2026-2027
SOUTHERN KERN UNIFIED SCHOOL DISTRICT

2601 W. Rosamond Blvd., Rosamond, CA 93560
(661) 256-5000

The YouTube access link to the live meeting broadcast will be available under "Announcements" at www.skusd.k12.ca.us prior to 7:00 p.m.

SPECIAL MEETING

Thursday,

October 29, 2026

Meeting Location:
District Office Conference Room
2601 W. Rosamond Blvd., Rosamond, CA 93560
Open Session 6:00 p.m.

Board of Trustees
Robert Vincelette, President
Sunni Hepburn, Vice President
Justin Wright, Clerk
Adrienne Rendon, Member
Mario Gutierrez, Member

Superintendent
Barbara Gaines

SOUTHERN KERN UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
Thursday, October 29, 2026
Open Session: 6:00 p.m.

Location: 2601 W. Rosamond Blvd.
Conference Room, Rosamond, CA

I. Call to order – (time)

II. Procedural Issues: A recording of this meeting is being made and shall be kept for 30 days as a public record (as applicable).

A. Pledge of Allegiance led by: _____

B. Roll Call - Members Present:

____ Robert Vincelette, President ____ Sunni Hepburn, Vice President ___ Justin Wright, Clerk
____ Adrienne Rendon, Member ____ Mario Gutierrez, Member

C. Approve the agenda ACTION

MOTION: Vincelette, Hepburn, Wright, Rendon, Gutierrez	SECOND: Vincelette, Hepburn, Wright, Rendon, Gutierrez
VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___	

Comments from the Public: Members of the public may address the Board on any item within the jurisdiction of the Board by submitting presentation requests to the secretary or an email. Members of the public are strongly urged not to mention personnel by name and are reminded that they do not have immunity from legal action if personnel are named. The Board may limit each speaker to 3 minutes with a total of 20 minutes per topic.

III. Curriculum and Instruction

A. First Reading and Review of Policy for Exiting/Withdrawing Students from the Graduation Cohort – Adjusted Cohort Graduation Rate (ACGR) – *Dr. Mendez* INFORMATIONAL

IV. General

A. Interview Applicants for Appointment to Board of Trustees Area 3 – *Vincelette* INFORMATIONAL

B. Call for Nominations for Appointment to Board of Trustees Area 3 for Full Term – *Vincelette*
ACTION

Motion by _____, to nominate _____ for School Board Trustee Area 3.

Appointed Trustee will be sworn in on December 16, 2026, and will serve through the next regularly scheduled general election for this seat in November 2030.

MOTION: Vincelette, Hepburn, Wright, Rendon, Gutierrez	SECOND: Vincelette, Hepburn, Wright, Rendon, Gutierrez
VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___	

V. Adjournment ACTION

MOTION: Vincelette, Hepburn, Wright, Rendon, Gutierrez	SECOND: Vincelette, Hepburn, Wright, Rendon, Gutierrez
VOTE: YEAS ___ NAYS ___ ABSENT ___ ABSTAIN ___ **TIME:** _____	

"Maintaining Excellence"
Southern Kern Unified School District

SOUTHERN KERN UNIFIED SCHOOL DISTRICT

2601 Rosamond Blvd.
Rosamond, CA 93560
(661)256-5000 Fax (661)256-1247

Embracing the Whole Child

Governing Board
Robert Vincelette, Jr., President
Sunni Hepburn, Vice President
Justin Wright, Clerk
Mario Gutierrez, Member
Adrienne Rendon, Member
Superintendent
Barbara Gaines
Associate Superintendent
HR
Leanne Hargus
Assistant Superintendent
SPED, Pupil Personnel
Sheryl Taylor
Assistant Superintendent
Ed.Serv.
Dr. Larry Mendez
Chief Business Officer
Robert Irving

Stephanie Woo, CPR Review Lead, C.D.E.,

Greetings, the Policy for Exiting/Withdrawing Students from the Graduation Cohort - Adjusted Cohort Graduation Rate (A.C.G.R.) will be placed on the November 4, 2026 Board Agenda for Action.

Sincerely,

Barbara E. Gaines

Barbara E. Gaines, Superintendent

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Sheryl Taylor
Assistant Superintendent
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Dr. Larry Mendez
Chief Business Officer
Robert Irving

Policy for Exiting/Withdrawing Students from the Graduation Cohort - Adjusted Cohort Graduation Rate (A.C.G.R.)

Purpose of this Document

This document is intended to provide a written policy and set of procedures and expectations regarding specific types of student exits relevant to the graduation cohort.

Policy for Exiting/Withdrawing Students

Documentation to support given student exits is required, and it must be kept in the Aeries Student Information System when students transfer or exit out of the District for any of the following reasons:

- Transfer to a private school in California
- Transfer to a school outside of California, but within the US
- Transfer/move out of the country
- Death

The table below should be used for reference with this policy. In the event of a student exit from the District, sufficient documentation (listed in the table below) supporting this exit must be obtained, and must be kept and maintained in Aeries for six years. District staff should be prepared to produce this supporting documentation when asked during a review or audit conducted as part of the California Department of Education's Federal Monitoring Program.

Student Exit Reason	Name	Definition
E125	PriorComplSpecEd	Student exited a special education transition program and was previously reported as receiving a special education certificate of completion, passing the California High School Proficiency Examination (CHSPE), or passing the General Educational Development (GED) test.

E130	Died	Student died while enrolled in school or student completed the school year, was expected to return, and died during the summer break and the district/school has supporting written documentation.
E140	NoKnownEnrollTruant	The student, age six up until age 18, is truant as defined by Education Code Section 48260 (a), and: (1) has been referred to a local or county School Attendance Review Board (SARB) by the local educational agency (LEA) after the LEA has taken all statutory truancy intervention steps; or (2) cannot be located by the LEA after the LEA has completed a full investigation as to the whereabouts of the student.
E150	MidYearEnrollmentUpdate	The student is not exiting the school but the one or more of the following pieces of information about the student is being updated: • Grade level, greater than 14 days before the end of the school year; or • Student School Transfer Code; or • District of Geographic Residence, or • Enrollment Status Code If the student exited and left the school use the appropriate exit code, for example: • T160-Transfer to another CA school; or • E155 [YearEndGradeLevelExit] or E156 [GD12ContinueEd] if a grade level exit took place during the last 14 days of the academic year because of summer break or year-end intersession.

		• E230 [Completer Exit] and School Completion Status=480 [Promoted/ Matriculated] and not E155 if the student completed the grade that is being exited and that grade-level is the last grade offered at the school.
E155	YearEndEnrlmntExitSame Schl	The student exited a grade level (excluding high school completion and Grade 12) during the last 14 days of the current academic year because of summer break or year-end intersession . This exit code is to be used for students thought to be returning to the school. If the student is completing the school year, but known to be transferring to another school or some other type of exit, use the appropriate exit code (for example T160 Transfer to another California school). The grade level exit at the end of the year indicates only that the student exited the grade level at the end of the year. The student's enrollment for the next academic year may be either a grade-level promotion, grade retention, or grade demotion. Note: If the student completed the last grade offered at the school, use Student Exit Category=E230 [Completer Exit] and either School Completion Status=480 [Promoted/ Matriculated CAPubSchls] or 485 [Promoted/Matriculated Non-CAPubSchls] instead of this code.

E156	GD12ContinuedEd	The student exited while in Grade 12 (excluding high school completion) during the last 14 days of the current academic year because of summer break or year-end intersession and the student is expected to return to complete their high school education during the summer or in the subsequent school year. This exit code is to be used for students thought to be either (1) completing all remaining graduation requirements and graduating during the summer at the same or a different school, or (2) returning to the same school after the summer break or intersession to continue Grade 12 education in the subsequent school year. If the student is completing the school year, but known to be transferring to another school or some other type of exit, use the appropriate exit code (for example T160 Transfer to another California school, T260 Transfer to Adult Education Program, or T280 Transfer to College). This exit can only be used for students in grade 12.The student's enrollment for the next academic year should remain the same (grade 12).
E170	NonPrimaryEnrlExit	Student who was enrolled with a secondary Enrollment Status Code (20) or non-ADA Enrollment Status Code (50) in any grade, exited/withdrew from school.
E230	CompleterExit	Student left school after completing their academic program at this school, whether or not the completion resulted in high school graduation. This includes students who reach the maximum age for high school but do not have enough credits to graduate.
E300	ExpellNoKnownEnroll	Student left school after being expelled, was subsequently referred to another educational service institution, but never showed up, and attempts to locate the student were unsuccessful. Do NOT use this code if the district took the appropriate steps to refer the student to the Student Attendance Review Board (SARB); use E140 (TruantNoKnownEnroll). Only use this code if the student was exited without first being referred to the SARB.

E400	OtherOrUnknown	The student is less than 6 years old, or 18 years old or older and has been absent from school for reasons that cannot be determined or for reasons other than those described in the Student Exit Category codes. Do NOT use the Exit Code E400 for students who are ages 6 up until age 18.
E410	MedicalRsns	Student withdrew from/left school due to medical reasons.
E450	PreKExit	Infant or student in pre-kindergarten exited/withdrew from school; or the student exited school during a temporary break such as summer vacation or year-round intersession, but was expected to return to the same school after the break.
N470	NoShow	The student's enrollment was exited because the student, who has no prior enrollments in the school, was pre-enrolled but did not show up as expected to attend the school. This exit represents a nullification of the pre-enrollment and should only be used for a student's: (1) first enrollment in CALPADS (e.g. kindergarten students or transfer students from a private school or a school outside of California; or (2) first time enrollment in a school as a result of matriculation from another school.
T160	TransCASchlRegular	The student withdrew from/left school and the district has acceptable documentation that the student has transferred (not referred by a school or district) to another California public school (within or outside the district), including transfers to a non-sectarian, non-public certified (NPS) school. This may include court school students who either transfer to another California public school with acceptable documentation or who complete their sentence and are released without documented evidence of a subsequent transfer, provided the exit was not the result of a school or district referral. Transfers that are a result of referrals made by a school or district are to be coded as T165, T166, or T169 as appropriate.

T165	TransSpecDiscRsnsOrJudg	The student withdrew from a school in the district and the district has acceptable documentation that the student has transferred to another California public school in the same district or in a different district, due to: (1) a referral by a juvenile court judge or other correctional or judicial official; or (2) an expulsion pursuant to Education Code Section 48915 (a), (b), or (c). Note: Use code T166 if a student transferred, based on a referral by the school district, to an alternative education school due to disciplinary reasons other than those specified in this code, T165 TransSpecDiscRsnsOrJudg. Use code T169 if a student transferred to another California public school for any disciplinary reason not covered by T165 or T166.
T166	TransRefAltSchlDisc	The student transferred, based on a referral by the school district, to an alternative education school in the same district or in another California public school district, for any disciplinary reason other than those specified in Education Code (EC) Section 48915(a), (b), or (c), and was not based on a referral by a juvenile court judge or other correctional or judicial officer. This may include transfers to Continuation Schools pursuant to EC section 48432.5(d). The district should have acceptable documentation that the student enrolled in the school. Alternative education schools are a subset of Education Option school types, and includes: County Community, Community Day, Continuation, Juvenile Court, Opportunity. Note: Use code T165 if a student withdrew and transferred to another California public school due to a referral by a juvenile court judge or other correctional or judicial official, or an expulsion pursuant to Education Code Section 48915 (a), (b), or (c). Use code T169 if a student transferred to another California public school for any disciplinary reason not covered by T165 and if the student was not referred to an alternative school due to disciplinary reasons.

T169	TransOtherDiscRsns	The student transferred to another California public school in the same district or in a different district due to any disciplinary reason other than those specified in Education Code Section 48915(a), (b), or (c). The district should have acceptable documentation that the student enrolled in the school. Note: Use code T165 if a student withdrew and transferred to another California public school due to a referral by a juvenile court judge or other correctional or judicial official, or an expulsion pursuant to Education Code Section 48915 (a), (b), or (c). Use code T166 if a student transferred, based on a referral by the school district, to an alternative education school for any disciplinary reason other than those specified in Education Code Section 48915 (a), (b), (c).
T180	TransPrivate	Student withdrew from/left school and the district has received acceptable documentation of enrollment in a private school in California. Do not use this code for transfers to a non-sectarian, non-public certified (NPS) school. Student Exit Category Code T160 (TransCASchlRegular) should be used.
T200	TransUS	Student withdrew from/left school and the district has received "official written documentation" that the student has transferred to another public or private U.S. school outside California.
T240	TransOutUS	Student withdrew from/left school to move to another country and the district/school has supporting written documentation.
T260	TransInAdult	Student withdrew from/left school to enroll in an adult education program.
T280	TransCollege	Student withdrew from/left school to enroll in college.

T370	TransInstHSDipl	Student withdrew from/left school to enroll in another program that is not primarily academic (military, job corps, justice system, etc., and not an adult education program) and the student is participating in an educational program from which they can expect to earn a "regular high school diploma" equivalent to the standard high school diploma awarded to the preponderance of students in a State that is fully aligned with the State's standards and does not include a general equivalency diploma, certificate of completion, certificate of attendance, or any other similar or lesser credential, such as a diploma based on meeting Individualized Education Program (IEP) goals. A student who is in a prison or in a juvenile facility awaiting a hearing or release and not yet adjudicated as delinquent may not be removed from the cohort of the sending school or district. Instead, the school or district must wait until the student has received such adjudication and determined that the student will transfer to a facility that has a school or educational program from which the student can expect to receive a "regular high school diploma." The district is required to obtain and maintain acceptable written documentation of this transfer.
T380	TransInstNoHSDip	Student withdrew from/left school to enroll in another program that is not primarily academic (military, job corps, justice system, etc.) and the student is not participating in an educational program from which they can expect to earn a "regular high school diploma" equivalent to the standard high school diploma awarded to the preponderance of students in a State that is fully aligned with the State's standards and does not include a general equivalency diploma, certificate of completion, certificate of attendance, or any other similar or lesser credential, such as a diploma based on meeting IEP goals.

Document Maintenance Regarding Student Exits

Any documents or documented notes that support and back up the reported student exits will be kept in Aeries Student Information System in either the Student Document section, or in the Demographics table

Student Data 2 tab

Documents and supporting evidence associated with these student exits must be kept and maintained digitally for a minimum of 6 years, but in many cases, as long as 15 years.

Training Regarding this Policy

Training regarding this policy takes place annually in multiple ways:

- Annually at an Office Staff meeting.
- On-demand when new staff are onboarded and require support

Monitoring

Student Exits: The Admin. Assistant of Educational Services will monitor the list of exited students during both Fall and Spring semesters and follow up with school site staff as needed. The CALPADS administrator will conduct a final review and verify the exited students prior to the CALPADS End-of-Year (EOY) submission deadline. The Tech Coordinator will submit the final CALPADS report.
Policy: This policy will be monitored and updated as needed and will be reviewed at least once a year for accuracy and compliance with federal monitoring.

Management of this Policy

Student exit codes and procedures are monitored by Admin. Assistant of Educational Services, Tech Coordinator, and Administrators via Aeries and CALPADS. The reports are reviewed with site staff and administrators.

Data Privacy

Staff and third-party vendors are expected to adhere to all applicable state and federal student data privacy laws, including but not limited to the Family Educational Rights and Privacy Act (FERPA). The Children's Online Privacy Protection Act (COPPA), the Children's Internet Protection Act (CIPA), the Student Online Personal Information Protection Act (SOPIPA), and California Bill AB1584.

Annually, staff who manage and maintain personally identifiable student information are trained and have a clear understanding of Federal FERPA law.

Procedures for Exiting/Withdrawing Students from the Graduation Cohort

These procedures are applicable for both no-shows at the start of the school year and mid-year withdrawals. In order to withdraw students, we must have "written supporting documentation." Written documentation for withdrawal can be any of the following:

- Withdrawal from a parent/guardian submits.
- Email from a parent/guardian indicating that they are withdrawing the student (print and file the email and document the receipt of the email in Aeries)
- Records request from another school.
- Phone call from parent/guardian indicating that they are withdrawing the student (document phone call in Aeries)

For no-shows at the start of the school year, this is also acceptable:

- Three unsuccessful separate phone attempts to contact parent/guardian regarding student's enrollment (document the three attempts including dates and times in Aeries)

The Registrar reviews the exit reason and collects written documentation for students who:

- Transfer to a private school in California
- Transfer to a school outside of California, but within the US
- Transfer/move out of the country
- Death

The Registrar codes the appropriate exit/leave code in Aeries. The Registrar uploads the documentation in the Documents Table