

Agenda

SUTTER COUNTY BOARD OF EDUCATION

Regular Meeting

Wednesday, May 10, 2017 - 5:30 p.m.
Sutter County Superintendent of Schools Office
970 Klamath Lane – Board Room
Yuba City, CA 95993

A full Board packet is available for review at the Sutter County Superintendent of Schools Office Reception Desk, 970 Klamath Lane, Yuba City, CA (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding legal holidays) and the Sutter County Superintendent of Schools' website at www.sutter.k12.ca.us.

5:30 p.m.

1.0 Call to Order

2.0 Pledge of Allegiance

3.0 Roll Call of Members:

Victoria Lachance, President
Jim Richmond, Vice President
Karm Bains, Member
June McJunkin, Member
Ron Turner, Member

4.0 Items of Public Interest to Come to the Attention of the Board

Members of the public are given an opportunity to address the Board regarding items not listed on the agenda. *The California Government Code, Section 54954.2 (a)(2) states, "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."* At the discretion of the Board president, time limits may be imposed upon such presentations.

5.0 Approve Minutes of the April 12, 2017, Regular Meeting
[Action Item]

The minutes of the April 12, 2017, Regular Meeting of the Sutter County Board of Education are presented for approval.

6.0 Medi-Cal Administrative Activities (MAA) Department Overview
Jen Minton

Jen Minton, MAA Coordinator, will present a department overview to the Board.

7.0 Business Services Report

7.1 Monthly Financial Report – April 2017 – Barbara Henderson

7.2 Investment Statement – March 2017 – Gail Atwood

8.0 Quarterly Report on Williams/Valenzuela Uniform Complaints (January 1, 2017 – March 31, 2017) - Dorothy Griffin

Education Code 35186 requires the county superintendent to report on the number and nature of complaints filed for:

- 1) Textbooks and instructional materials
- 2) Teacher vacancies or mis-assignments
- 3) Facilities and conditions

There were complaints filed by a district; however, no complaints filed by the county office programs during the period of January – March 2017.

9.0 Second Reading – Board Policies – Dr. Christine McCormick
[Action Item]

The following Board Policies are being presented for their second reading:

- BP 5145.7 – Sexual Harassment
- B/AR 5145.7 – Sexual Harassment
- BP 5141.52 – Suicide Prevention
- B/AR 5141.52 – Suicide Prevention

10.0 Second Reading – Board Bylaw and Exhibit – Gail Osborne
[Action Item]

The following Board Bylaw and Exhibit are being presented for their second reading:

- BB 9250 – Remuneration, Reimbursement and Other Benefits
- BB/E 9250 – Remuneration, Reimbursement and Other Benefits

11.0 Items from the Superintendent/Board

12.0 Adjournment

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to: Dr. Baljinder Dhillon, Superintendent, Sutter County Superintendent of Schools Office, 970 Klamath Lane, Yuba City, CA 95993, at least three working days prior to any public meeting.

BOARD AGENDA ITEM: Approve Minutes of the April 12, 2017 Regular Board Meeting

BOARD MEETING DATE: May 10, 2017

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Maggie Nicoletti

SUBMITTED BY:

Dr. Baljinder Dhillon

PRESENTING TO BOARD:

Dr. Baljinder Dhillon

BACKGROUND AND SUMMARY INFORMATION:

The minutes of the regular meeting of the Sutter County Board of Education held April 12, 2017, are presented for approval.

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Regular Meeting
April 12, 2017

1.0 Call to Order

A regular meeting of the Sutter County Board of Education was called to order by President Lachance, 5:30 p.m., April 12, 2017, at the Sutter County Superintendent of Schools Office, 970 Klamath Lane, Yuba City, California.

2.0 Pledge of Allegiance

The Pledge of Allegiance was led by Ron Turner.

3.0 Roll call of Members

Victoria Lachance, President – Present
Jim Richmond, Vice President – Present
Karm Bains, Member – Present
June McJunkin, Member – Present
Ronald Turner, Member – Present

Staff Members Present: Dorothy Griffin, Gail Atwood, Barbara Henderson, Grace Espindola, Rinky Basi, Sinai Rodriguez, Brenda Spannbauer and Maggie Nicoletti

4.0 Items of Public Interest to come to the attention of the Board

None.

5.0 Approve Minutes of the March 8, 2017, Regular Meeting

A motion was made to approve the minutes of the March 8, 2017, regular meeting of the Sutter County Board of Education.

MOTION: June McJunkin SECONDED: Karm Bains
ACTION: Motion Carried
AYES: 5 (Bains, McJunkin, Lachance, Richmond and Turner)
NOES: 0
ABSENT: 0 ABSTAIN: 0

6.0 Introduction of the 2017 Sutter County Spelling Bee Winners

The following 2016 Sutter County Spelling Bee winners were recognized by the Sutter County Board of Education:

First place – Stella Triebold, Twin Rivers Charter School
Second place – Taylor Nelson, Brittan Elementary School
Third place – Joscelin Robles, King Avenue Elementary School

7.0 Intervention and Prevention Program (IPP) Department Overview

Grace Espindola, IPP Coordinator, presented a PowerPoint overview of the Intervention and Prevention Programs. The PowerPoint included programs, key accomplishments and goals. Staff members working in the

IPP Department consist of Baljit Liddar, Kao Lee Vang, Erica Melchor and Brendon Messina.

8.0 Business Services Report

8.1 Monthly Financial Report – March 2017

Barbara Henderson reviewed the Summary Report of Revenues, Expenditures and Changes in Fund Balance. Noted in the report: property tax adjustment in the SELPA Program, an increase in WIA (Workforce Investment Act), and an extra week of instruction at Shady Creek. Barbara also stated that Technology costs will continue to rise.

8.2 Sutter County Investment Statement – February 2017

Gail Osborne reviewed the February 2017 Investment Statement.

9.0 2016-2017 Consolidated Application – Winter Release

Dorothy Griffin stated this item is information only, the spring ConApp is the only one that comes to the Board for approval. She reviewed the ConApp with the Board. Dorothy stated there will be changes to Title I and Title II funding next year.

10.0 Second Reading of the following Board Policies

The following Board Bylaws were presented for their second reading and Board approval:

BP 5022 – Students and Family Privacy Rights
B/AR 5022 – Student and Family Privacy Rights

A motion was made to approve BP 5022 and B/AR 5022.

MOTION: Karm Bains SECONDED: Jim Richmond
ACTION: Motion Carried
AYES: 5 (Bains, Lachance, McJunkin, Turner and Richmond)
NOES: 0
ABSENT: 0 ABSTAIN: 0

11.0 First Reading of Board Policies

Dorothy Griffin stated these policies were written for for students, not staff. These policies also refer to “off campus.”

BP 5145.7 – Sexual Harassment
B/AR 5245.7 – Sexual Harassment
BP 5141.52 – Suicide Prevention
B/AR 5141.52 – Suicide Prevention

12.0 First Reading Board Bylaw and Exhibit

Gail Osborne stated when the committee was looking at the remuneration for the Board Members, they discovered the Board did not have a Board Bylaw for remuneration, reimbursement and other benefits. Also salary

can increase 5% each year by holding a Public Hearing and Board Action. BB/E is a Resolution on Board compensation for missed meetings. Board Members will receive the same health benefits as the bargaining units.

BB 9250 – Remuneration, Reimbursement and Other Benefits
BB/E 9250 - Remuneration, Reimbursement and Other Benefits

13.0 Request for Allowance of Attendance Because of Emergency Evacuation, Sutter County Superintendent of Schools Programs FORM J-13A

Gail Osborne stated we are asking the State to waive dates February 14 through February 17, 2017, due to the evacuation. We are asking that we have no make-up days. CDE says they will accept this; however, the Form J-13A requires Board approval.

A motion was made to approve Form J-13A.

MOTION: Ron Turner SECONDED: June McJunkin
ACTION: Motion Carried
AYES: 5 (Bains, Lachance, McJunkin, Turner and Richmond)
NOES: 0
ABSENT: 0 ABSTAIN: 0

14.0 Request for Allowance of Attendance Because of Emergency Evacuation, Sutter County Schools and Charters, FORM J-13A

Gail stated that CDE did not want a J-13A form from each district school site for the evacuation; SCSOS is sending one on behalf of all schools in Sutter County. Inclusive dates are February 14 through February 21, 2017.

A motion was made to approve Form J-13A.

MOTION: Jim Richmond SECONDED: Ron Turner
ACTION: Motion Carried
AYES: 5 (Bains, Lachance, McJunkin, Turner and Richmond)
NOES: 0
ABSENT: 0 ABSTAIN: 0

15.0 Board Resolution Designating the Title of Superintendent as an Authorized Signer for DOR Contract Revisions and Renewals

Rinky Basi stated we are renewing our contract with DOR, the previous one had Bill Cornelius' name. This signature will allow "Superintendent" to sign, not a specific person. She also announced the job fair being held tomorrow and invited Board Members to attend.

A motion was made to approve Resolution designating the title of Superintendent as an authorized signer for DOR contract revisions and renewals.

MOTION: Karm Bain SECONDED: Karm Bains
ACTION: Motion Carried

Roll Call Vote: McJunkin, aye; Bains, aye; Lachance, aye; Richmond, aye; and Turner, aye.

16.0 Items from the Superintendent/Board – Dorothy Griffin reported in Bal’s absence

CSBA Legislative Action Day: June stated that she and Victoria attended the CSBA Legislative Action Day on March 21st and they met with Senator Jim Nielsen and Assemblyman James Gallagher; both are very pro education. CSBA was very proactive in providing good talking points for the day and encouraged all attendees to bring their own stories from their counties.

CCSESA Advocacy Trip: Dorothy shared Bal’s CCSESA Advocacy Washington DC trip. Those attending spoke with members of Congress, staff and committee staff regarding several key educational topics: school choice options and accountability; wanting schools to be college and career ready; integrity of Title I funding; support for local control and flexibility; county offices of education serve the students with moderate to severe disabilities.

Cabinet Meetings: Bal has been meeting with cabinet members to review their goals and to make sure they are in alignment with the county office goals.

School Visits: Bal has been visiting all school sites in Sutter County. She still has a few more visits to make.

Summit: All Board Members were encouraged to attend the College and Career Summit being held on April 24, 2017, at Boyd Hall.

LCAP Update: California Schools Dashboard is now live; you can go to the California Department of Education website and see all school sites. Dorothy offered to come to a Board Meeting to explain the Dashboard in further detail.

Board Goals: Dorothy invited Mr. Tom Gemma to review the Board Goals to make sure they were still viable. Mr. Gemma reviewed the goals with the Board and a few minor changes were made. Mr. Gemma will provide a revised copy of the Board Goals to the Superintendent and each Board Member.

17.0 Adjournment

A motion was made to adjourn the meeting at 6:42 p.m.

MOTION: June McJunkin SECONDED: Jim Richmond
ACTION: Motion Carried
AYES: 5 (Bains, Lachance, McJunkin, Turner and Richmond)
NOES: 0
ABSENT: 0 ABSTAIN: 0

BOARD AGENDA ITEM: Business Services Report

BOARD MEETING DATE: May 10, 2017

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Yosa Figueroa

SUBMITTED BY:

Barbara Henderson

PRESENTING TO BOARD:

Barbara Henderson

BACKGROUND AND SUMMARY INFORMATION:

The monthly financial report for April will be reviewed.

**Summary Report of Revenues, Expenditures and Changes in Fund Balance
(Unrestricted and Restricted Combined)
April 2017**

Description	Account Codes	Original Budget	Operating Budget	Actuals to Date	Projected Yr Totals	Difference (Col D - B)	2016-17 % Actuals as a % of Budget
		7/1/16 (A)	3/15/17 (B)	4/15/17 (C)	4/15/17 (D)	(E)	
A. Revenues							
1) Local Control Funding Formula	8010-8099	\$ 9,493,562	\$ 9,509,255	\$ 6,902,447	\$ 9,521,402	12,147	A 72.6%
2) Federal Revenues	8100-8299	\$ 2,645,752	\$ 3,623,254	\$ 1,651,534	\$ 3,617,698	(5,556)	B 45.6%
3) Other State Revenues	8300-8599	\$ 12,522,664	\$ 14,918,643	\$ 12,392,843	\$ 14,918,643	-	C 83.1%
4) Other Local Revenues	8600-8799	\$ 11,029,355	\$ 11,393,009	\$ 2,765,290	\$ 11,566,017	173,008	D 24.3%
TOTAL REVENUES		\$ 35,691,333	\$ 39,444,161	\$ 23,712,114	\$ 39,623,760	\$ 179,599	59.8%
B. Expenditures							
1. Certificated Salaries	1000-1999	\$ 8,484,721	\$ 8,220,442	\$ 5,535,091	\$ 8,220,442	-	E 67.3%
2. Classified Salaries	2000-2999	\$ 9,811,665	\$ 10,406,366	\$ 7,068,360	\$ 10,399,005	(7,361)	F 67.9%
3. Employee Benefits	3000-3999	\$ 6,889,740	\$ 6,425,063	\$ 3,963,957	\$ 6,423,400	(1,663)	G 61.7%
4. Books and Supplies	4000-4999	\$ 1,073,974	\$ 1,123,671	\$ 593,154	\$ 1,114,028	(9,643)	H 52.8%
5. Services, Other Operation	5000-5999	\$ 7,206,328	\$ 10,580,422	\$ 2,565,055	\$ 10,592,473	12,051	I 24.2%
6. Capital Outlay	6000-6999	\$ 371,732	\$ 1,899,882	\$ 434,066	\$ 1,899,882	-	J 22.8%
7. Other Outgo	7100-7299	\$ 5,330,458	\$ 5,100,740	\$ 4,992,543	\$ 5,104,121	3,381	K 97.9%
8. Direct Support/Indirect	7300-7399	\$ (63,504)	\$ (91,013)	\$ (57,874)	\$ (91,013)	-	L 63.6%
9. Debt Service	7400-7499					-	M 0.0%
TOTAL EXPENDITURES		\$ 39,105,114	\$ 43,665,573	\$ 25,094,352	\$ 43,662,338	(3,235)	57.5%
Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses (A5-B9)		\$ (3,413,781)	\$ (4,221,412)	\$ (1,382,238)	\$ (4,038,578)	\$ 182,834	34.2%
D. Other Financing Sources/Uses							
1. Transfers In	8910-8979	\$ 4,193,216	\$ 4,244,885	\$ 4,118,182	\$ 4,250,025	5,140	N 97.0%
2. Transfer Out	7610-7629	\$ 1,464,754	\$ 1,495,674	\$ 9,600	\$ 1,495,674	-	O 0.6%
3. Contributions	8980-8999	\$ -				-	P 0.0%
Total, Other Fin Sources/Uses		\$ 2,728,462	\$ 2,749,211	\$ 4,108,582	\$ 2,754,351	\$ 5,140	149.2%
E. Net Change to Fund Balance		\$ (685,319)	\$ (1,472,201)	\$ 2,726,344	\$ (1,284,227)	\$ 187,974	
F. Fund Balance (Fund 01 only)							
1. Beginning Balance		\$ 8,177,329	\$ 8,177,329	\$ 8,177,329	\$ 8,177,329	-	
2. Adjustments/Restatements			\$ -	\$ -	\$ -		
Ending Balance		\$ 7,492,010	\$ 6,705,128	\$ 10,903,673	\$ 6,893,102	\$ 187,974	
G. Components of Ending Fund Balance							
Designated Amounts	9711-9730	\$ 10,000	\$ 10,000		\$ 10,000	\$ -	
Legally Restricted	9740-9760	\$ 2,711,982	\$ 2,131,726		\$ 2,402,100	\$ -	
Assigned	9780	\$ 766,854	\$ 3,336,881		\$ 2,259,650	\$ -	
Restricted Economic Uncertainty	9789	\$ 2,028,493	\$ 2,021,099		\$ 2,221,352	\$ -	
Unassigned/Unappropriated	9790	\$ -	\$ -		\$ -	\$ -	

**Explanation of Differences
Net Change in Current Year Budget April Board Report 03/16 - 04/15 2017**

	<u>Amount</u>	<u>Explanation of Differences</u>
A		<u>Local Control Funding Formula (8010-8099)</u>
County Office	\$ 12,147	<i>Refining Education Protection Account budget to match estimated award</i>
	<u>\$ 12,147</u>	
B		<u>Federal Revenues (8100-8299)</u>
One Stop	\$ 1,266	<i>Refining Workforce Innovation and Opportunity Act budget to match estimated actuals</i>
Special Education Local Plan Area (SELPA)	\$ (6,822)	<i>Refining Special Ed-Early Intervention Grants budget to match estimated actuals</i>
	<u>\$ (5,556)</u>	
C		<u>Other State Revenues (8300-8599)</u>
	<u>\$ -</u>	
D		<u>Other Local Revenues (8600-8799)</u>
County Office	\$ 3,150	<i>Increasing budget to reflect contribution from workshops provided by Personnel</i>
One Stop	\$ (9,950)	<i>Refining budget to cover Medical Assisting, Certified Nursing Assisting, and Phlebotomy fees</i>
Educational Services (ES)	\$ 2,212	<i>Increasing budget to reflect contributions from Spelling Bee and Regional System of District and School Support</i>
Shady Creek Outdoor School	\$ 163,700	<i>Increasing budget to reflect Shady Creek Foundation's revenue</i>
Special Education Local Plan Area (SELPA)	\$ 13,007	<i>Increasing budget to reflect facilities billing to districts for additional services provided</i>
Various departments	\$ 889	<i>Net Miscellaneous adjustments</i>
	<u>\$ 173,008</u>	
E		<u>Certificated Salaries (1000-1999)</u>
	<u>\$ -</u>	
F		<u>Classified Salaries (2000-2999)</u>
One Stop	\$ 1,261	<i>Refining Workforce Innovation and Opportunity Act budget to match estimated actuals</i>
Regional Occupation Program (ROP)	\$ (7,522)	<i>Net decrease of budget adjustments to cover Program Operations Specialist over time and contractor service expenses</i>
Special Education Local Plan Area (SELPA)	\$ (1,100)	<i>Refining budget to match estimated award and other revenue adjustments</i>
	<u>\$ (7,361)</u>	
G		<u>Employee Benefits (3000-3999)</u>
Various departments	\$ (1,663)	<i>Refining budget to match estimated actuals</i>
	<u>\$ (1,663)</u>	
H		<u>Books and Supplies (4000-4999)</u>
County Office	\$ 2,059	<i>Increasing budget to cover miscellaneous expenses</i>
Educational Services (ES)	\$ (1,200)	<i>Refining Title III budget to match estimated actuals</i>
Shady Creek Outdoor School	\$ (8,453)	<i>Refining budget to cover conference and propane expenses and other miscellaneous adjustments</i>
Special Education Local Plan Area (SELPA)	\$ (1,095)	<i>Refining budget to match estimated actuals</i>
Infant Program	\$ (2,081)	<i>Refining budget to match estimated actuals</i>
Various departments	\$ 1,127	<i>Net miscellaneous adjustments</i>
	<u>\$ (9,643)</u>	
I		<u>Services, Other Operations (5000-5999)</u>
County Office	\$ 15,947	<i>Refining budget to match estimated actuals, including conference and supplies expenses, Education Protection Account to match estimated award, parking gate repair expenses for Maintenance and Operations, and other miscellaneous adjustments</i>
Special Education	\$ 8,532	<i>Refining budget to match estimated actuals, including billback to districts, conference and mileage expenses, and Plus Group subs</i>

**Explanation of Differences
Net Change in Current Year Budget April Board Report 03/16 - 04/15 2017**

	<u>Amount</u>	<u>Explanation of Differences</u>
One Stop	\$ (10,377)	<i>Refining Workforce Innovation and Opportunity Act budget to match estimated actuals</i>
Shady Creek Outdoor School	\$ 2,203	<i>Increasing budget to cover miscellaneous expenses</i>
Regional Occupation Program (ROP)	\$ 8,330	<i>Refining Regional Occupation Program and California Career Pathways Trust budgets to cover contractor services and Odysseyware expenses</i>
Feather River Academy (FRA)	\$ (11,500)	<i>Decreasing budget to account for removal of Facility Maintenance and Operations project</i>
Special Education Local Plan Area (SELPA)	\$ (1,487)	<i>Refining budget to match estimated actuals</i>
Various departments	\$ 403	<i>Net miscellaneous adjustments</i>
	<u>\$ 12,051</u>	
J <u>Capital Outlay (6000-6999)</u>		
	<u>\$ -</u>	
K <u>Other Outgo (7100 - 7299)</u>		
Special Education Local Plan Area (SELPA)	\$ 3,381	<i>Refining budget to match estimated actuals</i>
	<u>\$ 3,381</u>	
L <u>Direct Support / Indirect (7300-7399)</u>		
	<u>\$ -</u>	
M <u>Debt Services (7400 - 7499)</u>		
	<u>\$ -</u>	
N <u>Transfers In (8910-8979)</u>		
Shady Creek Outdoor School	5,140	<i>Increasing contribution from enterprise to Fund 01</i>
	<u>\$ 5,140</u>	
O <u>Transfers Out (7610-7629)</u>		
	<u>\$ -</u>	
P <u>Contributions (8980-8999)</u>		
	<u>\$ -</u>	
Net Change in Current Year Budget	<u>\$ 187,974</u>	

BOARD AGENDA ITEM: Investment Statements

BOARD MEETING DATE: May 10, 2017

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Gail Osborne

SUBMITTED BY:

Gail Osborne

PRESENTING TO BOARD:

Gail Osborne

BACKGROUND AND SUMMARY INFORMATION:

The Investment Statement as of March 31, 2017 from the County Treasurer will be presented.

Steven L. Harrah, CPA

Treasurer-Tax Collector



Christina N. Hernandez

Assistant Treasurer-Tax Collector

April 13, 2017

To: Sutter County Board of Supervisors
Sutter County Pooled Money Investment Board

Re: Sutter County Investment Portfolio

Attached is a copy of Sutter County's Investment Portfolio as of March 31, 2017. This schedule includes all short-term, mid-term and long-term investments held at the conclusion of business on the final day of the month.

As Treasurer-Tax Collector, I certify that this document reflects the government agencies' pooled investments and that all investments are in compliance with the County of Sutter Investment Policy.

The combined funds in the county treasury total \$272,200,310 and will provide sufficient cash flow liquidity to meet estimated pooled treasury expenditures for the next six months.

Invested treasury funds total \$263,922,789 with \$44,674,741 under the management of the Local Agency Investment Fund and California Asset Management Program. The Bank of New York, which provides third-party safekeeping services to Sutter County, furnishes market value data. The dollar-weighted average maturity of invested funds is 1,149 days.

Investments are selected based on criteria contained in the Sutter County Investment Policy, which emphasizes safety, liquidity, yield and diversification. Therefore, the interest rates will fluctuate and the types of investments will vary depending upon county needs and market availability on a particular day.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Steven L. Harrah", is written over a light blue circular stamp.

Steven L. Harrah, CPA
Treasurer-Tax Collector

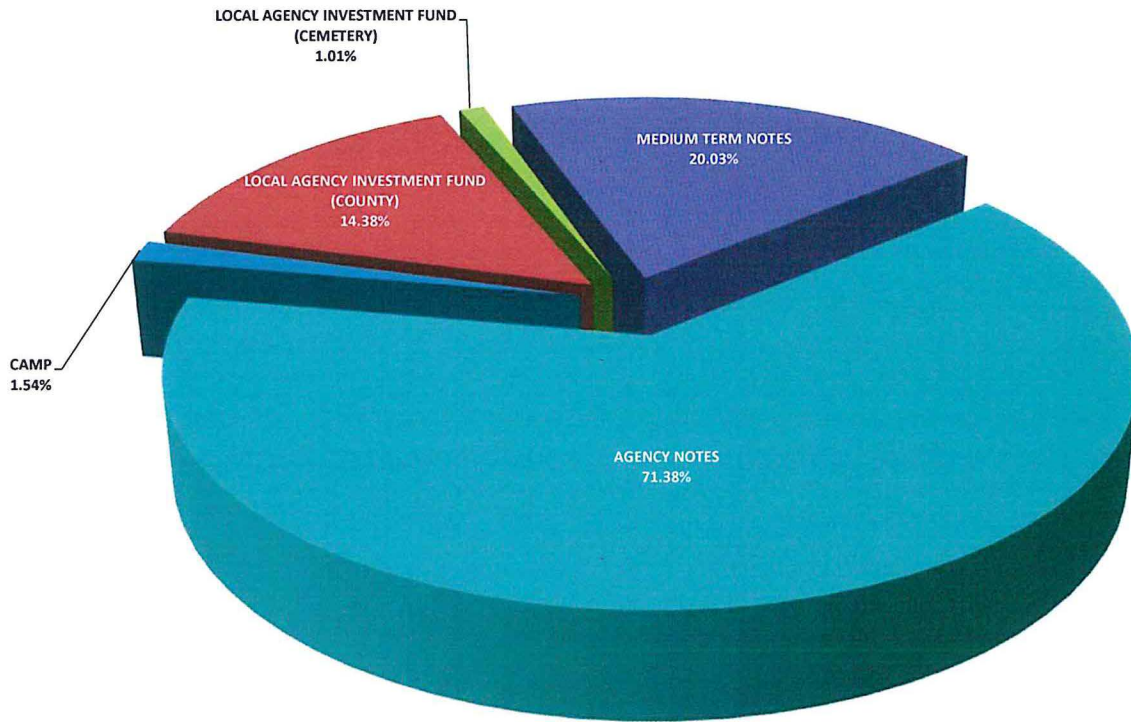
SUTTER COUNTY POOLED TREASURY
INVESTMENT PORTFOLIO
March 31, 2017

TREASURY NUMBER	INSTITUTION/BRANCH	BOOK VALUE	MARKET VALUE	PAR VALUE	DATE INVESTED	DATE MATURES	TOTAL	YIELD	RATE
							DAYS INVESTED		
2016-000	CALIFORNIA ASSET MANAGEMENT	\$4,072,989.78	\$4,072,989.78	\$4,072,989.78	N/A	N/A	N/A	0.8900%	0.8900%
2016-000	LAIF-STATE POOL/SAC	37,942,040.69	37,942,040.69	37,942,040.69	N/A	N/A	N/A	0.8210%	0.8210%
2016-000	LAIF-STATE POOL/SAC (Cemetery)	2,659,710.06	2,659,710.06	2,659,710.06	N/A	N/A	N/A	0.8210%	0.8210%
TOTAL MANAGED FUNDS		<u>44,674,740.53</u>	<u>44,674,740.53</u>	<u>44,674,740.53</u>					
2013-031	FEDERAL HOME LOAN BANK (FHLB)	1,999,897.04	1,996,680.00	2,000,000.00	04/11/13	04/11/18	1,826	1.0100%	1.0000%
2013-054	FEDERAL HOME LOAN BANK (FHLB)	4,000,000.00	3,985,120.00	4,000,000.00	05/16/13	05/16/18	1,826	1.0000%	1.0000%
2015-119	FEDERAL HOME LOAN BANK (FHLB)	2,284,211.88	2,277,142.85	2,285,714.28	10/29/15	10/29/20	1,827	1.0000%	1.0000%
2016-014	FEDERAL FARM CREDIT BANK (FFCB)	4,000,000.00	3,970,560.00	4,000,000.00	02/24/16	02/24/20	1,461	1.4000%	1.4000%
2016-015	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,987,400.00	2,000,000.00	02/23/16	05/23/19	1,185	1.2500%	1.2500%
2016-016	FANNIE MAE (FNMA)	2,000,000.00	2,001,880.00	2,000,000.00	02/26/16	02/26/21	1,827	2.0000%	2.0000%
2016-017	FANNIE MAE (FNMA)	4,000,000.00	3,981,920.00	4,000,000.00	03/15/16	03/15/21	1,826	1.4000%	1.4000%
2016-024	FANNIE MAE (FNMA)	1,999,208.65	1,990,960.00	2,000,000.00	03/15/16	03/15/21	1,826	1.4254%	1.4000%
2016-035	FREDDIE MAC (FHLMC)	2,000,000.00	1,978,040.00	2,000,000.00	03/30/16	03/30/21	1,826	1.2500%	1.2500%
2016-043	FREDDIE MAC (FHLMC)	4,000,000.00	3,936,880.00	4,000,000.00	04/28/16	04/28/21	1,826	1.2500%	1.2500%
2016-046	FEDERAL HOME LOAN BANK (FHLB)	4,000,000.00	3,891,240.00	4,000,000.00	04/26/16	04/26/21	1,826	1.7000%	1.7000%
2016-048	FREDDIE MAC (FHLMC)	4,000,000.00	3,946,440.00	4,000,000.00	04/28/16	04/28/21	1,826	1.2500%	1.2500%
2016-049	FEDERAL FARM CREDIT BANK (FFCB)	4,000,000.00	3,886,960.00	4,000,000.00	04/12/16	04/12/21	1,826	1.6800%	1.6800%
2016-052	FEDERAL HOME LOAN BANK (FHLB)	4,000,000.00	3,918,560.00	4,000,000.00	04/20/16	04/20/21	1,826	1.6250%	1.6250%
2016-054	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,980,360.00	2,000,000.00	04/14/16	04/13/20	1,460	1.4000%	1.4000%
2016-064	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,961,820.00	2,000,000.00	05/03/16	05/03/21	1,826	1.7000%	1.7000%
2016-070	FANNIE MAE (FNMA)	4,000,000.00	3,985,480.00	4,000,000.00	05/25/16	05/25/21	1,826	1.0000%	1.0000%
2016-072	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,963,160.00	2,000,000.00	05/12/16	05/12/21	1,826	1.6400%	1.6400%
2016-075	FANNIE MAE (FNMA)	4,000,000.00	3,985,480.00	4,000,000.00	05/25/16	05/25/21	1,826	1.0000%	1.0000%
2016-077	FREDDIE MAC (FHLMC)	4,000,000.00	3,988,640.00	4,000,000.00	06/09/16	06/09/21	1,826	1.2500%	1.2500%
2016-088	FREDDIE MAC (FHLMC)	1,000,000.00	994,860.00	1,000,000.00	06/30/16	06/30/21	1,826	1.0000%	1.0000%
2016-090	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,977,780.00	2,000,000.00	06/29/16	06/29/20	1,461	1.4200%	1.4200%
2016-092	FANNIE MAE (FNMA)	5,006,799.56	4,849,000.00	5,000,000.00	06/30/16	06/30/21	1,826	1.3029%	1.6250%
2016-094	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,987,200.00	2,000,000.00	07/05/16	07/05/18	730	0.7800%	0.7800%
2016-097	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	1,953,240.00	2,000,000.00	07/13/16	10/13/20	1,553	1.3750%	1.3750%
2016-101	FREDDIE MAC (FHLMC)	4,000,000.00	3,938,000.00	4,000,000.00	07/27/16	07/27/21	1,826	1.0000%	1.0000%
2016-102	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,930,480.00	2,000,000.00	07/14/16	07/14/21	1,826	1.4800%	1.4800%
2016-103	FANNIE MAE (FNMA)	4,000,000.00	3,951,520.00	4,000,000.00	07/28/16	07/28/21	1,826	1.0000%	1.0000%
2016-104	FANNIE MAE (FNMA)	4,000,000.00	3,973,960.00	4,000,000.00	07/20/16	07/20/21	1,826	0.8500%	0.8500%
2016-111	FREDDIE MAC (FHLMC)	3,000,000.00	2,978,910.00	3,000,000.00	08/16/16	08/16/21	1,826	1.1250%	1.1250%
2016-115	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,948,760.00	2,000,000.00	08/16/16	08/16/21	1,826	1.4400%	1.4400%
2016-116	FREDDIE MAC (FHLMC)	2,000,000.00	1,954,320.00	2,000,000.00	08/30/16	08/27/21	1,823	1.3500%	1.3500%
2016-117	FREDDIE MAC (FHLMC)	4,002,171.70	3,971,880.00	4,000,000.00	08/16/16	08/16/21	1,826	1.0004%	1.1250%
2016-122	FREDDIE MAC (FHLMC)	4,000,000.00	3,928,920.00	4,000,000.00	09/13/16	09/13/21	1,826	1.2500%	1.2500%
2016-125	FREDDIE MAC (FHLMC)	2,000,000.00	1,969,680.00	2,000,000.00	09/29/16	09/29/21	1,826	1.2500%	1.2500%
2016-126	FANNIE MAE (FNMA)	2,000,000.00	1,947,800.00	2,000,000.00	09/29/16	09/29/21	1,826	1.6000%	1.6000%
2016-132	FREDDIE MAC (FHLMC)	2,000,000.00	1,969,680.00	2,000,000.00	09/29/16	09/29/21	1,826	1.2500%	1.2500%
2016-133	FREDDIE MAC (FHLMC)	2,000,000.00	1,932,660.00	2,000,000.00	09/29/16	09/29/21	1,826	1.6500%	1.6500%
2016-134	FANNIE MAE (FNMA)	2,000,000.00	1,937,440.00	2,000,000.00	09/30/16	09/30/21	1,826	1.6250%	1.6250%
2016-140	FREDDIE MAC (FHLMC)	1,000,000.00	970,510.00	1,000,000.00	10/28/16	10/28/21	1,826	1.6500%	1.6500%
2016-142	FANNIE MAE (FNMA)	2,000,000.00	1,972,960.00	2,000,000.00	10/28/16	10/30/19	1,097	1.1250%	1.1250%
2016-148	FREDDIE MAC (FHLMC)	2,000,000.00	1,975,700.00	2,000,000.00	10/21/16	10/28/21	1,833	1.0000%	1.0000%
2016-149	FREDDIE MAC (FHLMC)	4,000,000.00	3,952,240.00	4,000,000.00	11/04/16	11/04/21	1,826	1.1000%	1.1000%
2016-151	FEDERAL HOME LOAN BANK (FHLB)	4,000,000.00	3,968,560.00	4,000,000.00	11/04/16	11/04/21	1,826	1.1000%	1.1000%
2016-152	FEDERAL HOME LOAN BANK (FHLB)	2,965,000.00	2,921,325.55	2,965,000.00	11/23/16	11/23/21	1,826	1.3000%	1.3000%
2016-153	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	1,958,460.00	2,000,000.00	11/23/16	11/23/21	1,826	1.6500%	1.6500%
2016-161	FEDERAL HOME LOAN BANK (FHLB)	1,999,533.21	1,964,380.00	2,000,000.00	11/30/16	11/26/21	1,822	1.6553%	1.6500%
2016-163	FREDDIE MAC (FHLMC)	2,000,000.00	1,979,900.00	2,000,000.00	12/09/16	12/09/21	1,826	1.5000%	1.5000%
2016-166	FEDERAL HOME LOAN BANK (FHLB)	1,993,740.60	1,986,180.00	2,000,000.00	11/16/16	05/15/20	1,276	1.3025%	1.0000%

SUTTER COUNTY POOLED TREASURY
INVESTMENT PORTFOLIO
March 31, 2017

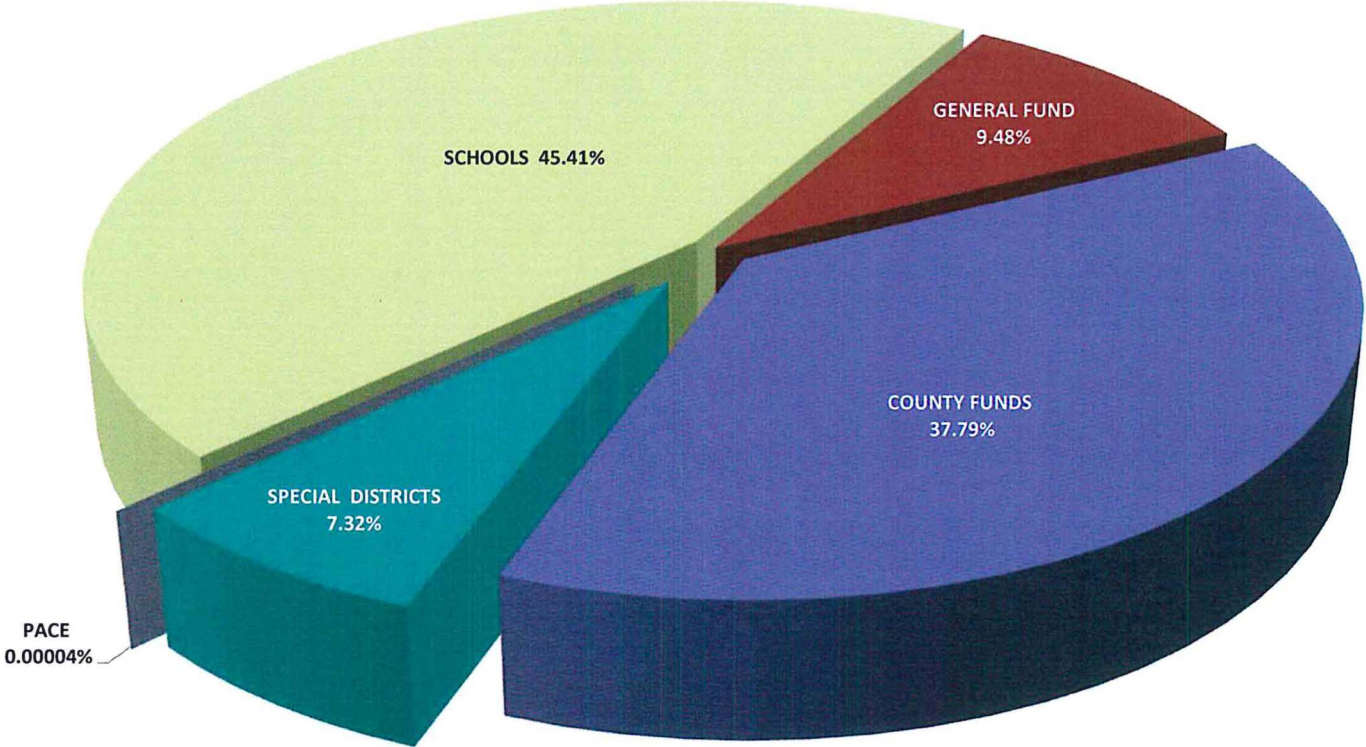
TREASURY					DATE	DATE	TOTAL			
NUMBER	INSTITUTION/BRANCH	BOOK VALUE	MARKET VALUE	PAR VALUE	INVESTED	MATURES	DAYS	INVESTED	YIELD	RATE
2016-168	FREDDIE MAC (FHLMC)	4,000,000.00	3,982,640.00	4,000,000.00	12/14/16	12/14/21	1,826	1.8500%	1.8500%	
2016-169	FEDERAL FARM CREDIT BANK (FFCB)	1,995,334.06	1,978,620.00	2,000,000.00	11/29/16	11/29/21	1,826	1.7600%	1.8125%	
2016-170	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	1,998,240.00	2,000,000.00	12/09/16	09/09/21	1,735	2.0000%	2.0000%	
2016-171	FREDDIE MAC (FHLMC)	2,000,000.00	1,996,840.00	2,000,000.00	12/13/16	12/13/21	1,826	1.0000%	1.0000%	
2016-172	FEDERAL FARM CREDIT BANK (FFCB)	1,992,534.50	1,978,620.00	2,000,000.00	11/29/16	11/29/21	1,826	1.7600%	1.1844%	
2016-174	FEDERAL FARM CREDIT BANK (FFCB)	1,000,000.00	989,650.00	1,000,000.00	12/01/16	06/01/21	1,643	2.0000%	2.0000%	
2016-175	FREDDIE MAC (FHLMC)	1,999,057.50	1,991,100.00	2,000,000.00	12/16/16	12/16/21	1,826	1.7705%	1.7500%	
2016-177	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	2,000,060.00	2,000,000.00	12/28/16	06/28/21	1,643	2.0000%	2.0000%	
2016-178	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	1,991,280.00	2,000,000.00	12/06/16	12/06/21	1,826	2.0500%	2.0500%	
2016-180	FEDERAL HOME LOAN BANK (FHLB)	1,987,194.30	1,992,640.00	2,000,000.00	12/02/16	11/29/21	1,823	2.0199%	1.8750%	
2016-185	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	1,996,080.00	2,000,000.00	12/30/16	12/30/21	1,826	2.0000%	2.0000%	
2017-004	FREDDIE MAC (FHLMC)	4,000,000.00	3,994,320.00	4,000,000.00	01/27/17	01/27/21	1,461	1.5000%	1.5000%	
2017-013	FANNIE MAE (FNMA)	2,000,000.00	1,994,480.00	2,000,000.00	02/28/17	02/28/22	1,826	2.3000%	2.3000%	
2017-022	FANNIE MAE (FNMA)	2,000,000.00	2,002,980.00	2,000,000.00	03/29/17	03/29/22	1,826	2.1700%	2.1700%	
TOTAL AGENCY NOTES		168,224,683.00	166,248,578.40	168,250,714.28						
2012-147	GENERAL ELECTRIC	2,000,000.00	1,997,460.00	2,000,000.00	12/26/12	12/07/17	1,807	1.6062%	1.6062%	
2012-148	JP MORGAN CHASE	2,003,463.44	2,004,460.00	2,000,000.00	12/26/12	08/15/17	1,693	1.5200%	2.0000%	
2013-012	JP MORGAN CHASE	1,750,360.38	1,752,695.00	1,750,000.00	01/30/13	01/25/18	1,821	1.7737%	1.8000%	
2013-050	JP MORGAN CHASE	999,775.47	998,190.00	1,000,000.00	05/15/13	05/15/18	1,826	1.5418%	1.5418%	
2013-118	UNION BANK NA	1,008,537.74	1,010,420.00	1,000,000.00	10/29/13	09/26/18	1,793	2.0100%	2.6250%	
2013-135	ANHEUSER-BUSCH (ABIBB)	2,000,939.55	1,997,980.00	2,000,000.00	12/03/13	07/15/17	1,320	1.2091%	1.3750%	
2014-081	US BANCORP (USB)	2,009,066.93	2,015,980.00	2,000,000.00	07/18/14	04/25/19	1,742	1.9650%	2.2000%	
2015-061	WELLS FARGO CO (WFC)	3,000,000.00	3,006,330.00	3,000,000.00	06/01/15	01/30/20	1,704	2.1500%	2.1500%	
2015-098	WELLS FARGO & COMPANY	4,000,000.00	3,989,600.00	4,000,000.00	09/25/15	09/25/20	1,827	2.0000%	2.0000%	
2015-103	WELLS FARGO & COMPANY	4,041,122.45	4,039,560.00	4,000,000.00	09/23/15	07/22/20	1,764	2.2700%	2.6000%	
2015-115	WELLS FARGO COMPANY (WFC)	2,000,000.00	1,983,480.00	2,000,000.00	10/16/15	10/16/20	1,827	1.7500%	1.7500%	
2015-137	GENERAL ELECTRIC	3,270,980.85	3,287,970.00	3,000,000.00	11/16/15	01/08/20	1,514	2.0824%	5.5000%	
2015-157	WELLS FARGO & COMPANY	3,004,117.08	3,015,210.00	3,000,000.00	12/28/15	12/07/20	1,806	2.5100%	2.5500%	
2016-078	WELLS FARGO BANK & CO. (WFC)	2,000,000.00	1,956,100.00	2,000,000.00	06/07/16	06/07/21	1,826	2.0000%	2.0000%	
2016-110	WELLS FARGO CO. (WFC)	2,004,422.20	1,958,840.00	2,000,000.00	07/25/16	07/26/21	1,827	2.0459%	2.1000%	
2016-119	HSBC USA, INC	2,000,000.00	1,993,900.00	2,000,000.00	08/19/16	08/19/21	1,826	2.1000%	2.1000%	
2016-155	WELLS FARGO COMPANY (WFC)	4,979,337.63	4,976,700.00	5,000,000.00	11/03/16	03/06/19	853	1.5500%	1.5500%	
2016-184	HSBC USA, INC	4,000,000.00	3,995,560.00	4,000,000.00	12/16/16	12/16/21	1,826	2.2500%	2.2500%	
2016-187	US BANCORP (USB)	2,003,627.91	2,006,580.00	2,000,000.00	12/16/16	01/29/21	1,505	2.2990%	2.3500%	
2017-002	CHEVRON CORP (CVX)	992,986.95	991,210.00	1,000,000.00	01/09/17	05/16/21	1,588	2.2790%	2.1000%	
2017-009	WELLS FARGO & COMPANY	1,954,626.50	1,958,840.00	2,000,000.00	01/23/17	07/26/21	1,645	2.6601%	2.1000%	
TOTAL MEDIUM TERM NOTES		51,023,365.08	50,937,065.00	50,750,000.00						
TOTAL INVESTED POOLED		263,922,788.61	261,860,383.93	263,675,454.81			Average	1.5477%	1.5947%	

**Sutter County Pooled Investment Portfolio
March 31, 2017**



	<u>BOOK VALUE</u>	<u>PERCENTAGE OF MANAGED PORTFOLIO</u>	<u>INVESTED % OF POOLED PORTFOLIO</u>	<u>AVERAGE DAYS TO MATURITY</u>	<u>AVERAGE YIELD</u>
CAMP	\$4,072,989.78	1.54%	1.56%	1	0.89%
LOCAL AGENCY INVESTMENT FUND (COUNTY)	37,942,040.69	14.38%	14.52%	1	0.82%
LOCAL AGENCY INVESTMENT FUND (CEMETERY)	2,659,710.06	1.01%	-	1	0.82%
MEDIUM TERM NOTES	51,023,365.08	19.33%	19.53%	1,014	1.98%
AGENCY NOTES	<u>168,224,683.00</u>	<u>63.74%</u>	<u>64.39%</u>	<u>1,483</u>	<u>1.44%</u>
TOTAL MANAGED INVESTMENTS	\$263,922,788.61	100.00%		<u>1,319</u>	<u>1.55%</u>
LESS: LAIF FUNDS NOT POOLED	<u>2,659,710.06</u>	<u>1.01%</u>			
TOTAL POOLED INVESTMENTS	<u>\$261,263,078.55</u>	<u>98.99%</u>	<u>100.00%</u>	<u>1,318</u>	<u>1.56%</u>

Sutter County
Pooled Treasury
Major Participants
March 31, 2017



BOARD AGENDA ITEM: Quarterly Report on Williams/ Uniform Complaints

BOARD MEETING DATE: May 10, 2017

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Angie Gresham

SUBMITTED BY:

Angie Gresham

PRESENTING TO BOARD:

Dorothy Griffin

BACKGROUND AND SUMMARY INFORMATION:

As per Education Code 35186 the county superintendent reports on the number and nature of complaints filed for:

- 1) Textbooks and instructional materials
- 2) Teacher vacancies or mis-assignments
- 3) Facilities and conditions

There were complaints filed by a district, but no complaints filed by the county office programs during the period of January through March 2017.



970 Klamath Lane
 Yuba City, CA 95993
 PHONE: (530) 822-2933
 FAX: (530) 822-3085

Dorothy Griffin, Assistant Superintendent for Educational Services

QUARTERLY REPORT ON WILLIAMS/VALENZUELA UNIFORM COMPLAINTS

(Education Code § 35186)

District: Sutter County Superintendent of Schools

Person completing this form: Dorothy Griffin

Title: Assistant Superintendent for Educational Services

Quarterly Report Submission Date:

Reporting Months

(check one)

- | | | |
|-------------------------------------|--------------|----------------|
| <input type="checkbox"/> | October 2016 | July-Aug-Sept |
| <input type="checkbox"/> | January 2017 | Oct-Nov-Dec |
| <input checked="" type="checkbox"/> | May 2017 | Jan-Feb-Mar |
| <input type="checkbox"/> | July 2017 | April-May-June |

Date information will be reported publicly at governing board meeting: May 10, 2017

Please check the box that applies:

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

General Subject Area	Total Number of Complaints	Number Resolved	Number Unresolved
Textbooks & Instructional Materials	0	0	
Teacher Vacancies or Misassignments	0	0	
Facilities/Conditions	0	0	
TOTALS	0	0	

Visits were made at the Bridge Street Elementary, King Avenue Elementary, and Park Avenue Elementary Schools

Dr. Baljinder Dhillon
 PRINT NAME OF COUNTY SUPERINTENDENT

Dr. Baljinder Dhillon
 SIGNATURE OF COUNTY SUPERINTENDENT

BOARD AGENDA ITEM: Second Reading – Board Policies

BOARD MEETING DATE: May 10, 2017

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Dr. Christine McCormick

SUBMITTED BY:

Dr. Christine McCormick

PRESENTING TO BOARD:

Dr. Christine McCormick

BACKGROUND AND SUMMARY INFORMATION:

The following policies are being presented for a second reading by the Sutter County Board of Education:

- BP 5145.7 – Sexual Harassment
- B/AR 5145.7 – Sexual Harassment
- BP 5141.52 – Suicide Prevention
- B/AR 5141.52 – Suicide Prevention

Series 5000 – Students

AR 5145.7

**Sexual Harassment
Students**

The county office 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 and California Education Code 234.1, as well as to investigate and resolve sexual harassment complaints under AR 1312.3 - Uniform Complaint Procedures. The coordinator/compliance officer(s) may be contacted at:

Dr. Baljinder Dhillon, Superintendent
970 Klamath Lane
Yuba City, CA 95993
530-822-2900

Prohibited 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 school program or activity.

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

Examples of types of conduct which are prohibited in school and which may constitute sexual harassment 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

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of this policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

Reporting Process and Complaint Investigation and Resolution

Any student who believes that he/she 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 his/her teacher, the principal, or any other available school employee. Within one school day of receiving such a report, the school employee shall forward the report to the principal or the compliance officer identified in AR 1312.3. In addition, any school employee who observes an incident of sexual harassment involving a student shall, within one school day, report his/her observation to the principal or compliance officer. The employee shall take these actions, whether or not the alleged victim files a complaint.

When a report or complaint of sexual harassment involves off-campus conduct, the principal shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If he/she 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 principal or compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with the school's uniform complaint procedures. Regardless of whether a formal complaint is filed, the principal or compliance officer shall take steps to investigate the allegations and, if sexual harassment is found, shall take prompt action to stop it, prevent recurrence, and address any continuing effects.

If a complaint of sexual harassment is initially submitted to the principal, he/she shall, within two school days, forward the report to the compliance officer to initiate investigation of the complaint. The compliance officer shall contact the complainant and investigate and resolve the complaint in accordance with law and district county office procedures specified in AR 1312.3.

In investigating a sexual harassment complaint, evidence of past sexual relationships of the victim shall not be considered, except to the extent that such evidence may relate to the victim's prior relationship with the respondent.

In any case of sexual harassment involving the principal, compliance officer, or any other person to whom the incident would ordinarily be reported or filed, the report may instead be submitted to the Superintendent or designee who shall determine who will investigate the complaint.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Confidentiality

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

However, when a complainant or victim of sexual harassment notifies the school of the harassment but requests confidentiality, the compliance officer shall inform him/her that the request may limit the school's ability to investigate the harassment or take other necessary action. When honoring a request for confidentiality, the school will nevertheless take all reasonable steps to investigate and respond to the complaint consistent with the request.

When a complainant or victim of sexual harassment notifies the school of the harassment but requests that the school not pursue an investigation, the school will determine whether or not it can honor such a request while still providing a safe and nondiscriminatory environment for all students.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)

Response Pending Investigation

When an incident of sexual harassment is reported, the principal or designee, in consultation with the compliance officer, shall determine whether interim measures are necessary pending the results of the investigation. The principal/designee or compliance officer shall take immediate measures necessary to stop the harassment and protect students and/or ensure their access to the educational program. To the extent possible, such interim measures shall not disadvantage the complainant or victim of the alleged harassment. Interim measures may include placing the individuals involved in separate classes or transferring a student to a class taught by a different teacher, in accordance with law and Board policy. The school should notify the individual who was harassed of his/her options to avoid contact with the alleged harasser and allow the complainant to change academic and extracurricular arrangements as appropriate. The school should also ensure that the complainant is aware of the resources and assistance, such as counseling, that are available to him/her. As appropriate, such actions shall be considered even when a student chooses to not file a formal complaint or the sexual harassment occurs off school grounds or outside school-sponsored or school-related programs or activities.

Notifications

A copy of the 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)

(cf. 5145.6 - Parental Notifications)

2. Be displayed in a prominent location in the main administrative building or other area where notices of rules, regulations, procedures, and standards of conduct are posted (Education Code 231.5)

A copy of the sexual harassment policy and regulation shall be posted on school web sites and, when available, on county supported social media.

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

3. Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester, or summer session (Education Code 231.5)

4. Appear in any school publication that sets forth the school's comprehensive rules, regulations, procedures, and standards of conduct (Education Code 231.5)

(3/12 10/14) 9/16

~~Prohibited 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, when made on the basis of sex and 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 Sutter County Superintendent of Schools' (SCSOS) program or activity.~~

~~(cf. 5131—Conduct)~~

~~(cf. 5131.2—Bullying)~~

~~(cf. 5137—Positive School Climate)~~

~~(cf. 5145.3—Nondiscrimination/Harassment)~~

~~(cf. 6142.1—Sexual Health and HIV/AIDS Prevention Instruction)~~

~~Examples of types of conduct which are prohibited in the SCSOS and which may constitute sexual harassment 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~~

School-Level Complaint Process/Grievance Procedure

~~Complaints of sexual harassment, or any behavior prohibited by the Sutter County Board of Education's Nondiscrimination/Harassment Policy—BP 5145.3, shall be handled in accordance with the following procedure:~~

- ~~1. Notice and Receipt of Complaint: Any student who believes he/she has been subjected to sexual harassment or who has witnessed sexual harassment may file a complaint with any school employee. Within 24 hours of receiving a complaint, the school employee shall report it to the principal. In addition, any school employee who observes any incident of sexual harassment involving a student shall, within 24 hours, report this observation to the principal, whether or not the victim files a complaint.~~

~~In any case of sexual harassment involving the Principal to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall instead report to the Superintendent or designee.~~

- ~~2. Initiation of Investigation: The principal shall initiate an impartial investigation of an allegation of sexual harassment within five school days of receiving notice of the harassing behavior, regardless of whether a formal complaint has been filed. The SCSOS shall be considered to have "notice" of the need for an investigation upon receipt of information from a student who believes he/she has been subjected to harassment, the student's parent/guardian, an employee who received a complaint from a student, or any employee or student who witnessed the behavior.~~

~~If the principal receives an anonymous complaint or media report about alleged sexual harassment, he/she shall determine whether it is reasonable to pursue an investigation considering the specificity and reliability of the information, the seriousness of the alleged incident, and whether any individuals can be identified who were subjected to the alleged harassment.~~

- ~~3. Initial Interview with Student: When a student or parent/guardian has complained or provided information about sexual harassment, the principal shall describe the SCSOS grievance procedure and discuss what actions are being sought by the student in response to the complaint. The student who is complaining shall have an opportunity to describe the incident, identify witnesses who may have relevant information, provide other evidence of the harassment, and put his/her complaint in writing. If the student requests confidentiality, he/she shall be informed that such a request may limit the SCSOS ability~~

~~to investigate.~~

- ~~4. Investigation Process: The principal shall keep the complaint and allegation confidential, except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)~~

~~The principal shall interview individuals who are relevant to the investigation, including, but not limited to, the student who is complaining, the person accused of harassment, anyone who witnessed the reported harassment, and anyone mentioned as having relevant information. The principal may take other steps such as reviewing any records, notes, or statements related to the harassment or visiting the location where the harassment is alleged to have taken place.~~

~~When necessary to carry out his/her investigation or to protect student safety, the principal also may discuss the complaint with the Superintendent or designee, the parent/guardian of the student who complained, the parent/guardian of the alleged harasser if the alleged harasser is a student, a teacher or staff member whose knowledge of the students involved may help in determining who is telling the truth, law enforcement and/or child protective services, and SCSOS legal counsel.~~

~~(cf. 5141.4 Child Abuse Prevention and Reporting)~~

- ~~5. Interim Measures: The principal shall determine whether interim measures are necessary during and pending the results of the investigation, such as placing students in separate classes or transferring a student to a class taught by a different teacher.~~

- ~~6. Optional Mediation: In cases of student on student harassment, when the student who complained and the alleged harasser so agree, the principal may arrange for them to resolve the complaint informally with the help of a counselor, teacher, administrator, or trained mediator. The student who complained shall never be asked to work out the problem directly with the accused person unless such help is provided and both parties agree, and he/she shall be advised of the right to end the informal process at any time.~~

~~(cf. 5138 Conflict Resolution)~~

- ~~7. Factors in Reaching a Determination: In reaching a decision about the complaint, the principal may take into account:~~

- ~~a. Statements made by the persons identified above~~
- ~~b. The details and consistency of each person's account~~
- ~~c. Evidence of how the complaining student reacted to the incident~~
- ~~d. Evidence of any past instances of harassment by the alleged harasser~~

- ~~e. Evidence of any past harassment complaints that were found to be untrue~~
 - ~~To judge the severity of the harassment, the principal may take into consideration:~~
 - ~~a. How the misconduct affected one or more students' education~~
 - ~~b. The type, frequency, and duration of the misconduct~~
 - ~~c. The identity, age, and sex of the harasser and the student who complained, and the relationship between them~~
 - ~~d. The number of persons engaged in the harassing conduct and at whom the harassment was directed~~
 - ~~e. The size of the school, location of the incidents, and context in which they occurred~~
 - ~~f. Other incidents at the school involving different students~~
- ~~8. Written Report on Findings and Follow-Up: No more than 30 days after receiving the complaint, the principal shall conclude the investigation and prepare a written report of his/her findings. This timeline may be extended for good cause. If an extension is needed, the principal shall notify the student who complained and explain the reasons for the extension.~~

~~The report shall include the decision and the reasons for the decision and shall summarize the steps taken during the investigation. If it is determined that harassment occurred, the report shall also include any corrective actions that have or will be taken to address the harassment and prevent any retaliation or further harassment. This report shall be presented to the student who complained, the person accused, the parents/guardians of the student who complained and the student who was accused, and the Superintendent or designee.~~

~~In addition, the principal shall ensure that the harassed student and his/her parent/guardian are informed of the procedures for reporting any subsequent problems. The principal shall make follow up inquiries to see if there have been any new incidents or retaliation and shall keep a record of this information.~~

Enforcement of Sutter County Board of Education Policy

~~The Superintendent or designee shall take appropriate actions to reinforce Sutter County Board of Education's sexual harassment policy. As needed, these actions may include any of the following:~~

- ~~1. Removing vulgar or offending graffiti~~

~~(cf. 5131.5—Vandalism and Graffiti)~~

- ~~2. Providing training to students, staff, and parents/guardians about how to recognize harassment and how to respond~~

~~(cf. 4131—Staff Development)~~

~~(cf. 4231—Staff Development)~~

~~(cf. 4331—Staff Development)~~

- ~~3. Disseminating and/or summarizing the Sutter County Board of Education's policy and regulation regarding sexual harassment~~

- ~~4. Consistent with the laws regarding the confidentiality of student and personnel records, communicating the school's response to parents/guardians and the community~~

~~(cf. 4119.23/4219.23/4319.23—Unauthorized Release of Confidential/Privileged Information)~~

~~(cf. 5125—Student Records)~~

- ~~5. Taking appropriate disciplinary action~~

~~In addition, disciplinary measures may be taken against any person who is found to have made a complaint of sexual harassment which he/she knew was not true.~~

~~(cf. 4118—Suspension/Disciplinary Action)~~

~~(cf. 4218—Dismissal/Suspension/Disciplinary Action)~~

~~(cf. 5144.1—Suspension and Expulsion/Due Process)~~

~~(cf. 5144.2—Suspension and Expulsion/Due Process (Students with Disabilities))~~

Notifications

~~A copy of the Sutter County Board of Education'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)~~

~~(cf. 5145.6—Parental Notifications)~~

- ~~2. Be displayed in a prominent location in the main administrative building or other area where notices of SCSOS rules, regulations, procedures, and standards of conduct are posted, including school web sites (Education Code 231.5)~~

- ~~3. Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester, or summer session (Education Code 231.5)~~

4. ~~Appear in any school or SCSOS publication that sets forth the school's or SCSOS comprehensive rules, regulations, procedures, and standards of conduct (Education Code 231.5)~~

Series 5000 – Students

BP 5145.7

Sexual Harassment

Students

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 school-sponsored or school-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 school strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult who has experienced off-campus sexual harassment that has a continuing effect on campus to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulation.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

The Superintendent or designee shall take appropriate actions to reinforce the school's sexual harassment policy.

Instruction/Information

The Superintendent or designee shall ensure that all district 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 where the alleged

victim of the harassment has not complained

4. A clear message that student safety is the school'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 prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students
6. Information about the school's procedure 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 district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will take interim 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 and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment

Sexual harassment complaints by and against students shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 - Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Upon 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 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.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Upon investigation of a sexual harassment complaint, any employee found to have engaged in

sexual harassment or sexual violence toward any student shall have his/her employment terminated in accordance with law and the applicable collective bargaining agreement.

(cf. 4117.7 - Employment Status Report)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the school to monitor, address, and prevent repetitive harassing behavior.

(cf. 3580 – School Records)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900 Grounds for suspension or expulsion

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48904 Liability of parent/guardian for willful student misconduct

48980 Notice at beginning of term

CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, discrimination

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.71 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2001, 9th Cir.) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629
Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274
Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473
Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Transgender Students, May 2016

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Sexual Violence, April 4, 2011

Sexual Harassment: It's Not Academic, September 2008

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

(3/12 10/14) 9/16

~~The Sutter County Board of Education is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who files a complaint, testifies, or otherwise participates in district complaint processes.~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~

~~(cf. 1312.3—Uniform Complaint Procedures)~~

~~(cf. 4119.11/4219.11/4319.11—Sexual Harassment)~~

~~(cf. 5131—Conduct)~~

~~(cf. 5131.2—Bullying)
(cf. 5137—Positive School Climate)
(cf. 5145.3—Nondiscrimination/Harassment)
(cf. 6142.1—Sexual Health and HIV/AIDS Prevention Instruction)~~

Instruction/Information

~~The Superintendent or designee shall ensure that all Sutter County Superintendent of Schools' students receive age-appropriate instruction and 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.~~
- ~~3. —Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained.~~
- ~~4. —Information about the Sutter County Superintendent of Schools' procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made.~~
- ~~5. —Information about the rights of students and parents/guardians to file a criminal complaint, as applicable.~~

Complaint Process

~~Any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity (e.g., by a visiting athlete or coach) shall immediately contact his/her teacher or any other employee. An employee who receives such a complaint shall report it in accordance with administrative regulation.~~

~~(cf. 1312.1—Complaints Concerning District Employees)
(cf. 5141.4—Child Abuse Prevention and Reporting)~~

~~The Superintendent or designee shall ensure that any complaints regarding sexual harassment are immediately investigated in accordance with administrative regulation. When the Superintendent or designee has determined that harassment has occurred, he/she shall take prompt, appropriate action to end the harassment and to address its effects on the victim.~~

Disciplinary Actions

~~Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to 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.~~

~~(cf. 5144.1—Suspension and Expulsion/Due Process)~~

~~(cf. 5144.2—Suspension and Expulsion/Due Process (Students with Disabilities))~~

~~Confidentiality and Record Keeping~~

~~All complaints and allegations of sexual harassment shall be kept confidential, except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)~~

~~(cf. 4119.23/4219.23/4319.23—Unauthorized Release of Confidential/Privileged Information)~~

~~(cf. 5125—Student Records)~~

~~The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the Sutter County Superintendent of Schools to monitor, address, and prevent repetitive harassing behavior in the schools.~~

~~Legal Reference:~~

~~EDUCATION CODE~~

~~200-262.4 Prohibition of discrimination on the basis of sex~~

~~48900 Grounds for suspension or expulsion~~

~~48900.2 Additional grounds for suspension or expulsion; sexual harassment~~

~~48904 Liability of parent/guardian for willful student misconduct~~

~~48980 Notice at beginning of term~~

~~CIVIL CODE~~

~~51.9 Liability for sexual harassment; business, service and professional relationships~~

~~1714.1 Liability of parents/guardians for willful misconduct of minor~~

~~GOVERNMENT CODE~~

~~12950.1 Sexual harassment training~~

~~CODE OF REGULATIONS, TITLE 5~~

~~4600-4687 Uniform complaint procedures~~

~~4900-4965 Nondiscrimination in elementary and secondary education programs~~

~~UNITED STATES CODE, TITLE 20~~

~~1681-1688 Title IX, discrimination~~

~~UNITED STATES CODE, TITLE 42~~

~~1983 Civil action for deprivation of rights~~

~~2000d-2000d-7 Title VI, Civil Rights Act of 1964~~

~~2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~106.1-106.71 Nondiscrimination on the basis of sex in education programs~~

~~COURT DECISIONS~~

~~Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567~~

~~Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130~~

~~Reese v. Jefferson School District, (2001, 9th Cir.) 208 F.3d 736~~

~~Davis v. Monroe County Board of Education, (1999) 526 U.S. 629~~

~~Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274~~

~~Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473~~

~~Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447~~

Series 5000 – Students

BP 5141.52

**Suicide Prevention
Students**

The Governing Board recognizes that suicide is a major cause of death among youth and should be taken seriously. In order to attempt to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop preventive strategies and intervention procedures.

The Superintendent or designee may involve school health professionals, school counselors, administrators, other staff, parents/guardians, students, local health agencies and professionals, and community organizations in planning, implementing, and evaluating the school's strategies for suicide prevention and intervention.

(cf. 1020 - Youth Services)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Prevention and Instruction

Suicide prevention strategies may include, but not be limited to, efforts to promote a positive school climate that enhances students' feelings of connectedness with the school and is characterized by caring staff and harmonious interrelationships among students.

(cf. 5131 - Conduct)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

The comprehensive health education program shall promote the healthy mental, emotional, and social development of students including, but not limited to, the development of problem-solving skills, coping skills, and self-esteem. Suicide prevention instruction shall be incorporated into the health education curriculum in the secondary grades. Such instruction shall be aligned with state content standards and shall be designed to help students analyze signs of depression and self-destructive behaviors, including potential suicide, and to identify suicide prevention strategies.

(cf. 6142.8 - Comprehensive Health Education)

The Superintendent or designee may offer parents/guardians education or information which describes the severity of the youth suicide problem, the suicide prevention curriculum, risk factors and warning signs of suicide, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis.

Staff Development

Suicide prevention training for staff shall be designed to help staff identify and respond to students at risk of suicide. The training shall be offered under the direction of a counselor/psychologist and/or in cooperation with one or more community mental health agencies and may include information on:

1. Research identifying risk factors, such as previous suicide attempt(s), history of depression or mental illness, substance use problems, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, and other factors

(cf. 5131.6 - Alcohol and Other Drugs)

2. Warning signs that may indicate suicidal intentions, including changes in students' appearance, personality, or behavior

3. Research-based instructional strategies for teaching the suicide prevention curriculum and promoting mental and emotional health

4. School and community resources and services

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

5. School procedures for intervening when a student attempts, threatens, or discloses the desire to commit suicide

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Intervention

Whenever a staff member suspects or has knowledge of a student's suicidal intentions, he/she shall promptly notify the principal or school counselor. The principal or counselor shall then notify the student's parents/guardians as soon as possible and may refer the student to mental health resources in the school or community.

(cf. 5141 - Health Care and Emergencies)

Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.

Whenever schools establish a peer counseling system to provide support for students, peer counselors shall complete the suicide prevention curriculum, including identification of the warning signs of suicidal behavior and referral of a suicidal student to appropriate adults.

(cf. 5138 - Conflict Resolution/Peer Mediation)

The Superintendent or designee shall establish crisis intervention procedures to ensure student safety and appropriate communications in the event that a suicide occurs or an attempt is made on campus or at a school-sponsored activity.

Legal Reference:

EDUCATION CODE

32280-32289 Comprehensive safety plan

49060-49079 Student records

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5850-5883 Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Youth Suicide-Prevention Guidelines for California Schools, 2005

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CALIFORNIA DEPARTMENT OF MENTAL HEALTH PUBLICATIONS

California Strategic Plan for Suicide Prevention: Every Californian is Part of the Solution, 2008

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

National Strategy for Suicide Prevention: Goals and Objectives for Action, 2001

WEB SITES

American Psychological Association: <http://www.apa.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Mental Health, Children and Youth Programs:

http://www.dmh.ca.gov/Services_and_Programs/Children_and_Youth

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Institute for Mental Health: <http://www.nimh.nih.gov>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services

Administration: <http://www.samhsa.gov>

Policy Approved:

Sutter County Board of Education

Series 5000 – Students

AR 5145.2

**Suicide Prevention
Students**

At appropriate secondary grades, the suicide prevention instruction shall be designed to help students:

1. Identify and analyze signs of depression and self-destructive behaviors and understand how feelings of depression, loss, isolation, inadequacy, and anxiety can lead to thoughts of suicide
2. Identify alternatives to suicide and develop coping and resiliency skills
3. Learn to listen, be honest, share feelings, and get help when communicating with friends who show signs of suicidal intent
4. Identify trusted adults, school resources, and/or community crisis intervention resources where youth can get help and recognize that there is no stigma associated with seeking mental health, substance abuse, and/or suicide prevention services

(cf. 1020 - Youth Services)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5141.6 - School Health Services)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6164.2 - Guidance/Counseling Services)

Intervention

When a suicide attempt or threat is reported, the principal or designee shall:

1. Ensure the student's physical safety by one of the following, as appropriate:
 - a. Securing immediate medical treatment if a suicide attempt has occurred
 - b. Securing law enforcement and/or other emergency assistance if a suicidal act is being actively threatened
 - c. Keeping the student under continuous adult supervision until the parent/guardian and/or appropriate support agent or agency can be contacted and has the opportunity to intervene

(cf. 5141 - Health Care and Emergencies)

2. Designate specific individuals to be promptly contacted, including the school counselor, psychologist, nurse, superintendent, and/or the student's parent/guardian, and, as necessary, local

law enforcement or mental health agencies

3. Document the incident in writing as soon as feasible

(cf. 5125 - Student Records)

4. Follow up with the parent/guardian and student in a timely manner to provide referrals to appropriate services as needed

5. Provide access to counselors or other appropriate personnel to listen to and support students and staff who are directly or indirectly involved with the incident at the school

6. Provide an opportunity for all who respond to the incident to debrief, evaluate the effectiveness of the strategies used, and make recommendations for future actions

In the event that a suicide occurs or is attempted on campus, the principal or designee shall follow the crisis intervention procedures contained in the school safety plan. After consultation with the Superintendent or designee and the student's parents/guardians about facts that may be divulged in accordance with the laws governing confidentiality of student record information, the principal or designee may provide students, parents/guardians, and staff with information, counseling, and/or referrals to community agencies as needed. School staff may receive assistance from school counselors or other mental health professionals in determining how best to discuss the suicide or attempted suicide with students.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 1112- Media Relations)

BOARD AGENDA ITEM: Second Reading – Board Bylaw and Exhibit

BOARD MEETING DATE: May 10, 2017

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Gail Osborne

SUBMITTED BY:

Gail Osborne

PRESENTING TO BOARD:

Gail Osborne

BACKGROUND AND SUMMARY INFORMATION:

The following policies are being presented for a second reading by the Sutter County Board of Education:

- BB 9250 – Remuneration, Reimbursement and Other Benefits
- B/E 9250 – Remuneration, Reimbursement and Other Benefits

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Compensation

Each member of the Governing Board may receive the maximum monthly compensation as provided for in Education Code 1090.

Each member of the Governing Board may receive compensation of \$25 per meeting not to exceed \$160 per month. (Education Code 1090)

On an annual basis, the Board may increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. Any increase made pursuant to this section shall be effective upon approval by the county board of education. (Education Code 1090)

Board members are not required to accept payment for meetings attended.

Any member who does not attend all Board meetings during the month is eligible to receive only a percentage of the monthly compensation equal to the percentage of meetings he/she attended, unless otherwise authorized by the Board in accordance with law. (Education Code 1090)

A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the county office at the time of the meeting or that he/she was absent because of illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 1090)

Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the county office. Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies established for county office personnel and at the same rate of reimbursement.

(cf. 1160 - Political Processes)

(cf. 3100 - Budget)

(cf. 3350 - Travel Expenses)

(cf. 3513.1 - Cellular Phone Reimbursement)

Board members may be reimbursed for travel expenses incurred when performing services directed by the Board. (Education Code 1090)

(cf. 9240 - Board Development)

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

(Continued)

Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the county office's interests; attendance at county office or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall be the responsibility of individual Board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on county office-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on county office business.

Any questions regarding the propriety of a particular type of expense should be resolved by the Superintendent or designee before the expense is incurred.

Health and Welfare Benefits for Current Board Members

Board members may participate in the health and welfare benefits program provided for county office employees.

(cf. 4154/4254/4354 - Health and Welfare Benefits)

Health and welfare benefits for Board members shall be no greater than that received by the county office's nonsafety employees with the most generous schedule of benefits. (Government Code 53208.5)

The county office shall pay the premiums required for Board members electing to participate in the county office health and welfare benefits program to the same extent that it pays for county office employees.

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

Health and Welfare Benefits for Former Board Members

Former Board members may participate in the health and welfare benefits program provided for county office employees under the conditions specified below.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

(Continued)

Health and welfare benefits for former Board members shall be no greater than those received by county office nonsafety employees with the most generous schedule of benefits. (Government Code 53208.5)

Any former Board member leaving the Board after at least one term of office may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time of retirement. (Government Code 53201)

Health and welfare benefits provided to a former Board member shall be extended, at his/her expense and at the same level, to his/her spouse/registered domestic partner and eligible dependent children as specified in law and the health plan.

Legal Reference:

EDUCATION CODE

33050-33053 *General waiver authority*

33362-33363 *Reimbursement of expenses for attendance at workshops*

35012 *Board members; number, election and term*

35044 *Payment of traveling expenses of representatives of board*

35120 *Compensation for services as member of governing board*

35172 *Promotional activities*

44038 *Cash deposits for transportation purchased on credit*

FAMILY CODE

297-297.5 *Rights, protections and benefits under law; registered domestic partners*

GOVERNMENT CODE

8314 *Use of public resources*

20322 *Elective officers; election to become member*

20420-20445 *Membership in Public Employees' Retirement System; definition of safety employees*

GOVERNMENT CODE (continued)

53200-53209 *Group insurance*

54952.3 *Simultaneous or serial meetings; announcement of compensation*

HEALTH AND SAFETY CODE

1373 *Health services plan, coverage for dependent children*

INSURANCE CODE

10277-10278 *Group and individual health insurance, coverage for dependent children*

UNITED STATES CODE, TITLE 26

403 *Tax-sheltered annuities*

UNITED STATES CODE, TITLE 42

18011 *Right to maintain existing health coverage*

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

(Continued)

CODE OF FEDERAL REGULATIONS, TITLE 26

1.403(b)-2 Tax-sheltered annuities, definition of employee

COURT DECISIONS

Thorning v. Hollister School County office, (1992) 11 Cal.App.4th 1598

Board of Education of the Palo Alto Unified School County office v. Superior Court of Santa Clara County, (1979) 93 Cal.App.3d 578

ATTORNEY GENERAL OPINIONS

91 Ops.Cal.Atty.Gen. 37 (2008)

83 Ops.Cal.Atty.Gen. 124 (2000)

Management Resources:

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Sample Expense and Use of Public Resources Policy Statement, January 2006

INTERNAL REVENUE SERVICE PUBLICATIONS

Tax-Sheltered Annuity Plans (403(b) Plans) for Employees of Public Schools and Certain

Tax-Exempt Organizations, Publication 571, rev. February 2013

WEB SITES

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

Institute for Local Government: <http://www.ca-ilg.org>

Internal Revenue Service: <http://www.irs.gov>

Public Employees' Retirement System: <http://www.calpers.ca.gov>

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

RESOLUTION ON BOARD COMPENSATION FOR MISSED MEETINGS

Pursuant to Education Code 1090, a County Board member may receive compensation for County Board meetings that he/she missed if the County Board makes a finding, by resolution that one or more specified circumstances exist.

WHEREAS, the Sutter County Superintendent of Schools County Board of Education appreciates the services provided by members of the County Board and provides compensation for meeting attendance in accordance with Education Code 1090 and Board Bylaw 9250; and

WHEREAS, Education Code 1090 provides that the monthly compensation provided to County Board members shall be commensurate with the percentage of meetings attended during the month unless otherwise authorized by County Board resolution; and

WHEREAS, Education Code 1090 specifies limited circumstances under which the County Board is authorized to compensate a County Board member for meetings he/she missed; and

WHEREAS, the County Board finds that (name of Board member) did not attend the County Board meeting(s) on (dates) for the following reason(s): (check applicable reasons)

- Performance of designated duties for the County Board during the time of the meeting
- Illness or jury duty
- Hardship deemed acceptable by the County Board

NOW THEREFORE BE IT RESOLVED that the Sutter County Superintendent of Schools County Board of Education approves full compensation of (name of Board member) for the month of _____.

PASSED AND ADOPTED THIS _____ day of _____, _____ at a regular meeting, by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

Attest:

County Board Secretary

County Board President