39	18,772.54-
T26-00050	Suter, Meredith	EX26-00589	M Suter Student Success Specialis	04/01/26				194.56	18,967.10-
		BT26-00015	March 2026 CalCard for CAROCP	04/02/26		552.00-			19,519.10-
		BR26-00028	QES Computers RP26-00136 exp	04/13/26		16,893.00-			36,412.10-
T26-00130	The Color o Fresh, LLC	EN26-00522	Catering Services on 4/17/2026 at	04/13/26			352.80		36,764.90-
		BR26-00029	Budget Update SWG6 Final 30%	04/14/26		189,361.00			152,596.10
		BT26-00016	Cost of Manufacturing Day Transp	04/14/26		6,287.00-			146,309.10
T26-00130	The Color o Fresh, LLC	EN26-00531	Catering Services on 4/17/2026 at	04/14/26			3,048.80-		149,357.90
T25-00127	Bay Area LEEDS	EN26-00535	StrongWorkforce Grant 6 (Years 2	04/14/26			140,000.00		9,357.90
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Specialis	04/14/26			2,628.43-		11,986.33
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Specialis	04/14/26			3,154.05		8,832.28
T26-00130	The Color o Fresh, LLC	EX26-00618	Catering Services on 4/17/2026 at	04/14/26				3,048.80	5,783.48
		BT26-00017	QES Software RP26-00138	04/15/26		2,630.00-			3,153.48
		BT26-00018	April 2026 Cal Card Reconciliation	04/17/26		1,572.00-			1,581.48
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Specialis	04/27/26			2,649.28-		4,230.76
			Account Total	04/30/26	.00	148,159.00	137,873.49	6,054.75	

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Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5830-7339-6000-1000-501-90-0-7001 Contr.Services,MCEC 24-25									
T26-00034	FN CO FOOD SERVICE	EN26-00445	Catering for MC Grad Day/parent	03/02/26			1,500.00-		1,500.00
T26-00028	Pleasanton Unified Schc	EN26-00451	MCEC/TVROP grant Sub billing 2(	03/02/26			481.16-		1,981.16
T26-00034	FN CO FOOD SERVICE	EX26-00507	Catering for MC Grad Day/parent	03/02/26				1,535.78	445.38
T26-00028	Pleasanton Unified Schc	EX26-00515	MCEC/TVROP grant Sub billing 2(	03/02/26				481.16	35.78-
T26-00023	Schlick, Madison	EN26-00460	M SchlickTech Coordinator 25-26	03/06/26			67.58-		31.80
T26-00023	Schlick, Madison	EX26-00531	M SchlickTech Coordinator 25-26	03/06/26				67.58	35.78-
		BR26-00025	Budget Update	03/12/26		36.00			.22
T26-00023	Schlick, Madison	EN26-00505	M SchlickTech Coordinator 25-26	04/01/26			62.40-		62.62
T26-00028	Pleasanton Unified Schc	EN26-00511	MCEC/TVROP grant Sub billing 2(	04/01/26			515.70-		578.32
T26-00023	Schlick, Madison	EX26-00586	M SchlickTech Coordinator 25-26	04/01/26				62.40	515.92
T26-00028	Pleasanton Unified Schc	EX26-00594	MCEC/TVROP grant Sub billing 2(	04/01/26				515.70	.22
		IFC26-00002	Account code correction- PO #T26	04/14/26				1,526.95-	1,527.17
T26-00028	Pleasanton Unified Schc	EN26-00563	MCEC/TVROP grant Sub billing 2(	04/27/26			229.07-		1,756.24
T26-00028	Pleasanton Unified Schc	EX26-00664	MCEC/TVROP grant Sub billing 2(	04/27/26				229.07	1,527.17
			Account Total	04/30/26	.00	36.00	2,855.91-	1,364.74	
990-5830-7339-6000-1000-510-90-0-7050 Contr.Services,CC Access									
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Specialis	03/16/26			600.52-		600.52
T26-00049	Zoe T. Zannis	EN26-00473	Z Zannis Student Success Special	03/16/26			402.87-		1,003.39
T26-00050	Suter, Meredith	EX26-00545	M Suter Student Success Specialis	03/16/26				623.33	380.06
T26-00049	Zoe T. Zannis	EX26-00555	Z Zannis Student Success Special	03/16/26				402.87	22.81-
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Specialis	04/01/26			475.61		498.42-
T26-00049	Zoe T. Zannis	EN26-00515	Z Zannis Student Success Special	04/01/26			410.34-		88.08-
T26-00050	Suter, Meredith	EX26-00588	M Suter Student Success Specialis	04/01/26				33.38	121.46-
T26-00050	Suter, Meredith	EX26-00589	M Suter Student Success Specialis	04/01/26				29.34	150.80-
T26-00049	Zoe T. Zannis	EX26-00600	Z Zannis Student Success Special	04/01/26				410.34	561.14-
T26-00049	Zoe T. Zannis	EN26-00533	Z Zannis Student Success Special	04/14/26			65.07-		496.07-
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Specialis	04/14/26			475.61-		20.46-
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Specialis	04/14/26			475.61		496.07-
T26-00049	Zoe T. Zannis	EX26-00622	Z Zannis Student Success Special	04/14/26				170.00	666.07-
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Specialis	04/27/26			399.49-		266.58-
			Account Total	04/30/26	.00	.00	1,402.68-	1,669.26	
990-5830-7339-6000-1000-511-90-0-7050 Contr.Services,CC Access									
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Specialis	03/16/26			693.89-		693.89
T26-00049	Zoe T. Zannis	EN26-00473	Z Zannis Student Success Special	03/16/26			402.87-		1,096.76
T26-00050	Suter, Meredith	EX26-00545	M Suter Student Success Specialis	03/16/26				623.33	473.43
T26-00049	Zoe T. Zannis	EX26-00555	Z Zannis Student Success Special	03/16/26				402.87	70.56
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Specialis	04/01/26			495.37		424.81-

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Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5830-7339-6000-1000-511-90-0-7050 Contr.Services,CC Access (continued)									
T26-00049	Zoe T. Zannis	EN26-00515	Z Zannis Student Success Special	04/01/26			410.34-		14.47-
T26-00050	Suter, Meredith	EX26-00588	M Suter Student Success Specialis	04/01/26				112.45	126.92-
T26-00050	Suter, Meredith	EX26-00589	M Suter Student Success Specialis	04/01/26				98.82	225.74-
T26-00049	Zoe T. Zannis	EX26-00600	Z Zannis Student Success Special	04/01/26				410.34	636.08-
T26-00049	Zoe T. Zannis	EN26-00533	Z Zannis Student Success Special	04/14/26			65.07-		571.01-
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Specialis	04/14/26			926.05-		355.04
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Specialis	04/14/26			1,602.06		1,247.02-
T26-00049	Zoe T. Zannis	EX26-00622	Z Zannis Student Success Special	04/14/26				170.00	1,417.02-
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Specialis	04/27/26			1,345.67-		71.35-
			Account Total	04/30/26	.00	.00	1,746.46-	1,817.81	
990-5830-7339-6000-1000-512-90-0-7050 Contr.Services,CC Access									
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Specialis	03/16/26			693.90-		693.90
T26-00049	Zoe T. Zannis	EN26-00473	Z Zannis Student Success Special	03/16/26			402.88-		1,096.78
T26-00050	Suter, Meredith	EX26-00545	M Suter Student Success Specialis	03/16/26				623.34	473.44
T26-00049	Zoe T. Zannis	EX26-00555	Z Zannis Student Success Special	03/16/26				402.88	70.56
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Specialis	04/01/26			495.38		424.82-
T26-00049	Zoe T. Zannis	EN26-00515	Z Zannis Student Success Special	04/01/26			410.35-		14.47-
T26-00050	Suter, Meredith	EX26-00588	M Suter Student Success Specialis	04/01/26				112.45	126.92-
T26-00050	Suter, Meredith	EX26-00589	M Suter Student Success Specialis	04/01/26				98.82	225.74-
T26-00049	Zoe T. Zannis	EX26-00600	Z Zannis Student Success Special	04/01/26				410.35	636.09-
T26-00049	Zoe T. Zannis	EN26-00533	Z Zannis Student Success Special	04/14/26			63.54-		572.55-
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Specialis	04/14/26			926.06-		353.51
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Specialis	04/14/26			1,602.07		1,248.56-
T26-00049	Zoe T. Zannis	EX26-00622	Z Zannis Student Success Special	04/14/26				170.00	1,418.56-
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Specialis	04/27/26			1,345.68-		72.88-
			Account Total	04/30/26	.00	.00	1,744.96-	1,817.84	
990-5845-0000-6000-2700-000-90-0-0000 Legal,Unrest.,ROCP									
T26-00076	Atkinson Andelson Loya	EN26-00442	TVROP legal services 25-26 SY	03/02/26			559.13-		559.13
T26-00076	Atkinson Andelson Loya	EX26-00504	TVROP legal services 25-26 SY	03/02/26				559.13	
T26-00076	Atkinson Andelson Loya	EN26-00498	TVROP legal services 25-26 SY	04/01/26			745.50-		745.50
T26-00076	Atkinson Andelson Loya	EX26-00579	TVROP legal services 25-26 SY	04/01/26				745.50	
T26-00076	Atkinson Andelson Loya	EN26-00555	TVROP legal services 25-26 SY	04/27/26			287.44-		287.44
T26-00076	Atkinson Andelson Loya	EX26-00648	TVROP legal services 25-26 SY	04/27/26				287.44	
			Account Total	04/30/26	.00	.00	1,592.07-	1,592.07	
990-5846-0000-6000-1000-000-90-0-0000 Licensing,Unrest.,ROCP									
T26-00125	ASE	EN26-00463	ASE AutoStudents Entry-Level-Te	03/13/26			4,855.00		4,855.00-
T26-00125	ASE	EN26-00497	ASE AutoStudents Entry-Level-Te	04/01/26			4,855.00-		

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Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5846-0000-6000-1000-000-90-0-0000	Licensing,Unrest.,ROCP (continued)								
T26-00125	ASE	EX26-00578	ASE AutoStudents Entry-Level-Te	04/01/26				4,855.00	4,855.00-
			Account Total	04/30/26	.00	.00	.00	4,855.00	
990-5846-0000-6000-1000-302-90-0-1320	Licensing,Marketing,ROCP								
		BR26-00025	Budget Update	03/12/26		74.00			74.00
990-5846-0000-6000-2700-000-90-0-0000	Licensing,Unrest.,ROCP								
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				12.95	12.95-
	US Bank	EX26-00559	US BANK MID MARCH26	03/19/26				12.95	25.90-
			Account Total	04/30/26	.00	.00	.00	25.90	
990-5846-6388-6000-1000-000-90-0-1106	Licensing,SWG6,ROCP								
		BT26-00017	QES Software RP26-00138	04/15/26		2,630.00			2,630.00
T26-00136	QES Computers, Inc.	EN26-00539	SWG6: Tech License (software)	04/15/26			2,629.46		.54
			Account Total	04/30/26	.00	2,630.00	2,629.46	.00	
990-5880-0000-6000-2700-000-90-0-0000	Transportation,Unrest.,RO								
	US Bank	EX26-00552	US BANK MAR 2026	03/16/26				631.80	631.80-
990-5880-0000-6000-4000-501-90-0-9930	Transportation,Middle Col								
T26-00104	Whitecastle Tours Inc	EN26-00462	MC 2/27/26 Field Trip Transportati	03/06/26			1,846.30-		1,846.30
T26-00104	Whitecastle Tours Inc	EX26-00533	MC 2/27/26 Field Trip Transportati	03/06/26				1,846.30	
			Account Total	04/30/26	.00	.00	1,846.30-	1,846.30	
990-5880-6388-6000-1000-000-90-0-1106	Transportation,SWG6,ROCP								
T26-00097	Black Tie Transportation	EN26-00457	Transportation-2/25/2026 UC Berk	03/06/26			2,078.51-		2,078.51
T26-00097	Black Tie Transportation	EX26-00528	Transportation-2/25/2026 UC Berk	03/06/26				2,078.51	
		BR26-00025	Budget Update	03/12/26		479.00			479.00
		BT26-00016	Cost of Manufacturing Day Transp	04/14/26		6,287.00			6,766.00
T26-00134	Black Tie Transportation	EN26-00523	Buses for Manufacturing Day 4/17	04/14/26			6,286.77		479.23
T26-00134	Black Tie Transportation	EN26-00556	Buses for Manufacturing Day 4/17	04/27/26			6,286.77-		6,766.00
T26-00134	Black Tie Transportation	EX26-00649	Buses for Manufacturing Day 4/17	04/27/26				2,238.39	4,527.61
T26-00134	Black Tie Transportation	EX26-00650	Buses for Manufacturing Day 4/17	04/27/26				1,809.99	2,717.62
T26-00134	Black Tie Transportation	EX26-00651	Buses for Manufacturing Day 4/17	04/27/26				2,238.39	479.23
			Account Total	04/30/26	.00	6,766.00	2,078.51-	8,365.28	
990-5910-0000-6000-2700-000-90-0-0000	Postage,Unrest.,ROCP								
T26-00083	Livermore Valley Joint U	EN26-00547	TVROP District Office Postage 20	04/20/26			89.54-		89.54
T26-00083	Livermore Valley Joint U	EX26-00631	TVROP District Office Postage 20	04/20/26				89.54	
			Account Total	04/30/26	.00	.00	89.54-	89.54	
990-5930-0000-6000-2700-000-90-0-0000	Telephone,Unrest.,ROCP								
T26-00003	Verizon Wireless	EN26-00491	Verizon Services - Jetpacks & iPa	03/23/26			277.16-		277.16
T26-00003	Verizon Wireless	EX26-00574	Verizon Services - Jetpacks & iPa	03/23/26				277.16	
T26-00003	Verizon Wireless	EN26-00567	Verizon Services - Jetpacks & iPa	04/27/26			277.16-		277.16

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
990-5930-0000-6000-2700-000-90-0-0000 Telephone,Unrest.,ROCP (continued)									
T26-00003	Verizon Wireless	EX26-00668	Verizon Services - Jetpacks & iPa	04/27/26				277.16	
			Account Total	04/30/26	.00	.00	554.32-	554.32	
			Total for Expense Accounts		**.00**	**187,410.00**	**428,277.70**	**1,326,512.57**	**1,567,380.27-**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Debit	Credit	Net Change to Balance
110-9720- - - - - - - Encum Res,									
T26-00043	Mckinney, Mildred	EN26-00447	CalWorks Metrix Instructor 25-26 S	03/02/26			1,789.20		1,789.20-
T26-00047	Castaneda, Adrian Marti	EN26-00454	Adult Ed Student Services Advisor	03/02/26			4,200.00		5,989.20-
T26-00023	Schlick, Madison	EN26-00460	M SchlickTech Coordinator 25-26	03/06/26			3,960.10		9,949.30-
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Speciali	03/16/26				731.17	9,218.13-
T26-00049	Zoe T. Zannis	EN26-00473	Z Zannis Student Success Special	03/16/26			2,507.50		11,725.63-
T26-00047	Castaneda, Adrian Marti	EN26-00478	Adult Ed Student Services Advisor	03/19/26			4,200.00		15,925.63-
T26-00023	Schlick, Madison	EN26-00505	M SchlickTech Coordinator 25-26	04/01/26			3,656.35		19,581.98-
T26-00043	Mckinney, Mildred	EN26-00506	CalWorks Metrix Instructor 25-26 S	04/01/26			1,789.20		21,371.18-
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Speciali	04/01/26			10,756.55		32,127.73-
T26-00047	Castaneda, Adrian Marti	EN26-00514	Adult Ed Student Services Advisor	04/01/26			4,200.00		36,327.73-
T26-00049	Zoe T. Zannis	EN26-00515	Z Zannis Student Success Special	04/01/26			2,847.50		39,175.23-
T26-00023	Schlick, Madison	EN26-00530	M SchlickTech Coordinator 25-26	04/14/26			5,846.28		45,021.51-
T26-00047	Castaneda, Adrian Marti	EN26-00532	Adult Ed Student Services Advisor	04/14/26			3,780.00		48,801.51-
T26-00049	Zoe T. Zannis	EN26-00533	Z Zannis Student Success Special	04/14/26			2,316.25		51,117.76-
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Speciali	04/14/26				12,464.04	38,653.72-
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Speciali	04/14/26				119.80	38,533.92-
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Speciali	04/27/26			4,253.86		42,787.78-
			Account Total	04/30/26	.00	.00	56,102.79	13,315.01	
990-9720- - - - - - - Encum Res,									
T26-00122	Simulation Health Allianc	EN26-00440	Cabrera GHS Nursing Materials &	03/02/26				106.50	106.50
T26-00121	Airgas, Inc.	EN26-00441	Auto Body Supplies	03/02/26			28.81		77.69
T26-00076	Atkinson Andelson Loya	EN26-00442	TVROP legal services 25-26 SY	03/02/26			559.13		481.44-
T26-00105	Bulk Bookstore	EN26-00443	MC - Classroom books	03/02/26			477.16		958.60-
T26-00040	Comcast	EN26-00444	TVROP DO internet, & cable servi	03/02/26			458.78		1,417.38-
T26-00034	FN CO FOOD SERVICE	EN26-00445	Catering for MC Grad Day/parent	03/02/26			1,500.00		2,917.38-
T26-00042	FN CO FOOD SERVICE	EN26-00446	SY 2025-2026 MC Student Lunch	03/02/26			32,557.00		35,474.38-
T26-00010	ODP Business Solutions	EN26-00448	TVROP District Office office suppli	03/02/26			92.59		35,566.97-
T26-00021	ODP Business Solutions	EN26-00449	MC office supplies for SY 25/26	03/02/26			137.71		35,704.68-

Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Debit	Credit	Net Change to Balance
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Debit	Credit	Net Change to Balance
990-9720- - - - - - - Encum Res, (continued)									
T26-00117	ODP Business Solutions	EN26-00450	Printer - MCEC/LHS Grant	03/02/26			336.64		36,041.32-
T26-00028	Pleasanton Unified Schc	EN26-00451	MCEC/TVROP grant Sub billing 2(	03/02/26			481.16		36,522.48-
T26-00108	Pleasanton Unified Schc	EN26-00452	PUSD Sub billing 2025-2026 SY	03/02/26			2,337.97		38,860.45-
T26-00102	Simulation Health Allianc	EN26-00453	Cabrera GHS Nursing Materials &	03/02/26			652.90		39,513.35-
T26-00123	Airgas, Inc.	EN26-00455	LHS - Auto Body Supplies	03/04/26				23.42	39,489.93-
T26-00011	Amazon Web Services,	EN26-00456	AWS data storage 2025-26 SY	03/06/26			68.61		39,558.54-
T26-00097	Black Tie Transportation	EN26-00457	Transportation-2/25/2026 UC Berk	03/06/26			2,078.51		41,637.05-
T26-00045	Glushenko, Joelle	EN26-00458	J Glushenko 25-26 TVROP Projec	03/06/26			3,272.50		44,909.55-
T26-00002	Livermore Sanitation Inc	EN26-00459	R Barnard 25-26 LHS Solid Waste	03/06/26			238.74		45,148.29-
T26-00023	Schlick, Madison	EN26-00460	M SchlickTech Coordinator 25-26	03/06/26			67.58		45,215.87-
T26-00024	ReadyRefresh by Nestle	EN26-00461	Middle College water services & re	03/06/26			66.46		45,282.33-
T26-00104	Whitecastle Tours Inc	EN26-00462	MC 2/27/26 Field Trip Transportati	03/06/26			1,846.30		47,128.63-
T26-00125	ASE	EN26-00463	ASE AutoStudents Entry-Level-Te	03/13/26				4,855.00	42,273.63-
T26-00124	NorCal DECA	EN26-00464	B Udoutcch 2026 ICDC Reg & Loc	03/13/26				935.00	41,338.63-
T26-00123	Airgas, Inc.	EN26-00465	LHS - Auto Body Supplies	03/16/26			23.42		41,362.05-
T26-00065	Dublin Unified School Di	EN26-00466	2025/2026 Two (2) Career Pathwa	03/16/26			6,243.45		47,605.50-
T26-00012	Caltronics Business Sys	EN26-00467	25-26 Caltronics usage-Maint agre	03/16/26			514.27		48,119.77-
T26-00032	Follett Higher Edu Group	EN26-00468	MC Fall 2025 & Spring 2026 stude	03/16/26			664.20		48,783.97-
T26-00050	Suter, Meredith	EN26-00469	M Suter Student Success Speciali	03/16/26			5,656.39		54,440.36-
T26-00021	ODP Business Solutions	EN26-00470	MC office supplies for SY 25/26	03/16/26			289.09		54,729.45-
T26-00053	ReadyRefresh by Nestle	EN26-00471	TVROP DO water services & renta	03/16/26			114.93		54,844.38-
T26-00056	Williams, Terresa	EN26-00472	SW Pathway Coordinator SY 25-2	03/16/26			13,449.15		68,293.53-
T26-00049	Zoe T. Zannis	EN26-00473	Z Zannis Student Success Special	03/16/26			2,398.62		70,692.15-
T26-00051	Zoe T. Zannis	EN26-00474	LVJUSD MCEC Dual Enrollment Z	03/16/26			3,995.00		74,687.15-
T26-00126	NorCal DECA	EN26-00475	D Coleman 2026 ICDC Reg & Lod	03/17/26				1,575.00	73,112.15-
T26-00127	NorCal DECA	EN26-00476	T Raaker 2026 ICDC Reg & Lodgi	03/17/26				935.00	72,177.15-
T26-00128	NorCal DECA	EN26-00477	M Akrami 2026 ICDC Reg & Lodgi	03/17/26				1,575.00	70,602.15-
T26-00124	NorCal DECA	EN26-00479	B Udoutcch 2026 ICDC Reg & Loc	03/23/26			935.00		71,537.15-
T26-00126	NorCal DECA	EN26-00480	D Coleman 2026 ICDC Reg & Lod	03/23/26			1,575.00		73,112.15-
T26-00127	NorCal DECA	EN26-00481	T Raaker 2026 ICDC Reg & Lodgi	03/23/26			935.00		74,047.15-
T26-00128	NorCal DECA	EN26-00482	M Akrami 2026 ICDC Reg & Lodgi	03/23/26			1,575.00		75,622.15-
T26-00042	FN CO FOOD SERVICE	EN26-00483	SY 2025-2026 MC Student Lunch	03/23/26			12,450.53		88,072.68-

Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Debit	Credit	Net Change to Balance
990-9720- - - - - - - Encum Res, (continued)									
T26-00017	Livermore Valley Joint U	EN26-00484	25-26 SY Custodial & Maintenanc	03/23/26			3,482.45		91,555.13-
T26-00018	Livermore Valley Joint U	EN26-00485	SY 25-26 LHS Auto Shop Custodi	03/23/26			6,479.85		98,034.98-
T26-00019	Livermore Valley Joint U	EN26-00486	TVROP Fiscal Services 25-26 SY	03/23/26			125,656.34		223,691.32-
T26-00074	Livermore Valley Joint U	EN26-00487	2 Career Pathway Sections SY 20	03/23/26			39,687.75		263,379.07-
T26-00052	ODP Business Solutions	EN26-00488	FHS Marketing office supplies 25/	03/23/26			153.99		263,533.06-
T26-00122	Simulation Health Allianc	EN26-00489	Cabrera GHS Nursing Materials &	03/23/26			106.50		263,639.56-
T26-00024	ReadyRefresh by Nestle	EN26-00490	Middle College water services & re	03/23/26			23.14		263,662.70-
T26-00003	Verizon Wireless	EN26-00491	Verizon Services - Jetpacks & iPa	03/23/26			277.16		263,939.86-
T26-00013	Aramark Uniform Servic	EN26-00492	LHS Auto Shop SY 2025-26 towel	03/23/26			72.47		264,012.33-
T26-00129	Del Valle High School	EN26-00493	Best Day Catering	03/24/26				975.00	263,037.33-
T26-00130	The Color o Fresh, LLC	EN26-00494	Catering Services on 4/17/2026 at	03/30/26				2,696.00	260,341.33-
T26-00132	CWDL CPAs	EN26-00495	24-25 ROP Audit Final Billing 100	03/30/26				11,360.00	248,981.33-
T26-00131	First-Citizens Bank & Tru	EN26-00496	Copier Lease 2025-26 SY	04/01/26				3,000.00	245,981.33-
T26-00125	ASE	EN26-00497	ASE AutoStudents Entry-Level-Te	04/01/26			4,855.00		250,836.33-
T26-00076	Atkinson Andelson Loya	EN26-00498	TVROP legal services 25-26 SY	04/01/26			745.50		251,581.83-
T26-00040	Comcast	EN26-00499	TVROP DO internet, & cable servi	04/01/26			443.76		252,025.59-
T26-00129	Del Valle High School	EN26-00500	Best Day Catering	04/01/26			975.00		253,000.59-
T26-00065	Dublin Unified School Di	EN26-00501	2025/2026 Two (2) Career Pathwa	04/01/26			6,243.44		259,244.03-
T26-00045	Glushenko, Joelle	EN26-00502	J Glushenko 25-26 TVROP Projec	04/01/26			3,357.50		262,601.53-
T26-00014	Livermore Airway Busine	EN26-00503	Storage Rental 25-26 SY	04/01/26			375.00		262,976.53-
T26-00119	Livermore Auto Parts, In	EN26-00504	LHS Auto Body Parts & Mat.	04/01/26			81.52		263,058.05-
T26-00023	Schlick, Madison	EN26-00505	M SchlickTech Coordinator 25-26	04/01/26			62.40		263,120.45-
T26-00050	Suter, Meredith	EN26-00507	M Suter Student Success Speciali	04/01/26				4,971.77	258,148.68-
T26-00010	ODP Business Solutions	EN26-00508	TVROP District Office office suppli	04/01/26			82.78		258,231.46-
T26-00021	ODP Business Solutions	EN26-00509	MC office supplies for SY 25/26	04/01/26			62.27		258,293.73-
T26-00115	ODP Business Solutions	EN26-00510	AVHS Sports Med Supplies 25/26	04/01/26			119.00		258,412.73-
T26-00028	Pleasanton Unified Scho	EN26-00511	MCEC/TVROP grant Sub billing 2(	04/01/26			515.70		258,928.43-
T26-00035	Pleasanton Unified Scho	EN26-00512	25-26 SY A. Brown LPC MC Coor	04/01/26			19,488.46		278,416.89-
T26-00108	Pleasanton Unified Scho	EN26-00513	PUSD Sub billing 2025-2026 SY	04/01/26			2,638.96		281,055.85-
T26-00049	Zoe T. Zannis	EN26-00515	Z Zannis Student Success Special	04/01/26			2,378.53		283,434.38-
T26-00051	Zoe T. Zannis	EN26-00516	LVJUSD MCEC Dual Enrollment Z	04/01/26			3,612.50		287,046.88-
T26-00133	ODP Business Solutions	EN26-00517	Toner Cartridge	04/01/26				79.84	286,967.04-
T26-00132	CWDL CPAs	EN26-00518	24-25 ROP Audit Final Billing 100	04/01/26			11,360.00		298,327.04-
T26-00132	CWDL CPAs	EN26-00519	24-25 ROP Audit Final Billing 100	04/01/26				11,360.00	286,967.04-

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Activity for Dates 03/01/2026 to 04/30/2026 **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Debit	Credit	Net Change to Balance
990-9720- - - - - - - Encum Res, (continued)									
T26-00131	First-Citizens Bank & Tru	EN26-00520	Copier Lease 2025-26 SY	04/08/26			560.74		287,527.78-
T26-00135	QES Computers Inc	EN26-00521	SWG6 - Desktop computers	04/13/26				16,892.16	270,635.62-
T26-00130	The Color o Fresh, LLC	EN26-00522	Catering Services on 4/17/2026 at	04/13/26				352.80	270,282.82-
T26-00134	Black Tie Transportation	EN26-00523	Buses for Manufacturing Day 4/17	04/14/26				6,286.77	263,996.05-
T26-00011	Amazon Web Services,	EN26-00524	AWS data storage 2025-26 SY	04/14/26			70.53		264,066.58-
T26-00132	CWDL CPAs	EN26-00525	24-25 ROP Audit Final Billing 100	04/14/26			11,360.00		275,426.58-
T26-00131	First-Citizens Bank & Tru	EN26-00526	Copier Lease 2025-26 SY	04/14/26			1,026.71		276,453.29-
T26-00012	Caltronics Business Sys	EN26-00527	25-26 Caltronics usage-Maint agre	04/14/26			273.66		276,726.95-
T26-00045	Glushenko, Joelle	EN26-00528	J Glushenko 25-26 TVROP Projec	04/14/26			2,847.50		279,574.45-
T26-00002	Livermore Sanitation Inc	EN26-00529	R Barnard 25-26 LHS Solid Waste	04/14/26			238.74		279,813.19-
T26-00130	The Color o Fresh, LLC	EN26-00531	Catering Services on 4/17/2026 at	04/14/26			3,048.80		282,861.99-
T26-00049	Zoe T. Zannis	EN26-00533	Z Zannis Student Success Special	04/14/26			1,171.18		284,033.17-
T26-00051	Zoe T. Zannis	EN26-00534	LVJUSD MCEC Dual Enrollment Z	04/14/26			4,505.00		288,538.17-
T25-00127	Bay Area LEEDS	EN26-00535	StrongWorkforce Grant 6 (Years 2	04/14/26				140,000.00	148,538.17-
T26-00045	Glushenko, Joelle	EN26-00536	J Glushenko 25-26 TVROP Projec	04/14/26				6,375.00	142,163.17-
T26-00050	Suter, Meredith	EN26-00537	M Suter Student Success Speciali	04/14/26				13,476.09	128,687.08-
T26-00050	Suter, Meredith	EN26-00538	M Suter Student Success Speciali	04/14/26			4,809.93		133,497.01-
T26-00136	QES Computers, Inc.	EN26-00539	SWG6: Tech License (software)	04/15/26				2,629.46	130,867.55-
T26-00137	Asbury Enviromental Se	EN26-00540	Annual Oil Collection for Auto Spe	04/15/26				300.00	130,567.55-
T26-00137	Asbury Enviromental Se	EN26-00541	Annual Oil Collection for Auto Spe	04/15/26			300.00		130,867.55-
T26-00137	Asbury Enviromental Se	EN26-00542	Annual Oil Collection for Auto Spe	04/15/26				300.00	130,567.55-
T26-00138	Bay Area Air Quality Ma	EN26-00543	R Barnard LHS Annual Permit Ren	04/15/26				1,378.00	129,189.55-
T26-00139	Livermore Valley Joint U	EN26-00544	25-26 LVJUSD Sub invoicing	04/17/26				15,000.00	114,189.55-
T26-00137	Asbury Enviromental Se	EN26-00545	Annual Oil Collection for Auto Spe	04/20/26			161.00		114,350.55-
T26-00138	Bay Area Air Quality Ma	EN26-00546	R Barnard LHS Annual Permit Ren	04/20/26			1,378.00		115,728.55-
T26-00083	Livermore Valley Joint U	EN26-00547	TVROP District Office Postage 20	04/20/26			89.54		115,818.09-
T26-00010	ODP Business Solutions	EN26-00548	TVROP District Office office suppli	04/20/26			175.01		115,993.10-
T26-00021	ODP Business Solutions	EN26-00549	MC office supplies for SY 25/26	04/20/26			132.98		116,126.08-
T26-00020	ODP Business Solutions	EN26-00550	MCEC-TVROP Grant/Brown 25/26	04/20/26			133.02		116,259.10-
T26-00095	Pleasanton Unified Scho	EN26-00551	25-26 TVROP PUSD (7) Career P	04/20/26			64,192.85		180,451.95-
T26-00024	ReadyRefresh by Nestle	EN26-00552	Middle College water services & re	04/20/26			66.46		180,518.41-
T26-00053	ReadyRefresh by Nestle	EN26-00553	TVROP DO water services & renta	04/20/26			76.26		180,594.67-
T26-00013	Aramark Uniform Servic	EN26-00554	LHS Auto Shop SY 2025-26 towel	04/20/26			72.47		180,667.14-
T26-00076	Atkinson Andelson Loya	EN26-00555	TVROP legal services 25-26 SY	04/27/26			287.44		180,954.58-

Activity for Dates 03/01/2026 to 04/30/2026 — **Fiscal Year 2025/26**

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Debit	Credit	Net Change to Balance
990-9720- - - - - - - Encum Res, (continued)									
T26-00134	Black Tie Transportation	EN26-00556	Buses for Manufacturing Day 4/17	04/27/26			6,286.77		187,241.35-
T26-00131	First-Citizens Bank & Tr	EN26-00557	Copier Lease 2025-26 SY	04/27/26			497.56		187,738.91-
T26-00045	Glushenko, Joelle	EN26-00558	J Glushenko 25-26 TVROP Projec	04/27/26			2,040.00		189,778.91-
T26-00118	Jostens Inc	EN26-00559	MC Class of 2026 Graduation Stol	04/27/26			2,311.39		192,090.30-
T26-00139	Livermore Valley Joint U	EN26-00560	25-26 LVJUSD Sub invoicing	04/27/26			8,989.73		201,080.03-
T26-00050	Suter, Meredith	EN26-00561	M Suter Student Success Speciali	04/27/26			4,586.14		205,666.17-
T26-00133	ODP Business Solutions	EN26-00562	Toner Cartridge	04/27/26			79.84		205,746.01-
T26-00028	Pleasanton Unified Schc	EN26-00563	MCEC/TVROP grant Sub billing 2(	04/27/26			229.07		205,975.08-
T26-00035	Pleasanton Unified Schc	EN26-00564	25-26 SY A. Brown LPC MC Coor	04/27/26			19,488.46		225,463.54-
T26-00108	Pleasanton Unified Schc	EN26-00565	PUSD Sub billing 2025-2026 SY	04/27/26			806.04		226,269.58-
T26-00056	Williams, Terresa	EN26-00566	SW Pathway Coordinator SY 25-2	04/27/26			15,503.10		241,772.68-
T26-00003	Verizon Wireless	EN26-00567	Verizon Services - Jetpacks & iPa	04/27/26			277.16		242,049.84-
		PR26-00030	Salary Encumbrance between 05/	04/30/26				713,115.32	471,065.48
			Account Total	04/30/26	.00	.00	489,487.65	960,553.13	
990-9790-0000- - - - -0- Undesignated,Unrestricted									
		BR26-00025	Budget Update	03/12/26		930.00			
990-9790-5610- - - - -0- Undesignated,WIOA									
		BR26-00022	Joelle Glushenko flight on May 4	03/11/26		9.00-			
990-9790-7339- - - - -0- Undesignated,MCEC Dual En									
		BR26-00026	Budget Update	03/16/26		1,214.00			
		BR26-00027	Budget Update	03/16/26		666.00			
			Account Total	04/30/26	.00	1,880.00	.00	.00	
			Total for Ending Balance Accounts		**.00**	**2,801.00**	**545,590.44**	**973,868.14**	**428,277.70**

Total for Org 079-Tri-Valley Regional Occupational Program

	Starting Balance	+ Revenues	- Encumbrances	- Expenditures
Budgeted		**190,211.00**		**187,410.00**
Actual		**1,306,690.02**	**428,277.70**	**1,326,512.57**

Selection Filtered by User Permissions, (Org = 79, Online/Offline = N, Fiscal Year = 2026, Start Date = 3/1/2026, End Date = 4/30/2026, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Obj Digits = 0, Page Break Lvl =)

6. C. Approval of the Purchase Order Summary – March 1 – April 30, 2026

Quick Summary / Abstract

The Board will consider approval of the Purchase Order Summary which show the encumbrances of District funds for the period noted.

Supporting Documents

Purchase Order Summary March 1 - April 30, 2026

Includes Purchase Orders dated 03/01/2026 - 04/30/2026

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
T26-00122	Simulation Health Alliance LLC	000	Cabrera GHS Nursing Materials & Supplies	990-4300	106.51
T26-00123	Airgas, Inc.	000	LHS - Auto Body Supplies	990-4300	23.42
T26-00124	NorCal DECA	000	B Udoutcch 2026 ICDC Reg & Lodging	990-5200	935.00
T26-00125	ASE	000	ASE AutoStudents Entry-Level-Tests 25-26 SY	990-5846	4,855.00
T26-00126	NorCal DECA	000	D Coleman 2026 ICDC Reg & Lodging	990-5200	1,575.00
T26-00127	NorCal DECA	000	T Raaker 2026 ICDC Reg & Lodging	990-5200	935.00
T26-00128	NorCal DECA	000	M Akrami 2026 ICDC Reg & Lodging	990-5200	1,575.00
T26-00129	Del Valle High School	000	Best Day Catering	990-5830	975.00
T26-00130	The Color o Fresh, LLC	000	Catering Services on 4/17/2026 at Las Po College	990-5830	3,048.80
T26-00131	First-Citizens Bank & Trust Co	000	Copier Lease 2025-26 SY	990-5610	3,000.00
T26-00132	CWDL CPAs	000	24-25 ROP Audit Final Billing 100%	990-5820	11,360.00
T26-00133	ODP Business Solutions	000	Toner Cartridge	990-4300	84.84
T26-00134	Black Tie Transportation	000	Buses for Manufacturing Day 4/17/2026	990-5880	6,286.77
T26-00135	QES Computers Inc	000	SWG6 - Desktop computers	990-4470	16,892.16
T26-00136	QES Computers, Inc.	000	SWG6: Tech License (software)	990-5846	2,629.46
T26-00137	Asbury Enviromental Services	000	Annual Oil Collection for Auto Specialist class	990-5830	300.00
T26-00138	Bay Area Air Quality Managemen t District	000	R Barnard LHS Annual Permit Renewal SY 25/26	990-5818	1,378.00
T26-00139	Livermore Valley Joint USD	000	25-26 LVJUSD Sub invoicing	990-5830	15,000.00
			Total Number of POs 18	**Total**	**70,959.96**

Fund Recap

Fund	Description	PO Count	Amount
990	General Fund	18	70,959.96

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

Includes Purchase Orders dated 03/01/2026 - 04/30/2026

PO Changes

	New PO Amount	Fund/ Object	Description		Change Amount
T25-00127	290,000.00	990-5830	General Fund/Contracted Services		140,000.00
T26-00045	70,125.00	990-5830	General Fund/Contracted Services		3,527.50
T26-00050	104,125.00	110-5825	Adult Ed Fund/Consultants		12,583.84
		990-5830	General Fund/Contracted Services		8,666.16
				Total PO T26-00050	21,250.00
				Total PO Changes	**164,777.50**

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

6. D. Approval of Donations

Quick Summary / Abstract

The Board will consider approval of donations received through April 30, 2026.

Supporting Documents

Approval of Donations

Tri-Valley Regional Occupational Program
Joint Powers Governing Board Meeting of
May 6, 2026
Approval of Donations

Date	Program	Description	Amount
March 6, 2026	Auto Body	Mitsubishi i-MiEV	$4,000.00
April 17, 2026	Auto Body and Auto Tech	Cash Donation – Car Club/Gary Kornahrens	$1,400.00
April 20, 2026	Auto Body	Cash Donation – Total Environmental Management, Inc.	$10,000.00

7. DEFERRED CONSENT ITEM/S

Quick Summary / Abstract

Items that are pulled from the Consent Calendar to be addressed individually will be discussed and acted upon at this time.

8. INFORMATION / ACTION ITEMS

Quick Summary / Abstract

Informational items are noted as informational only; Action items are up for a vote by the Board. Most items require a simple majority of Board member votes to pass.

8. A. 2026 – 2027 Draft Master Schedule - Information

Quick Summary / Abstract

Staff will provide an update on the Master Schedule for the 2026 - 2027 school year.

Supporting Documents

2026-2027 Draft Master Schedule

DRAFT TVROP Master Schedule 2026-2027
Rev. 5-1-2026

DRAFT - TVROP Master Schedule 2026-2027 (Rev. 5-1-26)

201 - AMADOR VALLEY HIGH SCHOOL - 1155 Santa Rita Road, Pleasanton, CA 94566

School Year: 2026-27
August 13, 2026 - June 4, 2027

461-6100	A Period/ Collaboration	1st	2nd	Brunch	3rd	4th	Lunch	5th/Access	6th	B
Mon, Tues, Fri	7:26 – 8:23	8:30 – 9:27	9:34 – 10:31	10:31 - 10:36	10:43 – 11:40	11:47 - 12:44	12:44 - 1:14	1:21 – 2:18	2:25 - 3:22	3:29 - 4:26
Wednesday	Collaboration 8:00 – 8:45	8:50 – 10:22		10:22 – 10:30	10:37 – 12:09		12:09 - 12:39	Access 12:46 – 1:41 5th Period 1:48 - 3:20		3:27 - 4:24
Thursday	7:15 – 8:45		8:50 - 10:22	10:22 – 10:30		10:37 - 12:09	12:09 - 12:39	Access 12:46 – 1:41	1:48 - 3:20	3:27 - 4:24
		Integrated Marketing Com. **(132011)**	**Econ of Bus Ownership** **(981511)**		**Integrated Marketing Com.** **(132012)**	**Econ of Bus Ownership** **(981512)**		**Integrated Marketing Com.** **(132013)**	**Econ of Bus Ownership** **(981513)**	
	PE (PUSD)	PE (PUSD)	PE (PUSD)		**Sports Med Ath. Trainer** + CC Supervision **(992511)**			**Sports Med II** + CC Supervision (Travelers) **(992711)**	**Sports Med Ath. Trainer** + CC Supervision **(992512)**	
			Intro to Criminal Justice (DHS)			Intro to Criminal Justice (FHS)		**Intro to Criminal Justice** **(141111)**	**Intro to Criminal Justice** **(141112)**	
Robyn Fewster		**AP Environmental Science** **(951611)**	**AP Environmental Science** **(951612)**							
Eric Ra Room: G1		**Honors Civil Engineering & Architecture** (Travelers) **(961211)**								
Zoe Gill Career Center	Phone: 461-6158 / Fax: 462-6738 / Hours: Monday - Friday (9:00 a.m. - 1:00 p.m.)									

DRAFT - TVROP Master Schedule 2026-2027 (Rev. 5-1-26)

202 - DUBLIN HIGH SCHOOL - 8151 Village Parkway, Dublin, CA 94568

School Year: 2026-27
August 11, 2026- May 26, 2027

833-3300	1st	2nd	3rd	4th	Lunch	5th	6th	7th
Monday	**8:30 - 9:22**	**9:28 - 10:20**	**10:26 - 11:18**	**11:24 - 12:16**	**12:16 - 12:51**	**12:57 - 1:49**	**1:55 - 2:47**	**2:53 - 3:45**
Tuesday/Thursday	**8:30 - 10:06**		**10:12 - 11:48**		**11:48 - 12:21**	**12:27 - 2:03**		**2:09- 3:45**
Wednesday		**9:00 - 10:36**		**10:42 - 12:23**	**12:23 - 1:03**		**1:09 - 2:45**	
Friday		**8:30 - 10:06**		**10:12 - 11:53**	**11:53 - 12:38**		**12:44-2:20**	
Dave Uken Room: F-102	**Comp Int. Mfg.** (Travelers) **(773121)**							
						Sports Med Ath. Trainer & Sports Med II + CC supervision **(992521 / 992721)**		**Sports Med Ath. Trainer & Sports Med II** (Travelers) + CC supervision **(992522 / 992722)**
			Intro to Health **(992821)**	**Intro to Health** (EHS Travelers) **(992822)**		Sports Med Ath. Trainer + CC supervision (TBD)	Sports Med Ath. Trainer + CC supervision (TBD)	
		Intro to Criminal Justice **(141121)**		Intro to Criminal Justice (FHS)		Intro to Criminal Justice (AVHS)	Intro to Criminal Justice (AVHS)	
	Sport Marketing (Travelers) **(131621)**	**Integrated Marketing Com.** **(132021)**	**Integrated Marketing Com.** **(132022)**	**Integrated Marketing Com.** **(132023)**		**Econ of Business Ownership** **(981521)**	**CVE**	
	Animation & Motion Graphics (DHS / Travelers) **(921021)**		**Video Game Art & Design** (DHS students only) **(922921)**	TOSA (DO)		**Video Game Art & Design** (DHS students only) **(922922)**		**Video Game Art & Design** (DHS / Travelers) **(922923)** **HA Portfolio** (DHS / Travelers) **(921121)**
	Dev. Psych. of Children I & II +Off-site CC Supervision (DHS / Travelers) **(941021/941121)**					Dev. Psych. of Children I & II (FHS)		
Daniel Yang Career Center	Phone: 833-3360, x7059 / Fax: 833-3322 / Hours: Mon-Fri (8:00 a.m. - 4:30 p.m.)							

Draft - TVROP Master Schedule 2026-2027 (Rev. 5-1-26)

206 - EMERALD HIGH SCHOOL - 3600 Central Parkway, Dublin, CA 94568

School Year: 2026-27
August 11, 2026 - May 26, 2027

833-3300	0 Period/ Collaboration	1st	2nd	3rd	4th	Lunch	5th/Access	6th	7th
Monday	7:15 - 8:20	8:30 - 9:22	9:28 - 10:20	10:26 - 11:18	11:24 - 12:16	12:16 - 12:51	Access 12:57 – 1:29 5th Period 1:35 - 2:27	2:33 - 3:25	3:31-4:36
Tuesday/Friday	7:15 - 8:20	8:30-9:28	9:34-10:32	10:38-11:38	11:44-12:42	12:42-1:17	1:23-2:21	2:27-3:25	3:31-4:36
Wednesday (ODD)	8:00 - 9:00	9:00 - 10:30		10:36 - 12:06		12:06 - 12:41	Access 12:47 – 1:49 5th Period 1:55 - 3:25		
Thusrday (EVEN)	7:15 - 8:20		8:30 - 10:00		10:06 - 11:36	11:36 - 12:11	Access 12:17 – 1:09	1:15 - 2:45	2:51 - 3:56
Subbulakshmi Palanichamy Room: F204		**Principles of Biomed** (Travelers) **(993061)**							
		Medical Occupations (Travelers) **(8:30 – 10:30)** + Off-site CC supervision **(991561)**					**Medical Occupations** (Travelers) **(1:30 – 3:30)** + Off-site CC supervision **(991562)**		
				Intro to Health (DHS)	Intro to Health (DHS)		**Sports Med Ath. Trainer + CC supervision (992561)**	**Sports Med Ath. Trainer & Sports Med II + CC supervision (992562 / 992761)**	
		Integrated Marketing Com. (132061)	**CVE**	**Integrated Marketing Com. (132062)**	**Integrated Marketing Com. (132063)**		**Econ of Business Ownership (981561)**	**Integrated Marketing Com. (132064)**	
		CJA Academy (Las Positas) 8:30 - 10:00		**Intro to Criminal Justice (141161)**			Intro to Criminal Justice (LHS)	Intro to Criminal Justice (LHS)	
		Construction Technology 1 (Travelers) **8:30 - 10:30 (145561)**					**Construction Technology 1/2** (Travelers) **1:30 - 3:30 (145562)**		
Samantha Bacher Career Center		Phone: 925.551.4040 4860x / Fax: / Hours: Mon - Fri (10:00 a.m. - 2:00 p.m.)							

DRAFT - TVROP Master Schedule 2026-2027 (Rev. 5-1-26)

203 - FOOTHILL HIGH SCHOOL - 4375 Foothill Road, Pleasanton, CA 94588

School Year: 2026-27
August 13, 2026 - June 4, 2027

461-6600	0 Period/ Collaboration	1st	2nd	3rd	4th	Lunch	5th/Access	6th	7th
Mon, Tuesday, Friday	0 Period 7:26 - 8:23	8:30 – 9:27	9:34 – 10:31	10:38 - 11:35	11:42 – 12:39	12:39 – 1:09	5th Period 1:16 - 2:13	2:20 – 3:17	3:24 - 4:21
Wednesday	Collaboration 8:00 - 8:45	8:50 – 10:24		10:31 – 12:05		12:05-12:35	Access 12:42 - 1:32 5th Period 1:39 - 3:13		3:20 - 4:17
Thursday	0 Period 7:10 - 8:43		8:50 – 10:24		10:31 - 12:05	12:05-12:35	Access 12:42 - 1:32	1:39 - 3:13	3:20 - 4:17
		Dev. Psych. of Children I & II (DHS)					**Dev. Psych. of Children I & II** (FHS Students / AVHS Travelers) +Off-site CC Supervision **(941031 / 941131)**		
Gary Johnson							**Honors Aerospace Engineering (773131)**	**Honors Aerospace Engineering** (Travelers) **(773132)**	
Josh Hill Room: K202					**Child & Growth Development (751031)**				
		Integrated Marketing Com. (132031)	**Sports Maketing (131631)**	**Integrated Marketing Com. (132032)**	**Sports Marketing (131632)**		**CVE**		
	Fall EMR 8/13/26 - 12/18/26 Mon. (5:30-7:30) & Thurs. (5:30-8:30) (992631)	**Spring EMR 1/14/27 - 5/27/27 Mon. (5:30-7:30) & Thurs. (5:30-8:30) (992632)**	Intro to Criminal Justice (DHS)		**Intro to Criminal Justice (141131)**		Intro to Criminal Justice (AVHS)	Intro to Criminal Justice (AVHS)	
								Sports Med Ath. Trainer + CC Supervision (992531)	
		Medical Occupations (Travelers) **(8:30 AM - 10:30)** + Off-site CC supervision **(991531)**					Intro to Health Careers (LHS)	Intro to Health Careers (LHS)	
Chris Jones Room: J9		**AP Environmental Science (951631)**	**AP Environmental Science (951632)**						
Anabel Delgado: Career Center	Phone: 461-6600 ext. 5618 / Fax: 461-6633 / Room: B11 - Hours: Monday - Friday (10:00 a.m. - 2:00 p.m.)								

DRAFT - TVROP Master Schedule 2026-2027 (Rev. 5-1-26)

204 - GRANADA HIGH SCHOOL - 400 Wall Street, Livermore, CA 94550

School Year: 2026-27
August 12, 2026 - May 27, 2027

461-6600	A	1st	2nd	3rd	4th/ CAP/ASE	Lunch	5th/ CAP/ASE	6th	B
Mon, Tuesday, Friday	7:17 – 8:22	8:30 – 9:25	9:33 – 10:28	10:36 - 11:31	4th Period 11:39 - 12:34	12:34 – 1:04	5th Period 1:12 – 2:07	2:15 – 3:10	3:18 - 4:23
Wednesday		8:30 - 10:05		10:13 – 11:48	CAP/ASE 11:56 - 12:26	12:26-12:56	5th Period 1:04-2:39		
Thursday	7:17 - 8:22		8:30 - 10:05		4th Period 10:13 - 11:48	11:48 - 12:18	CAP/ASE 12:26 - 1:21	1:29 - 3:04	3:12 - 4:17
			Sports Med Ath. Trainer & Sports Med II + CC supervision **(992541 / 992741)**	**Intro to Health Careers** **(992841)**			Sports Med Ath. Trainer & Sports Medicine II (LHS)	Sports Med Ath.Trainer (LHS)	
				Medical Occupations (GHS / 1 LHS Traveler) + Off-site CC supervision **(991541)**			**Nursing Careers** (Travelers) **(1:30 - 3:30)** +CC Supervision **(992041)**		
				Integrated Marketing Com. (Travelers) **(132041)**	**Econ of Business Ownership** (Travelers) **(981541)**				
		Dev. Psych. of Children I & II (LHS)					**Dev. Psych. of Children I** + Off-site CC supervision **(941041)**		
		Auto Technology (GHS Only) **(151841)**	**Auto Technology** (GHS Only) **(151842)**		Auto Technology (LHS)		Auto Technology (LHS)	Auto Technology (MTTHF: 2:15-3:45 / W: 2:45-3:45) (LHS)	
Danielle Watson Career Center	Phone: 606-4800 x 3520 / Fax: 606-4808 / Hours: Mon-Fri (7:30am - 4:00pm)								

Draft - TVROP Master Schedule 2026-2027 (Rev. 5-1-26)

205 - LIVERMORE HIGH SCHOOL - 600 Maple Street, Livermore, CA 94550

School Year: 2026-27
August 12, 2026 - May 27, 2027

461-6600	A	1st	2nd	3rd	4th/ CAP/ASE	Lunch	5th/ CAP/ASE	6th	B
Mon, Tuesday, Friday	7:17 – 8:22	8:30 – 9:25	9:33 – 10:28	10:36 - 11:31	11:39 – 12:34	12:34 – 1:04	1:12 – 2:07	2:15 – 3:10	3:18 - 4:23
Wednesday		8:30 - 10:05		10:13 – 11:48	CAP/ASE 11:56 - 12:26	12:26-12:56	1:04-2:39		
Thursday	7:17 - 8:22		8:30 - 10:05		4th Period 10:13 - 11:48	11:48 - 12:18	CAP/ASE 12:26 - 1:21	1:29 - 3:04	3:12 - 4:17
			Sports Med Ath. Trainer & Sports Med II (GHS)	Intro to Health Careers (GHS)			**Sports Med Ath. Trainer & Sports Med II** (Travelers) + CC supervision **(992551 / 992751)**	**Sports Med Ath. Trainer** + CC supervision **(992552)**	
		CJA Academy (Las Positas) 8:30 - 10:00		Intro to Criminal Justice (EHS)			**Intro to Criminal Justice** **(141151)**	**Intro to Criminal Justice** (Travelers) **(141152)**	
		Medical Occupations (FHS) (8:30 AM - 10:30)					**Intro to Health Careers** (Travelers) **(992851)**	**Intro to Health Careers** **(992852)**	
		Advanced Auto Body (LHS / Travelers) **(151151)**	**Auto Body Repair** (LHS Only) **(151051)**	**Auto Body Repair** (LHS Only) **(151052)**			**Auto Body Repar** (LHS / GHS Travelers) **(151053)**	**Auto Body Repair** (LHS / Travelers) **(151054)**	
		Dev. Psych. of Children I & II + Off-site CC supervision **(941051 / 941151)**					Dev. Psych. of Children I & II (GHS)		
		Auto Technology (GHS)	Auto Technology (GHS)		**Auto Technology** (LHS Only) **(151851)**		**Auto Technology** (LHS Only) **(151852)**	**Auto Technology** (Travelers) **(MTTHF: 2:15-3:45 / W: 2:45-3:45)** **(151853)**	
Dorothy Morallos Room: 303		**Honors Cvil Engineering & Architecture** (Travelers) **(961251)**	**Honors Civil Engineering & Architecture** **(961252)**						
Paula-Ann Cabading Career Center	Phone: 606-4812 x2330 / Fax: 606-4851 / Hours: Mon - Fri (7:45 a.m. - 4:15 p.m.)								

2026-2027 Middle College High School at Las Positas College Bell Schedule

Juniors: 8AM - 11AM

School Year: 2026-27 (August 11, 2026 - May 28, 2027)

Seniors: 11AM - 2PM

	Monday			Tuesday			Wednesday			Thursday			Friday		
8-9 AM	Cohort 11 B US History (201) LPC 505	Cohort 11 A ENG 11 (300) LPC 402		Cohort 11 B US History (201) LPC 505	Cohort 11 A ENG 11 (300) LPC 402		Cohort 11 A US History (200) LPC 505	Cohort 11 B ENG 11 (301) LPC 402		Cohort 11 B US History (201) LPC 505	Cohort 11 A ENG 11 (300) LPC 402		Cohort 11 A US History (200) LPC 505	Cohort 11 B ENG 11 (301) LPC 402	
9-10 AM	Cohort 11 A US History (200) LPC 505	Cohort 11 B ENG 11 (301) LPC 402	Office Hours			Office Hours			Office Hours			Office Hours			Office Hours
10-11 AM	Office Hours	AVID 11 G (400) LPC 402	AVID 11 M (401) LPC 401	Office Hours	AVID 11 G (400) LPC 402	AVID 11 M (401) LPC 401	Office Hours	AVID 11 G (400) LPC 402	AVID 11 M (401) LPC 401	Office Hours	AVID 11 G (400) LPC 402	AVID 11 M (401) LPC 401	Office Hours	AVID 11 G (400) LPC 505	AVID 11 M (401) LPC 402
11 AM - 12 PM	Cohort 12 B Econ Fall (501) Civics Spring (701) LPC 505	Office Hours	Cohort 12 A ERWC ENG (600) LPC 401	Lunch	AVID 12 G (402) LPC 402	AVID 12 M (403) LPC 401	Cohort 12 A Econ Fall (500) Civics Spring (700) LPC 505	Office Hours	Cohort 12 B ERWC ENG (601) LPC 401	Lunch	AVID 12 G (402) LPC 402	AVID 12 M (403) LPC 401	Cohort 12 A Econ Fall (500) Civics Spring (700) LPC 505	Office Hours	Cohort 12 B ERWC ENG (601) LPC 402
12-1 PM	Cohort 12 A Econ Fall (500) Civics Spring (700) LPC 505	Lunch	Cohort 12 B ERWC ENG (601) LPC 401	Cohort 12 B Econ Fall (501) Civics Spring (701) LPC 505	Office Hours	Cohort 12 A ERWC ENG (600) LPC 401		Lunch		Cohort 12 B Econ Fall (501) Civics Spring (701) LPC 505	Office Hours	Cohort 12 A ERWC ENG (600) LPC 401		Lunch	
1-2 PM	Lunch	AVID 12 G (402) LPC 402	AVID 12 M (403) LPC 401		Lunch		Lunch	AVID 12 G (402) LPC 402	AVID 12 M (403) LPC 401		Lunch		Lunch	AVID 12 G (402) LPC 505	AVID 12 M (403) LPC 402
2-3 PM			Lunch			Lunch			Lunch			Lunch			Lunch

Las Positas College (LPC) - 3400 Campus Hill Dr, Livermore, CA 94551 -- School Year: 2026-27

Monday, Wednesday, Friday

M, W, F	8:30 -10:00
Room:3434 **141221**	**Criminal Justice Academy**

LPC/Alameda County Sheriff's Regional Training Center - 6289 Madigan Rd, Dublin, CA

Tuesday, Thursday

Tues., Thurs.	8:30 -10:00
Recreation Center/Alameda County Sheriff's Academy	**Criminal Justice Academy**

8. B. 2026 – 2027 Board Meeting Calendar - Action

Quick Summary / Abstract

Staff will present the preliminary 2026 - 2027 Board Meeting Calendar.

Supporting Documents

2026-2027 Board Meeting Calendar

Tri-Valley Regional Occupational Program
Pending Board Approval 5/6/2026
Joint Powers Governing Board
Coordinating Council & Member District Meeting Dates

August 2026 - June 2027

Board Agendas will typically be posted and distributed by email the Friday prior to the Board Meeting.

	TVROP JPGB Meeting 5:30 p.m. Closed session 6:00 p.m. Open session (unless otherwise noted on Agenda)	TVROP Coordinating Council Wednesdays 3:30-5:00 p.m.
July 2026	NO MEETINGS	
August 2026	DUSD - August 11, August 25 LVJUSD - TBD PUSD - August 13, August 27	August 26, 2026
September 2026	TVROP – September 9 DUSD - September 8, September 22 LVJUSD - TBD PUSD – September 10, September 24	
October 2026	DUSD - October 13, October 27 LVJUSD - TBD PUSD - October 8, October 22	
November 2026	DUSD - November 17 LVJUSD - TBD PUSD – November 12	November 18, 2026
December 2026	TVROP – December 9 DUSD - December 8 LVJUSD - TBD PUSD – December 17	
January 2027	TVROP (Organizational) – January 27 DUSD - TBD LVJUSD - TBD PUSD – January 14, January 28	January 13, 2027
February 2027	DUSD - TBD LVJUSD - TBD PUSD - February 11, February 25	February 24, 2027
March 2027	TVROP – March 10 DUSD - TBD LVJUSD - TBD PUSD - March 14, March 26	
April 2027	DUSD - TBD LVJUSD - April 21 PUSD - April 15, April 29	April 14, 2027
May 2027	TVROP – May 5 DUSD - TBD LVJUSD - TBD PUSD - May 13, May 27	May 26, 2027
June 2027	TVROP – June 9 DUSD - TBD LVJUSD - TBD PUSD - June 10, June 17	

8. C. Approval of Personnel Document of May 6, 2026 - Action

Quick Summary / Abstract

The Board will act on all issues regarding employees of the Tri-Valley Regional Occupational Program. The Personnel Document specifies each area and may include new hires, resignations, retirements and/or vacancies for Board approval.

Supporting Documents

Personnel Document 05-06-2026

Tri-Valley Regional Occupational Program
JOINT POWERS GOVERNING BOARD MEETING
Regular Board Meeting of May 6, 2026
PERSONNEL DOCUMENT

2025-2026 CERTIFICATED – Resignation			
Name/FTE	**Description /Location**	**Effective Date**	**Superintendent's Recommendation**
Dave Coleman 0.50	Intro. to Business Careers & Sports Entertainment Marketing Granada/Dublin High School	6/3/2026	Approve
John Myles 1.20	Automotive Technology Granada High School/ Livermore High School	5/28/2026	Approve

2025-2026 CERTIFICATED – Retirement			
Name/FTE	**Description /Location**	**Effective Date**	**Superintendent's Recommendation**
Denise Gauthier 1.00	English/AVID Middle College	5/29/2026	Approve

8. D. First and Final Reading of the CSBA Recommended Revisions of Tri-Valley Regional Occupational Program Board Policies – Information/Action

Quick Summary / Abstract

The Board will consider approval of the CSBA'S recommended revisions, additions, and deletions to the Tri-Valley Regional Occupational Program (TVROP) Board Policies:

Policies

- [DRAFT] Regulation 1114: District-Sponsored Social Media
- [DRAFT] Regulation 1340: Access To District Records
- [DRAFT] Policy 1445: Response To Immigration Enforcement
- [DRAFT] Regulation 1445: Response To Immigration Enforcement
- [DRAFT] Policy 2120: Superintendent Recruitment And Selection
- [DRAFT] Regulation 3440: Inventories
- [DRAFT] Policy 3515: Campus Security
- [DRAFT] Policy 3515.4: Recovery For Property Loss Or Damage
- [DRAFT] Regulation 3515.4: Recovery For Property Loss Or Damage
- [DRAFT] Policy 4119.21: Professional Standards
- [DRAFT] Exhibit 4119.21-E(1): Professional Standards
- [DRAFT] Policy 4119.24: Maintaining Appropriate Adult-Student Interactions
- [DRAFT] Policy 4219.21: Professional Standards
- [DRAFT] Policy 4319.21: Professional Standards
- [DRAFT] Policy 4319.24: Maintaining Appropriate Adult-Student Interactions
- [DRAFT] Policy 5000: Concepts And Roles
- [DRAFT] Policy 5020: Parent Rights And Responsibilities
- [DRAFT] Regulation 5020: Parent Rights And Responsibilities
- [DRAFT] Policy 5113: Absences And Excuses
- [DRAFT] Regulation 5113: Absences And Excuses
- [DRAFT] Policy 5125: Student Records

[DRAFT] Regulation 5125: Student Records

[DRAFT] Policy 5125.1: Release Of Directory Information

[DRAFT] Regulation 5125.1: Release Of Directory Information

[DRAFT] Exhibit 5125.1-E(1): Release Of Directory Information

[DRAFT] Policy 5141: Health Care And Emergencies

[DRAFT] Regulation 5141: Health Care And Emergencies

[DRAFT] Regulation 5141.4: Child Abuse Prevention And Reporting

[DRAFT] Regulation 5142: Safety

[DRAFT] Policy 5145.13: Response To Immigration Enforcement

[DRAFT] Regulation 5145.13: Response To Immigration Enforcement

[DRAFT] Policy 5145.2: Freedom Of Speech/Expression

[DRAFT] Regulation 5145.2: Freedom Of Speech/Expression

[DRAFT] Policy 5145.3: Nondiscrimination/Harassment

[DRAFT] Regulation 5145.3: Nondiscrimination/Harassment

[DRAFT] Policy 5145.7: Sexual Harassment

[DRAFT] Regulation 5145.7: Sexual Harassment

[DRAFT] Regulation 5145.71: Title IX Sexual Harassment Complaint Procedures

[DRAFT] Bylaw 9011: Disclosure Of Confidential/Privileged Information

[DRAFT] Bylaw 9310: Board Policies

[DRAFT] Bylaw 9320: Meetings And Notices

[DRAFT] Bylaw 9320.1: Remote Meetings and Attendance

[DRAFT] Bylaw 9321: Closed Session

[DRAFT] Bylaw 9322: Agenda/Meeting Materials

[DRAFT] Bylaw 9323: Meeting Conduct

Regulation 1114: District-Sponsored Social Media

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Revised Date:** 06/11/2025 **| Last Reviewed Date:** 06/11/2025

Definitions

Social media means any online platform for collaboration, interaction, and active participation, including, but not limited to, social networking sites such as Instagram, TikTok, Facebook, X/Twitter, SnapChat, YouTube, and LinkedIn.

An official district social media account is an account on a social media platform authorized by the Superintendent or designee.
Sites that have not been authorized by the Superintendent or designee, but that contain content related to the TVROP or comments on TVROP operations, such as a site created by a parent-teacher organization, booster club, or other school-connected organization or a student's or employee's personal site, are not considered official TVROP social media platforms.

Authorization for Official TVTVROP Social Media Platforms

The Superintendent or designee shall authorize the development of any official TVROP social media platform. Teachers shall obtain approval from the TVROP administration before creating an official classroom or team social media platform.

Guidelines for Content

The Superintendent or designee shall ensure that official TVROP social media platforms provide current information regarding TVROP programs, activities, and operations, consistent with the goals and purposes of this policy and regulation. Official TVROP social media platforms shall contain content that is appropriate for all audiences.

The Superintendent or designee shall ensure that copyright laws are not violated in the use of material on official TVROP social media platforms.

The Superintendent or designee shall ensure that official TVROP social media platforms are regularly monitored. Staff members responsible for monitoring content may remove posts based on viewpoint-neutral considerations, such as lack of relation to the site's purpose or violation of the TVROP's policy, regulation, or content guidelines.

If a verified reporter becomes aware of a social media-related threat or a violation of a social media platform's terms of service that, in the opinion of the reporter, poses a risk or severe risk to the health and safety of a minor who the reporter knows is enrolled in the reporter's school, the reporter shall inform the Superintendent or designee and report the threat or violation via the process created by the applicable social media platform as specified in Business and Professions Code 22588.2-22588.4.

Each official TVROP social media platform shall prominently display:

1. The purpose of the site along with a statement that users are expected to use the site only for those intended purposes.

2. Information on how to use the security settings of the social media platform.

3. A statement that the site is regularly monitored and that any inappropriate post will be promptly removed. Inappropriate posts include those that:

    a. Are obscene, libelous, or so incite students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation

    b. Are not related to the stated purpose of the site, including, but not limited to, comments of a commercial nature, political activity, and comments that constitute discrimination or harassment

4. Protocols for users, including expectations that users will communicate in a respectful, courteous, and

professional manner.

5. A statement that users are personally responsible for the content of their posts and that the TVROP is not responsible for the content of external online platforms.

6. A disclaimer that the views and comments expressed on the site are those of the users and do not necessarily reflect the views of the TVROP.

7. A disclaimer that any user's reference to a specific commercial product or service does not imply endorsement or recommendation of that product or service by the TVROP.

8. The individual(s) to contact regarding violation of TVROP guidelines on the use of official TVROP social media platforms.

Appropriate Use by TVROP Employees

TVROP employees who participate in official TVROP social media platforms shall adhere to all applicable TVROP policies and procedures, including, but not limited to, professional standards related to interactions with students.

When appropriate, employees using official TVROP social media platforms shall identify themselves by name and TVROP title and include a disclaimer stating that the views and opinions expressed in their post are theirs alone and do not necessarily represent those of the TVROP or school.

All staff shall receive information about appropriate use of the official TVROP social media platforms.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Bus. and Prof. Code 22588.2-22588.4	Youth Social Media Protection Act
Ed. Code 32260-32262	Interagency School Safety Demonstration Act of 1985
Ed. Code 35182.5	Contracts for advertising
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49061	Definitions; directory information
Ed. Code 49073	Release of directory information
Ed. Code 60048	Commercial brand names, contracts or logos
Gov. Code 3307.5	Publishing identity of public safety officers
Gov. Code 54952.2	Brown Act; definition of meeting
Gov. Code 7920.000-7930.215	California Public Records Act

Federal	Description
17 USC 101-1101	Federal copyright law
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
29 USC 157	Employee rights to engage in concerted, protected activity
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 99.1-99.67	Family Educational Rights and Privacy

Management Resources	Description
Court Decision	Lindke v. Freed (2024) 601 U.S. 187

Management Resources	Description
Court Decision	Board of Education, Island Trees Union Free School District, et.al. v. Pico (1982) 457 U.S. 853
Court Decision	Page v. Lexington County School District (2008, 4th Cir.) 531 F.3d 275
Court Decision	Perry Education Association v. Perry Local Educators' Association (1983) 460 U.S. 37
Court Decision	Aaris v. Las Virgenes Unified School District (1998) 64 Cal.App.4th 1112
Court Decision	Downs v. Los Angeles Unified School District (2000, 9th Cir.) 228 F.3d 1003
National Labor Relations Board Decision	Sears Holdings, Advice Memorandum 18-CA-1908, (December 4, 2009)
Website	Bullying Resources
Website	Meta in Education
Website	CSBA District and County Office of Education Legal Services
Website	Facebook, privacy resources
Website	California School Public Relations Association
Website	CSBA

Cross References	Description
0000	Vision
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan
0441	Artificial Intelligence
1112	Media Relations
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1160	Political Processes
1260	Educational Foundation
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1313	Civility
1325	Advertising And Promotion
3515.7	Firearms On School Grounds
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4119.21-E(1)	Professional Standards

Cross References	Description
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4131	Staff Development
4132	Publication Or Creation Of Materials
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4231	Staff Development
4232	Publication Or Creation Of Materials
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4331	Staff Development
4332	Publication Or Creation Of Materials
5022	Student And Family Privacy Rights
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5131	Conduct
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology - Agreement

Cross References	Description
9010	Public Statements
9012	Board Member Electronic Communications
9320	Meetings And Notices

Regulation 1340: Access To District Records

Status: DRAFT

Original Adopted Date: 06/11/2025 **| Last Reviewed Date:** 06/11/2025

This administrative regulation is a non-exhaustive list of records that may be defined as either public or exempt and/or confidential. Other records which fall into these definitions may exist and may be identified in the future.

Definitions

Public records include any writing containing information relating to the conduct of the Tri-Valley ROP's business prepared, owned, used, or retained by the TVROP regardless of physical form or characteristics. (Government Code 7920.530)

Writing means any handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored. (Government Code 7920.545)

Member of the public means any person, except a member, agent, officer, or employee of the TVROP or a federal, state, or other local agency acting within the scope of such membership, agency, office, or employment. (Government Code 7920.515)

Public Records

Unless otherwise exempt from disclosure, public records to which members of the public shall have access include, but are not limited to:

1. Proposed and approved TVROP budgets and annual audits (Education Code 41020, 42103)
2. Statistical compilations
3. Reports and memoranda
4. Notices and bulletins
5. Minutes of public meetings (Education Code 35145)
6. Meeting agendas (Government Code 54957.5)
7. Official communications between the TVROP and other government agencies
8. District program or school plans, and the information and data relevant to the development and evaluation of such plans, unless otherwise prohibited by law
9. Initial proposals of exclusive employee representatives and of the TVROP (Government Code 3547)
10. Records pertaining to claims and litigation against the TVROP which have been adjudicated or settled (Government Code 7927.200, 7927.205)
11. Statements of economic interests required by the Conflict of Interest Code (Government Code 81008)
12. Documents containing names, salaries, and pension benefits of TVROP employees
13. Employment contracts and settlement agreements (Government Code 53262)
14. Instructional materials including, but not limited to, textbooks (Education Code 49091.10)
15. Executed contracts for the purchase of goods or services, even if the contract contains provisions specifying that the contract is confidential or a proprietary record of the vendor (Government Code 7928.801)

Access to public records of the TVROP shall be granted to Governing Board members on the same basis as any other member of the public. When Board members are authorized to access public records in the administration of their

duties, the Superintendent or designee shall not discriminate among any of the Board members as to which record, or portion of the record, will be made available, or when it will be made available. (Government Code 7921.305, 7921.310)

When disclosing to a member of the public any record that contains personal information, including, but not limited to, an employee's home address, home telephone number, social security number, personal cell phone number, or birth date, the Superintendent or designee shall ensure that such personal information is redacted from that record. (Government Code 7922.200, 7928.300)

Exempt and Confidential Public Records

Unless otherwise authorized or required by law, information regarding an individual's citizenship or immigration status or religious beliefs, practices, or affiliation shall not be disclosed to federal government authorities. (Education Code 234.7; Government Code 8310.3)

: Records exempt from disclosure under the California Public Records Act (CPRA) include, but are not limited to:

1. Preliminary drafts, notes, and interagency or intradistrict memoranda that are not retained by the TVROP in the ordinary course of business, provided that the public interest in withholding these records clearly outweighs the public interest in disclosure (Government Code 7927.500)

2. Records specifically generated in connection with or prepared for use in litigation to which the TVROP is a party or to respond to claims made against the TVROP pursuant to the Tort Claims Act, until the litigation or claim has been finally adjudicated or otherwise settled, or beyond, if the records are protected by some other provision of law (Government Code 7927.200, 7927.205)

3. Personnel records, medical records, or similar materials, the disclosure of which would constitute an unwarranted invasion of personal privacy (Government Code 7927.700)

   The home addresses, home telephone numbers, personal cell phone numbers, or birth date of employees may only be disclosed as follows: (Government Code 7928.300)

   a. To an agent or a family member of the employee

   b. To an officer or employee of a state agency or another school TVROP or county office of education when necessary for the performance of official duties

   c. To an employee organization pursuant to regulations and decisions of the Public Employment Relations Board, except that the home address and any telephone number for an employee who performs law enforcement-related functions, or the birth date of any employee, shall not be disclosed

   d. Upon written request of any employee, the TVROP shall not disclose the employee's home address, home telephone number, personal cell phone number, personal email address, or birth date, and the TVROP shall remove the home address, home telephone number, and personal cell phone number from any mailing list of the TVROP except a list used exclusively to contact the employee.

   e. To an agent or employee of a health benefit plan providing health services or administering claims for health services to TVROP employees and their enrolled dependents, for the purpose of providing the health services or administering claims for employees and their enrolled dependents

4. The home address, telephone number, or both the name and assessor parcel number associated with the home address of any elected or appointed official posted by the district online without first obtaining the written permission of that individual (Government Code 7928.205)
5. Student records, except directory information and other records to the extent permitted by law and TVROP policy

6. Test questions, scoring keys, and other examination data except as provided by law (Government Code 7929.605)

7. Without affecting the law of eminent domain, the contents of real estate appraisals or engineering or feasibility estimates and evaluations made for or by the TVROP relative to the acquisition of property, or to prospective public supply and construction contracts, until all of the property has been acquired or all of the contract

agreement obtained (Government Code 7928.705)

8. Information required from any taxpayer in connection with the collection of local taxes that is received in confidence and the disclosure of the information to other persons would result in an unfair competitive disadvantage to the person supplying the information (Government Code 7925.000)

9. Library circulation and patron use records of a borrower or patron including, but not limited to, name, address, telephone number, email address, borrowing information, or use of library information resources, except when disclosure is to persons acting within the scope of their duties in the administration of the library; to persons authorized in writing, by the individual to whom the records pertain, to inspect the records; or by court order (Government Code 7927.100, 7927.105)

10. Records for which the disclosure is exempted or prohibited pursuant to state or federal law, including, but not limited to, provisions of the Evidence Code relating to privilege (Government Code 7927.705)

11. Documents prepared by or for the TVROP to assess its vulnerability to terrorist attack or other criminal acts intended to disrupt TVROP operations and that are for distribution or consideration in closed session (Government Code 7929.200)

12. Recall petitions, petitions for special elections to fill Board vacancies, or petitions for the reorganization of the school TVROP (Government Code 7924.110)

13. Minutes of Board meetings held in closed session (Government Code 54957.2)

14. Computer software developed by the TVROP (Government Code 7922.585)

15. Information security records, the disclosure of which would reveal vulnerabilities to, or otherwise increase potential for an attack on, the TVROP's information technology system (Government Code 7929.210)

16. Records that contain individually identifiable health information, including records that may be exempt pursuant to physician-patient privilege, the Confidentiality of Medical Information Act, and the Health Insurance Portability and Accountability Act (Government Code 7926.400, 7930.000-7930.215)

17. Tribal financial information as a condition of or requirement for receiving financial assistance —(Government Code 7930.205, 8450)

18. Any other records listed as exempt from public disclosure in the California Public Records Act or other statutes

19. Any other records for which the TVROP can demonstrate that, based on the particular facts of the case, the public interest served by not disclosing the record clearly outweighs the public interest served by disclosure of the record (Government Code 7922.000)

Inspection of Records and Requests for Copies

Any person may request a copy or inspection of any TVROP record that is not exempt from disclosure. (Government Code 7922.530)

Within 10 days of receiving any request to inspect or copy a TVROP record, the Superintendent or designee shall determine whether the request seeks release of a disclosable public record in the TVROP's possession. The Superintendent or designee shall promptly inform the person making the request of the determination and the reasons for the decision. (Government Code 7922.535)

In unusual circumstances, the Superintendent or designee may extend the 10-day limit for up to 14 days by providing written notice to the requester setting forth the reasons for the extension and the date on which a determination is expected to be made. Unusual circumstances include the following, but only to the extent reasonably necessary to properly process the request: (Government Code 7922.535)

1. The need to search for and collect the requested records from field facilities or other establishments that are separate from the office processing the request

2. The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records which are demanded in a single request

3. The need for consultation, which shall be conducted with all practicable speed, with another agency (e.g., a state agency or city) having a substantial interest in the determination of the request or among two or more components of the TVROP (e.g., two different school sites) with substantial interest in the request

4. In the case of electronic records, the need to compile data, write programming language or a computer program, or construct a computer report to extract data

5. The need to search for, collect, and appropriately examine records during a state of emergency proclaimed by the Governor pursuant to the California Emergency Services Act in the jurisdiction where the district is located when the state of emergency currently affects, due to the state of emergency, the district's ability to timely respond to staffing shortages or closure of facilities where the requested records are located (Government Code 8567)

If the Superintendent or designee determines that the request seeks disclosable public records, the determination shall state the estimated date and time when the records will be made available. (Government Code 7922.535)

Public records shall be open to inspection at all times during TVROP office hours. Any reasonably segregable portion of a record shall be made available for inspection by any person requesting the record after deletion of the portions that are exempted by law. (Government Code 7922.525)

Upon request for a copy that reasonably describes an identifiable record, an exact copy shall be promptly provided unless it is impracticable to do so. (Government Code 7922.530)

The Superintendent or designee shall charge an amount for copies that reflects the direct costs of duplication. Written requests to waive the fee shall be submitted to the Superintendent or designee.

Without charging any fees or costs, the Superintendent or designee shall allow members of the public to use their own equipment on TVROP premises to photograph or otherwise copy or reproduce a disclosable record as long as the means of copy or reproduction: (Government Code 7922.530)

1. Do not require the equipment to make physical contact with the record

2. Will not result in damage to the record

3. Will not result in unauthorized access to the TVROP's computer systems or secured networks by using software, equipment, or any other technology capable of accessing, altering, or compromising the TVROP's electronic records

The Superintendent or designee may impose any reasonable limit on the use of personal equipment to photograph, copy, or reproduce a disclosable record that is necessary to protect the safety of the records, or to prevent the copying of records from being an unreasonable burden to the orderly function of the TVROP and its employees. The Superintendent or designee may also impose any limit that is necessary to maintain the integrity of, or ensure the long-term preservation of, historic or high-value records. (Government Code 7922.530)

In addition to maintaining public records for public inspection during TVROP office hours, the TVROP may comply with public records requests by posting any public record on the TVROP's web site and, in response to a public records request, directing the member of the public to the location on the web site where the record can be found. However, if the member of the public is unable to access or reproduce the record from the web site, the TVROP shall promptly provide an exact copy of the public record upon payment of duplication fees, if applicable, unless it is impracticable to provide an exact copy. (Government Code 7922.545)

If any person requests that a public record be provided in an electronic format, the TVROP shall make that record available in any electronic format in which it holds the information. The TVROP shall provide a copy of the electronic record in the format requested as long as the requested format is one that has been used by the TVROP to create copies for its own use or for use by other agencies. (Government Code 7922.570)

The cost of duplicating an electronic record shall be limited to the direct cost of producing a copy of the record in electronic format. However, the requester shall bear the cost of producing the copy of the electronic record, including the cost to construct the record and the cost of programming and computer services necessary to produce the copy, under the following circumstances: (Government Code 7922.575)

1. The electronic record is one that is produced only at otherwise regularly scheduled intervals.

2. The request would require data compilation, extraction, or programming to produce the record.

Assistance in Identifying Requested Records

If the Superintendent or designee denies a request for disclosable records, the requester shall be assisted in making a focused and effective request that reasonably describes an identifiable record. To the extent reasonable under the circumstances, the Superintendent or designee shall do all of the following: (Government Code 7922.600)

1. Assist in identifying records and information responsive to the request or the purpose of the request, if specified

   If, after making a reasonable effort to elicit additional clarifying information from the requester to help identify the record, the Superintendent or designee is still unable to identify the information, this requirement shall be deemed satisfied.

2. Describe the information technology and physical location in which the records exist

3. Provide suggestions for overcoming any practical basis for denying access to the records or information sought

Provisions of the Public Records Act shall not be construed so as to delay or obstruct the inspection or copying of public records. Any notification denying a request for public records shall state the name and title of each person responsible for the denial. (Government Code 7922.500, 7922.540)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 430-438	Individual student records
CA Constitution Article 1, Section 3	Right of access to governmental information
Civil Code 1798.3	Personal information
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 35145	Public meetings
Ed. Code 35170	Authority to secure copyrights
Ed. Code 35250	Duty to keep certain records and reports
Ed. Code 35266	Cybersecurity
Ed. Code 41020	Requirement for annual audit
Ed. Code 42103	Budget notification
Ed. Code 44031	Personnel file contents and inspection
Ed. Code 44839	Medical certificates; periodic medical examination
Ed. Code 49060-49079	Student records
Ed. Code 49091.10	Parental review of curriculum and instruction
Gov. Code 11549.3	Office of Information Security
Gov. Code 3547	Proposals relating to representation
Gov. Code 53262	Employment contracts
Gov. Code 54957.2	Minute book record of closed sessions
Gov. Code 54957.5	Agendas and other writings distributed for discussion or consideration
Gov. Code 6205-6210	Address confidentiality; victims of domestic violence, sexual assault, stalking, human trafficking, child abduction, and elder and dependent adult abuse

State	Description
Gov. Code 6215-6216	Address confidentiality; reproductive health care providers, employees, volunteers, patients, and other individuals who face threats or violence
Gov. Code 7920.000-7930.215	California Public Records Act
Gov. Code 81008	Political Reform Act, public records; inspection and reproduction
Gov. Code 8310.3	California Religious Freedom Act
Gov. Code 8450	Tribal financial information
Gov. Code 8550-8669.7	California Emergency Services Act
Gov. Code 8586.5	Office of Emergency Services; California Cybersecurity Information Center

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Management Resources	Description
Attorney General Opinion	64 Ops.Cal.Atty.Gen. 186 (1981)
Attorney General Opinion	71 Ops.Cal.Atty.Gen. 235 (1988)
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
CA Office of the Attorney General Publication	Summary of the California Public Records Act, August 2004
CA Office of the Attorney General Publication	California Department of Justice Guidelines for Access to Public Records, October 2017
Court Decision	National Lawyers Guild, San Francisco Bay Area Chapter v. City of Hayward (2020) 9 Cal.5th 488
Court Decision	Sacramento County Employees' Retirement System v. Superior Court (2011) 195 Cal. App. 4th 440
Court Decision	Fairley v. Superior Court (1998) 66 Cal.App. 4th 1414
Court Decision	International Federation of Professional and Technical Engineers v. The Superior Court of Alameda County (2007) 42 Cal.4th 319
Court Decision	Kleitman v. Superior Court (1999) 74 Cal.App. 4th 324
Court Decision	Los Angeles County Board of Supervisors v. Superior Court (2016) 2 Cal.5th 282
Court Decision	Los Angeles Times v. Alameda Corridor Transportation Authority (2001) 88 Cal.App.4th 1381
Court Decision	North County Parents Organization for Children with Special Needs v. Department of Education (1994) 23 Cal.App. 4th 144
Court Decision	City of San Jose v. Superior Court (2017) 2 Cal.5th 608
CSBA Publication	Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017
League of California Cities Publication	The People's Business: A Guide to the California Public Records Act, rev. April 2017
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission

Management Resources	Description
Website	California Office of Emergency Services
Website	CSBA District and County Office of Education Legal Services
Website	League of California Cities
Website	State Bar of California
Website	California Office of the Attorney General
Website	CSBA

Cross References	Description
0400	Comprehensive Plans
0440	District Technology Plan
0441	Artificial Intelligence
1112	Media Relations
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
2121	Superintendent's Contract
3100	Budget
3100	Budget
3230	Federal Grant Funds
3230	Federal Grant Funds
3311	Bids
3311	Bids
3312	Contracts
3320	Claims And Actions Against The District
3460	Financial Reports And Accountability
3460	Financial Reports And Accountability
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4112.5	Criminal Record Check

Cross References	Description
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4113.5	Working Remotely
4119.23	Unauthorized Release Of Confidential/Privileged Information
4154	Health And Welfare Benefits
4154	Health And Welfare Benefits
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4213.5	Working Remotely
4219.23	Unauthorized Release Of Confidential/Privileged Information
4254	Health And Welfare Benefits
4254	Health And Welfare Benefits
4312.1	Contracts
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4313.5	Working Remotely
4319.23	Unauthorized Release Of Confidential/Privileged Information
4354	Health And Welfare Benefits
4354	Health And Welfare Benefits
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
9010	Public Statements
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9124	Attorney
9200	Limits Of Board Member Authority
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest

Cross References	Description
9310	Board Policies
9320	Meetings And Notices
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials
9324	Minutes And Recordings

Policy 1445: Response To Immigration Enforcement

Status: DRAFT

Original Adopted Date: Pending

The Governing Board is committed to the success of all students and to providing a safe and welcoming place for students, their families, and staff irrespective of their citizenship or immigration status.

Unless required by state or federal law, required to administer a state or federally supported educational program, or presented with a valid judicial subpoena, judicial warrant, or court order, district staff shall not do any of the following:

1. Solicit or collect information or documents regarding the citizenship or immigration status of a student or the student's family members (Education Code 234.7)

2. Seek or require information or documents, to the exclusion of other permissible information or documents, regarding the citizenship or immigration status of a student or the student's family members (Education Code 234.7)

3. To the extent practicable, disclose or provide in writing, verbally, or in any other manner to an officer or employee of an agency conducting immigration enforcement:

    a. The education records of or any information about a student or a student's family or household such as personal information as defined in Civil Code 1798.3, information about a student's home, or information about a student's travel schedule without parent/guardian written consent (Education Code 234.7)

    b. The personnel records of any district employee, personal information of any district employee as defined in Civil Code 1798.3, or any other confidential employee information (Education Code 234.7; Government Code 7285.2)

4. Grant permission to an officer or employee of an agency conducting immigration enforcement to enter a school bus, any other transportation provided by the district, a nonpublic area of any district property or facility, or a nonpublic area where any district-sponsored program or activity is occurring (Education Code 234.7; Government Code 7285.1)

However, district staff shall not obstruct, interfere with, or otherwise impede an officer or employee of an agency conducting immigration enforcement who nonetheless enters district-provided transportation, a nonpublic area of any district property or facility, or a nonpublic area where any district-sponsored program or activity is occurring.

The Superintendent or designee shall report to the Board in a timely manner any requests by an officer or employee of an agency conducting immigration enforcement for any of the following: (Education Code 234.7)

1. Education records of or any information about a student or a student's family or household

2. Personnel records of any district employee, personal information of any district employee as defined in Civil Code 1798.3, or any other confidential employee information

3. Permission to enter a school bus, any other transportation provided by the district, a nonpublic area of any district property or facility, or a nonpublic area where any district-sponsored program or activity is occurring

Such reports shall be provided in a manner that ensures the confidentiality and privacy of any potentially identifying information. (Education Code 234.7)

In accordance with law, Board Policy 0410 - Nondiscrimination in District Programs and Activities, and Board Policy 5145.3 - Nondiscrimination/Harassment, no student shall be denied equal rights and opportunities, nor be subjected to unlawful discrimination, harassment, intimidation, or bullying in the district's programs and activities on the basis of the student's or family's immigration status or for the refusal to provide information related to the student's or family's immigration status. (Education Code 200, 220, 234.1)

Resources and data collected by the district shall not be used, directly or by others, to compile a list, registry, or database of individuals based on national origin, immigration status, religion, or other category of individual characteristics protected against unlawful discrimination. (Government Code 8310.3)

The Superintendent or designee shall provide parents/guardians with information and notifications as specified in Education Code 234.7, including information regarding their children's right to a free public education regardless of immigration status or religious beliefs and their rights related to immigration enforcement.

The Superintendent or designee shall develop procedures for, and may provide training to staff on, interactions with an officer or employee of an agency conducting immigration enforcement, including a request for any of the following:

1. Education records of or any information about a student or a student's family or household
2. Personnel records of any district employee, personal information of any district employee as defined in Civil Code 1798.3, or any other confidential employee information
3. Permission to enter a school bus, any other transportation provided by the district, a nonpublic area of any district property or facility, or a nonpublic area where any district-sponsored program or activity is occurring

Complaints alleging discrimination, harassment, intimidation, and bullying based on actual or perceived immigration status shall be filed in accordance with Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures.

The Superintendent or designee shall provide to the California Department of Education, upon request and in the manner requested, copies of this policy, any associated administrative regulation, and any other Board policies and administrative regulations required by Education Code 234.7.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Civ. Code 1798.3	Information Practices Act of 1977; definitions
Ed. Code 200	Prohibition of discrimination
Ed. Code 200	Equal rights and opportunities in state educational institutions
Ed. Code 234.1	Student protections relating to discrimination, harassment, intimidation, and bullying
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 32282	Comprehensive School Safety Plan
Ed. Code 48204.4	Evidence of residency for school enrollment
Ed. Code 48906	Exception to parent/guardian notifications
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 7285-7285.3	Prohibitions on Employer Cooperation with Immigration Enforcement Agents
Gov. Code 8310.3	California Religious Freedom Act
Pen. Code 422.55	Definition of hate crime
Pen. Code 627-627.10	Access to school premises

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.30-99.31	FERPA Regulations
U.S. Constitution, Fourth Amendment	Unreasonable search and seizure

Management Resources	Description
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
Court Decision	Plyler v. Doe (1982) 457 U.S. 202
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Immigration and Customs Enforcement, Online Detainee Locator System
Website	California Office of the Attorney General
Website	CSBA
Website	U.S. Department of Education
Website	U.S. Department of Education, Office for Civil Rights
Website	U.S. Immigration and Customs Enforcement
Website	California Civil Rights Department

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
1250	Visitors/Outsiders
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
5111	Admission
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5131.2	Bullying
5131.2	Bullying
5141	Health Care And Emergencies
5141	Health Care And Emergencies
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting

Cross References	Description
5142	Safety
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment

Regulation 1445: Response To Immigration Enforcement

Status: DRAFT

Original Adopted Date: Pending

Responding to Requests for Information or Documents

Upon receiving any request by an officer or employee of an agency conducting immigration enforcement for information about a student, a student's family or household, or a district employee as described in the accompanying Board policy, district staff shall deny the request, to the extent practicable, unless any of the following apply: (Education Code 234.7; 34 CFR 99.30, 34 CFR 99.31)

1. The request is for student directory information

   District staff shall respond to the request in accordance with Board Policy/Administrative Regulation 5125.1 - Release of Directory Information.

2. The district is required to release the records or information by state or federal law, in order to administer a state or federally supported educational program, or due to a valid judicial subpoena, judicial warrant, or court order

3. For records or information about a student or a student's family or household, the parent/guardian has provided written consent unless prohibited by a valid judicial subpoena, judicial warrant, or court order, or in cases involving investigation of child abuse, neglect, or dependency or, if the student is at least 18 years age, the student has provided written consent

   Such written consent shall include all of the following: (34 CFR 99.30)

   a. The signature and signature date of the parent/guardian, or student if the student is at least 18 years of age

   b. A description of the records to be disclosed

   c. The reason for the release of information

   d. The parties or class of parties receiving the information

   e. A copy of the records to be released, if requested by the parent/guardian or student

4. For records or information about a district employee, the employee has provided written consent and the district's human resource department or equivalent has been consulted

   Such written consent shall include all of the following:

   a. The signature and signature date of the employee

   b. A description of the records to be disclosed

   c. The reason for the release of information

   d. The parties or class of parties receiving the information

   e. A copy of the records to be released, if requested by the employee

Regardless of whether the district discloses the requested records or information, district staff shall do all of the following when such a request has been received:

1. Make a copy of the request and notify the Superintendent or designee

2. For requests regarding student information, provide the student's parent/guardian, or the student, if the

student is at least 18 years of age, with notice, a description of the request, and any documentation provided to the district describing the request, unless prohibited by a valid judicial subpoena, judicial warrant, or court order, or in cases involving investigation of child abuse, neglect, or dependency

3. For requests regarding district employee information, provide the employee with notice, a description of the request, and any documentation provided to the district describing the request, unless prohibited by a valid judicial subpoena, judicial warrant, or court order

In accordance with law and Board Policy 5125 - Student Records, the Superintendent or designee shall annually notify parents/guardians that the district will not release student information to third parties for immigration enforcement purposes, unless the parent/guardian consents or as required to do so by a valid judicial subpoena, judicial warrant or court order.

Responding to Requests for Access to Students or for Access to District-Provided Transportation, Nonpublic Area of District Property or Facility, or Nonpublic Area in which District-Sponsored Activity is Occurring

If an officer or employee of an agency conducting immigration enforcement requests access to a student, such as for purposes of interviewing, searching, or detaining the student, or permission to enter a school bus, any other transportation provided by the district, a nonpublic area of any district property or facility, or a nonpublic area where any district-sponsored program or activity is occurring, district staff shall take the following actions:

1. Advise the officer or employee that before district staff can respond to the request, they must first receive notification and direction from the Superintendent, principal, or designee

2. Request to see and record or otherwise document the officer's or employee's valid identification, including the officer's or employee's name and, if applicable, badge number, the phone number of the officer's or employee's supervisor

3. Request that the officer or employee produce any documentation that authorizes the officer's or employee's request, make copies of all such documentation, and retain at least one copy for district records

4. Contact and consult with the district's legal counsel or Superintendent or designee

5. Follow the direction from the district's legal counsel or Superintendent or designee

For a request to access a student, the district shall deny the request unless any of the following apply: (Education Code 234.7)

1. The officer or employee provides a valid judicial warrant or court order

2. District staff receives parent/guardian consent or, if the student is at least 18 years of age, the student's consent, unless the officer or employee presents a valid judicial warrant or court order that authorizes and directs the district to give such permission without parent/guardian consent or, if the student is at least 18 years of age, the student's consent

Regardless of whether the officer or employee is given access to the student, the student's parent/guardian shall be immediately notified, unless prohibited by a valid judicial warrant or court order, or in cases involving investigations of child abuse, neglect, or dependency. (Education Code 48906)

Additionally, district staff shall notify the Superintendent or designee as early as possible of any request by an officer or employee of an agency conducting immigration enforcement for access to a student. (Education Code 234.7)

For a request for permission to enter a school bus, any other transportation provided by the district, a nonpublic area of any district property or facility, or a nonpublic area where any district-sponsored program or activity is occurring, the district shall deny the request unless any of the following apply: (Education 234.7)

1. The officer or employee provides a valid judicial warrant or court order

2. Permission is required to be granted by state or federal law or in order to administer a state or federally supported educational program

3. The officer or employee is a sworn law enforcement officer, declares that exigent circumstances exist, and demands immediate access

In this situation, district staff shall comply with the officer's or employee's orders and immediately contact the Superintendent or designee and then the district's legal counsel.

An officer or employee of an agency conducting immigration enforcement who, pursuant to this administrative regulation, is granted permission to enter district property or facilities which are not open to all visitors shall first register in accordance with Board Policy 1250 - Visitors/Outsiders, except in cases where the officer or employee is a sworn law enforcement officer and states that exigent circumstances exist. (Penal Code 627.2, 627.3)

The Superintendent or designee shall email the Bureau of Children's Justice in the California Department of Justice (BCJ@doj.ca.gov) regarding any attempt by a law enforcement officer to access a student or a school site for immigration enforcement purposes.

Responding to Immigration Enforcement Activity on District Property

When any officer or employee of an agency conducting immigration enforcement is actually or imminently present on district property, district staff shall notify staff working at the property and, if the district property is a school, the parents/guardians of students at the school in accordance with member district or Las Positas College's policies. ~~Board Policy/Administrative Regulation 0450 - Comprehensive Safety Plan.~~

District staff shall report the presence of any officer or employee of an agency conducting immigration enforcement on district property to district police and other appropriate administrators.

District staff shall not obstruct, interfere with, or otherwise impede, or attempt to obstruct, interfere with, or otherwise impede, any officer or employee of an agency conducting immigration enforcement, even if the officer or employee appears to be acting outside the law or in excess of the stated or documented authorization. If such an officer or employee enters the premises without consent, district staff shall document their actions but only to the extent that documentation does not impede their actions and shall, at all times, obey any direction from such officers or employees.

After all officers and employees of an agency conducting immigration enforcement leave, each district staff member who observed or interacted with them shall promptly provide the following to the district's legal counsel or other district official designated by the Superintendent:

1. Copies of any information and documents collected from the officers or employees such as valid identification, name, badge number, phone number of the officer's or employee's supervisor, and documentation that authorizes the officer's or employee's request
2. The identity of all other district staff known to have communicated with the officers or employee
3. A description of all requests and activities by the officers and employees
4. The type of documentation, such as a warrant or subpoena, that authorized the officer's or employee's request or actions
5. District staff's response to the officer's or employee's request
6. Written notes of any other actions taken by and any other interactions with any officer or employee

Responding to the Detention or Deportation of Student's Parent/Guardian

The Superintendent or designee shall encourage parents/guardians to update their emergency contact information as needed at any time. The Superintendent or designee shall notify parents/guardians that the district will only use

information provided on the emergency cards in response to specific emergency situations and not for any other purpose. (Education Code 234.7)

Additionally, the Superintendent or designee may encourage all students and families to learn their emergency phone numbers and be aware of the location of important documentation, including birth certificates, passports, social security cards, physicians' contact information, medication lists, lists of allergies, and other such information that would allow the students and families to be prepared in the event that a student's parent/guardian is detained or deported.

In the event that a student's parent/guardian is detained or deported, the Superintendent or designee shall release the student to the person(s) designated in the student's emergency contact information or to any individual who presents a caregiver's authorization affidavit on behalf of the student. The Superintendent or designee shall only contact child protective services if district personnel are unable to arrange for the timely care of the student by the person(s) designated in the emergency contact information maintained by the school or identified on a caregiver's authorization affidavit. (Education Code 234.7)

In an instance where a student's parent/guardian was detained or deported, the Superintendent or designee shall notify the student, as well as the individuals designated in the student's emergency contact information and any individual who presented a caregiver's authorization affidavit on behalf of the student, that the student continues to meet the residency requirements for attendance in the district if the student and the student's parent/guardian who was detained or deported satisfy the conditions as specified in Education Code 48204.4.

The Superintendent or designee may refer a student or the student's family members to other resources for assistance, including, but not limited to, an U.S. Immigrant and Customs Enforcement detainee locator, legal assistance, or the consulate or embassy of the parent/guardian's country of origin.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Civ. Code 1798.3	Information Practices Act of 1977; definitions
Ed. Code 200	Prohibition of discrimination
Ed. Code 200	Equal rights and opportunities in state educational institutions
Ed. Code 234.1	Student protections relating to discrimination, harassment, intimidation, and bullying
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 32282	Comprehensive School Safety Plan
Ed. Code 48204.4	Evidence of residency for school enrollment
Ed. Code 48906	Exception to parent/guardian notifications
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 7285-7285.3	Prohibitions on Employer Cooperation with Immigration Enforcement Agents
Gov. Code 8310.3	California Religious Freedom Act
Pen. Code 422.55	Definition of hate crime
Pen. Code 627-627.10	Access to school premises

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.30-99.31	FERPA Regulations
U.S. Constitution, Fourth Amendment	Unreasonable search and seizure

Management Resources	Description
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
Court Decision	Plyler v. Doe (1982) 457 U.S. 202
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Immigration and Customs Enforcement, Online Detainee Locator System
Website	California Office of the Attorney General
Website	CSBA
Website	U.S. Department of Education
Website	U.S. Department of Education, Office for Civil Rights
Website	U.S. Immigration and Customs Enforcement
Website	California Civil Rights Department

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
1250	Visitors/Outsiders
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
5111	Admission
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5131.2	Bullying
5131.2	Bullying
5141	Health Care And Emergencies
5141	Health Care And Emergencies
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting

Cross References	Description
5142	Safety
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment

Policy 2120: Superintendent Recruitment And Selection

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board recognizes that it has a direct responsibility to select and employ the Superintendent. Whenever it becomes necessary for the Board to fill a vacancy in the position of Superintendent, the Board shall work diligently to employ a person whose management and leadership abilities are most closely aligned with Tri-Valley ROP needs.

The Board shall establish and implement a search and selection process that includes consideration of:

1. The TVROP's current and long-term needs, including a review of the TVROP's vision and goals
2. The desired characteristics of a new Superintendent, including professional experience, educational qualifications, leadership characteristics, philosophy of education, and other management, technical, interpersonal and conceptual skills, as well as the priorities the Board wants to place on different abilities, traits and levels of knowledge
3. The scope of the search, including whether to promote from within the TVROP or broaden the search to include both internal and external candidates and, if external candidates will be considered, whether to conduct a statewide or nationwide search
4. The salary range and benefits to be offered
5. Basic elements to be included in the Superintendent's contract
6. Whether to hire a professional adviser to facilitate the process
7. How and when to involve the community in certain phases of the selection process
8. The best methods for advertising the vacancy and recruiting qualified candidates
9. The process for screening applications and determining how the screener(s) will be selected
10. Interview questions, processes and participants
11. How and when candidates' qualifications will be verified through reference checks
12. Other actions necessary to ensure a fair selection process and a smooth transition to new leadership

Even if a professional adviser is used to facilitate the process, the Board shall retain the right and responsibility to oversee the process and to review all applications if desired.

The Board shall select candidates to be interviewed based on recommendations of the screener(s) and the Board's own assessment of how candidates meet the criteria established by the Board.

The Board shall interview preliminary and final candidates in closed session and determine the most likely match for the TVROP. (Government Code 54957)

The selected candidate shall hold a valid school administration certificate, a valid teacher's certificate, and at least a Master's degree. The Board may waive any credential requirement, but shall not employ a person whose credential has been revoked by the Commission on Teacher Credentialing pursuant to Education Code 44421-44427. (Education Code 35028, 35029, 35029.1)

Before offering the position to the selected candidate or making any announcements, Board members may visit that candidate's current TVROP, as approriate, to obtain verification of his/her qualifications.

The Board shall deliberate in closed session to affirm the selection of the candidate and shall report the selection in open session. (Government Code 54957)

The Board shall conduct these proceedings in accordance with legal and ethical obligations regarding confidentiality

and equal opportunity.

As necessary, the Board may appoint an interim superintendent to manage the TVROP during the selection process.

The Board shall not employ a person as Superintendent if, within the past five years, the candidate was convicted of any felony involving accepting or giving, or offering to give, any bribe, conflict of interest, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes arising directly out of their official duties as a public employee. (Government Code 1021.5)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
2 CCR 11006-11086	Discrimination in employment
Ed. Code 220	Prohibition of discrimination
Ed. Code 35026	Employment of district superintendent by certain district
Ed. Code 35028	Qualifications for employment
Ed. Code 35029	Waiver of credential requirements
Ed. Code 35029.1	Superintendent credentials
Ed. Code 35031	Term of employment
Ed. Code 44420-44440	Revocation and suspension of credentials
Gov. Code 1021.5	Public employment disqualification
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 53260-53264	Employment contracts
Gov. Code 54954	Time and place of regular meetings
Gov. Code 54957	Closed session personnel matters
Gov. Code 54957.1	Closed session; public report of action taken
Gov. Code 54957.6	Open session; superintendent contract

Federal	Description
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
28 CFR 35.101-35.190	Americans with Disabilities Act
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.6	Title VI; Compliance information
34 CFR 106.9	Severability
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended

Management Resources	Description
CSBA Publication	CSBA Superintendent Contract Template
Website	CSBA California Consultants and Leadership
Website	CSBA District and County Office of Education Legal Services
Website	Association of California School Administrators
Website	California Civil Rights Department

Management Resources	Description
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights
Website	U.S. Equal Employment Opportunity Commission

Cross References	Description
0000	Vision
0100	Philosophy
0200	Goals For The School District
1000	Concepts And Roles
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
2000	Concepts And Roles
2110	Superintendent Responsibilities And Duties
2111	Superintendent Governance Standards
2121	Superintendent's Contract
4032	Reasonable Accommodation
4111.2	Legal Status Requirement
4111.2	Legal Status Requirement
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4211.2	Legal Status Requirement
4211.2	Legal Status Requirement
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4311.2	Legal Status Requirement
4311.2	Legal Status Requirement
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
9000	Role Of The Board
9011	Disclosure Of Confidential/Privileged Information
9320	Meetings And Notices
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Regulation 3440: Inventories

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

In order to provide for the proper tracking and control of TVROP property, the Superintendent or designee shall maintain an inventory of equipment in accordance with law for the following:

1. All equipment items currently valued in excess of ~~$500~~ $1,500 (Education Code 35168)

2. All equipment items purchased with state and/or federal categorical funds that have a useful life of more than one year with an acquisition cost of $500 or more per unit

   In addition, the Superintendent or designee may maintain a list of specific items which shall be inventoried for internal control purposes regardless of their initial cost or current value.

The inventory shall contain a record of the following information: (Education Code 35168; 5 CCR 3946)

1. Name and description of the property

2. Identification number

3. Original cost of the item of equipment or a reasonable estimate if the original cost is unknown

4. Date of acquisition

5. Location of use

6. The date and method of disposal

At the time of purchase, the Superintendent or designee shall affix a label to the equipment containing the identification number and the TVROP name. Equipment items purchased with categorical program funds shall also be labeled with the name of the project in accordance with 5 CCR 3946.

Whenever an equipment item is moved to a new location or the equipment is used for a new purpose, the new location or purpose shall be recorded in the inventory.

A copy of the inventory shall be kept at the TVROP office and at the appropriate program site.

The Superintendent or designee shall annually submit an inventory listing of federally owned property in its custody to the federal agency that granted the award. (2 CFR 200.312)

Physical Inventory

At least once every two years, a physical inventory of equipment shall be conducted and the results reconciled with the property records. (2 CFR 200.313)

The Superintendent or designee shall establish procedures for conducting the physical inventory which shall include, but not be limited to, designation of person(s) responsible for coordinating and conducting the inventory, preparation and distribution of count sheets, procedures for implementing the inventory, and procedures for conducting a recount to substantiate the validity of the inventory.

The Superintendent or designee shall investigate any differences between the quantities determined by the physical inspection and those in the accounting records.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 16022-16023	Classification of records
5 CCR 16035	Historical inventory of equipment

State	Description
5 CCR 3946	Control, safeguards, disposal of equipment purchased with consolidated application funds
Ed. Code 35168	Inventory of equipment

Federal	Description
2 CFR 200.0-200.521	Federal uniform grant guidance
20 USC 2301-2414	Strengthening Career and Technical Education for the 21st Century Act

Management Resources	Description
California Department of Education Publication	California School Accounting Manual
Website	CSBA District and County Office of Education Legal Services
Website	California Association of School Business Officials
Website	California Department of Education
Website	Office of Management and Budget

Cross References	Description
3000	Concepts And Roles
3230	Federal Grant Funds
3230	Federal Grant Funds
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3290	Gifts, Grants And Bequests
3300	Expenditures And Purchases
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3512	Equipment
3515	Campus Security
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3580	District Records
3580	District Records

Policy 3515: Campus Security

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

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

Reporting Threats

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

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual. — (Education Code 49390)

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

The Superintendent or designee may form a multidisciplinary team in order to identify, inquire, assess, and manage potentially threating student behavior.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
24 CCR 1010.2	Door operations
24 CCR 1010.2.8	Locking arrangements in educational occupancies
24 CCR 1010.2.8.2	Lockable doors from the inside
CA Constitution Article 1, Section 28	Right to Safe Schools
Ed. Code 17070.10-17079.30	Leroy F. Greene School Facilities Act
Ed. Code 17583	Classroom security locks; modernization projects
Ed. Code 17586	Interior door locks
Ed. Code 32020	School gates; entrances for emergency vehicles
Ed. Code 32211	Threatened disruption or interference with classes
Ed. Code 32280-32289.5	School safety plans
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.1	Broad authority of school districts
Ed. Code 35266	Reporting of cyber attacks
Ed. Code 38000-38005	Security departments
Ed. Code 49050-49051	Searches by school employees
Ed. Code 49060-49079	Student records
Ed. Code 49390-49395	Homicide threats
Gov. Code 11549.3	Independent security assessment
Gov. Code 54957	Closed session board meetings

State	Description
Gov. Code 8586.5	California Cybersecurity Integration Center
Pen. Code 469	Unauthorized making, duplicating or possession of key to public building
Pen. Code 626-626.11	Weapons on school grounds and other school crimes

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.3	Definition of education records
6 USC 665k	Federal Clearinghouse on School Safety Evidence-Based Practices

Management Resources	Description
Attorney General Opinion	75 Ops.Cal.Atty.Gen. 155 (1992)
Attorney General Opinion	83 Ops.Cal.Atty.Gen. 257 (2000)
California Department of Education Publication	Safe Schools: A Planning Guide for Action Workbook, 2002
Court Decision	Brannum v. Overton County School Board (2008) 516 F. 3d 489
Court Decision	New Jersey v. T.L.O. (1985) 469 U.S. 325
Federal Communications Commission	Schools and libraries cybersecurity pilot program
National Institute of Justice Publication	The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies, 1999
State Ed. Tech. Directors Assoc. Pub.	Small Districts, Big Hurdles: Cybersecurity Support for Small, Rural, and Under-resourced School Districts, October 2023
U.S. Department of Homeland Security	Behavioral Threat Assessment and Management in Practice
US DOE Publication	FAQs on Photos and Videos under FERPA
Website	Cybersecurity and Infrastructure Security Agency
Website	California Cybersecurity Integration Center
Website	Schoolsafety.gov
Website	California Military Department
Website	U.S. Department of Homeland Security, Fusion Centers
Website	California State Threat Assessment System
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
Website	National Institute of Justice
Website	National School Safety Center
Website	California Department of Education, Safe Schools
Website	CSBA

Cross References	Description
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1250	Visitors/Outsiders
3000	Concepts And Roles
3440	Inventories

Cross References	Description
3515.2	Disruptions
3515.2	Disruptions
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3515.7	Firearms On School Grounds
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4112.6	Personnel Files
4119.1	Civil And Legal Rights
4131	Staff Development
4158	Employee Security
4212.6	Personnel Files
4219.1	Civil And Legal Rights
4231	Staff Development
4258	Employee Security
4312.6	Personnel Files
4319.1	Civil And Legal Rights
4331	Staff Development
4358	Employee Security
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5131.1	Bus Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5137	Positive School Climate
5141.52	Suicide Prevention
5142	Safety
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.12	Search And Seizure
5145.9	Hate-Motivated Behavior
9321	Closed Session

Cross References	Description
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Policy 3515.4: Recovery For Property Loss Or Damage

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board desires to create a safe and secure learning environment and to minimize acts of vandalism and damage to school/program property. When Tri-Valley ROP property is damaged due to the willful misconduct of a student or other person, the TVROP shall seek reimbursement of damages, within the limitations specified in law, from the parent/guardian of a minor child or from any other responsible individual.

The TVROP may collect debt owed by a student or former student as a result of vandalism or to cover the replacement cost of TVROP books, supplies, or property loaned to a student that the student willfully fails to return or that is willfully cut, defaced, or otherwise injured. However, this policy shall not apply to a student who is a current or former homeless or foster child or youth. (Education Code 48904, 49014)

Rewards

The Board may offer and pay a reward for information leading to the determination of the identity of, and the apprehension of, any person who willfully damages or destroys any district property. (Government Code 53069.5)

The Board shall determine the appropriate amount for the reward.

The Superintendent or designee shall disburse the reward when the guilt of the person responsible for the act has been established by a criminal conviction or other appropriate judicial procedure. If more than one person provides information, the reward shall be divided among them as appropriate.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 19910	Libraries; malicious cutting, tearing, defacing, breaking or injuring
Ed. Code 19911	Libraries; willful detention of property
Ed. Code 200-270	Prohibition of discrimination
Ed. Code 44810	Willful interference with classroom conduct
Ed. Code 48904	Liability of parent or guardian; withholding of grades, diplomas, transcripts
Ed. Code 49014	Public School Fair Debt Collection Act
Gov. Code 53069.5	Reward for information
Gov. Code 53069.6	Actions to recover damages
Gov. Code 54951	Local agency; definition
Pen. Code 484	Theft defined
Pen. Code 594	Vandalism
Pen. Code 594.1	Aerosol paint and etching cream
Pen. Code 640.5	Graffiti; facilities or vehicles of governmental entity
Pen. Code 640.6	Graffiti

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services
Website	Judicial Council of California
Website	California Department of Education
Website	CSBA

Cross References	Description
1313	Civility
3260	Fees And Charges
3260	Fees And Charges
3512	Equipment
3515	Campus Security
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4156.3	Employee Property Reimbursement
4158	Employee Security
4256.3	Employee Property Reimbursement
4258	Employee Security
4356.3	Employee Property Reimbursement
4358	Employee Security
5125.2	Withholding Grades, Diploma Or Transcripts
5131	Conduct
5131.5	Vandalism And Graffiti
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.9	Hate-Motivated Behavior
6161.2	Damaged Or Lost Instructional Materials

Regulation 3515.4: Recovery For Property Loss Or Damage

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Tri-Valley ROP employees shall report any damage to or loss of school property to the Superintendent or designee immediately after such damage or loss is discovered.

The Superintendent or designee shall conduct a complete investigation of any instance of damage to or loss of school property and shall consult law enforcement officials when appropriate.

When the individual causing the damage or loss has been identified and the costs of repair, replacement, or cleanup determined, the Superintendent or designee shall take all practical and reasonable steps to recover the TVROP's costs and shall consult with the TVROP's legal counsel and/or insurance carrier, as ~~appropriate.~~ needed, to recover the district's loss.

Such steps may include the filing of a civil complaint in a court of competent jurisdiction to recover damages from the responsible person and, if the responsible person is a minor, from the parent/guardian in accordance with law. Damages may include the cost of repair or replacement of the property, the payment of any reward, interest, court costs, and all other damages as provided by law.

If the responsible person is a minor student of the TVROP and the student's parents/guardians are unable to pay for the damages or to return the property, the TVROP shall offer a program of voluntary work for the student in lieu of the payment of monetary damages. The TVROP may offer any other student or former student, with parent/guardian permission, the option to provide service, work, or other alternative, nonmonetary forms of compensation to settle the debt owed as a result of property loss or damage. Service or work exchanged for repayment of a debt shall comply with all provisions of the Labor Code related to youth employment. (Education Code 48904, 49014)

The Member districts' Superintendent or designee may withhold the student's grades, diploma, and/or transcripts until the student's parents/guardians have paid for the damages or the voluntary work has been completed. Prior to withholding a student's grades, diploma, or transcripts, due process shall be afforded the student in accordance with law. (Education Code 48904)

In addition, the Member districts' Superintendent or designee shall initiate appropriate disciplinary procedures against the student.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 19910	Libraries; malicious cutting, tearing, defacing, breaking or injuring
Ed. Code 19911	Libraries; willful detention of property
Ed. Code 200-270	Prohibition of discrimination
Ed. Code 44810	Willful interference with classroom conduct
Ed. Code 48904	Liability of parent or guardian; withholding of grades, diplomas, transcripts
Ed. Code 49014	Public School Fair Debt Collection Act
Gov. Code 53069.5	Reward for information
Gov. Code 53069.6	Actions to recover damages
Gov. Code 54951	Local agency; definition
Pen. Code 484	Theft defined
Pen. Code 594	Vandalism
Pen. Code 594.1	Aerosol paint and etching cream

State	Description
Pen. Code 640.5	Graffiti; facilities or vehicles of governmental entity
Pen. Code 640.6	Graffiti

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services
Website	Judicial Council of California
Website	California Department of Education
Website	CSBA

Cross References	Description
1313	Civility
3260	Fees And Charges
3260	Fees And Charges
3512	Equipment
3515	Campus Security
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4156.3	Employee Property Reimbursement
4158	Employee Security
4256.3	Employee Property Reimbursement
4258	Employee Security
4356.3	Employee Property Reimbursement
4358	Employee Security
5125.2	Withholding Grades, Diploma Or Transcripts
5131	Conduct
5131.5	Vandalism And Graffiti
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.9	Hate-Motivated Behavior
6161.2	Damaged Or Lost Instructional Materials

Policy 4119.21: Professional Standards

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board expects Tri-Valley ROP employees to maintain the highest ethical standards, behave professionally, follow TVROP policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the TVROP, advances the goals of the TVROP's educational programs, and contributes to a positive school climate.

The Board encourages TVROP employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill his/her responsibilities and to contribute to the learning and achievement of TVROP students.

Inappropriate Conduct

The Board prohibits inappropriate conduct between employees, adult volunteers, and district contractors and among and between adults employed, volunteering, or under contract with the district. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon

2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting TVROP or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on TVROP property, or at a school-sponsored activity

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records

10. Divulging confidential information about students, TVROP employees, or TVROP operations to persons or entities not authorized to receive the information

11. Using TVROP equipment or other TVROP resources for the employee's own commercial purposes or for political activities

12. Using TVROP equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

    Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of TVROP technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the TVROP
14. Wearing inappropriate attire
15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the TVROP's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The TVROP prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the TVROP's complaint process shall be subject to discipline.

Notifications

The section(s) of the TVROP's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or TVROP web sites. (Education Code 44050)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80300	Committee of credentials; definitions
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80331-80338	Rules of conduct for professional educators
Bus. Code 25608	Alcohol on school property; use in connection with instruction
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44010	Sex offense; definition
Ed. Code 44011	Controlled substance offense; definition
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44420-44440	Revocation and suspension of credentials
Ed. Code 44811	Disruption of classwork or extracurricular activities
Ed. Code 44932	Grounds for dismissal of permanent employees
Ed. Code 44939.5	Certificated applicant screening
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49060-49070	Student records

State	Description
H&S Code 104559	Tobacco use prohibition
Pen. Code 11164-11174.4	Child Abuse and Neglect Reporting Act
Pen. Code 270-273.76	Abandonment and neglect of children
Pen. Code 311-312.7	Obscene matter

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Management Resources	Description
CA School Employees Association Publication	Code of Ethics, 1954
Commission on Teacher Credentialing Publication	California Professional Standards for Education Leaders, 2014
Commission on Teacher Credentialing Publication	California Professional Standards for Educational Leaders, February 2014
Commission on Teacher Credentialing Publication	California Standards for the Teaching Profession (CSTP), April 2024
Nat'l Policy Board for Educational Administration	Professional Standards for Educational Leaders, 2015
National Education Association Publication	Code of Ethics for Educators, 2020
Website	National Education Association
Website	CSBA District and County Office of Education Legal Services
Website	Council of Chief State School Officers
Website	California Federation of Teachers
Website	California School Employees Association
Website	California Teachers Association
Website	Commission on Teacher Credentialing
Website	Association of California School Administrators
Website	WestEd
Website	California Department of Education
Website	CSBA
WestEd Publication	Moving Leadership Standards into Everyday Work: Descriptions of Practice, 2015

Cross References	Description
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees

Cross References	Description
1313	Civility
2111	Superintendent Governance Standards
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3513.4	Drug And Alcohol Free Schools
3515.2	Disruptions
3515.2	Disruptions
3515.7	Firearms On School Grounds
3580	District Records
3580	District Records
4020	Drug And Alcohol-Free Workplace
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4111	Recruitment And Selection
4112	Appointment And Conditions Of Employment
4112.2	Certification
4112.2	Certification
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4113.5	Working Remotely
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.22	Dress And Grooming
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.24	Maintaining Appropriate Adult-Student Interactions
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4131	Staff Development
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4158	Employee Security
4211	Recruitment And Selection
4212	Appointment And Conditions Of Employment

Cross References	Description
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4213.5	Working Remotely
4215	Evaluation/Supervision
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.22	Dress And Grooming
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.24	Maintaining Appropriate Adult-Student Interactions
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4231	Staff Development
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4258	Employee Security
4311	Recruitment And Selection
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4313.5	Working Remotely
4315	Evaluation/Supervision
4317.7	Employment Status Reports
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.22	Dress And Grooming
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.24	Maintaining Appropriate Adult-Student Interactions
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4331	Staff Development
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4358	Employee Security
5141.4	Child Abuse Prevention And Reporting

Cross References	Description
5141.4	Child Abuse Prevention And Reporting
5142	Safety
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6162.54	Test Integrity/Test Preparation
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials

Exhibit 4119.21-E(1): Professional Standards

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

CODE OF ETHICS OF THE EDUCATION PROFESSION

Preamble

The National Education Association (NEA) believes that the education profession consists of one education workforce serving the needs of all students and that the term 'educator' includes education support professionals.

The educator, believing in the worth and dignity of each human being, recognizes the supreme importance of the pursuit of truth, devotion to excellence, and the nurturing of democratic principles. Essential to these goals is the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator accepts the responsibility to adhere to the highest ethical standards.

The educator recognizes the magnitude of the responsibility inherent in the teaching process. The desire for the respect and confidence of one's colleagues, of students, of parents, and of the members of the community provides the incentive to attain and maintain the highest possible degree of ethical conduct. The Code of Ethics of the Education Profession indicates the aspiration of all educators and provides standards by which to judge conduct.

The remedies specified by the NEA and/or its affiliates for the violation of any provision of this Code shall be exclusive and no such provision shall be enforceable in any form other than the one specifically designated by the NEA or its affiliates.
The following exhibit reproduces the Code of Ethics for Educators adopted by the National Education Association in 1975. The Code was revised in 2020 to use the broader term "educator."

Principle I. Commitment to the Student

The educator strives to help each student realize his/her potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the educator:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning
2. Shall not unreasonably deny the student access to varying points of view
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety
5. Shall not intentionally expose the student to embarrassment or disparagement
6. Shall not on the basis of race, color, creed, gender, national origin, marital status, political or religious beliefs, family, social, or cultural background, or sexual orientation, unfairly:
    a. Exclude any student from participation in any program
    b. Deny benefits to any student
    c. Grant any advantage to any student
7. Shall not use professional relationships with students for private advantage
8. Shall not disclose information in the course of professional service unless disclosure serves a compelling professional purpose or is required by law

Principle II. Commitment to the Profession

The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to promote a climate that encourages the exercise of professional judgment, to achieve conditions that attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation of the profession, the educator:

1. Shall not in any application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications

2. Shall not misrepresent his/her professional qualifications

3. Shall not assist any entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute

4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position

5. Shall not assist a noneducator in the unauthorized practice of teaching

6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law

7. Shall not knowingly make false or malicious statements about a colleague

8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or action

Source: National Education Association, 1975

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80300	Committee of credentials; definitions
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80331-80338	Rules of conduct for professional educators
Bus. Code 25608	Alcohol on school property; use in connection with instruction
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44010	Sex offense; definition
Ed. Code 44011	Controlled substance offense; definition
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44420-44440	Revocation and suspension of credentials
Ed. Code 44811	Disruption of classwork or extracurricular activities
Ed. Code 44932	Grounds for dismissal of permanent employees
Ed. Code 44939.5	Certificated applicant screening
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49060-49070	Student records

State	Description
H&S Code 104559	Tobacco use prohibition
Pen. Code 11164-11174.4	Child Abuse and Neglect Reporting Act
Pen. Code 270-273.76	Abandonment and neglect of children
Pen. Code 311-312.7	Obscene matter

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Management Resources	Description
CA School Employees Association Publication	Code of Ethics, 1954
Commission on Teacher Credentialing Publication	California Professional Standards for Education Leaders, 2014
Commission on Teacher Credentialing Publication	California Professional Standards for Educational Leaders, February 2014
Commission on Teacher Credentialing Publication	California Standards for the Teaching Profession (CSTP), April 2024
Nat'l Policy Board for Educational Administration	Professional Standards for Educational Leaders, 2015
National Education Association Publication	Code of Ethics for Educators, 2020
Website	National Education Association
Website	CSBA District and County Office of Education Legal Services
Website	Council of Chief State School Officers
Website	California Federation of Teachers
Website	California School Employees Association
Website	California Teachers Association
Website	Commission on Teacher Credentialing
Website	Association of California School Administrators
Website	WestEd
Website	California Department of Education
Website	CSBA
WestEd Publication	Moving Leadership Standards into Everyday Work: Descriptions of Practice, 2015

Cross References	Description
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees

Cross References	Description
1313	Civility
2111	Superintendent Governance Standards
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3513.4	Drug And Alcohol Free Schools
3515.2	Disruptions
3515.2	Disruptions
3515.7	Firearms On School Grounds
3580	District Records
3580	District Records
4020	Drug And Alcohol-Free Workplace
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4111	Recruitment And Selection
4112	Appointment And Conditions Of Employment
4112.2	Certification
4112.2	Certification
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4113.5	Working Remotely
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.22	Dress And Grooming
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.24	Maintaining Appropriate Adult-Student Interactions
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4131	Staff Development
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4158	Employee Security
4211	Recruitment And Selection
4212	Appointment And Conditions Of Employment

Cross References	Description
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4213.5	Working Remotely
4215	Evaluation/Supervision
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.22	Dress And Grooming
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.24	Maintaining Appropriate Adult-Student Interactions
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4231	Staff Development
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4258	Employee Security
4311	Recruitment And Selection
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4313.5	Working Remotely
4315	Evaluation/Supervision
4317.7	Employment Status Reports
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.22	Dress And Grooming
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.24	Maintaining Appropriate Adult-Student Interactions
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4331	Staff Development
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4358	Employee Security
5141.4	Child Abuse Prevention And Reporting

Cross References	Description
5141.4	Child Abuse Prevention And Reporting
5142	Safety
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6162.54	Test Integrity/Test Preparation
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials

Policy 4119.24: Maintaining Appropriate Adult-Student Interactions

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

For purposes of this policy employees include interns, volunteers, contractors, and other persons with an employment relationship with the district.

The Governing Board desires to provide a positive school environment that protects the safety and well-being of Tri-Valley ROP students. The Board expects all adults with whom students may interact at school or in school-related activities, including employees, independent contractors, and volunteers, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting. Such adults shall not engage in unlawful or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

Employees are prohibited from entering into or attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature.

Adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Superintendent or designee shall protect anyone who reports a violation from retaliation. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. The Superintendent or designee may also notify law enforcement as appropriate.

The TVROP's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or TVROP web sites. (Education Code 44050)

Inappropriate Conduct

Employees shall remain vigilant of their position of authority and not abuse it when relating with students. Examples of employee conduct that can undermine professional adult-student interactions or create the appearance of impropriety include, but are not limited to:

1. Initiating inappropriate physical contact
2. Attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature
3. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
4. Being alone with a student outside of the view of others
5. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent
6. Maintaining personal contact with a student that has no legitimate educational purpose, by phone, letter, electronic communications, or other means, without including the student's parent/guardian or the principal

   When communicating electronically with students, employees shall use TVROP equipment or technological

resources when available. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of TVROP technology at any time without advance notice or consent.

7. Creating or participating in social networking sites for communication with students, other than those created by the TVROP, without the prior written approval of the principal or designee

8. Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business

9. Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students

10. Addressing a student in an overly familiar manner, such as by using a term of endearment

11. Socializing or spending time with students outside of school-sponsored events, except as participants in community activities

12. Sending or accompanying students on personal errands unrelated to any legitimate educational purpose

13. Transporting a student in a personal vehicle without prior authorization

14. Encouraging students to confide their personal or family problems and/or relationships

15. Disclosing personal, family, or other private matters to students or sharing personal secrets with students

16. Engaging in any conduct that endangers or threatens to endanger students, including, but not limited to, physical violence or threats of violence

17. Engaging in harassing or discriminatory behavior towards students, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

18. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

19. Using profane, obscene, or abusive language against students

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80304	Notice of sexual misconduct
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44030.5	Reporting change in employment status due to alleged misconduct
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44242.5	Reports and review of alleged misconduct
Ed. Code 44940	Compulsory leave of absence for certificated persons
Ed. Code 48980	Parent/Guardian notifications
Pen. Code 11164-11174.3	Child Abuse and Neglect Reporting Act

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services

Cross References	Description
1240	Volunteer Assistance
1240	Volunteer Assistance
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4111	Recruitment And Selection
4112	Appointment And Conditions Of Employment
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4211	Recruitment And Selection
4212	Appointment And Conditions Of Employment
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4311	Recruitment And Selection
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
5131	Conduct
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5142	Safety
5145.7	Sexual Harassment
5145.7	Sexual Harassment

Policy 4219.21: Professional Standards

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Governing Board expects Tri-Valley ROP employees to maintain the highest ethical standards, behave professionally, follow TVROP policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the TVROP, advances the goals of the TVROP's educational programs, and contributes to a positive school climate.

The Board encourages TVROP employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill his/her responsibilities and to contribute to the learning and achievement of TVROP students.

Inappropriate Conduct

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon

2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting TVROP or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on TVROP property, or at a school-sponsored activity

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records

10. Divulging confidential information about students, TVROP employees, or TVROP operations to persons or entities not authorized to receive the information

11. Using TVROP equipment or other TVROP resources for the employee's own commercial purposes or for political activities

12. Using TVROP equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

    Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor

employee usage of TVROP technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the TVROP

14. Wearing inappropriate attire

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the TVROP's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The TVROP prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the TVROP's complaint process shall be subject to discipline.

Notifications

The section(s) of the TVROP's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or TVROP web sites. (Education Code 44050)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80300	Committee of credentials; definitions
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80331-80338	Rules of conduct for professional educators
Bus. Code 25608	Alcohol on school property; use in connection with instruction
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44010	Sex offense; definition
Ed. Code 44011	Controlled substance offense; definition
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44420-44440	Revocation and suspension of credentials
Ed. Code 44811	Disruption of classwork or extracurricular activities
Ed. Code 44932	Grounds for dismissal of permanent employees
Ed. Code 44939.5	Certificated applicant screening
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49060-49070	Student records
H&S Code 104559	Tobacco use prohibition

State	Description
Pen. Code 11164-11174.4	Child Abuse and Neglect Reporting Act
Pen. Code 270-273.76	Abandonment and neglect of children
Pen. Code 311-312.7	Obscene matter

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Management Resources	Description
CA School Employees Association Publication	Code of Ethics, 1954
Commission on Teacher Credentialing Publication	California Professional Standards for Education Leaders, 2014
Commission on Teacher Credentialing Publication	California Professional Standards for Educational Leaders, February 2014
Commission on Teacher Credentialing Publication	California Standards for the Teaching Profession (CSTP), April 2024
Nat'l Policy Board for Educational Administration	Professional Standards for Educational Leaders, 2015
National Education Association Publication	Code of Ethics for Educators, 2020
Website	National Education Association
Website	CSBA District and County Office of Education Legal Services
Website	Council of Chief State School Officers
Website	California Federation of Teachers
Website	California School Employees Association
Website	California Teachers Association
Website	Commission on Teacher Credentialing
Website	Association of California School Administrators
Website	WestEd
Website	California Department of Education
Website	CSBA
WestEd Publication	Moving Leadership Standards into Everyday Work: Descriptions of Practice, 2015

Cross References	Description
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1313	Civility

Cross References	Description
2111	Superintendent Governance Standards
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3513.4	Drug And Alcohol Free Schools
3515.2	Disruptions
3515.2	Disruptions
3515.7	Firearms On School Grounds
3580	District Records
3580	District Records
4020	Drug And Alcohol-Free Workplace
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4111	Recruitment And Selection
4112	Appointment And Conditions Of Employment
4112.2	Certification
4112.2	Certification
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4113.5	Working Remotely
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.22	Dress And Grooming
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.24	Maintaining Appropriate Adult-Student Interactions
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4131	Staff Development
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4158	Employee Security
4211	Recruitment And Selection
4212	Appointment And Conditions Of Employment
4212.5	Criminal Record Check

Cross References	Description
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4213.5	Working Remotely
4215	Evaluation/Supervision
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.22	Dress And Grooming
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.24	Maintaining Appropriate Adult-Student Interactions
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4231	Staff Development
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4258	Employee Security
4311	Recruitment And Selection
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4313.5	Working Remotely
4315	Evaluation/Supervision
4317.7	Employment Status Reports
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.22	Dress And Grooming
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.24	Maintaining Appropriate Adult-Student Interactions
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4331	Staff Development
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4358	Employee Security
5125	Student Records
5125	Student Records

Cross References	Description
5142	Safety
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6162.54	Test Integrity/Test Preparation
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials

Policy 4319.21: Professional Standards

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Governing Board expects Tri-Valley ROP employees to maintain the highest ethical standards, behave professionally, follow TVROP policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the TVROP, advances the goals of the TVROP's educational programs, and contributes to a positive school climate.

The Board encourages TVROP employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill his/her responsibilities and to contribute to the learning and achievement of TVROP students.

Inappropriate Conduct

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon

2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting TVROP or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on TVROP property, or at a school-sponsored activity

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records

10. Divulging confidential information about students, TVROP employees, or TVROP operations to persons or entities not authorized to receive the information

11. Using TVROP equipment or other TVROP resources for the employee's own commercial purposes or for political activities

12. Using TVROP equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

    Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of TVROP technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the TVROP

14. Wearing inappropriate attire

15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the TVROP's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The TVROP prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the TVROP's complaint process shall be subject to discipline.

Notifications

The section(s) of the TVROP's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or TVROP web sites. (Education Code 44050)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80300	Committee of credentials; definitions
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80331-80338	Rules of conduct for professional educators
Bus. Code 25608	Alcohol on school property; use in connection with instruction
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44010	Sex offense; definition
Ed. Code 44011	Controlled substance offense; definition
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44420-44440	Revocation and suspension of credentials
Ed. Code 44811	Disruption of classwork or extracurricular activities
Ed. Code 44932	Grounds for dismissal of permanent employees
Ed. Code 44939.5	Certificated applicant screening
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49060-49070	Student records
H&S Code 104559	Tobacco use prohibition
Pen. Code 11164-11174.4	Child Abuse and Neglect Reporting Act

State	Description
Pen. Code 270-273.76	Abandonment and neglect of children
Pen. Code 311-312.7	Obscene matter

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Management Resources	Description
CA School Employees Association Publication	Code of Ethics, 1954
Commission on Teacher Credentialing Publication	California Professional Standards for Education Leaders, 2014
Commission on Teacher Credentialing Publication	California Professional Standards for Educational Leaders, February 2014
Commission on Teacher Credentialing Publication	California Standards for the Teaching Profession (CSTP), April 2024
Nat'l Policy Board for Educational Administration	Professional Standards for Educational Leaders, 2015
National Education Association Publication	Code of Ethics for Educators, 2020
Website	National Education Association
Website	CSBA District and County Office of Education Legal Services
Website	Council of Chief State School Officers
Website	California Federation of Teachers
Website	California School Employees Association
Website	California Teachers Association
Website	Commission on Teacher Credentialing
Website	Association of California School Administrators
Website	WestEd
Website	California Department of Education
Website	CSBA
WestEd Publication	Moving Leadership Standards into Everyday Work: Descriptions of Practice, 2015

Cross References	Description
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1313	Civility
2111	Superintendent Governance Standards

Cross References	Description
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3513.4	Drug And Alcohol Free Schools
3515.2	Disruptions
3515.2	Disruptions
3515.7	Firearms On School Grounds
3580	District Records
3580	District Records
4020	Drug And Alcohol-Free Workplace
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4111	Recruitment And Selection
4112	Appointment And Conditions Of Employment
4112.2	Certification
4112.2	Certification
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4113.5	Working Remotely
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.22	Dress And Grooming
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.24	Maintaining Appropriate Adult-Student Interactions
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4131	Staff Development
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4158	Employee Security
4211	Recruitment And Selection
4212	Appointment And Conditions Of Employment
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check

Cross References	Description
4212.6	Personnel Files
4213.5	Working Remotely
4215	Evaluation/Supervision
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.22	Dress And Grooming
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.24	Maintaining Appropriate Adult-Student Interactions
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4231	Staff Development
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4258	Employee Security
4311	Recruitment And Selection
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4313.5	Working Remotely
4315	Evaluation/Supervision
4317.7	Employment Status Reports
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.22	Dress And Grooming
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.24	Maintaining Appropriate Adult-Student Interactions
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4331	Staff Development
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4358	Employee Security
5125	Student Records
5125	Student Records
5142	Safety

Cross References	Description
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6162.54	Test Integrity/Test Preparation
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials

Policy 4319.24: Maintaining Appropriate Adult-Student Interactions

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

For purposes of this policy employees include interns, volunteers, contractors, and other persons with an employment relationship with the district.

The Governing Board desires to provide a positive school environment that protects the safety and well-being of TVROP students. The Board expects all adults with whom students may interact at school or in school-related activities, including employees, independent contractors, and volunteers, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting in accordance with this policy and Board Policy 4119.21/4219.21/4319.21 - Professional Standards. . Such adults shall not engage in unlawful or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

Employees are prohibited from entering into or attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature.

Adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Superintendent or designee shall protect anyone who reports a violation from retaliation. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. The Superintendent or designee may also notify law enforcement as appropriate.

The TVROP's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or TVROP web sites. (Education Code 44050)

Inappropriate Conduct

Employees shall remain vigilant of their position of authority and not abuse it when relating with students. The Board prohibits inappropriate conduct between employees and students. (Education Code 32100) Examples of employee conduct that can undermine professional adult-student interactions or create the appearance of impropriety include, but are not limited to:

1. Initiating inappropriate physical contact

2. Being alone with a student outside of the view of others

3. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent

4. Maintaining personal contact with a student that has no legitimate educational purpose, by phone, letter, electronic communications, or other means, without including the student's parent/guardian or the principal

   When communicating electronically with students, employees shall use TVROP equipment or technological resources when available. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of TVROP technology at any time without advance notice or consent.

5. Creating or participating in social networking sites for communication with students, other than those created

by the TVROP, without the prior written approval of the principal or designee

6. Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business
7. Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students
8. Addressing a student in an overly familiar manner, such as by using a term of endearment
9. Socializing or spending time with students outside of school-sponsored events, except as participants in community activities
10. Sending or accompanying students on personal errands unrelated to any legitimate educational purpose
11. Transporting a student in a personal vehicle without prior authorization
12. Encouraging students to confide their personal or family problems and/or relationships
13. Disclosing personal, family, or other private matters to students or sharing personal secrets with students
14. Engaging in any conduct that endangers or threatens to endanger students, including, but not limited to, physical violence or threats of violence
15. Engaging in harassing or discriminatory behavior towards students, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
16. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
17. Using profane, obscene, or abusive language against students

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80304	Notice of sexual misconduct
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44030.5	Reporting change in employment status due to alleged misconduct
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44242.5	Reports and review of alleged misconduct
Ed. Code 44940	Compulsory leave of absence for certificated persons
Ed. Code 48980	Parent/Guardian notifications
Pen. Code 11164-11174.3	Child Abuse and Neglect Reporting Act

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services

Cross References	Description
1240	Volunteer Assistance
1240	Volunteer Assistance
4040	Employee Use Of Technology

Cross References	Description
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4111	Recruitment And Selection
4112	Appointment And Conditions Of Employment
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4211	Recruitment And Selection
4212	Appointment And Conditions Of Employment
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4311	Recruitment And Selection
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
5131	Conduct
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5142	Safety
5145.7	Sexual Harassment
5145.7	Sexual Harassment

Policy 5000: Concepts And Roles

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board shall make every effort to maintain a safe, positive school environment and student services that promote student welfare and academic achievement. The Board expects students to make good use of learning opportunities by demonstrating regular attendance, appropriate conduct and respect for others.

The Board is fully committed to providing equal educational opportunities and keeping the Programs free from discriminatory practices. The Board shall not tolerate the intimidation or harassment of any student for any reason.

The Superintendent or designee shall establish and keep parents/guardians and students well informed about school and Tri-Valley ROP rules and regulations related to attendance, health examinations, records, grades and student conduct. When conducting hearings related to discipline, attendance and other student matters, the Board shall afford students their due process rights in accordance with law and applicable Board policies and administrative regulations.~~th lawand applicable Board policies and administrative regulations.~~

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
CA Constitution Article I, Section 28	Declaration of rights
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.1	Broad authority of school districts
Ed. Code 35291-35291.5	Rules

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
3452	Student Activity Funds
5113	Absences And Excuses
5113	Absences And Excuses
5125	Student Records
5125	Student Records
5131	Conduct
5137	Positive School Climate
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment

Policy 5020: Parent Rights And Responsibilities

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board recognizes that parents/guardians of Tri-Valley ROP students have certain rights as well as responsibilities related to the education of their children.

The Board believes that the education of the TVROP's students is a shared responsibility. The Superintendent or designee shall work with parents/guardians, including parents/guardians of English learners, to determine appropriate roles and responsibilities of parents/guardians, school staff and students for continuing the intellectual, physical, emotional and social development and well-being of students at each school site, including the means by which the Programs and parents/guardians can help students achieve academic and other standards of the school.

Within this framework, the school's primary responsibility shall be to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the school.

Parents/guardians shall have the opportunity to work with programs in a mutually supportive and respectful partnership and to help their children succeed in school. (Education Code 51100)

The Superintendent or designee shall ensure that TVROP staff understand the rights of parents/guardians afforded by law ~~and~~ ,Board policy and administrative regulation, and follow acceptable practices that respect those rights.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights in accordance with law.

When required by law, Board policy, or administrative regulation, the district shall notify parents/guardians that they may request to opt their student out of certain instruction. Students for whom the district has approved the opt out shall be offered an alternative activity of similar educational value.

The Superintendent or designee shall take all reasonable steps to ensure that all parents/guardians who speak a language other than English are properly notified in English, and in their home language of the rights and opportunities available to them pursuant to Education Code 48985. (Education Code 51101.1)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 220.3	Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 243	Refusal of approval or prohibition of instructional materials
Ed. Code 33126	School accountability report card
Ed. Code 35291	Rules
Ed. Code 48070.5	Promotion and retention of students
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49091.10-49091.19	Parental review of curriculum and instruction
Ed. Code 49602	Counseling and confidentiality of student information
Ed. Code 51100-51140	Parent/guardian rights
Ed. Code 51204.5	History of California; contributions of people of all genders, ethnic, and cultural groups to development of state and nation
Ed. Code 51240	Excuse from health instruction due to conflicts with religious beliefs
Ed. Code 51501	Prohibited means of instruction; continued use of appropriately adopted materials
Ed. Code 51513	Personal beliefs

State	Description
Ed. Code 51930-51939	California Healthy Youth Act
Ed. Code 60510	Disposal of surplus instructional materials

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Privacy rights
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Management Resources	Description
Court Decision	Mahmoud v. Taylor (2025) 606 U.S. ____ (2025 WL 1773627)
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA

Cross References	Description
1240	Volunteer Assistance
1240	Volunteer Assistance
1250	Visitors/Outsiders
1340	Access To District Records
1340	Access To District Records
1700	Relations Between Private Industry And The Schools
3260	Fees And Charges
3260	Fees And Charges
4131	Staff Development
5022	Student And Family Privacy Rights
5113	Absences And Excuses
5113	Absences And Excuses
5121	Grades/Evaluation Of Student Achievement
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5132	Dress And Grooming
5142	Safety
5144	Discipline
6000	Concepts And Roles

Cross References	Description
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6154	Homework/Makeup Work
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
9200	Limits Of Board Member Authority

Regulation 5020: Parent Rights And Responsibilities

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Parent/Guardian Rights

The rights of parents/guardians of Tri-Valley ROP students include, but are not limited to, the following:

1. To observe, within a reasonable period of time after making the request, the classroom(s) in which their child is enrolled or for the purpose of selecting the school in which their child will be enrolled (Education Code 51101)

   Parents/guardians may observe instructional and other school activities that involve their child in accordance with Board policy and administrative regulations adopted to ensure the safety of students and staff, prevent undue interference with instruction or harassment of school staff, and provide reasonable accommodation to parents/guardians. Upon written request by a parent/guardian, the Superintendent or designee shall arrange for parental observation of a class or activity in a reasonable time frame and in accordance with Board policy and administrative regulations. (Education Code 49091.10)

2. To meet, within a reasonable time of their request, with their child's teacher(s) and the principal (Education Code 51101)

3. Under the supervision of TVROP employees, to volunteer their time and resources for the improvement of school facilities and school programs, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher (Education Code 51101)

4. To be notified on a timely basis if their child is absent from school without permission (Education Code 51101)

5. To have a school environment for their child that is safe and supportive of learning (Education Code 51101)

6. To examine the curriculum materials of the class(es) in which their child is enrolled (Education Code 51101; 20 USC 1232h)

   Parents/guardians may inspect, in a reasonable time frame, all primary supplemental instructional materials and assessments stored by the classroom teacher, including textbooks, teacher's manuals, films, audio and video recordings, and software. (Education Code 49091.10)

   Each school site shall make available to parents/guardians and others, upon request, a copy of the prospectus for each course, including the titles, descriptions and instructional aims of the course. (Education Code 49091.14)

   The school may charge an amount not to exceed the cost of duplication. (Education Code 49091.14)

7. To be notified of the opportunity to opt their child out of certain instruction, as required by law (Education Code 51240, 51938)

8. To be informed of their child's progress in school and of the appropriate school personnel whom they should contact if problems arise with their child (Education Code 51101)

9. For parents/guardians of English learners, to support their child's advancement toward literacy (Education Code 51101.1)

   The Superintendent or designee may make available, to the extent possible, surplus or undistributed instructional materials to parents/guardians pursuant to Education Code 60510. (Education Code 51101.1)

10. To have access to the school records of their child (Education Code 51101)

11. To receive information concerning the academic performance standards, proficiencies or skills their child is expected to accomplish (Education Code 51101)

12. To be informed in advance about school rules, including disciplinary rules and procedures in accordance with Education Code 48980, attendance policies, dress codes and procedures for visiting the school (Education

Code 51101)

13. To be notified, as early in the school year as practicable pursuant to Education Code 48070.5, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appeal such a decision (Education Code 51101)

14. To refuse to submit or to participate in any assessment, analysis, evaluation or monitoring of the quality or character of the student's home life, any form of parental screening or testing, any nonacademic home-based counseling program, parent training, or any prescribed family education service plan and to inspect any survey collecting personal information (Education Code 49091.18; 20 USC 1232h)

15. To question anything in their child's record that the parent/guardian feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school (Education Code 51101_)

16. 1. For parents/guardians of English learners, to be given any required written notification, under any applicable law, in English and the student's home language pursuant to Education Code 48985 (Education Code 51101.1)

These rights shall be exercised in accordance with applicable Board policy and administrative regulation.

Parent Responsibilities

Parents/guardians may support the learning environment of their child by: (Education Code 51101)

1. Monitoring attendance of their child
2. Ensuring that homework is completed and turned in on time
3. Encouraging their child to participate in extracurricular and cocurricular activities
4. Monitoring and regulating the television viewed by their child
5. Working with their child at home in learning activities that extend the classroom learning
6. Volunteering in their child's classroom(s) or for other school activities
7. Participating in decisions related to the education of their own child or the total school program as appropriate

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State	Description
Ed. Code 220.3	Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 243	Refusal of approval or prohibition of instructional materials
Ed. Code 33126	School accountability report card
Ed. Code 35291	Rules
Ed. Code 48070.5	Promotion and retention of students
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49091.10-49091.19	Parental review of curriculum and instruction
Ed. Code 49602	Counseling and confidentiality of student information
Ed. Code 51100-51140	Parent/guardian rights
Ed. Code 51204.5	History of California; contributions of people of all genders, ethnic, and cultural groups to development of state and nation
Ed. Code 51240	Excuse from health instruction due to conflicts with religious beliefs

State	Description
Ed. Code 51501	Prohibited means of instruction; continued use of appropriately adopted materials
Ed. Code 51513	Personal beliefs
Ed. Code 51930-51939	California Healthy Youth Act
Ed. Code 60510	Disposal of surplus instructional materials

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Privacy rights
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Management Resources	Description
Court Decision	Mahmoud v. Taylor (2025) 606 U.S. ____ (2025 WL 1773627)
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA

Cross References	Description
1240	Volunteer Assistance
1240	Volunteer Assistance
1250	Visitors/Outsiders
1340	Access To District Records
1340	Access To District Records
1700	Relations Between Private Industry And The Schools
3260	Fees And Charges
3260	Fees And Charges
4131	Staff Development
5022	Student And Family Privacy Rights
5113	Absences And Excuses
5113	Absences And Excuses
5121	Grades/Evaluation Of Student Achievement
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5132	Dress And Grooming
5142	Safety

Cross References	Description
5144	Discipline
6000	Concepts And Roles
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6154	Homework/Makeup Work
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
9200	Limits Of Board Member Authority

Policy 5113: Absences And Excuses

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board believes that regular attendance plays an important role in student achievement. The Board shall work with parents/guardians and students to ensure their compliance with all state attendance laws and may use appropriate legal means to correct problems of chronic absence or truancy.

In accordance with law, Board policy, and administrative regulation, aAbsence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons, as specified in Education Code 48205, and work in the entertainment or allied industry as permitted pursuant to Education Code 48225.5. ~~as permitted by law, Board policy, and administrative regulation. (Education Code 48205)~~

When a student's absence from school is excused, the student's teacher shall determine identical or reasonably equivalent assignments and tests to those missed during the absence which the student shall be permitted to complete for full credit within a reasonable amount of time as determined by the teacher. (Education Code 48205, 48225.5)

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulation. (Education Code 46014)

Inasmuch as school attendance and class participation are integral to students' learning experiences, parents/guardians and students shall be encouraged to schedule medical and other appointments during non-school hours.

Students shall not be absent from school without their parents/guardians' knowledge or consent, except in cases of medical emergency or, as authorized pursuant to Education Code 46010.1, for a confidential medical appointment.

The Board shall, by resolution entered into its minutes, approve reasonable methods that may be used to verify student absences due to illness or quarantine. (5 CCR 421)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
48980	Parent/guardian notification
5 CCR 306	Explanation of absence
5 CCR 420-424	Record of verification of absence due to illness and other causes
Ed. Code 1740	Employment of personnel to supervise attendance
Ed. Code 37201	School month
Ed. Code 37223	Weekend classes
Ed. Code 41601	Reports of average daily attendance
Ed. Code 42238-42252.1	Apportionments
Ed. Code 46000	Attendance records
Ed. Code 46010-46015	Absences
Ed. Code 46110-46120	Attendance in kindergarten and elementary schools
Ed. Code 46140-46148	Attendance in junior high and high schools
Ed. Code 48200-48208	Children ages 6-18; compulsory full-time attendance
Ed. Code 48210-48216	Exclusions from attendance
Ed. Code 48225.5	Work permit; excused absence; entertainment or allied industries; participation in not-for-profit performing arts organization
Ed. Code 48240-48246	Supervisors of attendance

State	Description
Ed. Code 48260-48273	Truants
Ed. Code 48292	Filing complaint against parent
Ed. Code 48320-48324	School attendance review boards
Ed. Code 48340-48341	Improvement of student attendance
Ed. Code 49067	Unexcused absences as cause of failing grade
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Elec. Code 12302	Student participation on precinct boards
Fam. Code 6920-6930	Consent by minor for medical treatment
W&I Code 11253.5	Compulsory school attendance; eligibility for aid
W&I Code 601-601.5	Habitually truant minors

Management Resources	Description
Attorney General Opinion	66 Ops.Cal.Atty.Gen. 244 (1983)
Attorney General Opinion	87 Ops.Cal.Atty.Gen. 168 (2004)
Court Decision	American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307
CSBA Publication	Seize the Data: Using Chronic Absence Data to Drive Student Engagement, March 2024
Institute for Education Sciences Publication	Resources for Supporting Student Engagement and Attendance, April 2024
U.S. Department of Education Publication	Action Planner for Reengaging Students to Support Everyday Attendance, May 2024
Website	Institute for Education Sciences
Website	U.S. Department of Education, Office of Elementary and Secondary Education
Website	CSBA District and County Office of Education Legal Services
Website	CSBA

Cross References	Description
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
5000	Concepts And Roles
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5113.1	Chronic Absence And Truancy
5121	Grades/Evaluation Of Student Achievement
5131	Conduct
5131.4	Student Disturbances
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5144.1	Suspension And Expulsion/Due Process
5145.2	Freedom Of Speech/Expression

Cross References	Description
5145.2	Freedom Of Speech/Expression
6111	School Calendar
6112	School Day
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6145	Extracurricular And Cocurricular Activities
6154	Homework/Makeup Work
6176	Weekend/Saturday Classes
6177	Summer Learning Programs

Regulation 5113: Absences And Excuses

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Excused Absences

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

1. Personal illness, including absence for the benefit of the student's mental or behavioral health. (Education Code 48205)

2. Quarantine under the direction of a county or city health officer. (Education Code 48205)

3. Medical, dental, optometrical, or chiropractic service or appointment. (Education Code 48205)

4. Attendance at funeral services for or grieving the death of a member of the student's immediate family or, as determined by the student's parent/guardian, a person so closely associated with the student as to be considered the student's immediate family (Education Code 48205) ~~a member of the student's immediate family. (Education Code 48205)~~

   A student may be excused for this reason for up to five days for each incident. (Education Code 48205) ~~Such absence shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state. (Education Code 48205)~~

5. Jury duty in the manner provided for by law. (Education Code 48205)

6. Illness or medical appointment of a child to whom the student is the custodial parent. (Education Code 48205)

7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)

   a. Attendance or ~~—a~~Appearance in court

   b. Attendance at a funeral service

   c. Observance of a religious holiday or ceremony

   d. Attendance at religious retreats for no more than one school day each semester ~~four hours per semester~~

   e. Attendance at an employment conference

   f. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization

8. Service as a member of a precinct board for an election pursuant to Elections Code 12302. (Education Code 48205)

9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment ~~to a combat zone or a combat support position~~ or is on leave from or has immediately returned from such deployment. (Education Code 48205)

   Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or designee. (Education Code 48205)

10. Attendance at the student's naturalization ceremony to become a United States citizen. (Education Code 48205)

11. Participation in a cultural ceremony or event which relates to the habits, practices, beliefs, and traditions of a certain group of people. (Education Code 48205)

12. For a middle school or high school student, engagement in a civic or political event, provided that the student notifies the school ahead of the absence. Unless otherwise permitted by the Superintendent or designee, students shall be limited to one such school day-long absence per school year. (Education Code 48205)
13. For a student's participation in military entrance processing

14. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school property as designated by the religious group, church, or denomination. (Education Code 46014)

    Absence for student participation in religious exercises or instruction shall not be considered an absence for the purpose of computing average daily attendance if the student attends at least the minimum school day as specified in AR 6112 - School Day, and is not excused from school for this purpose on more than four days per school month. (Education Code 46014)

15. For a student who holds a work permit authorizing work~~Work~~ in the entertainment or allied industry for a period of not more than five consecutive days, work in such industry . (Education Code 48225.5)

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

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

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

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

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

Method of Verification

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

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

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

The following methods may be used to verify student absences:

1. Written, digital, or audio message ~~Written note, fax, email, or voice mail~~ from parent/guardian or parent representative.

2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:

    a. Name of student

    b. Name of parent/guardian or parent representative

    c. Name of verifying employee

    d. Date(s) of absence

e. Reason for absence

3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in Item #2 above.

4. Physician's verification.

   a. When excusing students for confidential medical services or verifying such appointments, ROP staff shall not ask the purpose of such appointments but may request a note from the medical office to confirm the time of the appointment.

   b. If a student shows a pattern of chronic absenteeism due to illness, ROP staff may require physician verification of any further student absences.

Parental Notifications

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

1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination. (Education Code 46014, 48980)

2. Notify students in grades 7-12 and the parents/guardians of all students enrolled in the ROP that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

3. Notify parents/guardians that a student shall not have a grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. Such notice shall include the full text of Education Code 48205. (Education Code 48980)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
48980	Parent/guardian notification
5 CCR 306	Explanation of absence
5 CCR 420-424	Record of verification of absence due to illness and other causes
Ed. Code 1740	Employment of personnel to supervise attendance
Ed. Code 37201	School month
Ed. Code 37223	Weekend classes
Ed. Code 41601	Reports of average daily attendance
Ed. Code 42238-42252.1	Apportionments
Ed. Code 46000	Attendance records
Ed. Code 46010-46015	Absences
Ed. Code 46110-46120	Attendance in kindergarten and elementary schools
Ed. Code 46140-46148	Attendance in junior high and high schools
Ed. Code 48200-48208	Children ages 6-18; compulsory full-time attendance
Ed. Code 48210-48216	Exclusions from attendance

State	Description
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Ed. Code 48260-48273	Truants
Ed. Code 48292	Filing complaint against parent
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Elec. Code 12302	Student participation on precinct boards
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Management Resources	Description
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Attorney General Opinion	87 Ops.Cal.Atty.Gen. 168 (2004)
Court Decision	American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307
CSBA Publication	Seize the Data: Using Chronic Absence Data to Drive Student Engagement, March 2024
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Cross References	Description
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
5000	Concepts And Roles
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5020	Parent Rights And Responsibilities
5113.1	Chronic Absence And Truancy
5121	Grades/Evaluation Of Student Achievement
5131	Conduct
5131.4	Student Disturbances
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases

Cross References	Description
5144.1	Suspension And Expulsion/Due Process
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
6111	School Calendar
6112	School Day
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6145	Extracurricular And Cocurricular Activities
6154	Homework/Makeup Work
6176	Weekend/Saturday Classes
6177	Summer Learning Programs

Policy 5125: Student Records

Status: DRAFT

Original Adopted Date: 06/12/2024 | **Last Revised Date:** 06/11/2025 | **Last Reviewed Date:** 06/11/2025

The Governing Board recognizes the importance of keeping accurate, comprehensive student records as required by law. The Superintendent or designee shall establish administrative regulations governing the identification, collection, retention, and security of student records. These regulations shall ensure the rights of authorized persons to have timely access to student records while maintaining the confidentiality of student records consistent with state and federal law.

The Superintendent or designee shall designate a certificated employee to serve as custodian of records with responsibility for student records at the Tri-Valley ROP level. At each school, the principal or a certificated employee shall be designated as custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)

All appropriate personnel shall receive training regarding TVROP policies and procedures for gathering and handling sensitive student information.

The TVROP shall not collect or solicit social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. (Education Code 49076.7)

The immigration or citizenship status of a student or a student's family member may only be collected and disclosed in accordance with Board Policy/Administrative Regulation 1445 - Response to Immigration Enforcement.

~~No information or documents regarding the citizenship or immigration status of students or their family members shall be collected, except as required by state or federal law or as required to administer a state or federally supported educational program. In accordance with Board Policy 5145.13 - Response to Immigrant Enforcement,~~
The Superintendent or designee shall not disclose student records to a person, agency, or organization for immigration enforcement purposes without parental consent, a court order, or a judicial subpoena /warrant. . If a TVROP employee receives such a request, he/she shall immediately report the request to the Superintendent. The Superintendent shall report the request to the Board in a timely manner that ensures the confidentiality and privacy of any potentially identifying information. (Education Code 234.7)

The Superintendent or designee shall not compile a list, registry, or database based on students' national origin, ethnicity, or religious belief, practice, or affiliation, nor shall he/she disclose student information to federal government authorities for the purpose of compiling such a list, registry, or database for purposes of immigration enforcement. Such information may only be compiled or exchanged with other local, state, or federal agencies if the information is aggregated and is not personally identifiable. (Government Code 8310.3)

Student Records from Social Media

The Superintendent or designee may gather and maintain information from the social media of any TVROP student, provided that the TVROP first notifies students and parents/guardians about the proposed program, offers an opportunity for public comment at a regularly scheduled Board meeting, and gathers only information that directly pertains to school safety or student safety. (Education Code 49073.6)

Contract for Digital Storage, Management, and Retrieval of Student Records

The Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 16020-16027	Destruction of records of school districts
5 CCR 430-438	Individual student records
Bus. and Prof. Code 22580-22582	Privacy rights for California minors in the digital world
Bus. and Prof. Code 22584-22585	Student Online Personal Information Protection Act
Bus. and Prof. Code 22586-22587	Early Learning Personal Information Protection Act
Code of Civil Procedure 1985.3	Subpoena duces tecum
Ed. Code 17604	Delegation of powers to agents
Ed. Code 220.3	Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 33328.5	Statewide AI Task Force
Ed. Code 35266	Reporting of cyberattacks
Ed. Code 48201	Transfer student's record for acts that resulted in suspension or expulsion
Ed. Code 48853.5	Foster youth; placement, immunizations
Ed. Code 48902	Notification of law enforcement of specified violations
Ed. Code 48904-48904.3	Withholding grades, diplomas, or transcripts
Ed. Code 48918	Rules governing expulsion procedures
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49060-49079	Student records
Ed. Code 49091.14	Parent/guardian review of curriculum
Ed. Code 51745	Independent study
Ed. Code 56041.5	Rights of students with disabilities
Ed. Code 56050	Surrogate parents
Ed. Code 56055	Foster parents
Ed. Code 60900-60901	California Longitudinal Pupil Achievement Data System
Ed. Code 69432.9	Cal Grant program; notification of grade point average
Ed. Code 69475	Conditional repeal of Cal Grant program
Fam. Code 3025	Access to records by noncustodial parents
Fam. Code 6323.5	Ex parte orders
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 7920.000-7930.215	California Public Records Act
H&S Code 120440	Immunizations; disclosure of information
Pen. Code 245	Assault with deadly weapon
W&I Code 16010	Health and education records of a minor
W&I Code 681	Truancy petitions
W&I Code 701	Juvenile court law

Federal	Description
15 USC 6501-6506	Children's Online Privacy Protection Act
16 CFR Part 312	Children's Online Privacy Protection Rule

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Protection of Pupil Rights Amendment
26 USC 152	Definition of dependent child
34 CFR 300.501	Opportunity to examine records for parents/guardians of student with disability
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions

Management Resources	Description
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
CSBA Publication	Understanding Artificial Intelligence in K-12 Education: What Governance Teams Should Know, September 2023
CSBA Publication	Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017
Federal Register	Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855
U.S. Department of Education Publication	IDEA and FERPA Crosswalk: A side-by-side comparison of the privacy provisions under Parts B and C of the IDEA and FERPA, August 2022
U.S. Department of Education Publication	School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA), February 2019
U.S. Department of Education Publication	An Eligible Student Guide to the Family Educational Rights and Privacy Act (FERPA), March 2023
U.S. Department of Education Publication	A Parent Guide to the Family Educational Rights and Privacy Act (FERPA), July 2021
U.S. Department of Education Publication	Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, Oct 2007
U.S. Department of Education Publication	Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	California IT in Education, Student Data Privacy
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
Website	California Office of the Attorney General
Website	California Department of Education
Website	CSBA

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan

Cross References	Description
0441	Artificial Intelligence
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
3260	Fees And Charges
3260	Fees And Charges
3290	Gifts, Grants And Bequests
3312	Contracts
3515	Campus Security
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4112.6	Personnel Files
4113.5	Working Remotely
4117.7	Employment Status Reports
4119.23	Unauthorized Release Of Confidential/Privileged Information
4158	Employee Security
4212.6	Personnel Files
4213.5	Working Remotely
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4258	Employee Security
4312.6	Personnel Files
4313.5	Working Remotely
4317.7	Employment Status Reports
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4358	Employee Security
5000	Concepts And Roles
5020	Parent Rights And Responsibilities

Cross References	Description
5020	Parent Rights And Responsibilities
5022	Student And Family Privacy Rights
5111	Admission
5113.1	Chronic Absence And Truancy
5121	Grades/Evaluation Of Student Achievement
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.2	Withholding Grades, Diploma Or Transcripts
5125.3	Challenging Student Records
5126	Awards For Achievement
5131.1	Bus Conduct
5131.2	Bullying
5131.2	Bullying
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5131.9	Academic Honesty
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.4	Required Parental Attendance
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
6162.8	Research
6162.8	Research
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology - Agreement
6172.1	Concurrent Enrollment In College Classes
6172.1	Concurrent Enrollment In College Classes
6178.1	Work-Based Learning
6178.1	Work-Based Learning
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9321	Closed Session

Cross References	Description
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Regulation 5125: Student Records

Status: DRAFT

Original Adopted Date: 06/11/2025 **| Last Reviewed Date:** 06/11/2025

Definitions

Student means any individual who is or has been in attendance at the Tri- Valley ROP and regarding whom the TVROP maintains student records. (34 CFR 99.3)

Attendance includes, but is not limited to, attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunication technologies for students who are not physically present in the classroom, and the period during which a person is working under a work-study program. (34 CFR 99.3)

Student records are any items of information (in handwriting, print, tape, film, computer, or other medium) gathered within or outside the TVROP that are directly related to an identifiable student and maintained by the TVROP, required to be maintained by an employee in the performance of the employee's duties, or maintained by a party acting for the TVROP. Any information maintained for the purpose of second-party review is considered a student record. Student records include the student's health record. (Education Code 49061, 49062; 5 CCR 430; 34 CFR 99.3)

Student records do not include: (Education Code 49061, 49062; 34 CFR 99.3)

1. Directory information

2. Informal notes compiled by a school officer or employee which remain in the sole possession of the maker, are used only as a personal memory aid, and are not accessible or revealed to any other person except a substitute employee

3. Records of the law enforcement unit of the TVROP, subject to 34 CFR 99.8

4. Records created or received by the TVROP after an individual is no longer a student and that are not directly related to the individual's attendance as a student

5. Grades on peer-graded papers before they are collected and recorded by a teacher

Mandatory permanent student records are those records which are maintained in perpetuity and which programs have been directed to compile by state law, regulation, or administrative directive. (5 CCR 430)

Mandatory interim student records are those records which the Programs are directed to compile and maintain for specified periods of time and are then destroyed in accordance with state law, regulation, or administrative directive. (5 CCR 430)

Permitted student records are those records having clear importance only to the current educational process of the student. (5 CCR 430)

Disclosure means to permit access to, or the release, transfer, or other communication of, personally identifiable information contained in student records to any party, except the party that provided or created the record, by any means including oral, written, or electronic. (34 CFR 99.3)

Access means a personal inspection and review of a record or an accurate copy of a record, or receipt of an accurate copy of a record or an oral description or communication of a record, and a request to release a copy of any record. (Education Code 49061)

Personally identifiable information includes, but is not limited to: (34 CFR 99.3)

1. The student's name

2. The name of the student's parent/guardian or other family members

3. The address of the student or student's family

4. A personal identifier, such as the student's social security number, student number, or biometric record (e.g., fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting)

5. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name

6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty

7. Information requested by a person who the TVROP reasonably believes knows the identity of the student to whom the student record relates

Adult student is a person who is or was enrolled in school and who is at least 18 years of age. (5 CCR 430)

Parent/guardian means a natural parent, an adopted parent, legal guardian, surrogate parent, or foster parent. (Education Code 49061, 56050, 56055)

Legitimate educational interest is an interest held by any school official, employee, contractor, or consultant whose official duties, responsibilities, or contractual obligations to the TVROP, whether routine or as a result of special circumstances, require access to information contained in student records.

School officials and employees are officials or employees, including teachers, whose duties and responsibilities to the TVROP, whether routine or as a result of special circumstances, require access to student records. (34 CFR 99.31)

Contractor or consultant is anyone with a formal written agreement or contract with the TVROP regarding the provision of services or functions outsourced by the TVROP. Contractor or consultant shall not include a volunteer or other party. (Education Code 49076)

Custodian of records is the employee responsible for the security of student records maintained by the TVROP and for devising procedures for assuring that access to such records is limited to authorized persons. (5 CCR 433)

County placing agency means the county social service department or county probation department. (Education Code 49061)

Persons Granted Absolute Access

In accordance with law, absolute access to any student records shall be granted to:

1. Parents/guardians of students younger than age 18 years, including the parent who is not the student's custodial parent (Education Code 49069.7; Family Code 3025)
   However, the district shall not disclose student records to a party, including a parent/guardian, who is legally prohibited from accessing records and information of a student pursuant to a restraining order. (Family Code 6323.5)
2. An adult student, or a student under the age of 18 years who attends a postsecondary institution, in which case the student alone shall exercise rights related to the student's records and grant consent for the release of records (34 CFR 99.3, 99.5)

3. Parents/guardians of an adult student with disabilities who is age 18 years or older and has been declared incompetent under state law (Education Code 56041.5)

Access for Limited Purpose/Legitimate Educational Interest

The following persons or agencies shall have access to those particular records that are relevant to their legitimate educational interest or other legally authorized purpose:

1. Parents/guardians of a student 18 years of age or older who is a dependent child as defined in 26 USC 152 (Education Code 49076; 34 CFR 99.31)

2. Students who are age 16 or older or who have completed the 10th grade (Education Code 49076)

3. School officials and employees, consistent with the definition provided in the section "Definitions" above (Education Code 49076; 34 CFR 99.31)

4. Members of a school attendance review board (SARB) appointed pursuant to Education Code 48321 who are authorized representatives of the TVROP and any volunteer aide age 18 or older who has been investigated, selected, and trained by the SARB to provide follow-up services to a referred student (Education Code 49076)

5. Officials and employees of other public programs, school systems, or postsecondary institutions where the student intends or is directed to enroll, including local, county, or state correctional facilities where educational programs leading to high school graduation are provided, or where the student is already enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer (Education Code 49076; 34 CFR 99.31)

   Unless the annual parent/guardian notification issued pursuant to Education Code 48980 includes a statement that the TVROP may disclose students' personally identifiable information to officials of another school, school system, or postsecondary institution where the student seeks or intends to enroll, the Superintendent or designee shall, when such a disclosure is made, make a reasonable attempt to notify the parent/guardian or adult student at the last known address, provide a copy of the record that is disclosed, and give the parent/guardian or adult student an opportunity for a hearing to challenge the record. (34 CFR 99.34)

6. Federal, state, and local officials, as needed for an audit or evaluation of, or compliance with, a state or federally funded education program and in accordance with a written agreement developed pursuant to 34 CFR 99.35 (Education Code 49076; 34 CFR 99.3, 99.31, 99.35)

7. Any county placing agency acting as an authorized representative of a state or local educational agency which is required to audit or evaluate a state or federally supported education program pursuant to item #7 above (Education Code 49076)

8. Any person, agency, or organization authorized in compliance with a court order or lawfully issued subpoena (Education Code 49077; 5 CCR 435; 34 CFR 99.31)

   Unless otherwise instructed by the court, the Superintendent or designee shall, prior to disclosing a record pursuant to a court order or subpoena, give the parent/guardian or adult student at least three days' notice of the name of the requesting agency and the specific record requested, if lawfully possible within the requirements of the judicial order. (Education Code 49077; 5 CCR 435; 34 CFR 99.31)

9. Any ~~TVROP~~ district attorney who is participating in or conducting a truancy mediation program or participating in the presentation of evidence in a truancy petition (Education Code 49076)

10. A ~~TVROP~~ district attorney's office for consideration against a parent/guardian for failure to comply with compulsory education laws (Education Code 49076)

11. Any probation officer, ~~TVROP~~ d district attorney, or counsel of record for a student who is a minor for the purposes of conducting a criminal investigation or an investigation in regards to declaring the minor a ward of the court or involving a violation of a condition of probation, subject to evidentiary rules specified in Welfare and Institutions Code 701 (Education Code 49076)

    When disclosing records for these purposes, the Superintendent or designee shall obtain written certification from the recipient of the records that the information will not be disclosed to another party without prior written consent of the student's parent/guardian or the holder of the student's educational rights, unless specifically authorized by state or federal law. (Education Code 49076)

12. Any judge or probation officer for the purpose of conducting a truancy mediation program for a student or for the purpose of presenting evidence in a truancy petition pursuant to Welfare and Institutions Code 681 (Education Code 49076)

    In such cases, the judge or probation officer shall certify in writing to the Superintendent or designee that the information will be used only for truancy purposes. Upon releasing student information to a judge or probation officer, the Superintendent or designee shall inform, or provide written notification to, the student's parent/guardian within 24 hours. (Education Code 49076)

13. A foster family agency with jurisdiction over a currently enrolled or former student; short-term residential treatment program staff responsible for the education or case management of a student; or a caregiver who

has direct responsibility for the care of a student, including a certified or licensed foster parent, an approved relative or nonrelated extended family member, or a resource family, as defined (Education Code 49076)

Such individuals shall have access to the student's current or most recent records of grades, transcripts, attendance, discipline, online communication on platforms established by Programs for students and parents/guardians, and any individualized education program or Section 504 plan developed and maintained by the TVROP (Education Code 49069.3)

14. A student age 14 years or older who is both a homeless student and an unaccompanied minor as defined in 42 USC 11434a (Education Code 49076)

15. An individual who completes items #1-4 of the caregiver's authorization affidavit pursuant to Family Code 6552 and signs the affidavit for the purpose of enrolling a minor in school (Education Code 49076)

16. A caseworker or other representative of a state or local child welfare agency or tribal organization that has legal responsibility in accordance with state or tribal law for the care and protection of a student, provided that the individual is authorized by the agency or organization to receive the records and the information requested is directly related to providing assistance to address the student's educational needs (Education Code 49076; 20 USC 1232(g))

17. Appropriate law enforcement authorities, in circumstances where Education Code 48902 requires that the TVROP provide special education and disciplinary records of a student with disabilities who is suspended or expelled for committing an act violating Penal Code 245 (Education Code 48902, 49076)

    When disclosing such records, the Superintendent or designee shall obtain written certification by the recipient of the records as described in item #12 above. (Education Code 49076)

18. Designated peace officers or law enforcement agencies in cases where the TVROP is authorized by law to assist law enforcement in investigations of suspected criminal conduct or kidnapping and a written parental consent, lawfully issued subpoena, or court order is submitted to the TVROP, or information is provided to it indicating that an emergency exists in which the student's information is necessary to protect the health or safety of the student or other individuals (Education Code 49076.5)

    In such cases, the Superintendent or designee shall provide information about the identity and location of the student as it relates to the transfer of that student's records to another public school TVROP in California or any other state or to a California private school. (Education Code 49076.5)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency, or organization that is permitted to receive such records.

Any person, agency, or organization granted access is prohibited from releasing information to another person, agency, or organization without written permission from the parent/guardian or adult student unless specifically allowed by state law or the federal Family Educational Rights and Privacy Act. (Education Code 49076)

In addition, the parent/guardian or adult student may provide written consent for access to be granted to persons, agencies, or organizations not afforded access rights by law. The written consent shall specify the records to be released and the party or parties to whom they may be released. (Education Code 49061, 49075)

Only a parent/guardian having legal custody of the student may consent to the release of records to others. Either parent/guardian may grant consent if both parents/guardians notify the TVROP, in writing, that such an agreement has been made. (Education Code 49061)

Discretionary Access

At the discretion of the Superintendent or designee, information may be released from a student's records to the following:

1. Appropriate persons, including parents/guardians of a student, in an emergency if the health and safety of the student or other persons are at stake (Education Code 49076; 34 CFR 99.31, 99.32, 99.36)

   When releasing information to any such appropriate person, the Superintendent or designee shall record

information about the threat to the health or safety of the student or any other person that formed the basis for the disclosure and the person(s) to whom the disclosure was made. (Education Code 49076; 34 CFR 99.32)

Unless it would further endanger the health or safety of the student or other persons, the Superintendent or designee shall inform the parent/guardian or adult student within one week of the disclosure that the disclosure was made, of the articulable and significant threat to the health or safety of the student or other individuals that formed the basis for the disclosure, and of the parties to whom the disclosure was made.

2. Accrediting associations in order to carry out their accrediting functions (Education Code 49076; 34 CFR 99.31)

3. Under the conditions specified in Education Code 49076 and 34 CFR 99.31, organizations conducting studies on behalf of educational institutions or agencies for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction, provided that: (Education Code 49076; 34 CFR 99.31)

    a. The study is conducted in a manner that does not permit personal identification of students or parents/guardians by individuals other than representatives of the organization who have legitimate interests in the information.

    b. The information is destroyed when no longer needed for the purposes for which the study is conducted.

    c. The TVROP enters into a written agreement with the organization that complies with 34 CFR 99.31.

4. Officials and employees of private programs or school systems where the student is enrolled or intends to enroll, subject to the rights of parents/guardians as provided in Education Code 49068 and in compliance with 34 CFR 99.34 (Education Code 49076; 34 CFR 99.31, 99.34)

5. Local health departments operating countywide or regional immunization information and reminder systems and the California Department of Public Health, unless the parent/guardian has requested that no disclosures of this type be made (Health and Safety Code 120440)

6. Contractors and consultants having a legitimate educational interest based on services or functions which have been outsourced to them through a formal written agreement or contract with the TVROP, excluding volunteers or other parties (Education Code 49076)

7. Agencies or organizations in connection with the student's application for or receipt of financial aid, provided that information permitting the personal identification of a student or the student's parents/guardians for these purposes is disclosed only as may be necessary to determine the eligibility of the student for financial aid, determine the amount of financial aid, determine the conditions which will be imposed regarding the financial aid, or enforce the terms or conditions of the financial aid (Education Code 49076; 34 CFR 99.31)

8. County elections officials for the purpose of identifying students eligible to register to vote or offering such students an opportunity to register, subject to the limits set by 34 CFR 99.37 and under the condition that any information provided on this basis shall not be used for any other purpose or transferred to any other person or agency (Education Code 49076; 34 CFR 99.37)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency, or organization that is permitted to receive such records.

Any person, agency, or organization granted access is prohibited from releasing information to another person, agency, or organization without written permission from the parent/guardian or adult student unless specifically allowed by state law or the federal Family Educational Rights and Privacy Act. (Education Code 49076)

Persons Generally Denied Access

A request for student records by an officer or employee of an agency conducting immigration enforcement shall be denied except in accordance with Board Policy/Administrative Regulation 1445 - Response to Immigration Enforcement.

De-identification of Records

When authorized by law for any program audit, educational research, or other purpose, the Superintendent or designee may release information from a student record without prior consent of the parent/guardian or adult student after the removal of all personally identifiable information. Prior to releasing such information, the Superintendent or designee shall make a reasonable determination that the student's identity is not personally identifiable, whether through single or multiple releases and taking into account other reasonably available information. (Education Code 49074, 49076; 20 USC 1232g; 34 CFR 99.31)

Process for Providing Access to Records

Student records shall be maintained in a central file at the school attended by the student or, when records are maintained at different locations, a notation shall be placed in the central file indicating where other records may be found. Parents/guardians and adult students shall be notified of the location of student records if not centrally located. (Education Code 49069; 5 CCR 433)

The custodian of records shall be responsible for the security of student records and shall ensure that access is limited to authorized persons. (5 CCR 433)

The custodian of records shall develop reasonable methods, including physical, technological, and administrative policy controls, to ensure that school officials and employees obtain access to only those student records in which they have legitimate educational interests. (34 CFR 99.31)

To inspect, review, or obtain copies of student records, authorized persons shall submit a request to the custodian of records. Prior to granting the request, the custodian of records shall authenticate the individual's identity. For any individual granted access based on a legitimate educational interest, the request shall specify the interest involved.

When required by law, a student's parent/guardian or an adult student shall provide written, signed, and dated consent before the TVROP discloses the student record. Such consent may be given through electronic means in those cases where it can be authenticated. The TVROP's consent form shall specify the records that may be disclosed, state the purpose of the disclosure, and identify the party or class of parties to whom the disclosure may be made. Upon request by the parent/guardian or adult student, the TVROP shall provide a copy of the records disclosed. (34 CFR 99.30)

If the parent/guardian or adult student refuses to provide written consent for the release of student information, the Superintendent or designee shall not release the information, unless it is otherwise subject to release based on a court order or a lawful subpoena.

Within five business days following the date of request, the authorized person shall be granted access to inspect, review, and obtain copies of student records during regular school hours. (Education Code 49069)

Qualified certificated personnel shall be available to interpret records when requested. (Education Code 49069)

The custodian of records or the Superintendent or designee shall prevent the alteration, damage, or loss of records during inspection. (5 CCR 435)

Access Log

A log shall be maintained for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the record and the legitimate educational interest of the requester. (Education Code 49064)

In every instance of inspection by persons who do not have assigned educational responsibility, the custodian of records shall make an entry in the log indicating the record inspected, the name of the person granted access, the reason access was granted, and the time and circumstances of inspection. (5 CCR 435)

The custodian of records shall also make an entry in the log regarding any request for record(s) that was denied and the reason for the denial.

The log shall include requests for access to records by:

1. Parents/guardians or adult students

2. Students who are 16 years of age or older or who have completed the 10th grade

3. Parties obtaining ROP-approved directory information

4. Parties who provide written parental consent, in which case the consent notice shall be filed with the record pursuant to Education Code 49075

5. School officials and employees who have a legitimate educational interest

6. Law enforcement personnel seeking to enforce immigration laws

The log shall be open to inspection only by the parent/guardian, adult student, dependent adult student, custodian of records, and certain state or federal officials specified in Education Code 49064. (Education Code 49064; 5 CCR 432)

Duplication of Student Records

To provide copies of any student record, the TVROP may charge a reasonable fee not to exceed the actual cost of providing the copies. No charge shall be made for providing up to two transcripts or up to two verifications of various records for any former student. No charge shall be made to locate or retrieve any student record. (Education Code 49065)

Changes to Student Records

Only a parent/guardian having legal custody of a student or a student who is 18 years of age or is attending an institution of postsecondary education may challenge the content of a record or offer a written response to a record. (Education Code 49061)

No addition or change shall be made to a student's record after high school graduation or permanent departure, other than routine updating, unless required by law or with prior consent of the parent/guardian or adult student. (Education Code 49070; 5 CCR 437)

Any request to change a student's legal name in the student's mandatory permanent student record shall be accompanied with appropriate documentation.

Any challenge to the content of a student's record shall be filed in accordance with the process specified in AR 5125.3 - Challenging Student Records. (Education Code 49070)

Retention and Destruction of Student Records

All anecdotal information and assessment reports maintained as student records shall be dated and signed by the individual who originated the data. (5 CCR 431)

The following mandatory permanent student records shall be kept indefinitely: (5 CCR 432, 437)

1. Legal name of student

2. Date and place of birth and method of verifying birth date

3. Sex of student

4. Name and address of parent/guardian of minor student

    a. Address of minor student if different from the above

    b. Annual verification of parent/guardian's name and address and student's residence

5. Entrance and departure dates of each school year and for any summer session or other extra session

6. Subjects taken during each year, half-year, summer session, or quarter, and marks or credits given towards graduation

7. Verification of or exemption from required immunizations

8. Date of high school graduation or equivalent

Mandatory interim student records, unless forwarded to another TVROP, shall be maintained subject to destruction during the third school year after the school year in which they originated, following a determination that their usefulness has ceased or the student has left the TVROP. These records include: (Education Code 48918, 51747; 5 CCR 432, 437, 16027)

1. Expulsion orders and the causes therefor

2. A log identifying persons or organizations who request or receive information from the student record

3. Health information, including verification or waiver of the health screening for school entry

4. Information on participation in special education programs, including required tests, case studies, authorizations, and actions necessary to establish eligibility for admission or discharge

5. Language training records

6. Progress slips/notices required by Education Code 49066 and 49067

7. Parental restrictions/stipulations regarding access to directory information

8. Parent/guardian or adult student rejoinders to challenged records and to disciplinary action

9. Parent/guardian authorization or prohibition of student participation in specific programs

10. Results of standardized tests administered within the past three years

11. Written findings resulting from an evaluation conducted after a specified number of missed assignments to determine whether it is in a student's best interest to remain in independent study

Permitted student records may be destroyed six months after the student completes or withdraws from the educational program and their usefulness ceases, including: (5 CCR 432, 437)

1. Objective counselor and/or teacher ratings

2. Standardized test results older than three years

3. Routine disciplinary data

4. Verified reports of relevant behavioral patterns

5. All disciplinary notices

6. Supplementary attendance records

Records shall be destroyed in a way that assures they will not be available to possible public inspection in the process of destruction. (5 CCR 437)

Notification of Parents/Guardians

The annual parent/guardian notification shall include a statement that a student's citizenship status, immigration status, place of birth, or any other information indicating national origin will only be released in accordance with Board Policy/Administrative Regulation 1445 - Response to Immigration Enforcement.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 16020-16027	Destruction of records of school districts
5 CCR 430-438	Individual student records
Bus. and Prof. Code 22580-22582	Privacy rights for California minors in the digital world
Bus. and Prof. Code 22584-22585	Student Online Personal Information Protection Act
Bus. and Prof. Code 22586-22587	Early Learning Personal Information Protection Act
Code of Civil Procedure 1985.3	Subpoena duces tecum
Ed. Code 17604	Delegation of powers to agents
Ed. Code 220.3	Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 33328.5	Statewide AI Task Force
Ed. Code 35266	Reporting of cyberattacks
Ed. Code 48201	Transfer student's record for acts that resulted in suspension or expulsion
Ed. Code 48853.5	Foster youth; placement, immunizations
Ed. Code 48902	Notification of law enforcement of specified violations
Ed. Code 48904-48904.3	Withholding grades, diplomas, or transcripts
Ed. Code 48918	Rules governing expulsion procedures
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49060-49079	Student records
Ed. Code 49091.14	Parent/guardian review of curriculum
Ed. Code 51745	Independent study
Ed. Code 56041.5	Rights of students with disabilities
Ed. Code 56050	Surrogate parents
Ed. Code 56055	Foster parents
Ed. Code 60900-60901	California Longitudinal Pupil Achievement Data System
Ed. Code 69432.9	Cal Grant program; notification of grade point average
Ed. Code 69475	Conditional repeal of Cal Grant program
Fam. Code 3025	Access to records by noncustodial parents
Fam. Code 6323.5	Ex parte orders
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 7920.000-7930.215	California Public Records Act
H&S Code 120440	Immunizations; disclosure of information
Pen. Code 245	Assault with deadly weapon
W&I Code 16010	Health and education records of a minor
W&I Code 681	Truancy petitions
W&I Code 701	Juvenile court law

Federal	Description
15 USC 6501-6506	Children's Online Privacy Protection Act
16 CFR Part 312	Children's Online Privacy Protection Rule

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Protection of Pupil Rights Amendment
26 USC 152	Definition of dependent child
34 CFR 300.501	Opportunity to examine records for parents/guardians of student with disability
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions

Management Resources	Description
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
CSBA Publication	Understanding Artificial Intelligence in K-12 Education: What Governance Teams Should Know, September 2023
CSBA Publication	Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017
Federal Register	Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855
U.S. Department of Education Publication	IDEA and FERPA Crosswalk: A side-by-side comparison of the privacy provisions under Parts B and C of the IDEA and FERPA, August 2022
U.S. Department of Education Publication	School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA), February 2019
U.S. Department of Education Publication	An Eligible Student Guide to the Family Educational Rights and Privacy Act (FERPA), March 2023
U.S. Department of Education Publication	A Parent Guide to the Family Educational Rights and Privacy Act (FERPA), July 2021
U.S. Department of Education Publication	Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, Oct 2007
U.S. Department of Education Publication	Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	California IT in Education, Student Data Privacy
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
Website	California Office of the Attorney General
Website	California Department of Education
Website	CSBA

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan

Cross References	Description
0441	Artificial Intelligence
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
3260	Fees And Charges
3260	Fees And Charges
3290	Gifts, Grants And Bequests
3312	Contracts
3515	Campus Security
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4112.6	Personnel Files
4113.5	Working Remotely
4117.7	Employment Status Reports
4119.23	Unauthorized Release Of Confidential/Privileged Information
4158	Employee Security
4212.6	Personnel Files
4213.5	Working Remotely
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4258	Employee Security
4312.6	Personnel Files
4313.5	Working Remotely
4317.7	Employment Status Reports
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4358	Employee Security
5000	Concepts And Roles
5020	Parent Rights And Responsibilities

Cross References	Description
5020	Parent Rights And Responsibilities
5022	Student And Family Privacy Rights
5111	Admission
5113.1	Chronic Absence And Truancy
5121	Grades/Evaluation Of Student Achievement
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.2	Withholding Grades, Diploma Or Transcripts
5125.3	Challenging Student Records
5126	Awards For Achievement
5131.1	Bus Conduct
5131.2	Bullying
5131.2	Bullying
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5131.9	Academic Honesty
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.4	Required Parental Attendance
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
6162.8	Research
6162.8	Research
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology - Agreement
6172.1	Concurrent Enrollment In College Classes
6172.1	Concurrent Enrollment In College Classes
6178.1	Work-Based Learning
6178.1	Work-Based Learning
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9321	Closed Session

Cross References	Description
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Policy 5125.1: Release Of Directory Information

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board recognizes the importance of maintaining the confidentiality of directory information and therefore authorizes the release of such information only in accordance with law, Board policy, and administrative regulation.

The Superintendent or designee may release student directory information to representatives of the news media or nonprofit organizations in accordance with Board policy and administrative regulation.

The Superintendent or designee may limit or deny the release of specific categories of directory information to any public or private nonprofit organization based on his/her determination of the best interests of Tri-Valley ROP students. (Education Code 49073)

A student's directory information shall only be included in the minutes of the Board's meeting in accordance with Board Bylaw 9324 — Minutes and Recordings.

~~Colleges and prospective employers, including military recruiters, shall not have access to directory information. (10 USC 503; Education Code 49603)~~

Colleges and prospective employers, including military recruiters, shall have access to a student's name, address, email address, and telephone number, unless the student's parent/guardian, or the student, if the student is 18 years of age or older, has requested that such information not be released. (10 USC 503, 20 USC 7908)

Under no circumstances shall directory information be disclosed to a private profit-making entity, except by representatives of the news media and employers, including prospective employers, in accordance with law, Board policy, and administrative regulation. Private schools and colleges may be given the names and addresses of 12th-grade students and students who are no longer enrolled, provided that they use this information only for purposes directly related to the institution's academic or professional goals. (Education Code 49073)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49061	Definitions; directory information
Ed. Code 49063	Notification of parents/guardians of their rights
Ed. Code 49073	Release of directory information
Ed. Code 49073.2	Privacy of student and parent/guardian personal information; minutes of board meeting
Ed. Code 49073.5	Directory information; military representatives; telephone numbers
Ed. Code 49603	On campus access to employers and military services

Federal	Description
10 USC 503	Military recruiter access to directory information
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 7908	Armed forces recruiter access to students and student recruiting information
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions

Management Resources	Description
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
U.S. Department of Education Publication	Model Notice for Directory Information, March 2011
U.S. Department of Education Publication	Dear Colleague Letter Regarding Military Recruiter Provisions of ESEA, November 2016
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	CSBA District and County Office of Education Legal Services
Website	California Attorney General's Office
Website	U.S. Department of Education, Office of the Chief Privacy Officer

Cross References	Description
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1260	Educational Foundation
1340	Access To District Records
1340	Access To District Records
3515	Campus Security
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4119.23	Unauthorized Release Of Confidential/Privileged Information
4135	Soliciting And Selling
4219.23	Unauthorized Release Of Confidential/Privileged Information
4235	Soliciting And Selling
4319.23	Unauthorized Release Of Confidential/Privileged Information
4335	Soliciting And Selling
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5022	Student And Family Privacy Rights
5125	Student Records
5125	Student Records
5131.1	Bus Conduct
5145.12	Search And Seizure

Cross References	Description
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
9324	Minutes And Recordings

Regulation 5125.1: Release Of Directory Information

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Definition

Directory information means information contained in a student record that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information includes: (Education Code 49061; 20 USC 1232g; 34 CFR 99.3)

1. Name
2. Address
3. Telephone number
4. Email address
5. Date of birth
6. Major field of study
7. Participation record in officially recognized activities and sports
8. Weight and height of athletic team members
9. Dates of attendance
10. Degrees and awards received
11. Most recent previous school attended

Directory information does not include a student's social security number or student identification number. However, for purposes of accessing or communicating in electronic systems, directory information may include a student identification number, user identification, or other personal identifier used by the student provided that the identifier cannot be used to gain access to education records except when used in conjunction with a personal identification number, password, or other factor known or possessed only by the authorized user. (34 CFR 99.3)

Directory information also does not include a student's citizenship status, immigration status, place of birth, or any other information indicating national origin.

Notification to Parents/Guardians

At the beginning of each school year, all parents/guardians shall be notified as to the categories of directory information the Tri-Valley ROP plans to release and the recipients of the information. The notification shall also inform parents/guardians of their right to refuse to let the TVROP designate any or all types of information as directory information, how to refuse release, and the period of time within which a parent/guardian must notify the TVROP in writing that he/she does not want a certain category of information designated as directory information. (Education Code 49063, 49073; 20 USC 1232g; 34 CFR 99.37)

In addition, the annual parental notification shall include a statement that directory information does not include citizenship status, immigration status, place of birth, or any other information indicating national origin and that the TVROP will not release such information without parental consent or a court order.

The Superintendent or designee shall notify parents/guardians that they may request that the TVROP not release the name, address, and telephone number of their child to military recruiters, employers, or institutions of higher education without prior written consent. (20 USC 7908)

Parent/Guardian Consent

No directory information of a student identified as a homeless child or youth as defined in 42 USC 11434a shall be

released, unless the parent/guardian, or the student if he/she is 18 years or older, has provided written consent that directory information may be released. However, the directory information of a student experiencing homelessness may be disclosed for the purpose of facilitating an eye examination by a nonprofit eye examination provider or a free oral health assessment hosted by a district school, unless the student's parent/guardian, or student accorded parental rights, has provided written notice to the school that consent to such exam(s) is not given. (Education Code 49073; 20 USC 1232g, 7908; 42 USC 11434a)

For any other student, directory information shall not be released if his/her parent/guardian notifies the TVROP in writing that such information not be disclosed without the parent/guardian's prior consent. (Education Code 49073; 20 USC 1232g, 7908)

For a former student, the TVROP shall continue to honor any valid request to opt out of the disclosure of directory information made while the student was in attendance at the TVROP, unless the opt-out request has been rescinded. (34 CFR 99.37)

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State	Description
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49061	Definitions; directory information
Ed. Code 49063	Notification of parents/guardians of their rights
Ed. Code 49073	Release of directory information
Ed. Code 49073.2	Privacy of student and parent/guardian personal information; minutes of board meeting
Ed. Code 49073.5	Directory information; military representatives; telephone numbers
Ed. Code 49603	On campus access to employers and military services

Federal	Description
10 USC 503	Military recruiter access to directory information
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 7908	Armed forces recruiter access to students and student recruiting information
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions

Management Resources	Description
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
U.S. Department of Education Publication	Model Notice for Directory Information, March 2011
U.S. Department of Education Publication	Dear Colleague Letter Regarding Military Recruiter Provisions of ESEA, November 2016
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	CSBA District and County Office of Education Legal Services
Website	California Attorney General's Office

Management Resources	Description
Website	U.S. Department of Education, Office of the Chief Privacy Officer

Cross References	Description
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1260	Educational Foundation
1340	Access To District Records
1340	Access To District Records
3515	Campus Security
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4119.23	Unauthorized Release Of Confidential/Privileged Information
4135	Soliciting And Selling
4219.23	Unauthorized Release Of Confidential/Privileged Information
4235	Soliciting And Selling
4319.23	Unauthorized Release Of Confidential/Privileged Information
4335	Soliciting And Selling
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5022	Student And Family Privacy Rights
5125	Student Records
5125	Student Records
5131.1	Bus Conduct
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
9324	Minutes And Recordings

Exhibit 5125.1-E(1): Release Of Directory Information **Status:** DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

PARENT/GUARDIAN NOTICE
RELEASE OF DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that Tri-Valley ROP, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the TVROP may disclose appropriately designated "directory information" without written consent, unless you have advised the TVROP to the contrary in accordance with TVROP procedures. The primary purpose of directory information is to allow the TVROP to include this type of information from your child's education records in certain school and/or TVROP publications. Examples include:

- a playbill, showing your child's role in a drama production
- the annual yearbook
- honor roll or other recognition lists
- graduation programs
- sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent/guardian's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require TVROPs receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA), as amended, to provide military recruiters, upon request, with students' names, addresses, and telephone listings, unless parents/guardians have advised the TVROP that they do not want their child's information disclosed without their prior written consent.

If you do not want the TVROP to disclose directory information from your child's education records without your prior written consent, you must notify the TVROP in writing by September 30th. The TVROP has designated the following information as directory information:

1. Name
2. Address
3. Telephone number
4. Email address
5. Date of birth
6. Major field of study
7. Participation in officially recognized activities and sports
8. Weight and height of athletic team members
9. Dates of attendance
10. Degrees and awards received
11. Most recent previous school attended

~~The TVROP also may disclose your child's student identification number, user identification, or other unique personal identifier used to communicate in electronic systems, provided it cannot be used to access education records without a personal identification number (PIN), password, or other factor that only the authorized user knows. Your child's social security number will not be used for this purpose.~~
Directory information does not include your child's citizenship status, immigration status, place of birth, or any other information indicating national origin. The TVROP will not disclose such information without your consent or a court order.

TVROP may disclose your child's student identification number, user identification, or other unique personal identifier used to communicate in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user.

In addition, the district may disclose a student identification number or other unique personal identifier that is displayed on a student identification badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

The district may not disclose a student's Social Security number. ~~Directory information does not include your child's citizenship status, immigration status, place of birth, or any other information indicating national origin.~~

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Cross References	Description
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1113	District And School Websites
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1114	District-Sponsored Social Media
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5020	Parent Rights And Responsibilities

Cross References	Description
5020	Parent Rights And Responsibilities
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5125	Student Records
5131.1	Bus Conduct
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
9324	Minutes And Recordings

Policy 5141: Health Care And Emergencies

Status: DRAFT

Original Adopted Date: 06/12/2024 | **Last Reviewed Date:** 06/12/2024

The Governing Board recognizes the importance of taking appropriate action whenever an emergency threatens the safety, health, or welfare of a student in class or during program-sponsored activities.

The Superintendent or designee shall develop procedures to ensure that first aid and/or medical attention is provided as quickly as possible when accidents and injuries to students occur and that parents/guardians are notified as appropriate.

The Superintendent or designee shall ask parents/guardians to provide emergency contact information in order to facilitate communication in the event of an accident or illness.

Tri-Valley ROP staff shall appropriately report and document student accidents.

"Do Not Resuscitate" Orders

The Board believes that staff members should not be placed in the position of determining whether to follow any parent/guardian or medical "do not resuscitate" ord Superintendent or designee. The Superintendent or designee may only direct a staff member to follow a "do not resuscitate" order if the Superintendent or designee statement, and an order of an appropriate court.

The Superintendent or designee shall ensure that parents/guardians who have submitted a "do not resuscitate" order are informed of this policy.

Automated External Defibrillators

The Board authorizes automated external defibrillators (AEDs) at member district designated school sites for use by school employees in an emergency, in accordanc

The Superintendent or designee shall develop guidelines for employees regarding the use of AEDs and shall ensure that employees receive information that describes guidelines shall specify the placement, security, and maintenance of the AED.

The authorization of AEDs in member district schools shall not be deemed to create a guarantee that an AED will be present or will be used in the case of an emerger operate properly.

Trauma Kits

Any member district school with an occupancy of 200 or more that was constructed on or after January 1, 2023, or was constructed prior to January 1, 2023, and mo in accordance with their accompanying administrative regulation.

Member districts will inform TVROP employees annually of the location of the trauma kits and be provided with information regarding training in the use of the traun

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State	Description
8 CCR 5193	Bloodborne pathogens
Civ. Code 1714.21	Defibrillators; CPR; immunity from civil liability
Ed. Code 32040-32044	First aid equipment: field trips
Ed. Code 49300-49307	School safety patrols
Ed. Code 49407	Liability for treatment
Ed. Code 49408	Student emergency information
Ed. Code 49409	Athletic events; physicians and surgeons; emergency medical care; immunity
Ed. Code 49417	Automated external defibrillators
Ed. Code 49429.5	County office of education coordination of agreements between districts and charter schools; rapid deployment of qualified mental health professionals and other key school personnel
Ed. Code 49470	Medical and hospital services for athletic program
Ed. Code 49471	Medical and hospital services not provided or available
Ed. Code 49472	Medical and hospital services for students
Ed. Code 49474	Ambulance services
Ed. Code 51202	Instruction in personal and public health and safety
Fam. Code 6550-6552	Caregivers
H&S Code 1797.196	Automated external defibrillators; immunity from civil liability
H&S Code 1797.200	Emergency medical services agency
H&S Code 1799.102	Personal liability immunity
H&S Code 19305-19310	Trauma kits

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services
Website	American Heart Association
Website	American Red Cross
Website	California Department of Health Care Services

Cross References	Description
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3580	District Records
3580	District Records
4119.43	Universal Precautions
4119.43	Universal Precautions
4158	Employee Security
4219.43	Universal Precautions
4219.43	Universal Precautions
4231	Staff Development
4258	Employee Security
4319.43	Universal Precautions
4319.43	Universal Precautions
4358	Employee Security
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.52	Suicide Prevention
5142	Safety
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education

Regulation 5141: Health Care And Emergencies

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Emergency Contact Information

In order to facilitate contact in case of an emergency or accident, the Superintendent or designee shall annually request that parents/guardians provide the following information:

1. Home address and telephone number
2. Parent/guardian's business address and telephone number
3. Parent/guardian's cell phone number and email address, if applicable
4. Name, address, and telephone number of an alternative contact person to whom the student may be released and who is authorized by the parent/guardian to care for the student in cases of emergency or when the parent/guardian cannot be reached
5. Local physician to call in case of emergency

In addition, parents/guardians shall be encouraged to notify the school whenever their emergency contact information changes.

Notification/Consent for Medical Treatment

Whenever a student requires emergency or urgent medical treatment while at school or a program-sponsored activity, the Superintendent or designee shall contact the parent/guardian or other person identified on the emergency contact form in order to obtain consent for the medical treatment.

If the student's parent/guardian or other contact person cannot be reached to provide consent, the principal may seek reasonable medical treatment for the student as needed, unless the parent/guardian has previously filed with the Tri-Valley ROP a written objection to any medical treatment other than first aid.

A person who has filed with the TVROP a completed caregiver's authorization affidavit pursuant to Family Code 6550-6552 shall have the right to consent to or refuse school-related medical care on behalf of the minor student. The caregiver's authorization shall be invalid if the TVROP receives notice that the minor student is no longer living with the caregiver or if the Superintendent or designee has actual knowledge of facts contrary to those stated on the affidavit. (Family Code 6550)

The caregiver's consent to medical care shall be superseded by any contravening decision of the parent or other person having legal custody of the student, provided that this contravening decision does not jeopardize the student's life, health, or safety. (Family Code 6550)

Automated External Defibrillators

When an automated external defibrillator (AED) is placed in a member district school, the Superintendent or designee shall notify an agent of the local emergency medical services agency of the existence, location, and type of AED acquired. (Health and Safety Code 1797.196, 1797.200)

The Superintendent or designee shall ensure that any AED placed at a member district school is: (Health and Safety Code 1797.196)

1. Maintained and tested according to the operation and maintenance guidelines set forth by the manufacturer
2. Tested at least biannually and after each use
3. Inspected at least every 90 days for potential issues related to operability of the device, including a blinking light or other obvious defect that may suggest tampering or that another problem has arisen with the functionality of the AED

Additionally, the member district Superintendent or designee shall comply with all laws and regulations governing the placement of an AED and maintain required records of the AED maintenance and testing. (Health and Safety Code 1797.196)

The member district Superintendent or designee shall develop a written plan which describes the procedures to be followed in the event of a medical emergency, including an emergency that may involve the use of an AED. These procedures shall include, but not be limited to, requirements for immediate notification of the 911 emergency telephone number in the event of an emergency that may involve the use of an AED.

The principal of any member district school with an AED shall annually provide information to school employees that describes: (Health and Safety Code 1797.196)

1. Sudden cardiac arrest
2. The school's emergency response plan
3. The proper use of an AED

Instructions on how to use the AED, in no less than 14-point type, shall be posted next to every AED. Additionally, school employees shall be notified annually of the location of all AED units on campus and be provided information about who they can contact if they want to voluntarily take AED or cardiopulmonary resuscitation training. (Health and Safety Code 1797.196)

The member district Superintendent or designee shall annually offer a demonstration to at least one school staff member on how to use an AED properly in an emergency. The building owner may arrange for the demonstration or partner with a nonprofit organization to do so. (Health and Safety Code 1797.196)

The member district principal of any district school serving students in grades 6-12 that has an AED placed in the school shall annually notify students as to the location of all AEDs on campus. (Health and Safety Code 1797.196)

Trauma Kits

Any member district school with an occupancy of 200 or more that was constructed on or after January 1, 2023, or was constructed prior to January 1, 2023, and modified or renovated as specified, shall acquire and place at least six trauma kits on the premises of the building in an easily accessible and recognizable container. (Health and Safety Code 19310)

All trauma kits acquired and placed on the premises of a member district school building or structure shall be inspected every three years to ensure that all materials, supplies, and equipment contained in the trauma kit are not expired, and replace any expired or missing materials, supplies, and equipment as necessary. After a trauma kit is used, it shall be restocked and any materials, supplies, and equipment replaced as necessary to ensure that all materials, supplies, and equipment required to be contained in the trauma kit are contained in the trauma kit. (Health and Safety Code 19310)

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Ed. Code 49408	Student emergency information
Ed. Code 49409	Athletic events; physicians and surgeons; emergency medical care; immunity
Ed. Code 49417	Automated external defibrillators

State	Description
Ed. Code 49429.5	County office of education coordination of agreements between districts and charter schools; rapid deployment of qualified mental health professionals and other key school personnel
Ed. Code 49470	Medical and hospital services for athletic program
Ed. Code 49471	Medical and hospital services not provided or available
Ed. Code 49472	Medical and hospital services for students
Ed. Code 49474	Ambulance services
Ed. Code 51202	Instruction in personal and public health and safety
Fam. Code 6550-6552	Caregivers
H&S Code 1797.196	Automated external defibrillators; immunity from civil liability
H&S Code 1797.200	Emergency medical services agency
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4358	Employee Security
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases

Cross References	Description
5141.52	Suicide Prevention
5142	Safety
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education

Regulation 5141.4: Child Abuse Prevention And Reporting

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

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)

Additionally, general neglect does not include: (Penal Code 11165.2)

1. A parent/guardian's economic disadvantage
2. A child receiving treatment by spiritual means pursuant to Welfare and Institutions Code 16509.1, or not receiving specified medical treatment for religious reasons

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; Tri-Valley ROP 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 TVROP 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 TVROP 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):

   Alameda County's Children and Family Services
   24100 Amador Street
   Hayward, CA 94544
   510-259-1800

   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 ROP 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 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 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, 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 Superintendent or designee shall provide training on mandated reporting requirements to TVROP employees and persons working on their behalf who are mandated reporters. (Education Code 44691; Penal Code 11165.7)

The 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 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 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 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 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 TVROP 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 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 ROP 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 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 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 TVROP 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)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 3200-3205	Special education compliance complaints
Code of Civil Procedure 340.1	Damages suffered as result of childhood sexual abuse
Ed. Code 215.5	Student identification cards; inclusion of safety hotlines
Ed. Code 32280-32289.5	School safety plans
Ed. Code 33133.5	Posters of telephone number for students to report child abuse or neglect
Ed. Code 33195	Heritage schools; mandated reporters
Ed. Code 33308.1	Guidelines on procedure for filing child abuse complaints
Ed. Code 33546.2	Health framework for California public schools; sextortion
Ed. Code 44252	Teacher credentialing
Ed. Code 44691	Staff development in the detection of child abuse and neglect
Ed. Code 44807	Teachers' duty concerning conduct of students
Ed. Code 48906	Notification when student released to peace officer
Ed. Code 48987	Dissemination of reporting guidelines to parents
Ed. Code 49001	Prohibition of corporal punishment
Ed. Code 51220.5	Parenting skills education
Ed. Code 51900.6	Sexual abuse and sexual assault awareness and prevention instruction
Pen. Code 11164-11174.3	Child Abuse and Neglect Reporting Act
Pen. Code 152.3	Duty to report murder, rape, or lewd or lascivious act
Pen. Code 273a	Willfully causing unjustifiable pain or mental suffering of child; endangering life or health
Pen. Code 286	Crime of sodomy
Pen. Code 288	Crime of oral copulation
Pen. Code 288	Definition of lewd or lascivious act requiring reporting
Pen. Code 289	Crime of sexual penetration
Pen. Code 311-312.7	Obscene matter
Pen. Code 801.8	Failure to report an incident known or reasonably suspected by a mandated reporter to be sexual assault, child abuse, or severe neglect
W&I Code 15630-15637	Dependent adult abuse reporting
W&I Code 16509.1	Treatment of children by spiritual means through prayer; neglect

Federal	Description
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions

Management Resources	Description
California Department of Education Publication	Health Education Framework for California Public Schools, Kindergarten Through Grade Twelve, May 2019
California Department of Education Publication	Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008
Court Decision	Camreta v. Greene (2011) 131 S.Ct. 2020
CSBA Publication	Why Schools Hold the Promise for Adolescent Mental Health, Governance Brief, May 2019
Website	SchoolSafety.gov, Child Exploitation
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Social Services, Information Resources Guide
Website	California Department of Education, Child Abuse Prevention Training and Resources
Website	U.S. Department of Health and Human Services, Child Welfare Information Gateway
Website	California Attorney General's Office, Suspected Child Abuse Report Form

Cross References	Description
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
3320	Claims And Actions Against The District
4112.6	Personnel Files
4112.9	Employee Notifications
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.24	Maintaining Appropriate Adult-Student Interactions
4131	Staff Development
4212.6	Personnel Files
4212.9	Employee Notifications
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.24	Maintaining Appropriate Adult-Student Interactions
4231	Staff Development
4312.6	Personnel Files
4312.9	Employee Notifications
4317.7	Employment Status Reports
4319.23	Unauthorized Release Of Confidential/Privileged Information

Cross References	Description
4319.24	Maintaining Appropriate Adult-Student Interactions
4331	Staff Development
5131	Conduct
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5141.52	Suicide Prevention
5142	Safety
5144	Discipline
5145.11	Questioning And Apprehension By Law Enforcement
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education

Regulation 5142: Safety

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

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

Release of Students

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

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

Supervision of Students

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

Every teacher shall hold students to a strict account for their conduct (Education Code 44807)

The TVROP Program Member district site principal or designee shall require all individuals supervising students to remain alert for unauthorized persons and dangerous conditions, and promptly report any unusual incidents to the principal or designee and file a written report as appropriate.

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

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

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

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

Laboratory Safety

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

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

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

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

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

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

Eye Safety Devices

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

Hearing Protection

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

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 14030	Preliminary procedure, planning and approval of school facilities
5 CCR 14103	Authority of the driver
5 CCR 202	Exclusion of students with a contagious disease
5 CCR 350	Fees not permitted
5 CCR 5552	Playground supervision
5 CCR 5570	When school shall be open and teachers present
5 CCR 570-576	School safety patrols
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
Ed. Code 17365-17374	Field Act; fitness for occupancy; liability of board members
Ed. Code 17670	Shade structures
Ed. Code 215.5	Student identification cards; safety information
Ed. Code 32001	Fire alarms and drills
Ed. Code 32020	School gates; entrances for emergency vehicles
Ed. Code 32030-32034	Eye safety
Ed. Code 32040	Duty to equip school with first aid kit
Ed. Code 32225-32226	Communications devices in classrooms
Ed. Code 32240-32245	Lead-Safe Schools Protection Act
Ed. Code 32250-32254	CDE School Safety and Security Resource Unit
Ed. Code 32280-32289.5	School safety plans

State	Description
Ed. Code 35179.6	School-sponsored on-campus event in or around swimming pool
Ed. Code 38134	Use of school property
Ed. Code 44807	Teachers' duty concerning conduct of students
Ed. Code 44808	Exemption from liability when students are not on school property
Ed. Code 44808.5	Permission for high school students to leave school grounds; notice
Ed. Code 45450-45451	Crossing guards
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 49300-49307	School safety patrols
Ed. Code 49330-49335	Injurious objects
Ed. Code 49341	Hazardous materials in school science laboratories
Ed. Code 49390-49395	Homicide threats
Ed. Code 51140	Water safety
Ed. Code 51202	Instruction in personal and public health and safety
Ed. Code 51860	Time and facilities for bicycle and scooter safety instruction
Ed. Code 8482-8484.65	After School Education and Safety Program
Gov. Code 810-996.6	California Tort Claims Act
H&S Code 115725-115735	Playground safety
H&S Code 115775-115800	Wooden playground equipment
H&S Code 116046	Issuance of best practices guidelines for K-12 pool safety
Pen. Code 245.6	Hazing
Pub. Res. Code 5411	Purchase of playground equipment usable by persons with disabilities
Streets and Highways Code 894	Statewide safety and training programs; electric bicycles
Veh. Code 21100	Rules and regulations; crossing guards
Veh. Code 21212	Use of helmets
Veh. Code 42200	Fines and forfeitures; disposition by cities
Veh. Code 42201	Fines and forfeitures; disposition by counties
Vehicle Code 21201	Rules for operation of bicycle on roadway

Federal	Description
6 USC 665k	Federal Clearinghouse on School Safety Evidence-Based Practices

Management Resources	Description
American Society for Testing and Materials Pub.	ASTM F1 1487-21, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use
California Department of Education Publication	Science Safety Handbook for California Public Schools, 2014
Court Decision	Knight v. Jewett (1992) 3 Cal.4th 296
Court Decision	Lane v. City of Sacramento (2010) 183 Cal. App. 4th. 1337
Court Decision	J.H. v. Los Angeles Unified School District (2010) 183 Cal.App.4th 123
Court Decision	Kahn v. East Side Union High School District (2003) 31 Cal.4th 990
Court Decision	Dailey v. Los Angeles Unified School District (1970) 2 Cal 3d 741
Court Decision	Hoyem v. Manhattan Beach City School District (1978) 22 Cal. 3d 508

Management Resources	Description
Court Decision	Wiener v. Southcoast Childcare Centers (2004) 32 Cal.4th 1138
State of California Publication	Protecting Californians From Extreme Heat: A State Action Plan to Build Community Resilience, April 2022
U.S. Consumer Product Safety Comm Publication	Public Playground Safety Handbook, 2015
Website	Vulnerable Road Users
Website	U.S. Department of Education, School Safety and Security
Website	Online e-bike safety and training program
Website	Schoolsafety.gov
Website	U.S. Department of Homeland Security, Fusion Centers
Website	California State Threat Assessment System
Website	California Office of Emergency Services
Website	CSBA District and County Office of Education Legal Services
Website	National Recreation and Park Association, Certified Playground Safety Inspector Certification
Website	American Society for Testing and Materials
Website	U.S. Consumer Product Safety Commission
Website	U.S. Environmental Protection Agency
Website	California Department of Education, Safe Schools
Website	California Department of Public Health
Website	Centers for Disease Control and Prevention
Website	CSBA

Cross References	Description
1250	Visitors/Outsiders
3260	Fees And Charges
3260	Fees And Charges
3452	Student Activity Funds
3512	Equipment
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3515	Campus Security
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.24	Maintaining Appropriate Adult-Student Interactions
4219.21	Professional Standards
4219.21-E(1)	Professional Standards

Cross References	Description
4219.24	Maintaining Appropriate Adult-Student Interactions
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.24	Maintaining Appropriate Adult-Student Interactions
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5131	Conduct
5131.1	Bus Conduct
5131.4	Student Disturbances
5137	Positive School Climate
5141	Health Care And Emergencies
5141	Health Care And Emergencies
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.11	Questioning And Apprehension By Law Enforcement
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6153	School-Sponsored Trips
6153	School-Sponsored Trips

Policy 5145.13: Response To Immigration Enforcement

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Revised Date:** 06/11/2025 **| Last Reviewed Date:** 06/11/2025

The Governing Board is committed to the success of all students and believes that every school site should be a safe and welcoming place for all students and their families irrespective of their citizenship or immigration status.

Tri-Valley ROP staff shall not solicit or collect information or documents regarding the citizenship or immigration status of students or their family members or provide assistance with immigration enforcement at TVROP Programs, except as may be required by state and federal law. (Education Code 234.7)

No student shall be denied equal rights and opportunities nor be subjected to unlawful discrimination, harassment, intimidation, or bullying in the TVROP's programs and activities on the basis of . the student's or family's immigration status or for the refusal to provide information related to the student's or family's immigration status.
(Education Code 200, 220, 234.1)

Resources and data collected by the district shall not be used, directly or by others, to compile a list, registry, or database of individuals based on national origin, immigration status, religion, or other category of individual characteristics protected against unlawful discrimination. (Government Code 8310.3)

The Superintendent or designee shall notify parents/guardians regarding their children's right to a free public education regardless of immigration status or religious beliefs and their rights related to immigration enforcement. (Education Code 234.7)

Consistent with requirements of the California Office of the Attorney General, the Superintendent or designee shall develop procedures for addressing any requests by a law enforcement officer for access to TVROP records, school sites, or students for the purpose of immigration enforcement.

The Superintendent or designee shall report to the Board in a timely manner any requests for information or access to a school site by an officer or employee of a law enforcement agency for the purpose of enforcing the immigration laws. Such notification shall be provided in a manner that ensures the confidentiality and privacy of any potentially identifying information. (Education Code 234.7)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Notice	Description
Sample Policy Number Change	The content of CSBA's sample BP/AR 5145.13 has been moved to BP/AR 1445, “Response to Immigration Enforcement,” to accommodate additional information. BP/AR 5145.13 have been deleted and will no longer be updated. See BP/AR 1445 for current guidance and future updates.

Regulation 5145.13: Response To Immigration Enforcement **Status:** DRAFT

Original Adopted Date: 06/12/2024 **| Last Revised Date:** 06/11/2025 **| Last Reviewed Date:** 06/11/2025

Responding to Requests for Information

Unless authorized by the Family Educational Rights and Privacy Act pursuant to 20 USC 1232g, student information shall not be disclosed to immigration law enforcement authorities without parental consent, a court order, or judicial subpoena. The Superintendent or designee shall annually notify parents/guardians that the Tri-Valley ROP will not release student information to third parties for immigration enforcement purposes, unless the parent/guardian consents or as required to do so by a court order or judicial subpoena.

Upon receiving any verbal or written request for information related to a student's or family's immigration or citizenship status, TVROP staff shall:

1. Notify the Superintendent or designee about the information request
2. Provide students and families with appropriate notice and a description of the immigration officer's request
3. Document any request for information by immigration authorities
4. Provide students and parents/guardians with any documents provided by the immigration enforcement officer, unless such disclosure is prohibited by a subpoena served on the TVROP or in cases involving investigations of child abuse, neglect, or dependency

Resources and data collected by the TVROP shall not be used, directly or by others, to compile a list, registry, or database of individuals based on national origin, immigration status, religion, or other category of individual characteristics protected against unlawful discrimination. (Government Code 8310.3)

Information or documents related to a student's immigration or citizenship status shall not be disclosed to a law enforcement officer without consent by the parent/guardian or, if the student is at least 18 years old, by the student, a court order, or judicial subpoena/warrant. To obtain written consent, the release of student information shall include the following information:

1. The signature and signature date of the parent/guardian, or student if the student is at least 18 years old
2. A description of the records to be disclosed
3. The reason for the release of information
4. The parties or class of parties receiving the information
5. A copy of the records to be released, if requested by the parent/guardian or student

In accordance with law and Board Policy 5125 - Student Records, the Superintendent or designee shall annually notify parents/guardians that the district will not release student information to third parties for immigration enforcement purposes, unless the parent/guardian consents or as required to do so by a court order or judicial subpoena/warrant.

Responding to Requests for Access to Students or School Grounds

TVROP staff shall receive parent/guardian consentor, if the student is at least 18 years old, the student's consent ,before a student is interviewed or searched by any officer seeking to enforce civil immigration laws at the school, unless the officer presents a valid, effective warrant signed by a judge or a valid, effective court order. A student's parent/guardian shall be immediately notified if a law enforcement officer requests or gains access to the student for immigration enforcement purposes, unless the judicial warrant or subpoena restricts disclosure to the parent/guardian.

All visitors and outsiders, including immigration enforcement officers, shall register with the site administrator or designee upon entering school grounds during school hours. Each visitor or outsider shall provide the site administrator or designee with his/her name, address, occupation, age if less than 21, purpose in entering program, proof of identity, and any other information required by law. (Penal Code 627.2, 627.3)

TVROP staff shall report the presence of any immigration enforcement officers to on-site TVROP police and other appropriate administrators.

As early as possible, TVROP staff shall notify the Superintendent or designee of any request by an immigration enforcement officer for access to the school or a student or for review of school documents, including service of lawful subpoenas, petitions, complaints, warrants, or other such documents.

Responding to Law Enforcement Officers on District Property
In addition, TVROP staff shall take the following actions in response to an officer present on the program campus specifically for immigration enforcement purposes:

1. Advise the officer that before school personnel can respond to the officer's request, they must first receive notification and direction from the Superintendent or designee, except under exigent circumstances that necessitate immediate action
2. Request to see the officer's credentials, including his/her name and badge number, and the phone number of the officer's supervisor, and note or make a copy of all such information
3. Ask the officer for his/her reason for being on program's campus and document the response
4. Request that the officer produce any documentation that authorizes his/her school access,
5. Make a copy of all documents produced by the officer and retain one copy for TVROP records
6. If the officer declares that exigent circumstances exist and demands immediate access to the campus, comply with the officer's orders and immediately contact the Superintendent or designee
7. If the officer does not declare that exigent circumstances exist, respond according to the requirements of the officer's documentation, as follows:
    a. If the officer has an Immigrations and Customs Enforcement (ICE) administrative warrant, TVROP staff shall inform the agent that they cannot consent to any request without first consulting with the TVROP's legal counsel or other designated TVROP official.
    b. If the officer has a federal judicial warrant, such as a search and seizure warrant or an arrest warrant signed by a federal judge or magistrate, TVROP

staff shall promptly comply with the warrant. If feasible, TVROP staff shall consult with the TVROP's legal counsel or designated administrator before providing the officer with access to the person or materials specified in the warrant.

c. If the officer has a subpoena for production of documents or other evidence, TVROP staff shall inform the TVROP's legal counsel or other designated official of the subpoena and await further instructions as to how to proceed.

8. Do not attempt to physically impede the officer, even if the officer appears to be exceeding the authorization given under a warrant or other document. If an officer enters the premises without consent, TVROP staff shall document the officer's actions while on campus.

9. After the encounter with the officer, promptly make written notes of all interactions with the officer, including:

   a. A list or copy of the officer's credentials and contact information

   b. The identity of all school personnel who communicated with the officer

   c. Details of the officer's request

   d. Whether the officer presented a warrant or subpoena to accompany his/her request, what was requested in the warrant or subpoena, and whether the warrant or subpoena was signed by a judge

   e. TVROP staff's response to the officer's request

   f. Any further action taken by the officer

   g. A photo or copy of any documents presented by the officer

10. Provide a copy of these notes and associated documents collected from the officer to the TVROP's legal counsel or other designated TVROP official

The TVROP's legal counsel or other designated official shall submit a timely report to the Governing Board regarding the officer's requests and actions and the TVROP's responses. (Education Code 234.7)

The Superintendent or designee shall also email the Bureau of Children's Justice in the California Department of Justice (BCJ@doj.ca.gov) regarding any attempt by a law enforcement officer to access a school site or a student for immigration enforcement purposes.

Responding to the Detention or Deportation of Student's Family Member

In the event that a student's parent/guardian is detained or deported by federal immigration authorities, the Superintendent or designee shall release the student to the person(s) designated in the student's emergency contact information or to any individual who presents a caregiver's authorization affidavit on behalf of the student. The Superintendent or designee shall only contact child protective services if TVROP personnel are unable to arrange for the timely care of the student by the person(s) designated in the emergency contact information maintained by the school or identified on a caregiver's authorization affidavit.

In an instance where a student's parent/guardian was detained or deported, the Superintendent or designee shall notify the student, as well as the individuals designa authorization affidavit on behalf of the student, that the student continues to meet the residency requirements for attendance in the district if the student and the stu Code 48204.4.

The Superintendent or designee may refer a student or the student's family members to other resources for assistance, including, but not limited to, an U.S. Immigran parent/guardian's country of origin.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Notice	Description
Sample Policy Number Change	The content of CSBA's sample BP/AR 5145.13 has been moved to BP/AR 1445, "Response to Immigration Enforcement," to accommodate additional information. BP/AR 5145.13 have been deleted and will no longer be updated. See BP/AR 1445 for current guidance and future updates.

Policy 5145.2: Freedom Of Speech/Expression

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board believes that free inquiry and exchange of ideas are essential parts of a democratic education. The Board respects students' rights to express ideas and opinions, take stands on issues, and support causes, even when such speech is controversial or unpopular.
Additionally, the Board is committed to providing a welcoming, safe, and supportive school environment that protects students from discrimination, harassment, intimidation, and bullying, or other types of expression prohibited by law.

On-Campus Expression

Students shall have the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the use of official district or school websites or social media accounts identified and made available for such purposes; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official publications. (Education Code 48907)

Student expression on Tri-Valley ROP, program or school Internet web sites and online media shall generally be afforded the same protections as in print media.

Students' freedom of expression shall be limited only as allowed by Education Code 48907, 48950, and other applicable state and federal laws.

Students are prohibited from making any expressions or distributing or posting any materials that are obscene, libelous, or slanderous. Students also are prohibited from making any expressions that so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, the violation of school rules, or substantial disruption of the school's orderly operation. (Education Code 48907)

The use of "fighting words" or epithets is prohibited in those instances where the speech is abusive and insulting, rather than a communication of ideas, and the speech is used in an abusive manner in a situation that presents an actual danger that it will cause a breach of the peace.

School officials shall not engage in prior restraint of material prepared for official school publications except insofar as the content of the material violates the law. (Education Code 48907)

Off-campus student expression, such as electronic expression via a personal device or online expression via a personal social media account, may subject a student to discipline in accordance with their home district's Board Policy and Administrative Regulation related to Freedom of Speech when such expression poses a threat to the safety of other district students, staff, or property, or does or is likely to substantially disrupt the ROP or member district's educational program. As necessary, the Superintendent or designee shall document the actual or expected impact of the expression.

The Superintendent or designee shall not discipline any high school student solely on the basis of speech or other communication that would be constitutionally protected when engaged in outside of school, but may refer to Member districts for potential discipline for harassment, threats, or intimidation unless constitutionally protected. (Education Code 48950)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
CA Constitution Article 1, Section 2	Freedom of speech and expression
Ed. Code 234-234.5	Safe Place to Learn Act
Ed. Code 48205	Excused absences
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication

State	Description
Ed. Code 51520	Prohibited solicitations on school premises

Federal	Description
20 USC 4071-4074	Equal Access Act
U.S. Constitution, First Amendment	Free exercise, free speech, and establishment clauses

Management Resources	Description
Court Decision	Dariano v. Morgan Hill Unified School District (2014) 767 F.3d 764
Court Decision	Chandler v. McMinnville School District (1992) 978 F.2d 524
Court Decision	Mahanoy Area School District v. B.L. (2021) 594 U.S. 180
Court Decision	Beussink v. Woodland R-IV School District (1998) 30 F.Supp. 2d 1175
Court Decision	Bright v. Los Angeles Unified School District (1976) 18 Cal. 3d 350
Court Decision	Emmett v. Kirkland School District No. 415 (2000) 92 F.Supp. 2d 1088
Court Decision	J.S. v. Bethlehem Area School District (2000) 757 A.2d 412 (Pa. Commw. 2000)
Court Decision	Lavine v. Blaine School District (2001, 9th Cir.) 257 F.3d 981
Court Decision	Leeb v. DeLong (1988) 198 Cal.App.3d 47
Court Decision	Lovell v. Poway Unified School District (1996) 90 F.3d 367
Court Decision	Muller v. Jefferson Lighthouse School (1996) 98 F.3d 1530
Court Decision	Smith v. Novato Unified School District (2007) 150 Cal.App.4th 1439
Court Decision	Hazelwood School District v. Kuhlmeier (1988) 108 S. Ct. 562
Court Decision	Harper v. Poway Unified School District (2006) 445 F.3d 1166
Court Decision	Tinker v. Des Moines Independent Community School District (1969) 393 U.S. 503
Court Decision	Bethel School District No. 403 v. Fraser (1986) 478 U.S. 675
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA

Cross References	Description
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1313	Civility
1325	Advertising And Promotion
4118	Dismissal/Suspension/Disciplinary Action
5113	Absences And Excuses
5113	Absences And Excuses
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.4	Student Disturbances
5131.8	Mobile Communication Devices

Cross References	Description
5132	Dress And Grooming
5137	Positive School Climate
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.9	Hate-Motivated Behavior
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6144	Controversial Issues
6145.8	Assemblies And Special Events

Regulation 5145.2: Freedom Of Speech/Expression

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

School-Sponsored Publications

Students shall have the right to exercise freedom of speech and of the press in official program publications, except for expression that is obscene, libelous, slanderous, or so incites students as to create a clear and present danger of the commission of unlawful acts on site premises, the violation of lawful program/school regulations, or the substantial disruption of the orderly operation of the program. (Education Code 48907)

Official school publications includes material produced by students in journalism, newspaper, yearbook, or writing classes and distributed to the student body either for a fee or free. (Education Code 48907)

All student submissions shall be held to professional standards of ~~English~~ language and journalism. (Education Code 48907)

If the program administrator considers material submitted for publication to violate Education Code 48907, he/she shall notify the student, without undue delay, and give specific reasons why the submitted material may not be published. Absent extraordinary circumstances, such notice should be given in sufficient time to allow the student time to either modify the material or to seek review of the program administrator's determination from the Superintendent or designee. Prior to any restriction of student speech, school officials shall consider any feasible alternative options to restricting the speech.

To the extent that the program administrator or designee believes that the school and Tri-Valley ROP should be disassociated from a particular idea or opinion, the program administrator may require student articles to include disclaimers.

Distribution of Printed Materials and Petitions by Students

The program administrator or designee may provide bulletin boards on which students and student organizations may post materials of general interest. Students also may post or distribute handbills, leaflets, and other printed material, whether produced within or outside of the school. Students may collect signatures on petitions concerning school or nonschool issues.

Printed materials or petitions may be distributed only:

1. Before or after school or during lunch time
2. In locations that do not obstruct the normal flow of traffic within the program site or at entrances

No student shall use coercion to induce any other student or person to accept printed matter or to sign a petition. No funds shall be collected for any material distributed.

Clothing, Buttons, and Badges

Buttons, badges, armbands, and clothing bearing slogans or sayings may be worn unless their message falls into the categories prohibited by law and Board policy. No employee shall interfere with this practice on the grounds that the message may be controversial or unpopular with students or faculty.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
CA Constitution Article 1, Section 2	Freedom of speech and expression
Ed. Code 234-234.5	Safe Place to Learn Act
Ed. Code 48205	Excused absences
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations

State	Description
Ed. Code 48950	Speech and other communication
Ed. Code 51520	Prohibited solicitations on school premises

Federal	Description
20 USC 4071-4074	Equal Access Act
U.S. Constitution, First Amendment	Free exercise, free speech, and establishment clauses

Management Resources	Description
Court Decision	Dariano v. Morgan Hill Unified School District (2014) 767 F.3d 764
Court Decision	Chandler v. McMinnville School District (1992) 978 F.2d 524
Court Decision	Mahanoy Area School District v. B.L. (2021) 594 U.S. 180
Court Decision	Beussink v. Woodland R-IV School District (1998) 30 F.Supp. 2d 1175
Court Decision	Bright v. Los Angeles Unified School District (1976) 18 Cal. 3d 350
Court Decision	Emmett v. Kirkland School District No. 415 (2000) 92 F.Supp. 2d 1088
Court Decision	J.S. v. Bethlehem Area School District (2000) 757 A.2d 412 (Pa. Commw. 2000)
Court Decision	Lavine v. Blaine School District (2001, 9th Cir.) 257 F.3d 981
Court Decision	Leeb v. DeLong (1988) 198 Cal.App.3d 47
Court Decision	Lovell v. Poway Unified School District (1996) 90 F.3d 367
Court Decision	Muller v. Jefferson Lighthouse School (1996) 98 F.3d 1530
Court Decision	Smith v. Novato Unified School District (2007) 150 Cal.App.4th 1439
Court Decision	Hazelwood School District v. Kuhlmeier (1988) 108 S. Ct. 562
Court Decision	Harper v. Poway Unified School District (2006) 445 F.3d 1166
Court Decision	Tinker v. Des Moines Independent Community School District (1969) 393 U.S. 503
Court Decision	Bethel School District No. 403 v. Fraser (1986) 478 U.S. 675
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA

Cross References	Description
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1313	Civility
1325	Advertising And Promotion
4118	Dismissal/Suspension/Disciplinary Action
5113	Absences And Excuses
5113	Absences And Excuses
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.4	Student Disturbances

Cross References	Description
5131.8	Mobile Communication Devices
5132	Dress And Grooming
5137	Positive School Climate
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.9	Hate-Motivated Behavior
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6144	Controversial Issues
6145.8	Assemblies And Special Events

Policy 5145.3: Nondiscrimination/Harassment

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

This policy shall apply to all acts constituting unlawful discrimination or harassment related to program activity or to program attendance occurring within a Tri-Valley ROP program, to acts which occur off campus or outside of program-related or program-sponsored activities but which may have an impact or create a hostile environment at school, and to all acts of the Governing Board and the Superintendent in enacting policies and procedures that govern the TVROP.

The Board desires to provide a welcoming, safe, and supportive school environment that allows all students equal access to and opportunities in the TVROP's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any program or program activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, ~~-~~against an individual or group based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 200, 210.1, 210.2, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 20 USC 1681-1688, 42 USC 2000d-2000d-7) targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

~~The Board prohibits, at any district school or activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, against an individual or group based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 200, 210.1, 210.2, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 20 USC 1681-1688, 42 USC 2000d-2000d-7)~~

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Superintendent or designee shall ensure that staff enforce discipline rules fairly, consistently and in a non-discriminatory manner, as specified in Board Policy and Administrative Regulation 5144 - Discipline, Board Policy and Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students With Disabilities).

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates ~~or~~ or refuses to participate participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the TVROP's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. In addition, the Superintendent or designee shall post the TVROP's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the TVROP's website in a manner that is easily

accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation. (Education Code 234.1, 234.6)

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the TVROP's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the TVROP's educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to program and Member district appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

All allegations of unlawful discrimination in TVROP programs and activities shall be brought, investigated, and resolved in accordance with Board Policy 1312.3 - Uniform Complaint Procedures.

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the TVROP to monitor, address, and prevent repetitive prohibited behavior in TVROP Programs.

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State	Description
5 CCR 432	Student records
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 17585	School modernization project; all-gender restroom
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 33353	California Interscholastic Federation; standardized incident form
Ed. Code 35292.5	School restrooms; all-gender restrooms
Ed. Code 48900.3	Suspension or expulsion for act of hate violence
Ed. Code 48900.4	Suspension or expulsion for harassment, threats, or intimidation
Ed. Code 48900.5	Suspension; other means of correction
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49020-49023	Athletic programs

State	Description
Ed. Code 49060-49079	Student records
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500	Prohibited instruction or activity
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12926	Prohibition of discrimination; definitions
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment

Federal	Description
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 104.8	Notice of Nondiscrimination on the Basis of Handicap
34 CFR 106.1-106.82	Discrimination on the basis of sex; effectuating Title IX
34 CFR 106.30	Discrimination on the basis of sex; definitions
34 CFR 110.25	Prohibition of discrimination based on age
34 CFR 99.31	Disclosure of personally identifiable information
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000e-17	Title VI and Title VII Civil Rights Act of 1964, as amended
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975

Management Resources	Description
CA Office of the Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, December 2024
California Department of Education Publication	Protection for LGBTQ+ Students: AB 1955
Court Decision	Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Students for Fair Admissions v. Harvard (2024) 600 U.S. 181
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	McDonnell Douglas Corp v. Green (1973) 411 U.S. 792
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567

Management Resources	Description
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
CSBA Publication	Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, April 29, 2024, Vol. 89, No. 83, pages 33474-33896
U.S DOE, Office for Civil Rights Publication	Resolution Agreement Between the Arcadia USD, US Dept of Ed, OCR, & the US DOJ, CRD (2013) OCR 09-12-1020, DOJ 169-12C-70
U.S. Department of Education Publication	Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973, July 2022
U.S. Department of Education Publication	Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, May 2023
U.S. DOE, Office for Civil Rights Publication	Frequently Asked Questions About Racial Preferences and Stereotypes Under Title VI of the Civil Rights Act, February 28, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Title VI of the Civil Rights Act in Light of Students For Fair Admissions v. Harvard, February 14, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Addressing Discrimination Against Jewish Students, May 2023
Website	CSBA District and County Office of Education Legal Services
Website	First Amendment Center
Website	California Interscholastic Federation
Website	California Office of the Attorney General
Website	California Safe Schools Coalition
Website	CSBA
Website	California Department of Education
Website	U.S. Department of Education, Office for Civil Rights

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
0415	Equity
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance

Cross References	Description
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4112.6	Personnel Files
4112.9	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.6	Personnel Files
4212.9	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development

Cross References	Description
4312.6	Personnel Files
4312.9	Employee Notifications
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4331	Staff Development
5000	Concepts And Roles
5111	Admission
5113.1	Chronic Absence And Truancy
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5132	Dress And Grooming
5137	Positive School Climate
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.12	Search And Seizure
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education

Cross References	Description
6142.8	Comprehensive Health Education
6144	Controversial Issues
6145	Extracurricular And Cocurricular Activities
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology - Agreement

Regulation 5145.3: Nondiscrimination/Harassment

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Tri-Valley ROP designates the individual(s) identified below as the employee(s) responsible for coordinating the TVROP's efforts to comply with applicable state and federal civil rights laws and to answer inquiries regarding the TVROP's nondiscrimination policies. The individual(s) shall also serve as the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints alleging unlawful discrimination targeting a student, including discriminatory harassment, intimidation, or bullying, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

Assistant to the Superintendent
1040 Florence Road
Livermore, CA 94550
925-455-4800
humanresources@tvrop.org

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at TVROP Programs or in program activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the TVROP's nondiscrimination policy and related complaint procedures, including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public by posting them in prominent locations and providing easy access to them through ROP-supported communications

2. Post the TVROP's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media, in a prominent location on the TVROP's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)

3. Post the definition of sex discrimination and harassment as described in Education Code 230, including the rights set forth in Education Code 221.8, in a prominent location on the TVROP's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)

4. Post in a prominent location on the TVROP web site in a manner that is easily accessible to parents/guardians and students information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the following: (Education Code 221.6, 221.61, 234.6)

    a. The name and contact information of the TVROP's Title IX Coordinator, including the phone number and email address

    b. The rights of students and the public and the responsibilities of the TVROP under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (OCR)

    c. A description of how to file a complaint of noncompliance under Title IX, which shall include:

        i. An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations

ii. An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on the OCR's web site

iii. A web link to the OCR complaints form and the contact information for the office, including the phone number and email address for the office

d. A link to the Title IX information included on the California Department of Education's (CDE) web site

5. Post a link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families. Such resources shall be posted in a prominent location on the TVROP's web site in a manner that is easily accessible to parents/guardians and students. (Education Code 234.5, 234.6)

6. Provide to students a handbook that contains age-appropriate information that clearly describes the TVROP's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior.

7. Annually notify all students and parents/guardians of the TVROP's nondiscrimination policy, including its responsibility to provide a safe, nondiscriminatory school environment for all students. The notice shall inform students and parents/guardians that they may request to meet with the compliance officer to determine how best to accommodate or resolve concerns that may arise from the TVROP's implementation of its nondiscrimination policies. The notice shall also inform all students and parents/guardians that, to the extent possible, the TVROP will address any individual student's interests and concerns in private.

8. Ensure that students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the TVROP's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

   If 15 percent or more of students enrolled in a particular TVROP school speak a single primary language other than English, the TVROP's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the TVROP shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

9. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and/or information regarding the TVROP's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them. Such training and information shall include details of guidelines the TVROP may use to provide a discrimination-free environment for all TVROP students.

10. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so. (Education Code 234.1)

11. At the beginning of each school year, inform each administrator or designee of the TVROP's responsibility to provide appropriate assistance or resources to protect students from threatened or potentially discriminatory behavior and ensure their privacy rights.

Enforcement of TVROP Policy

The Superintendent or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination, how to report it or file a complaint, and how to respond

3. Disseminating and/or summarizing the TVROP's policy and regulation regarding unlawful discrimination

4. Consistent with laws regarding the confidentiality of student and personnel records, communicating to

students, parents/guardians, and the community the school's response plan to unlawful discrimination or harassment

5. Taking appropriate disciplinary action against students, employees, and anyone determined to have engaged in wrongdoing in violation of TVROP policy, including any student who is found to have filed a complaint of discrimination that the student knew was not true

Process for Initiating and Responding to Complaints

Students who feel that they have been subjected to unlawful discrimination described above or in TVROP policy are strongly encouraged to immediately contact the compliance officer, administrator or any other staff member. In addition, students who observe any such incident are strongly encouraged to report the incident to the and administrator or any other staff member, whether or not the alleged victim files a complaint. Any employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When a report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the administrator or compliance officer, the administrator or compliance officer shall notify the student or parent/guardian of the right to file a formal complaint in accordance with AR 1312.3 - Uniform Complaint Procedures or, for complaints of sexual harassment that meet the federal Title IX definition, AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Once notified verbally or in writing, the compliance officer shall begin the investigation and shall implement immediate measures necessary to stop the discrimination and ensure that all students have access to the educational program and a safe school environment. Any interim measures adopted to address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the administrator, compliance officer, or any other person to whom a report would ordinarily be made or complaint filed shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

Issues Unique to Intersex, Nonbinary, Transgender and Gender-Nonconforming Students

Gender identity of a student means the student's gender-related identity, appearance, or behavior as determined from the student's internal sense, whether or not that gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Intersex student means a student with natural bodily variations in anatomy, hormones, chromosomes, and other traits that differ from expectations generally associated with female and male bodies.

Nonbinary student means a student whose gender identity falls outside of the traditional conception of strictly either female or male, regardless of whether or not the student identifies as transgender, was born with intersex traits, uses gender-neutral pronouns, or uses agender, genderqueer, pangender, gender nonconforming, gender variant, or such other more specific term to describe their gender.

Transgender student means a student whose gender identity is different from the gender assigned at birth.

The TVROP prohibits acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, or that have the purpose or effect of producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment,

regardless of whether the acts are sexual in nature. Examples of the types of conduct which are prohibited in the TVROP and which may constitute gender-based harassment include, but are not limited to:

1. Refusing to address a student by a name and the pronouns consistent with the student's gender identity

2. Disciplining or disparaging a student or excluding the student from participating in activities, for behavior or appearance that is consistent with the student's gender identity or that does not conform to stereotypical notions of masculinity or femininity, as applicable

3. Blocking a student's entry to the restroom that corresponds to the student's gender identity

4. Taunting a student because the student participates in an athletic activity more typically favored by a student of the other sex

5. Revealing a student's gender identity to individuals who do not have a legitimate need for the information, without the student's consent

6. Using gender-specific slurs

7. Physically assaulting a student motivated by hostility toward the student because of the student's gender, gender identity, or gender expression

The TVROP's uniform complaint procedures (AR 1312.3) or Title IX sexual harassment procedures (AR 5145.71), as applicable, shall be used to report and resolve complaints alleging discrimination against intersex, nonbinary, transgender, and gender-nonconforming students.

Examples of bases for complaints include, but are not limited to, the above list, as well as improper rejection by the TVROP of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's gender identity, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that intersex, nonbinary, transgender, and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the TVROP shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. Right to privacy: A student's intersex, nonbinary, transgender, or gender-nonconforming status is the student's private information. The TVROP shall develop strategies to prevent unauthorized disclosure of students' private information. Such strategies may include, but are not limited to, collecting or maintaining information about student gender only when relevant to the educational program or activity, protecting or revealing a student's gender identity as necessary to protect the health or safety of the student, and keeping a student's unofficial record separate from the official record.

   The TVROP shall only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the TVROP has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. In any case, the TVROP shall only allow disclosure of a student's personally identifiable information to employees with a legitimate educational interest as determined by the TVROP pursuant to 34 CFR 99.31. Any TVROP employee to whom a student's intersex, nonbinary, transgender, or gender-nonconforming status is disclosed shall keep the student's information confidential. When disclosure of a student's gender identity is made to a TVROP employee by a student, the employee shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless the employee is required to disclose or report the student's information pursuant to this administrative regulation, and shall inform the student that honoring the student's request may limit the TVROP's ability to meet the student's needs related to the student's status as an intersex, nonbinary, transgender, or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

   As appropriate given the student's need for support, the compliance officer may discuss with the student any need to disclose the student's intersex, nonbinary, transgender, or gender-nonconformity status or gender identity or gender expression to the student's parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The TVROP shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

2. Determining a Student's Gender Identity: The compliance officer shall accept the student's assertion of gender identity and begin to treat the student consistent with that gender identity unless TVROP personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose.

3. Addressing a Student's Transition Needs: The compliance officer shall arrange a meeting with the student and, if appropriate, the student's parents/guardians to identify and develop strategies for ensuring that the student's access to educational programs and activities is maintained. The meeting shall discuss the intersex, nonbinary, transgender, or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to the student's status as an intersex, nonbinary, transgender, or gender-nonconforming individual, so that prompt action can be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the arrangements for the student are meeting the student's educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.

4. Accessibility to Sex-Segregated Facilities, Programs, and Activities: When the TVROP maintains sex-segregated facilities, such as restrooms and locker rooms, or offers sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs, students shall be permitted to access facilities and participate in programs and activities consistent with their gender identity. To address any student's privacy concerns in using sex-segregated facilities, the TVROP shall offer available options such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, or use of the locker room before or after the other students. However, the TVROP shall not require a student to utilize these options because the student is intersex, nonbinary, transgender, or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with the student's gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with the student's gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

5. Member Districts' Student Records: Upon each student’s enrollment, the member district is required to maintain a mandatory permanent student record (official record) that includes the student’s gender and legal name.

   A student's legal name as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed with proper documentation. A student’s gender as entered on the student’s official record required pursuant to 5 CCR 432 shall only be changed with written authorization of a parent/guardian having legal custody of the student. (Education Code 49061)

   However, when proper documentation or authorization, as applicable, is not submitted with a request to change a student’s legal name or gender, any change to the student’s record shall be limited to the student’s unofficial records such as attendance sheets, report cards, and school identification.

6. Names and Pronouns: If a student so chooses, TVROP personnel shall be required to address the student by a name and the pronoun(s) consistent with the student's gender identity, without the necessity of a court order or a change to the student's official TVROP record. However, inadvertent slips or honest mistakes by TVROP personnel in the use of the student's name and/or consistent pronouns will, in general, not constitute a violation of this administrative regulation or the accompanying TVROP policy.

7. Uniforms/Dress Code: A student has the right to dress in a manner consistent with the student's gender identity, subject to any dress code adopted on a school site.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 432	Student records

State	Description
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 17585	School modernization project; all-gender restroom
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 33353	California Interscholastic Federation; standardized incident form
Ed. Code 35292.5	School restrooms; all-gender restrooms
Ed. Code 48900.3	Suspension or expulsion for act of hate violence
Ed. Code 48900.4	Suspension or expulsion for harassment, threats, or intimidation
Ed. Code 48900.5	Suspension; other means of correction
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49020-49023	Athletic programs
Ed. Code 49060-49079	Student records
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500	Prohibited instruction or activity
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12926	Prohibition of discrimination; definitions
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment

Federal	Description
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 104.8	Notice of Nondiscrimination on the Basis of Handicap
34 CFR 106.1-106.82	Discrimination on the basis of sex; effectuating Title IX
34 CFR 106.30	Discrimination on the basis of sex; definitions
34 CFR 110.25	Prohibition of discrimination based on age
34 CFR 99.31	Disclosure of personally identifiable information
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000e-17	Title VI and Title VII Civil Rights Act of 1964, as amended

Federal	Description
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975

Management Resources	Description
CA Office of the Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, December 2024
California Department of Education Publication	Protection for LGBTQ+ Students: AB 1955
Court Decision	Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Students for Fair Admissions v. Harvard (2024) 600 U.S. 181
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	McDonnell Douglas Corp v. Green (1973) 411 U.S. 792
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
CSBA Publication	Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, April 29, 2024, Vol. 89, No. 83, pages 33474-33896
U.S DOE, Office for Civil Rights Publication	Resolution Agreement Between the Arcadia USD, US Dept of Ed, OCR, & the US DOJ, CRD (2013) OCR 09-12-1020, DOJ 169-12C-70
U.S. Department of Education Publication	Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973, July 2022
U.S. Department of Education Publication	Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, May 2023
U.S. DOE, Office for Civil Rights Publication	Frequently Asked Questions About Racial Preferences and Stereotypes Under Title VI of the Civil Rights Act, February 28, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Title VI of the Civil Rights Act in Light of Students For Fair Admissions v. Harvard, February 14, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Addressing Discrimination Against Jewish Students, May 2023
Website	CSBA District and County Office of Education Legal Services

Management Resources	Description
Website	First Amendment Center
Website	California Interscholastic Federation
Website	California Office of the Attorney General
Website	California Safe Schools Coalition
Website	CSBA
Website	California Department of Education
Website	U.S. Department of Education, Office for Civil Rights

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
0415	Equity
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E(2)	Employee Use Of Technology
4112.6	Personnel Files
4112.9	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment

Cross References	Description
4119.11	Sexual Harassment
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.6	Personnel Files
4212.9	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development
4312.6	Personnel Files
4312.9	Employee Notifications
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4331	Staff Development
5000	Concepts And Roles
5111	Admission
5113.1	Chronic Absence And Truancy
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5132	Dress And Grooming
5137	Positive School Climate
5141.22	Infectious Diseases
5141.22	Infectious Diseases

Cross References	Description
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.12	Search And Seizure
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6144	Controversial Issues
6145	Extracurricular And Cocurricular Activities
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology - Agreement

Policy 5145.7: Sexual Harassment

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at program-sponsored or program-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The Tri-Valley ROP strongly encourages students who feel that they are being or have been sexually harassed on program grounds or at a program-sponsored or program-related activity by another student or an adult, or who have experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact their teacher, the administrator, the TVROP's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint or allegation is addressed through AR 5145.71 - Title IX Sexual Harassment Complaint Procedures or BP/AR 1312.3 - Uniform Complaint Procedures, as applicable. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 5145.71 concurrently meets the requirements of BP/AR 1312.3.

The Title IX Coordinator shall offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.

The Superintendent or designee shall inform students and parents/guardians of the TVROP's sexual harassment policy by disseminating it through parent/guardian notifications, publishing it on the TVROP's web site, and including it in student and staff handbooks. All TVROP staff shall be trained regarding the policy.

Instruction/Information

The Superintendent or designee shall ensure that all TVROP students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence

2. A clear message that students do not have to endure sexual harassment under any circumstance

3. Encouragement to report observed incidents of sexual harassment even when the alleged victim of the harassment has not complained

4. A clear message that student safety is the TVROP's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved

5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and action shall be taken to respond to harassment, prevent recurrence, and address any continuing effect on students

6. Information about the TVROP's procedures for investigating complaints and the person(s) to whom a report of sexual harassment should be made

7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the TVROP investigation of a sexual harassment complaint continues

8. A clear message that, when needed, the TVROP will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during

an investigation

Disciplinary Actions

Upon completion of an investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to Member Districts' disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

Upon completion of an investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall be subject to disciplinary action, up to and including dismissal, in accordance with law. -

Record-Keeping

In accordance with law , including in accordance with Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures, and TVROP policies and regulations, the Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the TVROP to monitor, address, and prevent repetitive harassing behavior in TVROP programs.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 432	Student records
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Civ. Code 51.9	Liability for sexual harassment; business, service and professional relationships
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 220.1	Prohibition of retaliation related to educational equity
Ed. Code 220.3	No requirement to disclose information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 220.5	Prohibition of policies requiring disclosure of information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 35292.5	School restrooms; all-gender restrooms
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 48900.2	Additional grounds for suspension or expulsion; sexual harassment
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49060-49079	Student records
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12950.1	Sexual harassment training

Federal	Description
20 USC 1092	Definition of sexual assault
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974

Federal	Description
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities
34 CFR 99.1-99.67	Family Educational Rights and Privacy
34 USC 12291	Definition of dating violence, domestic violence, and stalking
42 USC 1983	Civil action for deprivation of rights
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended

Management Resources	Description
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Davis v. Monroe County Board of Education (1999) 526 U.S. 629
Court Decision	Doe v. Petaluma City School District (1995, 9th Cir.) 54 F.3d 1447
Court Decision	Gebser v. Lago Vista Independent School District (1998) 524 U.S. 274
Court Decision	Oona by Kate S. v. McCaffrey (1998, 9th Cir.) 143 F.3d 473
Court Decision	Reese v. Jefferson School District (2001, 9th Cir.) 208 F.3d 736
Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
CSBA Publication	Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1313	Civility
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3530	Risk Management/Insurance
3530	Risk Management/Insurance

Cross References	Description
3580	District Records
3580	District Records
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4119.24	Maintaining Appropriate Adult-Student Interactions
4131	Staff Development
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.24	Maintaining Appropriate Adult-Student Interactions
4231	Staff Development
4317.7	Employment Status Reports
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.24	Maintaining Appropriate Adult-Student Interactions
5125	Student Records
5125	Student Records
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5132	Dress And Grooming
5137	Positive School Climate
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.3	Nondiscrimination/Harassment

Cross References	Description
5145.3	Nondiscrimination/Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6145	Extracurricular And Cocurricular Activities
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology - Agreement

Regulation 5145.7: Sexual Harassment

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Definitions

Sexual harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of one, or a combination of two or more protected characteristics, which include, but may not be limited to, sex; gender; gender identity; gender expression; sexual orientation; sex stereotypes; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status. (Education Code 200, 210.2, 220, 221.51, 230, 260; Government Code 11135; 20 USC 1681-1688)

Sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting, under any of the following conditions: (Education Code 212.5; 5 CCR 4916)

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.

2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.

3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.

4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any Tri- Valley ROP program or activity.

Any prohibited conduct that occurs off campus or outside of program-related or program sponsored programs or activities will be regarded as sexual harassment in violation of TVROP policy if it has a continuing effect on or creates a hostile program environment for the complainant or victim of the conduct.

For purposes of applying the complaint procedures specified in Title IX of the Education Amendments of 1972, sexual harassment is defined as any of the following forms of conduct that occurs in an education program or activity in which a TVROP school exercises substantial control over the context and respondent: (34 CFR 106.30, 106.44)

1. A TVROP employee conditioning the provision of a TVROP aid, benefit, or service on the student's participation in unwelcome sexual conduct

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the TVROP's education program or activity

3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291

Examples of Sexual Harassment

Examples of types of conduct which are prohibited in the TVROP and which may constitute sexual harassment under state and/or federal law, in accordance with the definitions above, include, but are not limited to:

1. Unwelcome leering, sexual flirtations, or propositions

2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions

3. Graphic verbal comments about an individual's body or overly personal conversation

4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature

5. Spreading sexual rumors

6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class

7. Massaging, grabbing, fondling, stroking, or brushing the body

8. Touching an individual's body or clothes in a sexual way

9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex

10. Displaying sexually suggestive objects

11. Sexual assault, sexual battery, or sexual coercion

12. Electronic communications containing comments, words, or images described above

Title IX Coordinator/Compliance Officer

The TVROP designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures, as well as to oversee investigate, and/or resolve sexual harassment complaints processed under AR 1312.3 - Uniform Complaint Procedures. The Title IX Coordinator(s) may be contacted at:

Superintendent
1040 Florence Road
Livermore, CA 94550
925-488-4500
humanresources@tvrop.org

Notifications

The Superintendent or designee shall notify students and parents/guardians that the TVROP does not discriminate on the basis of sex as required by Title IX and that inquiries about the application of Title IX to the TVROP may be referred to the TVROP's Title IX Coordinator and/or to the Assistant Secretary for Civil Rights, U.S. Department of Education. (34 CFR 106.8)

The TVROP shall notify students and parents/guardians of the name or title, office address, email address, and telephone number of the TVROP's Title IX Coordinator. (34 CFR 106.8)

A copy of the TVROP's sexual harassment policy and regulation shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code 48980; 5 CCR 4917)

2. Be displayed in a prominent location in the main administrative building or other area where notices of TVROP rules, regulations, procedures, and standards of conduct are posted (Education Code 231.5)

3. Be summarized on a poster which shall be prominently and conspicuously displayed in each bathroom and locker room at each school. The poster may be displayed in public areas that are accessible to and frequented by students, including, but not limited to, classrooms, hallways, gymnasiums, auditoriums, and cafeterias. The poster shall display the rules and procedures for reporting a charge of sexual harassment; the name, phone number, and email address of an appropriate school employee to contact to report a charge of sexual harassment; the rights of the reporting student, the complainant, and the respondent; and the responsibilities of the school. (Education Code 231.6)

4. Be posted, along with the name or title and contact information of the Title IX Coordinator, in a prominent location on the TVROP's web site in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6; 34 CFR 106.8)

5. Be provided as part of any orientation program conducted for new and continuing students at the beginning of each quarter, semester, or summer session (Education Code 231.5)

6. Appear in any school or TVROP publication that sets forth the school's or TVROP's comprehensive rules,

regulations, procedures, and standards of conduct (Education Code 231.5)

7. Be included, along with the name or title and contact information of the Title IX Coordinator, in any handbook provided to students or parents/guardians (34 CFR 106.8)

The Superintendent or designee shall also post the definition of sex discrimination and harassment as described in Education Code 230, including the rights set forth in Education Code 221.8, in a prominent location on the TVROP's web site in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6)

Reporting Complaints

A student or parent/guardian who believes that the student has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to a teacher, the administrator, the TVROP's Title IX Coordinator, or any other available school employee. Within one school day of receiving such a report, the administrator or other program employee shall forward the report to the TVROP's Title IX Coordinator. Any program employee who observes an incident of sexual harassment involving a student shall, within one school day, report the observation to the principal or Title IX Coordinator. The report shall be made regardless of whether the alleged victim files a formal complaint or requests confidentiality.

When a report or complaint of sexual harassment involves off-campus conduct, the Title IX Coordinator shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If the Title IX Coordinator determines that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the Title IX Coordinator shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with applicable TVROP complaint procedures.

Complaint Procedures

All complaints and allegations of sexual harassment by and against students shall be investigated and resolved in accordance with law and TVROP procedures. The Title IX Coordinator shall review the allegations to determine the applicable procedure for responding to the complaint. All complaints that meet the definition of sexual harassment under Title IX shall be investigated and resolved in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Other sexual harassment complaints shall be investigated and resolved pursuant to BP/AR 1312.3 - Uniform Complaint Procedures.

If sexual harassment is found following an investigation, the Title IX Coordinator, or designee in consultation with the Coordinator, shall take prompt action to stop the sexual harassment, prevent recurrence, implement remedies, and address any continuing effects.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 432	Student records
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Civ. Code 51.9	Liability for sexual harassment; business, service and professional relationships
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 220.1	Prohibition of retaliation related to educational equity
Ed. Code 220.3	No requirement to disclose information related to student's sexual orientation, gender identity, or gender expression

State	Description
Ed. Code 220.5	Prohibition of policies requiring disclosure of information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 35292.5	School restrooms; all-gender restrooms
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 48900.2	Additional grounds for suspension or expulsion; sexual harassment
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49060-49079	Student records
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12950.1	Sexual harassment training

Federal	Description
20 USC 1092	Definition of sexual assault
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities
34 CFR 99.1-99.67	Family Educational Rights and Privacy
34 USC 12291	Definition of dating violence, domestic violence, and stalking
42 USC 1983	Civil action for deprivation of rights
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended

Management Resources	Description
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Davis v. Monroe County Board of Education (1999) 526 U.S. 629
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Court Decision	Gebser v. Lago Vista Independent School District (1998) 524 U.S. 274
Court Decision	Oona by Kate S. v. McCaffrey (1998, 9th Cir.) 143 F.3d 473
Court Decision	Reese v. Jefferson School District (2001, 9th Cir.) 208 F.3d 736
Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
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U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA

Management Resources	Description
Website	U.S. Department of Education, Office for Civil Rights

Cross References	Description
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1114	District-Sponsored Social Media
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1312.1	Complaints Concerning District Employees
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1312.3	Uniform Complaint Procedures
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3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3580	District Records
3580	District Records
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment
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4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.24	Maintaining Appropriate Adult-Student Interactions
5125	Student Records

Cross References	Description
5125	Student Records
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5132	Dress And Grooming
5137	Positive School Climate
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6145	Extracurricular And Cocurricular Activities
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology - Agreement

Regulation 5145.71: Title IX Sexual Harassment Complaint Procedures **Status:** DRAFT

Original Adopted Date: 06/12/2024 | **Last Reviewed Date:** 06/12/2024

The complaint procedures described in this administrative regulation shall be used to address any complaint governed by Title IX of the Education Amendments of 1972 alleging that a student, while in an education program or activity in which a Tri-Valley ROP program exercises substantial control over the context and respondent, was subjected to one or more of the following forms of sexual harassment: (34 CFR 106.30, 106.44)

1. A TVROP employee conditioning the provision of a TVROP aid, benefit, or service on the student's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the TVROP's education program or activity
3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291

For a complaint governed by Title IX based on conduct that occurred, in whole or in part, between August 1, 2024 and January 9, 2025, or prior to August 14, 2020, the Title IX Coordinator shall consult with district legal counsel to determine which procedures to use.

All other sexual harassment complaints or allegations brought by or on behalf of students shall be investigated and resolved in accordance with BP/AR 1312.3 - Uniform Complaint Procedures. The determination of whether the allegations meet the definition of sexual harassment under Title IX shall be made by the TVROP's Title IX Coordinator.

Because the complainant has a right to pursue a complaint under BP/AR 1312.3 for any allegation that is dismissed or denied under the Title IX complaint procedure, the Title IX Coordinator shall ensure that all requirements and timelines for BP/AR 1312.3 are concurrently met while implementing the Title IX procedure.

Basic Requirements

When implementing Title IX grievance procedures, the district shall: (34 CFR 106.45)

1. Treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent and by following a grievance process in accordance with 34 CFR 106.45 before the imposition of any disciplinary sanctions or other actions that are not supportive measures, as defined in 34 CFR 106.30, against a respondent

   Remedies following a determination of responsibility for sexual harassment shall be designed to restore or preserve equal access to the district's education program or activity, and shall be provided in accordance with "Remedies," below.
2. Require an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence, and provide that credibility determination may not be based on a person's status as complainant, respondent, or witness
3. Ensure that the Title IX Coordinator, investigator, decisionmaker, or any person that facilitates an informal resolution process, does not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent, and that such individuals receive training in accordance with 34 CFR 106.45
4. Presume that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process
5. Include reasonably prompt timeframes for the conclusion of the grievance process, including reasonably prompt timeframes for filing and resolving appeals, and informal resolution processes if appropriate and offered by the district

   The district's procedures shall also include a process that allows for the temporary delay of the grievance procedures or the limited extension of timeframes for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.
6. Describe the range of, or list, the possible disciplinary sanctions and remedies that the district may implement following any determination of responsibility
7. State whether the standard of evidence to be used to determine responsibility is the preponderance of the evidence standard or the clear and convincing evidence standard, and apply the same standard of evidence to formal complaints against students and employees and to all formal complaints of sexual harassment
8. Include the procedures and permissible bases for the complainant and respondent to appeal
9. Describe the range of supportive measures available to complainants and respondents
10. Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege

Additionally, the district shall not disclose the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the Family Educational Rights and Privacy Act statute or regulations, as required by law, or to carry out the purposes of Title IX, including the conduct of any investigation, hearing, or judicial proceeding arising under Title IX. (34 CFR 106.30, 106.71)

Reporting Allegations/Filing a Formal Complaint

A student who is the alleged victim of sexual harassment or the student's parent/guardian may submit a report of sexual harassment to the TVROP's Title IX Coordinator using the contact information listed in AR 5145.7 - Sexual Harassment or to any other available school employee, who shall forward the report to the Title IX Coordinator within one day of receiving the report.

Upon receiving such a report, the Title IX Coordinator shall inform the complainant of the right to file a formal complaint and the process for filing a formal complaint. (34 CFR 106.44)

A formal complaint, with the complainant's physical or digital signature, may be filed with the Title IX Coordinator in person, by mail, by email, or by any other method authorized by the TVROP. (34 CFR 106.30)

Even if the alleged victim chooses not to file a formal complaint, the Title IX Coordinator shall file a formal complaint in situations when a safety threat exists. In addition, the Title IX Coordinator may file a formal complaint in other situations as permitted under the Title IX regulations, including as part of the TVROP's obligation to not be deliberately indifferent to known allegations of sexual harassment. In such cases, the Title IX Coordinator shall provide the alleged victim notices as required by the Title IX regulations at specific points in the complaint process.

The Title IX Coordinator, investigator, decision-maker, or a facilitator of an informal resolution process shall not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. Such persons shall receive training in accordance with 34 CFR 106.45. (34 CFR 106.45)

Supportive Measures

Upon receipt of a report of Title IX sexual harassment, the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures and shall consider the complainant's wishes with respect to the supportive measures implemented. Supportive measures shall be offered as appropriate, as reasonably available, and without charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures shall be nondisciplinary, nonpunitive, and designed to restore or preserve equal access to the TVROP's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the TVROP's educational environment or to deter sexual harassment. Supportive measures may include, but are not limited to, counseling, course-related adjustments, modifications of class schedules, mutual restrictions on contact, increased security, and monitoring of certain areas of the campus. (34 CFR 106.30, 106.44)

The TVROP shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the TVROP's ability to provide the supportive measures. (34 CFR 106.30)

Emergency Removal from School

A student shall not be disciplined for alleged sexual harassment under Title IX until the investigation has been completed. However, on an emergency basis, the Member district may remove a student from the TVROP's education program or activity, provided that the TVROP conducts an individualized safety and risk analysis, determines that removal is justified due to an immediate threat to the physical health or safety of any student or other individual arising from the allegations, and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)

If a TVROP employee is the respondent, the employee may be placed on administrative leave during the pendency of the formal complaint process. (34 CFR 106.44)

Dismissal of Complaint

The Title IX Coordinator shall dismiss a formal complaint if the alleged conduct would not constitute sexual harassment as defined in 34 CFR 106.30 even if proved. The Title IX Coordinator shall also dismiss any complaint in which the alleged conduct did not occur in the TVROP's education program or activity or did not occur against a person in the United States, and may dismiss a formal complaint if the complainant notifies the TVROP in writing that the complainant would like to withdraw the complaint or any allegations in the complaint, the respondent is no longer enrolled or employed by the TVROP, or sufficient circumstances prevent the TVROP from gathering evidence sufficient to reach a determination with regard to the complaint. (34 CFR 106.45)

Upon dismissal, the Title IX Coordinator shall promptly send written notice of the dismissal and the reasons for the dismissal simultaneously to the parties, and shall inform them of their right to appeal the dismissal of a formal complaint or any allegation in the complaint in accordance with the appeal procedures described in the section "Appeals" below. (34 CFR 106.45)

If a complaint is dismissed, the conduct may still be addressed pursuant to BP/AR 1312.3 - Uniform Complaint Procedures as applicable.

Informal Resolution Process

When a formal complaint of sexual harassment is filed, the TVROP may offer an informal resolution process, such as mediation, at any time prior to reaching a determination regarding responsibility. The TVROP shall not require a party to participate in the informal resolution process or to waive the right to an investigation and adjudication of a formal complaint. (34 CFR 106.45)

The TVROP may facilitate an informal resolution process provided that the TVROP: (34 CFR 106.45)

1. Provides the parties with written notice disclosing the allegations, the requirements of the informal resolution process, the right to withdraw from the informal process and resume the formal complaint process, and any consequences resulting from participating in the informal resolution process, including that records will be maintained or could be shared.

2. Obtains the parties' voluntary, written consent to the informal resolution process

3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student

Written Notice

If a formal complaint is filed, the Title IX Coordinator shall provide the known parties with written notice of the following: (34 CFR 106.45)

1. The TVROP's complaint process, including any informal resolution process

2. The allegations potentially constituting sexual harassment with sufficient details known at the time, including the identity of parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident if known. Such notice shall be provided with sufficient time for the parties to prepare a response before any initial interview.

   If, during the course of the investigation, new Title IX allegations arise about the complainant or respondent that are not included in the initial notice, the Title IX Coordinator shall provide notice of the additional allegations to the parties.

3. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the complaint process

4. The opportunity for the parties to have an advisor of their choice who may be, but is not required to be, an attorney, and the ability to inspect and review evidence

5. The prohibition against knowingly making false statements or knowingly submitting false information during the complaint process

The above notice shall also include the name of the investigator, facilitator of an informal process, and decision-maker and shall inform the parties that, if at any time a party has concerns regarding conflict of interest or bias regarding any of these persons, the party should immediately notify the Title IX Coordinator.

Investigation Procedures

During the investigation process, the TVROP's designated investigator shall: (34 CFR 106.45)

1. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence
2. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence
3. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney
4. Not limit the choice or presence of an advisor for either the complainant or respondent in any meeting or grievance proceeding, although the TVROP may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to both parties
5. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all investigative interviews or other meetings, with sufficient time for the party to prepare to participate
6. Send in an electronic format or hard copy to both parties and their advisors, if any, the evidence obtained as part of the investigation that is directly related to the allegations raised in the complaint, and provide the parties at least 10 days to submit a written response for the investigator to consider prior to the completion of the investigative report
7. Objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence, and determine credibility in a manner that is not based on a person's status as a complainant, respondent, or witness
8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 days prior to the determination of responsibility, send to the parties and their advisors, if any, the investigative report in an electronic format or a hard copy, for their review and written response

Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence are offered to prove that someone other than the respondent committed the conduct alleged by the complainant or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. (34 CFR 106.45)

Privacy rights of all parties to the complaint shall be maintained in accordance with applicable state and federal laws.

If the complaint is against an employee, rights conferred under an applicable collective bargaining agreement shall be applied to the extent they do not conflict with the Title IX requirements.

Written Decision

The Superintendent shall designate an employee as the decision-maker to determine responsibility for the alleged conduct, who shall not be the Title IX Coordinator or a person involved in the investigation of the matter. (34 CFR 106.45)

After the investigative report has been sent to the parties but before reaching a determination regarding responsibility, the decision-maker shall afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party

The decision-maker shall issue, and simultaneously provide to both parties, a written decision as to whether the respondent is responsible for the alleged conduct. (34 CFR 106.45)

The written decision shall be issued within 60 calendar days of the receipt of the complaint.

The timeline may be temporarily extended for good cause with written notice to the complainant and respondent of the extension and the reasons for the action. (34 CFR 106.45)

In making this determination, the decision-maker shall use the "preponderance of the evidence" standard for all formal complaints of sexual harassment. The same standard of evidence shall be used for formal complaints against students as for complaints against employees. (34 CFR 106.45)

The written decision shall include the following: (34 CFR 106.45)

1. Identification of the allegations potentially constituting sexual harassment as defined in 34 CFR 106.30
2. A description of the procedural steps taken from receipt of the formal complaint through the written decision, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held if the TVROP includes hearings as part of the grievance process
3. Findings of fact supporting the determination
4. Conclusions regarding the application of the TVROP's code of conduct or policies to the facts
5. A statement of, and rationale for, the result as to each allegation, including a decision regarding responsibility, any disciplinary sanctions the TVROP imposes on the respondent, and whether remedies designed to restore or preserve equal access to the TVROP's educational program or activity will be provided by the TVROP to the complainant
6. The TVROP's procedures and permissible bases for the complainant and respondent to appeal

Appeals

Either party may appeal the TVROP's decision or dismissal of a formal complaint or any allegation in the complaint, if the party believes that a procedural irregularity affected the outcome, new evidence is available that could affect the outcome, or a conflict of interest or bias by the Title IX Coordinator, investigator(s), or decision-maker(s) affected the outcome. If an appeal is filed, the TVROP shall: (34 CFR 106.45)

1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties

2. Ensure that the decision-maker(s) for the appeal is trained in accordance with 34 CFR 106.45 and is not the same decision-maker(s) who reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator

3. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome

4. Issue a written decision describing the result of the appeal and the rationale for the result

5. Provide the written decision simultaneously to both parties

An appeal must be filed in writing within 10 calendar days of receiving the notice of the decision or dismissal, stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and shall not be considered.

A written decision shall be provided to the parties within 20 calendar days from the receipt of the appeal.

The TVROP's decision may be appealed to the California Department of Education within 30 days of the written decision in accordance with BP/AR 1312.3.

Either party has the right to file a complaint with the U.S. Department of Education's Office for Civil Rights within 180 days of the date of the most recently alleged misconduct.

The complainant shall be advised of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal antidiscrimination laws, if applicable.

Remedies

When a determination of responsibility for sexual harassment has been made against the respondent, the TVROP shall provide remedies to the complainant. Such remedies may include the same individualized services described above in the section "Supportive Measures," but need not be nondisciplinary or nonpunitive and need not avoid burdening the respondent. (34 CFR 106.45)

Corrective/Disciplinary Actions

The TVROP shall not impose any disciplinary sanctions or other actions against a respondent, other than supportive measures as described above in the section "Supportive Measures," until the complaint procedure has been completed and a determination of responsibility has been made. (34 CFR 106.44)

For students in grades 4-12, Member district discipline for sexual harassment may include suspension and/or expulsion. After the completion of the complaint procedure, if it is determined that a student at any grade level has committed sexual assault or sexual battery at school or at a school activity off school grounds, the principal or Superintendent shall immediately suspend the student and shall recommend expulsion. (Education Code 48900.2, 48915)

Other actions that may be taken with a student who is determined to be responsible for sexual harassment include, but are not limited to:

1. Transfer from a class or school as permitted by law

2. Parent/guardian conference

3. Education of the student regarding the impact of the conduct on others

4. Positive behavior support

5. Referral of the student to a student success team

6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law

When an employee is found to have committed sexual harassment or retaliation, the TVROP shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

Record-Keeping

The Superintendent or designee shall maintain, for a period of seven years: (34 CFR 106.45)

1. A record of all reported cases and Title IX investigations of sexual harassment, any determinations of responsibility, any audio or audiovisual recording and transcript if applicable, any disciplinary sanctions imposed, any remedies provided to the complainant, and any appeal or informal resolution and the results therefrom

2. A record of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment, including the TVROP's basis for its conclusion that its response was not deliberately indifferent, the measures taken that were designed to restore or preserve equal access to the education program or activity, and, if no supportive measures were provided to the complainant, the reasons that such a response was not unreasonable in light of the known circumstances

3. All materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process. The TVROP shall make such training materials publicly available on its web site, or if the TVROP does not maintain a web site, available upon request by members of the public.

For complaints containing allegations of childhood sexual assault, the Superintendent or designee shall also indefinitely maintain the following: (Code of Civil Proced

1. A record of the allegation(s)

2. A record of the investigation procedures followed

3. A record of the written determination

4. A record of the corrective action implemented, if any

5. A record of any appeals and the outcome of the same

6. All training materials addressing the prohibition and investigation of childhood sexual assault

Additionally, the Superintendent or designee shall indefinitely maintain a record of insurance which evidences the district's coverage for acts of sexual assault.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Civ. Code 51.9	Liability for sexual harassment; business, service and professional relationships
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 48900.2	Additional grounds for suspension or expulsion; sexual harassment
Ed. Code 48985	Notices to parents/guardians in language other than English
Gov. Code 12950.1	Sexual harassment training

Federal	Description
20 USC 1092	Definition of sexual assault
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities
34 CFR 99.1-99.67	Family Educational Rights and Privacy
34 USC 12291	Definition of dating violence, domestic violence, and stalking
42 USC 1983	Civil action for deprivation of rights
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended

Management Resources	Description
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Gebser v. Lago Vista Independent School District (1998) 524 U.S. 274
Court Decision	Oona by Kate S. v. McCaffrey (1998, 9th Cir.) 143 F.3d 473
Court Decision	Reese v. Jefferson School District (2001, 9th Cir.) 208 F.3d 736
Court Decision	Davis v. Monroe County Board of Education (1999) 526 U.S. 629
Court Decision	Doe v. Petaluma City School District (1995, 9th Cir.) 54 F.3d 1447
Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOJ, FBI Publication	National Incident-Based Reporting System
Website	U.S. Department of Justice, Federal Bureau of Investigation
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1313	Civility
3580	District Records
3580	District Records
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment

Cross References	Description
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4131	Staff Development
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4317.7	Employment Status Reports
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.9	Hate-Motivated Behavior
6145	Extracurricular And Cocurricular Activities

Bylaw 9011: Disclosure Of Confidential/Privileged Information

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board recognizes the importance of maintaining the confidentiality of information acquired as part of a Board member's official duties. ~~Confidential/privileged information shall be released only to the extent authorized by law.~~

A Board member shall not disclose confidential information to any person, except as authorized by law, this Bylaw or other Board bylaws or policies, or the Board.

Confidential information means any information that is prohibited from disclosure by law, this Bylaw or other Board bylaws or policies, or by the Board at the time disclosed and is not a public record subject to disclosure under the California Public Records Act (CPRA). Confidential information includes, but is not limited to, any of the following:

1. Information acquired by being present in a closed session that is specifically related to the basis for the Board to meet lawfully in closed session (Government Code 54963)
2. Information acquired in anticipation of a closed session, or as follow-up to a closed session, that is specifically related to the basis for the Board to meet lawfully in closed session
3. Information contained in communications provided to Board members from the district's attorney
4. Information deemed confidential by the Board

Confidential information does not include information that is already publicly disclosed, provided that the initial disclosure did not violate law, this Bylaw, or other Board bylaws or policies.

It is a misdemeanor for any Board member to willfully and knowingly use or disclose for pecuniary gain any information acquired in the course of the Board member's official duties where all of the following conditions are met: (Government Code 1098)

1. The information is not a public record subject to disclosure under the CPRA
2. The information is prohibited from disclosure by law, this Bylaw, or other Board bylaws or policies
3. The information will have, or could reasonably be expected to have, a material financial effect on the Board member if used or disclosed

If a Board member threatens to disclose or does disclose confidential information, the Board may pursue or enact one or more of the following actions as it deems appropriate: (Government Code 54963)

1. Injunctive relief to prevent disclosure
2. Referral to the grand jury
3. Censure or other disciplinary action, provided the Board member has received training or been informed of the requirements of this Bylaw

However, the Board shall not take any action against a Board member for disclosing confidential information, nor shall the disclosure be considered a violation of this Bylaw, when the Board member does any of the following: (Government Code 1098, 54963)

1. Makes a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a Board action that has been the subject of deliberation during a closed session
2. Expresses an opinion concerning the propriety or legality of Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action

3. Discloses information to law enforcement officials or to the joint legislative audit committee when reporting on improper governmental activities in accordance with law

~~**Disclosure of Closed Session Information**A Board member shall not disclose confidential information acquired during a closed session to a person not entitled to receive such information, unless a majority of the Board has authorized its disclosure. (Government Code 54963) Confidential information means a communication made in a closed session that is specifically related to the basis for the Board to meet lawfully in closed session. (Government Code 54963) The Board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or Board policy, when the person is: (Government Code 54963)~~

1. ~~Making a confidential inquiry or complaint to a Tri-Valley ROP attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a Board action that has been the subject of deliberation during a closed session~~

2. ~~Expressing an opinion concerning the propriety or legality of Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action~~

3. ~~Disclosing information that is not confidential~~

~~**Other Disclosures** A Board member shall not disclose, for pecuniary gain, confidential information acquired in the course of his/her official duties. Confidential information includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the Board member. (Government Code 1098)Disclosures excepted from this prohibition are those made to law enforcement officials or to the joint legislative audit committee when reporting on improper governmental activities. (Government Code 1098)~~

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35146	Closed sessions regarding suspensions
Evid. Code 1040	Privilege for official information
Gov. Code 1098	Disclosure of confidential information
Gov. Code 3549.1	Meeting and negotiating in public educational employment
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 54956.8	Open meeting laws
Gov. Code 54956.9	Closed meeting for pending litigation
Gov. Code 54957	Complaints against employees; right to open session
Gov. Code 54957.1	Subsequent public report and rollcall vote; employee matters in closed session
Gov. Code 54957.5	Public records
Gov. Code 54957.6	Closed session; representatives with employee organization
Gov. Code 54957.7	Reasons for closed session
Gov. Code 54963	Unauthorized disclosure of confidential information
Gov. Code 7920.000-7930.170	California Public Records Act

Management Resources	Description
Attorney General Opinion	80 Ops.Cal.Atty.Gen. 231 (1997)
CSBA Publication	Professional Governance Standards
Website	CSBA District and County Office of Education Legal Services

Management Resources	Description
Website	CSBA

Cross References	Description
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
2120	Superintendent Recruitment And Selection
2121	Superintendent's Contract
3580	District Records
3580	District Records
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4119.23	Unauthorized Release Of Confidential/Privileged Information
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4219.23	Unauthorized Release Of Confidential/Privileged Information
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4319.23	Unauthorized Release Of Confidential/Privileged Information
5125	Student Records
5125	Student Records
9000	Role Of The Board
9005	Governance Standards
9010	Public Statements
9200	Limits Of Board Member Authority
9230	Orientation
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Bylaw 9310: Board Policies

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Definitions

Board policies are the written rules of the district. They establish the parameters by which staff, students, parents/guardians, volunteers, contractors, visitors, and others shall abide while attending or participating in district programs or activities, on district property, or otherwise within the jurisdiction of the district. Additionally, Board policies clarify the roles and responsibilities of the Governing Board and Superintendent, and communicate Board philosophy and values to students, staff, parents/guardians, and the community.

Board bylaws are specific Board policies that govern the operations of the Board and establish the rights and obligations of Board members.

Administrative regulations, which shall not be inconsistent with Board policies, are written rules that implement Board policies or prescribe the operations and administration of the district. In case of conflict between an administrative regulation and a Board policy, the Board policy, or applicable portion thereof, shall prevail.

The Governing Board shall adopt written policies to convey its expectations for actions that will be taken in the Tri-Valley ROP, clarify roles and responsibilities of the Board and Superintendent, and communicate Board philosophy and positions to students, staff, parents/guardians, and the community.

The Board shall ensure that TVROP policies align with the TVROP's vision and goals, promote student learning and achievement, provide for consistent and fair treatment of students and staff, and proactively address equity and the provision of equal access to opportunities for all students.

The Board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. Board policies are binding on the TVROP to the extent that they do not conflict with federal or state law and are consistent with the TVROP's collective bargaining agreements. No Board policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy.

Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.

The Board shall review certain policies annually, as required by Education Code 35160.5. If no revisions are deemed necessary, the Board minutes shall nevertheless indicate that the review was conducted. Other policies shall be monitored and reviewed as specified in the policy itself or as needed to reflect changes in law or TVROP circumstances.

Policy Development and Adoption Process

The TVROP's policy development process shall include the following basic steps:

1. The Board and/or Superintendent or designee shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new TVROP vision statement, new goals in the local control and accountability plan, educational research or trends, an incident that has arisen in the TVROP, or a recommendation or request from staff, a parent/guardian, or other interested person.

2. As needed, the Superintendent or designee shall gather fiscal data, staff and public input, related TVROP policies, sample policies from the California School Boards Association or other organizations or agencies, and other useful information and data to fully inform the Board about a particular issue.

3. The Board may hold discussions during a public Board meeting to gain an understanding of the issue and provide initial direction to the Superintendent or designee. The discussion may include, but not be limited to, community expectations, staff recommendations, and the expected impact of the policy on student learning and well-being, equity, governance, and the TVROP's fiscal resources and operational efficiency.

4. The Board or Superintendent may request that legal counsel review the draft policy as appropriate.

5. The Superintendent or designee shall develop and present a draft policy for a first reading at a public Board meeting. At its second reading, the Board may take action on the proposed policy. The Board may waive the second reading or may require an additional reading if necessary.

Only policies formally adopted by a majority vote of the Board shall constitute official Board policy.

The TVROP's policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or the desire to provide greater opportunities for consultation and public input.

Policies shall become effective upon Board adoption or at a future date if so designated by the Board at the time of adoption.

Board Bylaws

The governing Board shall prescribe and enforce rules for its own governance consistent with state law and regulations. (Education Code 35010)

Bylaws Board TVROP operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of Board policy.

Administrative Regulations

The Superintendent or designee shall be responsible for developing and enforcing administrative regulations for the operation of the ROP. Administrative regulations shall be consistent with law and Board policy and shall be designed to promote the achievement of ROP goals and objectives. Administrative regulations may describe specific actions to be taken, roles and responsibilities of staff, timelines, and/or other provisions. The Superintendent or designee may also develop procedures manuals, handbooks, or other guides to carry out the intent of Board policy.

When Board policies are amended, the Superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy. In case of conflict between administrative regulation and Board policy, policy shall prevail.

The Board may review and/or approve administrative regulations for the purpose of ensuring conformity with the intent of Board policy.

Monitoring and Evaluation

At any time, the Board and Superintendent or designee may determine that progress reports to the Board on the implementation and/or effectiveness of the policy should be scheduled. If so, the Board and Superintendent or designee shall agree upon a timeline and, as applicable, measures for evaluating the effectiveness of the policy in achieving its purpose.

Access to Policies

The Superintendent or designee shall ensure that all ROP employees and the public have access to an up-to-date TVROP policy manual. The policy manual shall be maintained electronically and/or by paper copy.

As necessary, the Superintendent or designee shall notify staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. He/she may determine the appropriate communication strategy depending on the issue. Policies shall be posted on the TVROP's web site when required by law.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.5	Intradistrict open enrollment

State	Description
Ed. Code 35163	Official actions, minutes and journal
Ed. Code 35164	Actions by majority vote

Management Resources	Description
Website	CSBA District and County Office of Education Legal Services
Website	CSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online), Policy Review Program, Individual D

Cross References	Description
0000	Vision
0100	Philosophy
0415	Equity
1112	Media Relations
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1340	Access To District Records
1340	Access To District Records
2000	Concepts And Roles
2210	Administrative Discretion Regarding Board Policy
4112.9	Employee Notifications
4212.9	Employee Notifications
4312.9	Employee Notifications
6000	Concepts And Roles
6141	Curriculum Development And Evaluation
6145	Extracurricular And Cocurricular Activities
9000	Role Of The Board
9005	Governance Standards
9320	Meetings And Notices
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9323.2	Actions By The Board

Bylaw 9320: Meetings And Notices

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Meetings of the Governing Board are conducted for the purpose of accomplishing Tri-Valley ROP business. In accordance with applicable open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the programs, Board meetings shall provide the opportunity for members of the public to directly address the Board. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

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

In accordance with law and as specified in Board Bylaw 9012 - Board Member Electronic Communications, a majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

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

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. Any doubt about a request for accommodation shall be resolved in favor of accessibility. Notice of the procedure for receiving and resolving such requests for accommodation shall be given in each instance in which notice of the time of a meeting is otherwise given or the agenda for the meeting is otherwise posted. (Government Code 54953, 54953.2, 54954.1, 54954.2)

Regular Meetings

Unless otherwise determined by the Board, the Board shall hold 6 regular meeting(s) each school year starting at 5:30p.m. in the months of: September, December, January, March, May, and June at TVROP 1040 Florence Rd. Livermore, CA 94550.

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

Consistent with Government Code 54957.5 and Board Bylaw 9322 - Agenda/Meeting Materials, whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose. The records shall be posted on the TVROP website at the time the materials are distributed to all or a majority of the Board if distributed outside of business hours.

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members on any topic within the subject matter jurisdiction of the Board unless otherwise prohibited by law or as specified in BB 9323.2 - Actions by the Board. (Government Code 54956)

At least 24 hours before the time of the meeting, written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the ROP's website, and, at least 24 hours before the time of the meeting, in a location freely accessible to the public. The notice shall specify the time and location of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a

written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Education Code 35144; Government Code 54956)

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

Emergency Meetings

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

The Board may meet in closed session during emergency meetings so long as two-thirds of the members present at the meeting agree or, if less than two-thirds of the members are present, by unanimous vote of the members present. (Government Code 54956.5)

The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

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

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

An *emergency* means a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board. (Government Code 54956.5)

A *dire emergency* means a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board. (Government Code 54956.5)

Adjourned/Continued Meetings

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

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

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public. The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships. Any such meeting, regardless of title or topic, shall be held as a regular or special meeting, as appropriate, and shall comply with all other requirements for regular or special meetings. (Government Code 54956)

Other Gatherings

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

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members

2. An open, publicized meeting organized by a person or organization other than the TVROP to address a topic of local community concern

3. An open and noticed meeting of another body of the TVROP

4. An open and noticed meeting of a legislative body of another local agency

5. A purely social or ceremonial occasion

6. An open and noticed meeting of a standing committee of the Board established pursuant to Board Bylaw 9130 - Board Committees, provided that the Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a Board member and any other person that are not part of a series of communications prohibited by the Brown Act are permitted. (Government Code 54952.2)

Location of Meetings

Unless the Board is holding a teleconference meeting during a proclaimed state of emergency, all meetings shall be held within TVROP boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the TVROP is a party

2. Inspect real or personal property which cannot conveniently be brought into the TVROP, provided that the topic of the meeting is limited to items directly related to the property

3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law

4. Meet in the closest meeting facility if the TVROP has no meeting facility within its boundaries or if its principal office is located outside the TVROP

5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the TVROP over which the state or federal officials have jurisdiction

6. Meet in or near a facility owned by the TVROP but located outside the TVROP, provided the meeting agenda is limited to items directly related to that facility

7. Visit the office of the TVROP's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs

8. Attend conferences on nonadversarial collective bargaining techniques

9. Interview residents of another TVROP regarding the Board's potential employment of an applicant for Superintendent of the TVROP

10. Interview a potential employee from another TVROP

All meetings, regardless of location, shall comply with the applicable notice and open meeting requirements. Additionally, no such meeting may be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, which is inaccessible to individuals with disabilities,

or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

If a fire, flood, earthquake, or other emergency renders the posted regular or special meeting location unsafe and the deadline for posting the location has passed, the meeting shall be held at a location designated by the Board Chairperson or designee, who shall so inform all news media who have requested notice of meetings pursuant to Government Code 54956 by the most rapid available means of communication.

Traditional Teleconferencing

A Board member may participate in any meeting by teleconference, which includes both audio or video/audio so long as the following conditions are met: (Government Code 54953)

1. All votes taken during the meeting are by rollcall

2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency

3. The location of the Board member participating by teleconference is open and accessible to the public during the meeting, except during closed session, such that members of the public may observe in person the Board member participating by teleconference, may hear/listen to the meeting to the same extent as the Board member participating by teleconference, and may make public comment during the same portion of the agenda as others members of the public from the same location as the Board member participating by teleconference

4. The location of the Board member participating by teleconference is noted in the agenda and the agenda is posted at the location of the Board member participating by teleconference in advance of the meeting as statutorily required based on the type of meeting

5. At least a quorum of the members is within the TVROP boundaries.

~~**Teleconferencing by Individual Board Member Due to Just Cause**~~

~~Until January 1, 2026, when there is "just cause" preventing a Board member from attending a Board meeting in person, that Board member may participate in that meeting by teleconference without: (Government Code 54953)~~

1. ~~Including the location of the Board member participating by teleconference in the agenda~~

2. ~~Making the location of the Board member participating by teleconference open and accessible to the public~~

3. ~~Posting the agenda at the location of the Board member participating by teleconference~~

~~A Board member needing to participate by teleconference for just cause shall notify the Board at the earliest possible opportunity, including at the start of a regular meeting, of the need to do so and include a general description of the circumstances relating to the need to appear by teleconference at the given meeting. (Government Code 54953)~~

~~For the Board member to participate by teleconference under this section, all of the following are required: (Government Code 54953)~~

1. ~~All votes taken during the meeting are by rollcall~~

2. ~~At least a quorum of the Board participates in person from a singular physical location clearly identified on the agenda~~

3. ~~The Board member participating by teleconference utilizes both audio and visual technology to participate in the meeting~~

4. ~~The Board member participating by teleconference publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual~~

5. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person

   The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the TVROP

6. The agenda for the meeting includes information describing how members of the public can access the platform or service

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the meeting may continue but the Board may not take action on any agenda item until the disruption is resolved. (Government Code 54953)

A Board member shall be permitted to participate by teleconference for just cause for no more than two meetings per calendar year. (Government Code 54953)

For purposes of this section, "just cause" may exist for any of the following: (Government Code 54953)

1. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a Board member to participate remotely

2. A contagious illness prevents a Board member from attending in person

3. A Board member has a need related to a physical or mental disability not otherwise reasonably accommodated

4. A Board member is traveling while on official business of the Board or another state or local agency

Teleconferencing by Individual Board Member Due to Emergency Circumstances

Until January 1, 2026, when a physical or family medical emergency would prevent a Board member from attending a Board meeting in person, that Board member may request to participate in such meeting by teleconference. The Board member requesting to appear remotely shall submit the request as soon as possible and include a concise general description of the emergency that necessitated the request. The Board member shall not be required to disclose any disability, medical diagnosis, or personal medical information exempt under existing law. (Government Code 54953)

If the request is received timely, it shall be added to the agenda as the first item of business at the meeting, even before any closed session items. If the request is not received timely, it shall be taken up by the Board before the first item of business at the meeting. The request shall only be granted upon a vote by the majority of the Board. (Government Code 54953, 54954.2)

If the request is granted by the Board, the Board member may participate by teleconference without: (Government Code 54953)

1. Including the location of the Board member participating by teleconference in the agenda

2. Making the location of the Board member participating by teleconference open and accessible to the public

3. Posting the agenda at the location of the Board member participating by teleconference

For the Board member to participate by teleconference due to emergency circumstances, all of the following are required: (Government Code 54953)

1. All votes taken during the meeting are by rollcall

2. At least a quorum of the Board participates in person from a singular physical location clearly identified on the agenda

3. The Board member participating by teleconference utilizes both audio and visual technology to participate in the meeting

4. The Board member participating by teleconference publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual

5. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person

   The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the TVROP

6. The agenda for the meeting includes information describing how members of the public can access the platform or service

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the meeting may continue but the Board shall not take action on any agenda item until the disruption is resolved. (Government Code 54953)

In total, a Board member may not participate by teleconference due to emergency circumstances alone, or together with teleconference due to just cause, as specified above, for more than 20 percent of the Board's regular meetings or for more than three consecutive months. If the Board meets less than 10 times in a calendar year, a Board member may not appear remotely due to emergency circumstances for more than two meetings. (Government Code 54953)

Teleconference Meetings During a Proclaimed State of Emergency

The Board may conduct a Board meeting entirely by teleconference during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. For the purpose of determining whether meeting in person would present imminent risks to the health or safety of attendees due to the emergency

2. When the Board has been determined, pursuant to Item #1 above, that meeting in person would present imminent risks to the health or safety of attendees due to the emergency

The Board may hold a meeting by teleconference during a proclaimed state of emergency without: (Government Code 54953):

1. Including the location of Board members in the agenda

2. Making the locations of Board members open and accessible to the public

3. Posting the agenda at the locations of Board members

For the Board to hold such meeting, all of the following are required: (Government Code 54953)

1. All votes taken during the meeting are by rollcall

2. The public is able to access the meeting via a call-in service or an internet-based platform or service, with real-time public comment being allowed via the platform or service

   If an internet-based platform or service is utilized, it may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the TVROP

3. The agenda for the meeting includes information describing how members of the public can access the platform or service

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the meeting may continue but the Board may not take action on any agenda item until the disruption is resolved. (Government Code 54953)

For any public comment period with a time limit, the Board may not close that public comment period or the opportunity to register until the full time for public comment has elapsed. For any other public comment period, the

~~Board shall allow a reasonable amount of time to allow members of the public to provide public comment and to register to do so. (Government Code 54953)~~

~~The Board may continue to conduct all meetings by teleconference throughout one or more 45-day periods so long as, prior to the beginning of each 45-day period, the Board has reconsidered the circumstances of the state of emergency and determines that it continues to directly impact the ability of the Board to meet safely in person. (Government Code 54953)~~

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35140	Time and place of meetings
Ed. Code 35143	Annual organizational meetings; date and notice
Ed. Code 35144	Special meeting
Ed. Code 35145	Public meetings
Ed. Code 35145.5	Agenda; public participation and regulations
Ed. Code 35146	Closed sessions; student matters
Ed. Code 35147	Open meeting laws exceptions
Gov. Code 11135	Prohibition of discrimination
Gov. Code 3511.1	Local agency executives
Gov. Code 54950-54963	The Ralph M. Brown Act
Gov. Code 7920.000-7930.215	California Public Records Act
Gov. Code 8625-8629	California Emergency Services Act

Federal	Description
28 CFR 35.160	Effective communications for individuals with disabilities
28 CFR 36.303	Nondiscrimination on the basis of disability; public accommodations, auxiliary aids, and services
42 USC 12101-12213	Americans with Disabilities Act

Management Resources	Description
Attorney General Opinion	78 Ops.Cal.Atty.Gen. 327 (1995)
Attorney General Opinion	79 Ops.Cal.Atty.Gen. 69 (1996)
Attorney General Opinion	84 Ops.Cal.Atty.Gen. 181 (2001)
Attorney General Opinion	84 Ops.Cal.Atty.Gen. 30 (2001)
Attorney General Opinion	88 Ops.Cal.Atty.Gen. 218 (2005)
Court Decision	Knight First Amendment Institute at Columbia University v. Trump (2019) 928 F.3d 226
Court Decision	Garnier v. Poway Unified School District (S.D. Cal. September 26, 2019) No. 17-cv-2215-W (JLB), 2019 WL 4736208
Court Decision	Wolfe v. City of Fremont (2006) 144 Cal.App. 4th 533
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2023
Institute for Local Government Publication	The ABCs of Open Government Laws
League of California Cities Publication	Open and Public V: A Guide to the Ralph M. Brown Act, 2016
Website	CSBA District and County Office of Education Legal Services
Website	CSBA, GAMUT Meetings

Management Resources	Description
Website	Institute for Local Government
Website	League of California Cities
Website	California Attorney General's Office
Website	CSBA

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1160	Political Processes
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1340	Access To District Records
1340	Access To District Records
2000	Concepts And Roles
2111	Superintendent Governance Standards
2120	Superintendent Recruitment And Selection
2121	Superintendent's Contract
2210	Administrative Discretion Regarding Board Policy
3100	Budget
3100	Budget
3311	Bids
3311	Bids
3312	Contracts
3314	Payment For Goods And Services
3314	Payment For Goods And Services
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
4117.14	Postretirement Employment
4312.1	Contracts
4317.14	Postretirement Employment
6112	School Day
7150	Site Selection And Development
7150	Site Selection And Development
7310	Naming Of Facility
9000	Role Of The Board
9005	Governance Standards

Cross References	Description
9012	Board Member Electronic Communications
9100	Organization
9230	Orientation
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9310	Board Policies
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9323.2	Actions By The Board
9324	Minutes And Recordings

Bylaw 9320.1: Remote Meetings and Attendance

Status: DRAFT

Original Adopted Date: Pending

The Governing Board recognizes the need, when permitted by law, to hold Board meetings in which the Board members meet remotely or in which individual Board members attend and participate remotely.

Definitions

Local emergency means either of the following that impacts persons under the jurisdiction of the district or property within the boundaries of the district: (Government Code 54953.8.2)

1. A condition of extreme peril proclaimed by a city, county, or city and county pursuant to Government Code 8630

2. A local health emergency proclaimed pursuant to Health and Safety Code 101080

Remote means not being physically present at the primary in-person location of a Board meeting, and includes the terms "teleconference" and "virtual."

Remote attendance and participation means the ability to attend and participate in a Board meeting by electronic means, through either audio or visual technology, or both.

Remote Board Member means a Board member, not physically present at the Board meeting, who nonetheless seeks to attend and participating in a Board meeting.

State of Emergency means state of emergency proclaimed pursuant to Government Code 8625.

Traditional Method of Remote Attendance

A remote Board member may attend and participate in a Board meeting so long as all of the following conditions are met: (Government Code 54953)

1. All votes taken during the meeting are by rollcall

2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board

3. The physical location of the remote Board member is open and accessible to the public during the meeting, except during closed session, such that members of the public may observe in person the remote Board member; may hear, listen to, or watch the meeting to the same extent as the remote Board member; and may make public comment during the same portion of the agenda as other members of the public from the same location as the remote Board member

4. The location from which the remote Board member will attend the meeting is noted in the agenda and the agenda is posted at that location in advance of the meeting as statutorily required based on the type of meeting

5. At least a quorum of the Board is within district boundaries

Remote Attendance as an Accommodation

A Board member with a qualifying disability under the Americans with Disabilities Act that precludes the Board member from attending a Board meeting in person or from attending and participating remotely in a Board meeting using the method specified in "Traditional Method of Remote Attendance" above may request to attend and participate remotely as a reasonable accommodation for the Board member's disability.

If the request is granted based on the district's process for reviewing reasonable accommodations, the remote Board member shall be permitted to attend and participate in the Board meeting as long as the following requirements are met: (Government Code 54953)

1. All votes taken during the meeting are by rollcall

2. The remote Board member utilizes both audio and visual technology to participate in the meeting, except no visual technology shall be required if a physical condition related to their disability results in a need to participate off camera

3. The remote Board member publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual

In this circumstance, the following conditions are not required: (Government Code 54953)

1. Including the location of the remote Board member in the agenda

2. Making the location of the remote Board member open and accessible to the public

3. Posting the agenda at the location of the remote Board member

Additionally, in this circumstance, the remote Board member shall be considered to be attending in-person at the physical meeting location for all purposes, including any requirement that a quorum participate from any particular location. (Government Code 54953)

These requirements and conditions may be modified as required by law or the district may offer another reasonable accommodation as appropriate.

Remote Attendance Due to Just Cause

Beginning July 1, 2026, a remote Board member may attend and participate in a Board meeting based on any of the following "just cause" reasons: (Government Code 54953.8.3)

1. A childcare or caregiving need of a Board member's child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires the Board member to attend and participate remotely

2. A contagious illness that prevents a Board member from attending in person

3. A need related to a Board member's physical or mental condition not otherwise reasonably accommodated

4. A Board member is traveling while on official business of the Board or another state or local agency

5. An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of a Board member requires the Board member to attend and participate remotely

6. A physical or family medical emergency prevents a Board member from attending in person

7. Military service obligations that result in a Board member being unable to attend in person because the Board member is serving under official written orders for active duty, drill, annual training, or any other duty required as a member of the California National Guard or a United States Military Reserve organization that requires the Board member to be at least 50 miles outside the boundaries of the district

The remote Board member shall notify the Board at the earliest possible opportunity, including at the start of a Board meeting, of the need to attend and participate remotely for just cause, including the general circumstances of the Board member's need to attend and participate remotely. The remote Board member need not disclose any medical diagnosis or disability, or any personal medical information that is otherwise exempt under existing law. The minutes for the Board meeting shall identify the specific provision that is the basis for the just cause. (Government Code 54953, 54953.8.3)

Additionally, when a remote Board member attends and participates in a Board meeting based on just cause, all of the following conditions shall be met: (Government Code 54953, 54953.8, 54953.8.3)

1. All votes taken during the meeting are by rollcall

2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board

3. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person

   The platform or service may require members of the public to register in order to make public comments as long as the platform or service is not controlled by the district.

4. The agenda for the meeting includes information describing how members of the public can access the platform or service and how members of the public can offer public comment

5. The minutes of the Board meeting state that the remote Board member attended and participated remotely

6. At least a quorum of the Board participates in person from a singular physical location clearly identified on the agenda and which is within district boundaries and is open to the public

7. The remote Board member utilizes both audio and visual technology to participate in the meeting

8. The remote Board member publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual

In this circumstance, the agenda need not include the location of the remote Board member or be posted at that location, and the location of the remote Board member need not be open and accessible to the public. (Government Code 54953, 54953.8)

The Board shall give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. (Government Code 54953.8)

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the Board meeting may continue but the Board may not take action on any agenda item until public access to the meeting is restored. (Government Code 54953.8)

OPTION 1: (For Boards that generally hold no more than one regular meeting per month)

A remote Board member may attend and participate in no more than two Board meetings per year for just cause. (Government Code 54953.8.3)

~~OPTION 1 ENDS HERE~~

~~OPTION 2: (For Boards that generally hold two regular meetings per month)~~

~~A remote Board member may attend and participate in no more than five Board meetings per year for just cause. (Government Code 54953.8.3)~~

~~OPTION 2 ENDS HERE~~

~~OPTION 3: (For Boards that generally hold at least three regular meetings per month)~~

~~A remote Board member may attend and participate in no more than seven Board meetings per year for just cause. (Government Code 54953.8.3)~~

~~OPTION 3 ENDS HERE~~

~~A remote Board member's attendance and participation in multiple Board meetings that begin on the same calendar day shall only count as one Board meeting for purposes of this limit.~~

Remote Board Meetings During a Proclaimed State of Emergency

The Board may conduct a remote Board meeting during a proclaimed state of emergency or local emergency in either of the following circumstances: (Government Code 54953.8.2)

1. For the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees due to the emergency

2. When the Board, pursuant to Item #1 above, has determined that meeting in person would present imminent risks to the health or safety of attendees due to the emergency

In either such circumstance, the Board may hold a remote Board meeting without: (Government Code 54953.8, 54953.8.2)

1. Including the location of Board members in the agenda

2. Making the locations of Board members open and accessible to the public

3. Posting the agenda at the locations of Board members

4. Having at least a quorum of the Board members within the district boundaries

When the Board holds such a meeting, all of the following shall be followed: (Government Code 54953.8, 54953.8.2)

1. All votes taken during the meeting are by rollcall

2. The public is able to access the meeting via a call-in or audiovisual platform or service, with real-time observation of the meeting and public comment being allowed via the platform or service

   The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the district.

3. The agenda for the meeting includes information describing how members of the public can access the platform or service

The Board may continue to conduct all Board meetings remotely throughout one or more 45-day periods as long as, prior to the beginning of each 45-day period, the Board has reconsidered the circumstances of the proclaimed state of emergency or local emergency and determined that it continues to directly impact the ability of the Board to meet safely in person. (Government Code 54953.8.2)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35140	Time and place of meetings
Ed. Code 35143	Annual organizational meetings; date and notice
Ed. Code 35144	Special meeting
Ed. Code 35145	Public meetings
Ed. Code 35145.5	Agenda; public participation and regulations
Ed. Code 35146	Closed sessions; student matters
Ed. Code 35147	Open meeting laws exceptions
Gov. Code 11135	Prohibition of discrimination
Gov. Code 3511.1	Local agency executives
Gov. Code 54950-54963	The Ralph M. Brown Act

State	Description
Gov. Code 7920.000-7930.215	California Public Records Act
Gov. Code 8625-8629	California Emergency Services Act
Gov. Code 8630	Local emergency
H & S Code 101080	Local health emergency

Federal	Description
28 CFR 35.160	Effective communications for individuals with disabilities
28 CFR 36.303	Nondiscrimination on the basis of disability; public accommodations, auxiliary aids, and services
42 USC 12101-12213	Americans with Disabilities Act

Management Resources	Description
Attorney General Opinion	107 Ops.Cal.Atty.Gen. 107 (2024)
Attorney General Opinion	78 Ops.Cal.Atty.Gen. 327 (1995)
Attorney General Opinion	79 Ops.Cal.Atty.Gen. 69 (1996)
Attorney General Opinion	84 Ops.Cal.Atty.Gen. 181 (2001)
Attorney General Opinion	84 Ops.Cal.Atty.Gen. 30 (2001)
Attorney General Opinion	88 Ops.Cal.Atty.Gen. 218 (2005)
Court Decision	Knight First Amendment Institute at Columbia University v. Trump (2019) 928 F.3d 226
Court Decision	Garnier v. Poway Unified School District (S.D. Cal. September 26, 2019) No. 17-cv-2215-W (JLB), 2019 WL 4736208
Court Decision	Wolfe v. City of Fremont (2006) 144 Cal.App. 4th 533
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2023
Institute for Local Government Publication	The ABCs of Open Government Laws
League of California Cities Publication	Open and Public V: A Guide to the Ralph M. Brown Act, 2016
Website	CSBA District and County Office of Education Legal Services
Website	CSBA, GAMUT Meetings
Website	Institute for Local Government
Website	League of California Cities
Website	California Attorney General's Office
Website	CSBA

Cross References	Description
0410	Nondiscrimination In District Programs And Activities
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1160	Political Processes
1220	Citizen Advisory Committees

Cross References	Description
1220	Citizen Advisory Committees
1340	Access To District Records
1340	Access To District Records
2000	Concepts And Roles
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
4117.14	Postretirement Employment
4312.1	Contracts
9000	Role Of The Board
9005	Governance Standards
9012	Board Member Electronic Communications
9100	Organization
9230	Orientation
9310	Board Policies
9320	Meetings And Notices
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9323.2	Actions By The Board
9324	Minutes And Recordings

Bylaw 9321: Closed Session

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

The Governing Board ROP is committed to complying with state open meeting laws and modeling transparency in its conduct of Tri-Valley ROP business. The Board shall hold a closed session during a regular, special, or emergency meeting only for purposes authorized by law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting as required by law and provided in the accompanying Exhibit (1). (Education Code 35145, Government Code 54954.2, 54954.5, 54957)

In the open session preceding the closed session, the Board shall disclose the items to be discussed in closed session as specified in this bylaw. The Board may either state the information on the agenda or refer the public to the item(s) as listed by number or letter on the agenda. In the closed session, the Board may consider only those items covered in its statement. (Government Code 54957, 54957.7)

After the closed session, the Board shall reconvene in open session before adjourning the meeting and, when applicable, shall publicly disclose any actions taken in the closed session, the votes or abstentions thereon, and other disclosures as specified in this bylaw. Such reports may be made in writing or orally at the location announced in the agenda for the closed session as required by law and provided in the accompanying Exhibit (2). (Education Code 32281; Government Code 54957.1, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document, such as a contract or settlement agreement, that becomes public upon such approval or adoption, the Superintendent or designee shall provide a copy of the document to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the Superintendent or designee shall make the document available the next business day or when the necessary changes to the document are completed. Whenever copies of an approved agreement will not be immediately released due to an amendment, the Board Chairperson shall orally summarize the substance of the amendment for those present at the end of the closed session. (Government Code 54957.1)

Attendance in Closed Session

Each Board member may attend closed session for each agenda item except if the Board member is required to recuse themselves or is prohibited by law from attending. Additionally, the Superintendent may attend closed session for each agenda item, except for personnel matters, complaints, or charges regarding the Superintendent under Government Code 54957, or to discuss the Superintendent's compensation under Government Code 54957.6.

In addition, the Board secretary or designee shall attend closed session for each agenda item to keep minutes of topics discussed and decisions made. (Government Code 54957.2)

Except as prohibited by law, the following individuals may attend closed session for a particular item upon invitation by the Board chair or the Superintendent:

1. District legal counsel, district negotiators, or other district staff authorized by statute to attend for the particular item
2. Any other individual whose attendance is essential to the Board's ability to conduct its closed-session business with respect to the particular item

Any other individual shall not attend closed session.

Confidentiality

A Board member shall not disclose confidential information received in closed session unless the Board authorizes the disclosure of that information or the information has been publicly reported by the ROP. (Government Code 54963)

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or

report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

All information received by the Board in closed session shall be confidential. However, a representative of a Member ROP may disclose information obtained in a closed session that has direct financial or liability implications for the Member ROP, to the following individuals:

1. Legal counsel of the Member ROP for purposes of obtaining advice on whether the matter has direct financial or liability implications for that Member ROP.

2. Other members of the Member ROP's governing board present in a closed session of a meeting of that Member ROP's governing board.

Personnel Matters: Appointment, Employment, Performance Evaluation, or Discipline/Dismissal/Release

The Board may hold a closed session under the "personnel exception" to consider the appointment, employment, performance evaluation, discipline, dismissal, or change in employment status of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957, 54957.1)

Personnel Matters: Specific Complaints or Charges

The Board may hold a closed session to hear complaints or charges brought against an employee, unless the employee who is the subject of the complaint requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the Superintendent or designee shall ensure that the employee receives written notice of the right to have the complaints or charges heard in open session. This notice shall be delivered personally or by mail at least 24 hours before the time of the closed session. (Government Code 54957)

Personnel Matters: Application for Early Withdraw of Funds in Deferred Compensation Plan

The Board may hold a closed session to discuss an employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Employee Compensations

The Board may meet in closed session to review the Board's position and/or instruct its designated representative(s) regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation. A closed session regarding salaries, salary schedules, or compensation paid in the form of fringe benefits may include discussions of the ROP's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session. (Government Code 54957.6)

The Board also may meet in closed session with a state conciliator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Pursuant to Government Code 3549.1, the Board may, without following the requirements of the Brown Act, meet in closed session exclusively for the purpose of discussing its position regarding any matter within the scope of representation or for the purpose of instructing its designated representatives. The Board shall not discuss any other item at any such closed session. (Government Code 3549.1)

Matters Related to Students

If a public hearing would lead to the disclosure of confidential student information such as grades or discipline information, the Board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. At least 72 hours prior to the start of the meeting of which the closed session is a part, the Superintendent or designee, on behalf of the Board, shall, in writing, by registered or certified mail or by personal service, notify the student and the student's parent/guardian of the intent of the Board to hear the item in closed session. If a written request for open session is received from the

student or the student's parents/guardians within 48 hours of receiving the notice, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any other student shall remain in closed session. (Education Code 35146, 48912, 49070)

If the Board conducts an expulsion hearing pursuant to Board Policy 5144.1 - Suspension and Expulsion/Due Process, the Board shall do so in closed session unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board shall meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

In order to protect student privacy rights provided in 20 USC 1232g or other applicable laws, the identity of a student shall not be listed in the agenda and, unless the item is heard in open session, shall not be included in any report after closed session. Additionally, a student matter shall be listed in the open session portion of the agenda with the same description and numbering system as it was on the closed session portion of the agenda.

Security Matters

The Board may meet in closed session with the Governor, Attorney General, ROP Attorney, ROP legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. Such discussions may be held in closed session during an emergency meeting called pursuant to Board Bylaw 9320 - Meetings and Notices and Board Bylaw/Exhibit (1) 9323.2 - Actions By The Board.

The Board may also meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. (Education Code 32281)

Real Property Negotiations

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the ROP in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code 54956.8)

Anticipated Litigation/Initiation of Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding anticipated litigation or whether to initiate litigation when discussion of either matter in open session would prejudice the ROP's position with respect to such litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered to be "anticipated" when, in the Board's opinion based on the advice of its legal counsel regarding the existing facts and circumstances, there is a significant exposure to litigation against the ROP or against a ROP officer or employee based on prior or prospective activities or alleged activities during and potentially during the course and scope of that office or employment. (Government Code 54956.9)

Existing facts and circumstances are limited to the following: (Government Code 54956.9)

1. Facts and circumstances that might result in litigation against the ROP but which the ROP believes are not yet known to potential plaintiff(s)

2. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the ROP, which are already known to potential plaintiff(s)

3. The receipt of a claim pursuant to the Government Claims Act or a written threat of litigation from a potential plaintiff

4. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board

5. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the ROP official or employee receiving knowledge of the threat

made a record of the statement before the meeting

Each agenda item related to anticipated litigation shall only contain one such matter. For an anticipated litigation item that is anticipated based on Items #2, #3, or #5 above, the agenda item shall also include the facts or circumstances that might result in litigation, the claim or written threat of litigation, or the record of the threat. However, the agenda item shall not identify the alleged victim of unlawful or tortious sexual conduct or anyone making the threat on the alleged victim's behalf, or identify a public employee who is the alleged perpetrator of any unlawful or tortious conduct upon which a threat of litigation is based, unless the identity of the person has been publicly disclosed. (Government Code 54956.9)

Existing Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding existing litigation when discussion of the matter in open session would prejudice the ROP's position with respect to such litigation. Litigation is considered to be "existing" when the ROP has been named a party to the litigation or a ROP officer or employee has been named a party to the litigation based on prior or prospective activities or alleged activities during the course and scope of that office or employment, including litigation in which involves whether an activity is outside the course and scope of the office or employment. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Tort, Public, or Workers' Compensation Liability

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (TVROP Program) formed for the purpose of insurance pooling or self-insurance authority of which the ROP is a member. (Government Code 54956.95)

Joint Powers Agency Issues

When the board of the TVROP Program has so authorized and upon advice of ROP legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information that has direct financial or liability implications for the TVROP and that was obtained in a closed session of a TVROP Program of which the TVROP is a member. During the Board's closed session, a Board member serving on the TVROP Program board may disclose confidential information acquired during a closed session of the TVROP Program to fellow Board members. (Government Code 54956.96))

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office and before the report has been made public, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report shall be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35012	Restorative justice
Ed. Code 35145	Public meetings
Ed. Code 35145.5	Public Comment
Ed. Code 35146	Closed sessions regarding suspensions

State	Description
Ed. Code 44929.21	Notice of reelection decision; districts with 250 ADA or more
Ed. Code 48912	Governing board suspension
Ed. Code 48918	Rules governing expulsion procedures
Ed. Code 49070	Challenging student records
Ed. Code 60617	Meetings of governing board
Gov. Code 3540-3549.3	Educational Employment Relations Act
Gov. Code 54950-54963	The Ralph M. Brown Act

Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974

Management Resources	Description
Attorney General Opinion	105 Ops.Cal.Atty.Gen. 89 (2022)
Attorney General Opinion	98 Ops.Cal.Atty.Gen. 41 (2015)
Attorney General Opinion	89 Ops.Cal.Atty.Gen. 110 (2006)
Attorney General Opinion	59 Ops.Cal.Atty.Gen. 532 (1976)
Attorney General Opinion	78 Ops.Cal.Atty.Gen. 218 (1995)
Attorney General Opinion	86 Ops.Cal.Atty.Gen. 210 (2003)
Attorney General Opinion	94 Ops.Cal.Atty.Gen. 82 (2011)
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Fowler v. City of Lafayette (2020) 45 Cal.App.5th 68
Court Decision	Bell v. Vista Unified School District (2001) 82 Cal.App. 4th 672
Court Decision	Fischer v. Los Angeles Unified School District (1999) 70 Cal.App. 4th 87
Court Decision	Furtado v. Sierra Community College District (1998) 68 Cal.App. 4th 876
Court Decision	Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners (2003) 107 Cal.App.4th 860
Court Decision	Roberts v. City of Palmdale (1993) 5 Cal.App. 4th 363
Court Decision	Sacramento Newspaper Guild v. Sacramento County Board of Supervisors (1968) 263 Cal.App. 2d 41
Court Decision	San Diego Union v. City Council (1983) 146 Cal.App.3d 947
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2023
League of California Cities Publication	Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010
Website	CSBA District and County Office of Education Legal Services
Website	League of California Cities
Website	California Attorney General's Office
Website	CSBA

Cross References	Description
1160	Political Processes
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.1	Complaints Concerning District Employees

Cross References	Description
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
2120	Superintendent Recruitment And Selection
2121	Superintendent's Contract
2140	Evaluation Of The Superintendent
3320	Claims And Actions Against The District
3515	Campus Security
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4112.6	Personnel Files
4112.9	Employee Notifications
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4118	Dismissal/Suspension/Disciplinary Action
4119.23	Unauthorized Release Of Confidential/Privileged Information
4144	Complaints
4144	Complaints
4212.6	Personnel Files
4212.9	Employee Notifications
4215	Evaluation/Supervision
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.23	Unauthorized Release Of Confidential/Privileged Information
4244	Complaints
4244	Complaints
4312.1	Contracts
4312.6	Personnel Files
4312.9	Employee Notifications
4315	Evaluation/Supervision
4319.23	Unauthorized Release Of Confidential/Privileged Information
4344	Complaints
4344	Complaints
5125	Student Records

Cross References	Description
5125	Student Records
5125.3	Challenging Student Records
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
9011	Disclosure Of Confidential/Privileged Information
9124	Attorney
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9320	Meetings And Notices
9322	Agenda/Meeting Materials
9323	Meeting Conduct
9323.2	Actions By The Board

Bylaw 9322: Agenda/Meeting Materials **Status:** DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Agenda Content

Tri- Valley ROP meeting agendas shall reflect the ROP's vision and goals and the Board's focus on student learning and well-being.

Each agenda shall state the meeting time and location and shall briefly describe each item to be transacted or discussed, including items to be discussed in closed session in accordance with Board Bylaw 9321 - Closed Session. . (Government Code 54954.2)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item , including items to be considered in closed session in accordance with Board Bylaw 9321 - Closed Session and items listed on the consent agenda. (Education Code 35145.5; Government Code 54954.3) . ~~The agenda for a regular meeting shall also provide members of the public an opportunity to address the Board regarding matters within the subject matter jurisdiction of the Board which are not on the agenda. (Education Code 35145.5; Government Code 54954.3)~~

As part of every open session item, there shall be an opportunity for members of the public to address the Board on that item. Each speaker may speak for 3 minutes. The time set aside for public comment on each item shall last no longer than 20 minutes unless extended in accordance with Board Bylaw 9323 - Meeting Conduct. No member of the public may be permitted to speak more than once on each item.

The agenda does not need to provide an opportunity for public comment on an item that has previously been considered at an open meeting by a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item, before or during the committee's consideration of the item, and the item has not been substantially changed since the committee considered it. (Government Code 54954.3)

The notice and agenda shall describe the means available for the public to access the meeting and provide public comment in-person and, if a Board member is appearing remotely due to an emergency circumstance or for just cause pursuant to Government Code 54953, through an internet-based service or call-in option. (Government Code 54953)

The agenda shall include information regarding how, when, and to whom a request for disability-related accommodations or modifications, including auxiliary aids and services, may be made by an individual who requires accommodations or modifications in order to participate in the Board meeting, as well as the procedure for receiving and resolving such requests as required by law. (Government Code 54954.2, 54953)

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of documents related to an open session item, or for records of a statement threatening litigation against the ROP to be discussed in closed session, when such documents have been distributed to the Board less than 72 hours before the meeting. (Government Code 54956.9, 54957.5)

Each agenda shall include a statement regarding the option for students and parents/guardians to request that directory information or personal information of the student or parent/guardian, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes. The agenda shall also state that the request must be made in writing to the secretary Gov iand iand, iand

subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board Chairperson and Superintendent shall determine if the item is merely a request for information, and if so, respond accordingly.

If the Board Chairperson and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board take action during a Board meeting to determine whether the item shall be placed on the agenda.

The Board Chairperson and Superintendent shall also decide whether an agenda item is appropriate for discussion in open or closed session, whether the item should be an action item subject to Board vote or an information item, and when the item is placed on the agenda.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a separate agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item unless such item has been previously considered at an open meeting of a committee comprised exclusively of Board members. (Government Code 54954.3)

Any Board action that involves borrowing $100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Agenda Dissemination to Board Members

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available supporting documents pertinent to the meeting.

When special meetings are called, Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956)

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

Agenda Dissemination to Members of the Public

Agenda and related materials distributed to the Board shall be made available to the public upon request without delay. However, only those documents which are disclosable public records under the Public Records Act (PRA) and which relate to an agenda item scheduled for the open session portion of a regular meeting or which contain a claim or written threat of litigation which will be discussed in closed session shall be made available to the public. (Government Code 54956.9, 54957.5)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

In addition, the Superintendent or designee shall post the agenda on the homepage of the ROP website. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the ROP's agenda management platform in accordance with Government Code 54954.2. When the ROP utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the website with the ROP's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

If a writing which relates to an open session agenda item or which contains a claim or written threat of litigation

which will be discussed in closed session during a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the writing available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. However, if the writing is distributed to at least a majority of the Board at a time when the designated location is closed to the public, this requirement may be satisfied by posting the writing on the ROP website if the following conditions are met: (Government Code 54957.5)

1. An initial staff report or similar document containing an executive summary and any staff recommendations related to the agenda item is made available for public inspection at the designated location at least 72 hours before the meeting

2. The writing is immediately posted on the ROP's website in a position and manner that makes it clear that the writing relates to an agenda item for the upcoming meeting

3. The ROP lists the website address where such writings may be accessed on all Board meeting agendas

4. A physical copy of the document is made available for public inspection at the designated location at the beginning of the next regular business hours, but not less than 24 hours before the relevant Board meeting

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

The Superintendent or designee shall email a copy of, or a website link to, the agenda or a copy of all the documents constituting the agenda packet to any person who requests such items to be delivered by email. If the Superintendent or designee determines that it is technologically infeasible to do so, a copy of the agenda or a website link to the agenda and a copy of all other documents constituting the agenda packet shall be sent to the person who has made the request in accordance with mailing requirements specified in law. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the ROP or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the PRA. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35144	Special meeting
Ed. Code 35145	Public meetings
Ed. Code 35145.5	Agenda; public participation and regulations
Ed. Code 49061	Definitions; directory information
Ed. Code 49073.2	Privacy of student and parent/guardian personal information; minutes of board meeting
Gov. Code 53635.7	Separate item of business for borrowing of $100,000 or more
Gov. Code 54950-54963	The Ralph M. Brown Act

State	Description
Gov. Code 54953	Meetings; Americans with Disabilities Act accessibility
Gov. Code 54953.8	Remote meeting and attendance
Gov. Code 54953.8.2	State of emergency
Gov. Code 54953.8.3	Just cause
Gov. Code 54954.1	Request for copy of agenda or agenda packet by member of public
Gov. Code 54954.2	Agenda posting requirements; board actions
Gov. Code 54954.3	Opportunity for public to address legislative body
Gov. Code 54954.5	Closed session item descriptions
Gov. Code 54956	Special meetings
Gov. Code 54956.5	Emergency meetings
Gov. Code 54956.9	Meetings
Gov. Code 54957.5	Public records
Gov. Code 54960.2	Challenging board actions; cease and desist
Gov. Code 7920.000-7930.170	California Public Records Act
Gov. Code 95000-95004	California Early Intervention Services Act

Federal	Description
28 CFR 35.160	Effective communications for individuals with disabilities
28 CFR 36.303	Nondiscrimination on the basis of disability; public accommodations, auxiliary aids, and services
42 USC 12101-12213	Americans with Disabilities Act

Management Resources	Description
Attorney General Opinion	99 Ops. Cal. Atty. Gen. 11 (2016)
Attorney General Opinion	78 Ops.Cal.Atty.Gen. 327 (1995)
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Sierra Watch v. County of Placer (2022) 69 Cal.App.5th 86
Court Decision	Fowler v. City of Lafayette (2020) 45 Cal.App.5th 68
Court Decision	Caldwell v. Roseville Joint Union High School District (2007) U.S. Dist. LEXIS 66318
Court Decision	Mooney v. Garcia (2012) 207 Cal.App.4th 229
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2023
CSBA Publication	Call to Order: A Blueprint for Great Board Meetings
Website	CSBA District and County Office of Education Legal Services
Website	California Attorney General's Office
Website	CSBA

Cross References	Description
0000	Vision
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
1112	Media Relations

Cross References	Description
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
2210	Administrative Discretion Regarding Board Policy
3100	Budget
3100	Budget
3312	Contracts
3320	Claims And Actions Against The District
3460	Financial Reports And Accountability
3460	Financial Reports And Accountability
4312.1	Contracts
5144.1	Suspension And Expulsion/Due Process
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
9012	Board Member Electronic Communications
9200	Limits Of Board Member Authority
9310	Board Policies
9320	Meetings And Notices
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9323	Meeting Conduct
9323.2	Actions By The Board
9324	Minutes And Recordings

Bylaw 9323: Meeting Conduct

Status: DRAFT

Original Adopted Date: 06/12/2024 **| Last Reviewed Date:** 06/12/2024

Meeting Procedures

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

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

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

Quorum and Abstentions

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

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

Provided the Board typically has seven members and there are no more than two vacancies on the Board, the vacant position(s) shall not be counted for purposes of determining how many members of the Board constitute a majority. In addition, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, the vacant position(s) shall not be counted for purposes of determining the total membership constituting the Board. (Education Code 35165)

Public Participation

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

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

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5; Government Code 54954.3)

2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5; Government Code 54954.2)

3. Without taking action, Board members or TVROP staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. (Government Code 54954.2)

   Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual

information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

5. A person wishing to be heard by the Board shall first be recognized by the Chairperson and shall then proceed to comment as briefly as the subject permits.

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

   In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board Chairperson may rule on the appropriateness of a topic, subject to the following conditions:

   a. If a topic would be suitably addressed at a later time, the Board Chairperson may indicate the time and place when it should be presented.

   b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)

   c. The Board shall not prohibit public criticism of TVROP employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board Chairperson shall inform the complainant of the appropriate complaint procedure.

7. The Board Chairperson shall not permit actual disruption of Board meetings. Actual disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the Chairperson to terminate the privilege of addressing the Board and remove the individual from the meeting.

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

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

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

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

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

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

Recording by the Public

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

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

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Code of Civil Procedure 527.8	Workplace violence safety
Ed. Code 32210	Willful disturbance of public school or meeting
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35145.5	Agenda; public participation and regulations
Ed. Code 35163	Official actions, minutes and journal
Ed. Code 35164	Actions by majority vote
Ed. Code 35165	Effect of vacancies upon majority and unanimous votes by seven member board
Ed. Code 5095	Powers of remaining board members and new appointees
Elec. Code 18430	Prevention or hinderance of electors assembling in public meeting
Gov. Code 54950-54963	Brown Act
Pen. Code 403	Disruption of assembly or meeting

Management Resources	Description
Attorney General Opinion	55 Ops.Cal.Atty.Gen. 26 (1972)
Attorney General Opinion	61 Ops.Cal.Atty.Gen. 243, 253 (1978)
Attorney General Opinion	63 Ops.Cal.Atty.Gen. 215 (1980)
Attorney General Opinion	66 Ops.Cal.Atty.Gen. 336 (1983)
Attorney General Opinion	76 Ops.Cal.Atty.Gen. 281 (1993)
Attorney General Opinion	90 Ops.Cal.Atty.Gen. 47 (2007)
Attorney General Opinion	59 Ops.Cal.Atty.Gen. 532 (1976)
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Berkeley People's Alliance v. City of Berkeley (2025) 114 Cal.App.5th 984
Court Decision	Baca v. Moreno Valley Unified School District (1996) 936 F. Supp. 719
Court Decision	City of San Jose v. William Garbett (2010) 190 Cal. App. 4th 526

Management Resources	Description
Court Decision	McMahon v. Albany Unified School District (2002) 104 Cal.App.4th 1275
Court Decision	Norse v. City of Santa Cruz (9th Cir. 2010) 629 F3d 966
Court Decision	Rubin v. City of Burbank (2002) 101 Cal.App.4th 1194
CSBA Publication	Call to Order: A Blueprint for Great Board Meetings
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2023
Website	CSBA District and County Office of Education Legal Services
Website	California Attorney General's Office
Website	CSBA

Cross References	Description
1000	Concepts And Roles
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1313	Civility
3100	Budget
3100	Budget
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3312	Contracts
9005	Governance Standards
9100	Organization
9200	Limits Of Board Member Authority
9230	Orientation
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9310	Board Policies
9320	Meetings And Notices
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials
9323.2	Actions By The Board
9324	Minutes And Recordings

9. CORRESPONDENCE

Quick Summary / Abstract

Letter from Alysse Castro, Superintendent, Alameda County Office of Education, Positive Certification of the 2025 - 2026 Second Interim Budget report.

Supporting Documents

Positive Certification of the 2025-26 Second Interim Budget Report

April 3, 2026

Julie Duncan, Superintendent
Members of the Board of Education
Tri-Valley ROP (TVROP) via email

POSITIVE certification of 2025-26 Second Interim Budget Report

Dear Superintendent Duncan and Members of the Board,

Tri-Valley ROP filed a POSITIVE certification of the ROP's 2025-26 Second Interim Budget Report covering the period ending January 31st, which TVROP's Board of Education approved on March 11, 2026. A Positive Certification indicates that, based on current projections, the ROP will meet its financial obligations for the current fiscal year and two subsequent fiscal years. *ACOE has reviewed TVROP's Second Interim Budget Report and concurs with the ROP's POSITIVE certification*.

We honor the continued hard work and commitment of the TVROP staff, the Board, and the community in these challenging times. Our District Business & Advisory Services Team is here to answer questions or provide support.

In community,



Allan Garde Associate
Associate Superintendent of Business Services

cc: Doug D'Amour, Chief Business Official, Tri-Valley ROP
Shirene Moreira, Chief of District Business & Advisory Services, ACOE
Joan Laursen, Executive Director, District Business & Advisory Services, ACOE
Julia Xu, Director III, District Advisory Services, ACOE
Christopher Raymundo, Director I, District Advisory Services, ACOE

10. SUPERINTENDENT'S REPORT

Quick Summary / Abstract

Julie Duncan, Superintendent, will report on recent meetings, activities, or legislation.

11. BOARD MEMBER REPORTS

Quick Summary / Abstract

Board members may wish to report on their recent activities.

12. ANNOUNCEMENTS

Quick Summary / Abstract

The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 10, 2026, at 5:30 p.m.

13. ADJOURNMENT

Quick Summary / Abstract

The next Regular Meeting of the Joint Powers Governing Board is scheduled for Wednesday, June 10, 2026, at 5:30 p.m.