

Agenda

SUTTER COUNTY BOARD OF EDUCATION

Regular Meeting

Wednesday, February 14, 2018 - 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 January 10, 2018, Regular Meeting
[Action Item]
 - The minutes of the January 10, 2018, Regular Meeting of the Sutter County Board of Education are presented for approval.
 - 6.0 Adopt Resolution No. 17-18-III Calling for Full and Fair Funding of California's Public Schools
Dr. Baljinder Dhillon **[Action Item]**

California has the world's sixth-largest economy and the highest gross domestic product of any state. Yet, we rank near the bottom nationally in funding for public schools, a status that threatens the prosperity of our state and the strength of our communities.

- 7.0 Consolidated Application – Funds Availability – Title IV
Dr. Christine McCormick **[Action Item]**

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts and direct-funded charter schools throughout California.

Annually, in June, each Local Educational Agency (LEA) submits the spring release of the application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs. This year, we were given the option to apply for additional funds for Title IV Part A by submitting an additional request.

- 8.0 Quarterly Report on Williams/Valenzuela Uniform Complaints
(October 1, 2017 – December 31, 2017)
Dr. Christine McCormick

Education Code 35186 requires the county superintendent to report on the number and nature of complaints.

- 9.0 Adult Education Courses – 2017-18 School Year
Eric Pomeroy **[Action Item]**

The approval process is done on an annual basis via California Department of Education electronic mail.

- 10.0 Adult Education Careers Course
Eric Pomeroy **[Action Item]**

Adult Education is requesting the approval to add a careers course as a requirement for graduation beginning July 1, 2018. Currently, Sutter County Superintendent of Schools Office does not offer or require a careers class as part of its Adult Education program.

- 11.0 Business Services Report
11.1 Monthly Financial Report – January 2018 – Barbara Henderson

- 11.2 Surplus Inventory – Barbara Henderson
- 12.0 Second Reading – Board Policy and AR
Dr. Christine McCormick **[Action Item]**

BP 6173 – Education for Homeless Children
B/AR 6173 – Education for Homeless Children
- 13.0 First Reading - Board Bylaws 9220 and 9230
Dr. Baljinder Dhillon

BB 9220 – Governing Board Elections
BB 9230 - Orientation
- 14.0 Items from the Superintendent/Board
- 15.0 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 January 10, 2018 Regular Board Meeting

BOARD MEETING DATE: February 14, 2018

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 January 10, 2018, are presented for approval.

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Regular Meeting
January 10, 2018

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., January 10, 2018 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 Jim Richmond.

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

Dr. Baljinder Dhillon, Ex-officio Secretary – Present

Staff Members Present: Barbara Henderson, Dr. Christine McCormick, Linda Protine and Maggie Nicoletti

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

Linda Protine stated this is her last Board Meeting and she thanked the Board and Superintendent Dhillon for the opportunity to have returned as the Interim Assistant Superintendent of Business Services.

Bal introduced Zoey Mahlmann, a 13 year old student from South Sutter Charter School. Zoey read a story that she had written titled “My Story of Inspiration: Mrs. Joe.” Cynthia Rachel forwarded the story to Dr. Dhillon and she was so moved by the story, she invited Zoey to come and read her story to the Board Members.

5.0 Approve Minutes of the December 13, 2017, Regular Meeting

A motion was made to approve the minutes of the December 13, 2017 regular meeting of the Sutter County Board of Education.

Motion: June McJunkin *Seconded:* Jim Richmond

Action: Motion Carried

Ayes: 4 (McJunkin, Turner, Richmond and Lachance)

Noes: 0

Absent: 0

Abstain: Bains

6.0 Accept 2016-2017 Sutter County Superintendent of Schools Audit Report

Jennifer Hall from Crowe Horwath, LLP introduced herself and presented the Sutter County Superintendent of Schools Audit Report for 2016-2017 to the Board. Ms. Hall stated that no errors or deficiencies were found;

there was a small audit adjustment and, other than that, it was a very clean audit.

A motion was made to accept the 2016-2017 Sutter County Superintendent of Schools Audit Report prepared by Crowe Horwath, LLP.

Motion: Karm Bains *Seconded:* June McJunkin
Action: Motion Carried
Ayes: 5 (Bains, McJunkin, Richmond, Turner and Lachance)
Noes: 0
Absent: 0 *Abstain:* 0

7.0 School Accountability Report Cards (SARCs)

Dr. Christine McCormick stated SARCs were presented for the Feather River Academy and Special Education. They are posted on our website for public access.

8.0 Approve Single Plan for Student Achievement – Feather River Academy

Bill Embleton stated the purpose of the Single Plan for Student Achievement – Feather River Academy is to raise the academic performance of all students, prepare them for college and career readiness and to fulfill requirements for graduation. Need to increase numbers in math and algebra.

A motion was made to approve Single Plan for Student Achievement – Feather River Academy.

Motion: Jim Richmond *Seconded:* Ron Turner
Action: Motion Carried
Ayes: 5 (McJunkin, Turner, Richmond, Bains and Lachance)
Noes: 0
Absent: 0 *Abstain:* 0

9.0 Local Control Accountability Plan (LCAP) Update

Dr. McCormick stated LCAP goals include support to students at FRA, the WASC accreditation and Nurtured Hearts program. Dr. McCormick invited the Board Members to stop by FRA to see the Wall of Greatness created by students and adults; it will really warm their hearts. Dr. McCormick stated that Grace Espindola has convened a cross agency for Foster Youth (Intervention and Prevention Programs) along with FIT. She further stated that Grace has observed a former foster youth and received input from his observation of what he received while in the Foster Youth Program. The Plan for Expelled Youth is also included in this LCAP.

10.0 Business Services Report

10.1 Monthly Financial Report – December 2017

Barbara Henderson reviewed the Summary Report of Revenues,

Expenditures and Changes in Fund Balances for the month of December 2017 with Board Members.

10.2 Quarterly Surplus Report

Barbara Henderson stated this is reported quarterly and it is revised by the Assistant Superintendent of Business Services and Cabinet prior to coming before the Board. It basically shows what is moving off of the inventory list.

11.0 First Reading Board Policy and AR

The following Board Policy and AR are presented for their first reading: Dr. McCormick said there are quite a few changes in how we identified homeless youth. June asked why SCSOS Board was not mentioned in the policy. Chris stated this BP will go back to Cabinet for further clarification.

BP 6173 – Education for Homeless Children
B/AR 6173 – Education for Homeless Children

12.0 Items from the Superintendent/Board

Bal stated she received an email from CCSESA stating Governor Brown has proposed 59.2 million in ongoing funding to county offices for districts that need differentiated services.

Bal is continuing her visit to schools to highlight all the wonderful things that are happening at the schools. She is starting Board visits in January and she invited the Board to attend the Board Meetings as well. Maggie Nicoletti will send a calendar of meeting dates to the Board Members.

13.0 Adjournment

A motion was made to adjourn the meeting at 6:06 p.m.

| | | | |
|----------------|--|------------------|------------|
| <i>Motion:</i> | Ron Turner | <i>Seconded:</i> | Karm Bains |
| <i>Action:</i> | Motion Carried | | |
| <i>Ayes:</i> | 5 (Turner, Bains, McJunkin, Richmond and Lachance) | | |
| <i>Noes:</i> | 0 | | |
| <i>Absent:</i> | 0 | <i>Abstain:</i> | 0 |

BOARD AGENDA ITEM: Adopt Resolution 17-18-III Calling for Full and Fair Funding of California's Public Schools

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

Maggie Nicoletti

Reports/Presentation

SUBMITTED BY:

Information

Dr. Baljinder Dhillon

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Dr. Baljinder Dhillon

BACKGROUND AND SUMMARY INFORMATION:

California has the world's sixth-largest economy and the highest gross domestic product of any state. Yet, we rank near the bottom nationally in funding for public schools, a status that threatens the prosperity of our state and the strength of our communities.

While California lags behind most of the country in public school funding, school districts and county offices of education are facing increased financial pressure from rapidly rising costs. It's time that California end decades of underinvestment in public schools and provide the resources needed to offer all students a high-quality education.

SUTTER COUNTY BOARD OF EDUCATION
SUTTER COUNTY SUPERINTENDENT OF SCHOOLS

RESOLUTION NUMBER 17-18-III

**Resolution Calling for Full and Fair Funding
of California's Public Schools**

WHEREAS, California has the sixth largest economy in the world, and the largest Gross Domestic Product (GDP) of any state in the nation; and

WHEREAS, despite California's leadership in the global economy, the state falls in the nation's bottom quintile on nearly every measure of public K-12 school funding and school staffing; and

WHEREAS, California ranks 45th nationally in the percentage of taxable income spent on education, 41st in per-pupil funding, 45th in pupil-teacher ratios and 48th in pupil-staff ratios; and

WHEREAS, K-12 school funding has not substantially increased, on an inflation-adjusted basis, for more than a decade; and

WHEREAS, under the Local Control Funding Formula (LCFF), state funding for K-12 schools has only this year recently returned to levels predating the Great Recession of 2007; and

WHEREAS, the modest revenue increases since the implementation of LCFF have been eroded by rapidly increasing costs for health care, pensions, transportation and utilities; and

WHEREAS, 58 percent of California's public school students are eligible for free and reduced-price lunch — 13 percent above the national average — and 23 percent of California students are English learners, more than twice the national average; and

WHEREAS, California's investment in public schools is out of alignment with its wealth, its ambitions, its demographics and the demands of a 21st-century education; and

WHEREAS, in 2007, a bipartisan group of California leaders commissioned a report titled *Getting Down to Facts*, which stated it would take an additional \$17 billion annually to meet the State Board of Education achievement targets for K-12 schools; and

WHEREAS, in 2016, a California School Boards Association (CSBA) report, *California's Challenge: Adequately Funding Education in the 21st Century*, updated the *Getting Down to Facts* data and determined that, adjusting for inflation, an additional \$22 billion to \$40 billion annually would be required to provide all public school students with access to a high-quality education; and

WHEREAS, California funds schools at roughly \$1,961 per student less than the national average, which translates to approximately \$3,462 per student when adjusted for California being a high-cost state; and

WHEREAS, California trails the average of the top 10 states by almost \$7,000 in per-pupil funding; and

WHEREAS, in *Robles-Wong v. State of California*, a group of plaintiffs led by CSBA argued that California's school funding system violated Article IX of the State Constitution by denying all students access to an education that prepares them for economic security and full participation in our democratic institutions; and

WHEREAS, the California Supreme Court declined to hear the case by a 4-3 margin, prompting Justice Goodwin H. Liu to write: “It is regrettable that this court, having recognized education as a fundamental right in a landmark decision 45 years ago [*Serrano v. Priest* (1971) 5 Cal.3d 584], should now decline to address the substantive meaning of that right.”; and

WHEREAS, in order to prepare our students for participation in a democratic society and an increasingly competitive, technology-driven global economy, California must fund schools at a level sufficient to support student success; and

WHEREAS, despite its vast wealth, California has consistently underfunded public education while widening its scope, adding new requirements and raising standards without providing appropriate resources to prepare all students for college, career and civic life; and

WHEREAS, if California is to close opportunity and achievement gaps and create a public school system that offers consistently high levels of education, the State must provide schools with the resources to meet the needs of their specific populations;

NOW, THEREFORE BE IT RESOLVED, that the governing board of the Sutter County Board of Education urges the State Legislature to fund California public schools at the national average or higher by the year 2020, and at a level that is equal to or above the average of the top 10 states nationally by 2025 and to maintain, at a minimum, this level of funding until otherwise decreed.

PASSED AND ADOPTED at a regular meeting of the Sutter County Board of Education on the 14th day of February 2018, by the following vote:

McJunkin _____, Bains _____, Lachance _____, Richmond _____, Turner _____

Ayes: _____

Noes: _____

Absent: _____

Victoria Lachance, President
Sutter County Board of Education

Dr. Baljinder Dhillon, Ex-officio
Sutter County Board of Education

BOARD AGENDA ITEM: Consolidated Application – Funds Availability – Title IV

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

Dr. Christine McCormick

Reports/Presentation

SUBMITTED BY:

Information

Dr. Christine McCormick

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Barbara Henderson

BACKGROUND AND SUMMARY INFORMATION:

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts and direct-funded charter schools throughout California.

Annually, in June, each local educational agency (LEA) submits the spring release of the application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs. This year, we were given the option to apply for additional funds for Title IV Part A by submitting an additional request. The Sutter County Board of Education is asked to adopt the Consolidated Application update including these additional funds.

2017-18 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

| | |
|---|------------|
| Date of approval by local governing board | 07/12/2017 |
|---|------------|

District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

| | |
|--|-------------------------|
| DELAC representative's full name | |
| DELAC review date | |
| Meeting minutes web address Please enter the Web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee. | |
| DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters) | DELAC is not applicable |

Title IV, Part A Addendum

To apply for Title IV, Part A categorical funds for the fiscal year select "Yes." Only eligible LEAs will receive Title IV, Part A funds.

| | |
|--|------------|
| Title IV, Part A (Student Support) | Yes |
| ESSA Sec. 1112(b) SACS 4127 | |
| Date of material change approval by local governing board Participation is considered a material change per Section 64000, as such, local board approval is required. | 02/14/2018 |

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

| | |
|--|-----|
| Title I, Part A (Basic Grant) | Yes |
| ESSA Sec. 1111 et seq. SACS 3010 | |
| Title II, Part A (Supporting Effective Instruction) | Yes |

Warning

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2017-18 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

| | |
|--|-----|
| ESEA Sec. 2104 SACS 4035 | |
| Title III, Part A Immigrant | No |
| ESEA Sec. 3102 SACS 4201 | |
| Title III, Part A English Learner | Yes |
| ESEA Sec. 3102 SACS 4203 | |

*****Warning*****

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BOARD AGENDA ITEM: Quarterly Report on Williams/ Uniform Complaints

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Angie Gresham

SUBMITTED BY:

Angie Gresham

PRESENTING TO BOARD:

Dr. Christine McCormick

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 no complaints filed by the county office programs during the period of October through December 2017.



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

QUARTERLY REPORT ON WILLIAMS/VALENZUELA UNIFORM COMPLAINTS

(Education Code § 35186)

District: Sutter County Superintendent of Schools
 Person completing this form: Christine McCormick
 Title: Director of Student Support Services

Quarterly Report Submission Date: _____
 (check one)

| | | |
|-------------------------------------|---------------|---|
| <input type="checkbox"/> | November 2017 | <u>Reporting Months</u> July-Aug-Sept |
| <input checked="" type="checkbox"/> | January 2018 | Oct-Nov-Dec |
| <input type="checkbox"/> | May 2018 | Jan-Feb-Mar |
| <input type="checkbox"/> | August 2017 | April-May-June |

Date information will be reported publicly at governing board meeting: **February 14, 2018**

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: Adult Education Course

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

Eric Pomeroy

Reports/Presentation

SUBMITTED BY:

Information

Eric Pomeroy

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Eric Pomeroy

BACKGROUND AND SUMMARY INFORMATION:

Adoption of Adult Education courses for the 2017-18 School-Year. The approval process is done on an annual basis via California Department of Education electronic mail.

BOARD AGENDA ITEM: Adult Education Careers Course

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

Eric Pomeroy

Reports/Presentation

SUBMITTED BY:

Information

Eric Pomeroy

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Eric Pomeroy

BACKGROUND AND SUMMARY INFORMATION:

Adult Education is requesting the approval to add a careers course as a requirement for graduation beginning July 1, 2018. Currently, Sutter County Superintendent of Schools (SCSOS) does not offer or require a careers class as part of its Adult Education program. Adding a careers course to our program would better prepare our students to transition into career pathways; position our programs to receive additional funding; ultimately improve student outcomes.

The course will be a semester long course worth 5 credits and will take the place of the 5 additional required computer credits; currently SCSOS requires 10 computer credits for graduation.

The scope of the course will include, but not be limited to: career assessments; job shadowing; career planning; financial planning; introduction to numerous career clusters; employer presentations; career portfolio development and presentations; internships.

BOARD AGENDA ITEM: Business Services Report

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Barbara Henderson

SUBMITTED BY:

Barbara Henderson

PRESENTING TO BOARD:

Barbara Henderson

BACKGROUND AND SUMMARY INFORMATION:

The monthly financial report for January will be reviewed.

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

JANUARY REPORT

| Description | Account Codes | Original Budget | Operating Budget | Actuals to Date | Projected Yr Totals | Difference (Col D - B) | 2017-18 % Actuals as a % of Budget |
|---|---------------|-----------------------|-----------------------|----------------------|-----------------------|------------------------|------------------------------------|
| | | 7/1/17 (A) | 12/15/17 (B) | 12/15/17 (C) | 12/15/17 (D) | | |
| A. Revenues | | | | | | | |
| 1) Local Control Funding Formula | 8010-8099 | \$ 9,496,131 | \$ 9,345,002 | \$ 3,790,376 | \$ 9,345,002 | - | A 40.6% |
| 2) Federal Revenues | 8100-8299 | \$ 4,740,118 | \$ 4,264,196 | \$ 2,139,480 | \$ 4,266,809 | 2,613 | B 50.2% |
| 3) Other State Revenues | 8300-8599 | \$ 9,541,116 | \$ 9,456,446 | \$ 7,814,385 | \$ 12,531,764 | 3,075,318 | C 82.6% |
| 4) Other Local Revenues | 8600-8799 | \$ 12,109,699 | \$ 12,830,669 | \$ 1,469,752 | \$ 12,900,922 | 70,253 | D 11.5% |
| TOTAL REVENUES | | \$ 35,887,064 | \$ 35,896,313 | \$ 15,213,994 | \$ 39,044,497 | \$ 3,148,184 | 39.0% |
| B. Expenditures | | | | | | | |
| 1. Certificated Salaries | 1000-1999 | \$ 8,385,290 | \$ 8,288,596 | \$ 3,650,566 | \$ 8,330,092 | 41,496 | E 44.0% |
| 2. Classified Salaries | 2000-2999 | \$ 11,670,530 | \$ 11,319,801 | \$ 5,059,506 | \$ 11,279,149 | (40,652) | F 44.7% |
| 3. Employee Benefits | 3000-3999 | \$ 6,799,575 | \$ 6,829,258 | \$ 2,669,530 | \$ 6,721,500 | (107,758) | G 39.1% |
| 4. Books and Supplies | 4000-4999 | \$ 939,371 | \$ 1,101,121 | \$ 416,461 | \$ 1,072,294 | (28,827) | H 37.8% |
| 5. Services, Other Operation | 5000-5999 | \$ 5,108,842 | \$ 5,702,297 | \$ 1,926,954 | \$ 8,719,454 | 3,017,157 | I 33.8% |
| 6. Capital Outlay | 6000-6999 | \$ 407,282 | \$ 1,300,637 | \$ 616,071 | \$ 1,328,154 | 27,517 | J 47.4% |
| 7. Other Outgo | 7100-7299 | \$ 205,669 | \$ 267,417 | \$ 137,617 | \$ 809,576 | 542,159 | K 51.5% |
| 8. Direct Support/Indirect | 7300-7399 | \$ (91,919) | \$ (93,931) | \$ (41,628) | \$ (93,931) | - | L 44.3% |
| 9. Debt Service | 7400-7499 | \$ - | \$ - | \$ - | \$ - | - | M 0.0% |
| TOTAL EXPENDITURES | | \$ 33,424,640 | \$ 34,715,196 | \$ 14,435,076 | \$ 38,166,288 | 3,451,092 | 41.6% |
| Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses (A5-B9) | | \$ 2,462,424 | \$ 1,181,117 | \$ 778,918 | \$ 878,209 | \$ (302,908) | 88.7% |
| D. Other Financing Sources/Uses | | | | | | | |
| 1. Transfers In | 8910-8979 | \$ 120,463 | \$ 245,888 | \$ 36,500 | \$ 338,536 | 92,648 | N 14.8% |
| 2. Transfer Out | 7610-7629 | \$ 2,520,846 | \$ 2,526,704 | \$ 350,000 | \$ 2,526,704 | - | O 13.9% |
| 3. Contributions | 8980-8999 | \$ - | \$ - | \$ - | \$ - | - | P 0.0% |
| Total, Other Fin Sources/Uses | | \$ (2,400,383) | \$ (2,280,816) | \$ (313,500) | \$ (2,188,168) | \$ 92,648 | 14.3% |
| E. Net Change to Fund Balance | | \$ 62,041 | \$ (1,099,699) | \$ 465,418 | \$ (1,309,959) | \$ (210,260) | |
| F. Fund Balance (Fund 01 only) | | | | | | | |
| 1. Beginning Balance | | \$ 9,048,006 | \$ 9,048,006 | \$ 9,048,006 | \$ 9,048,006 | - | |
| 2. Adjustments/Restatements | | \$ - | \$ - | \$ - | \$ - | - | |
| Ending Balance | | \$ 9,110,047 | \$ 7,948,307 | \$ 9,513,423 | \$ 7,738,047 | \$ (210,260) | |
| G. Components of Ending Fund Balance | | | | | | | |
| Designated Amounts | 9711-9730 | \$ 10,000 | \$ 10,000 | | \$ 10,000 | \$ - | |
| Legally Restricted | 9740-9760 | \$ 4,589,871 | \$ 2,831,366 | | \$ 2,833,101 | \$ - | |
| Assigned | 9780 | \$ 2,712,902 | \$ 3,340,782 | | \$ 2,953,210 | \$ - | |
| Restricted Economic Uncertainty | 9789 | \$ 1,797,274 | \$ 1,766,160 | | \$ 1,941,737 | \$ - | |
| Unassigned/Unappropriated | 9790 | \$ - | \$ - | | \$ - | \$ - | |

Explanation of Differences
Net Change in Current Year Budget November Board Report 12/16/17 - 1/15 2018

| | <u>Amount</u> | <u>Explanation of Differences</u> |
|---|---------------------|---|
| A <u>Local Control Funding Formula (8010-8099)</u> | <u>\$ -</u> | |
| B <u>Federal Revenues (8100-8299)</u> | | |
| One Stop | \$ 2,594 | <i>Refining Workability II - Transition budget to match estimated actuals</i> |
| Various departments | \$ 19 | <i>Net Miscellaneous adjustments</i> |
| | <u>\$ 2,613</u> | |
| C <u>Other State Revenues (8300-8599)</u> | | |
| County Office | \$ 39,496 | <i>Establishing budget in accordance with one time Mandated Cost Claims apportionment</i> |
| Regional Occupation Program (ROP) | \$ 3,035,822 | <i>Establishing budget in accordance with 2016-17 deferred revenue and miscellaneous salary and benefits adjustments for California Career Pathways Trust (CCPT)</i> |
| | <u>\$ 3,075,318</u> | |
| D <u>Other Local Revenues (8600-8799)</u> | | |
| Special Education | \$ 1,161 | <i>Increasing donation revenue to estimated actuals</i> |
| One Stop | \$ 6,300 | <i>Establishing budget to estimated actuals for testing fees</i> |
| Tri County Induction Program (TCIP) -was BTSA | \$ 45,000 | <i>Establishing budget to estimated actuals for Career Technical Education (CTE TEACH) and California Ag Teachers Association (CATA) per Memorandums of Understanding (MOU's)</i> |
| Special Education Local Plan Area (SELPA) | \$ 17,332 | <i>Increasing budget using 2016-17 Ending Fund Balance</i> |
| Various departments | \$ 460 | <i>Net Miscellaneous adjustments</i> |
| | <u>\$ 70,253</u> | |
| E <u>Certificated Salaries (1000-1999)</u> | | |
| County Office | \$ 48,109 | <i>Net miscellaneous adjustments including increase for a Senior Coordinator and board approved increase for Superintendent</i> |
| Special Education | \$ (10,724) | <i>Net second interim adjustments to match estimated actuals</i> |
| Tri County Induction Program (TCIP) -was BTSA | \$ 4,111 | <i>Establishing Career Technical Education (CTE TEACH) Mentor salary budget.</i> |
| | <u>\$ 41,496</u> | |
| F <u>Classified Salaries (2000-2999)</u> | | |
| County Office | \$ (14,342) | <i>Net miscellaneous adjustments to match estimated actuals at second interim including changes following hiring of External Business Director and the addition of a new Tech Support Specialist position</i> |
| Special Education | \$ (2,249) | <i>Net adjustments to match estimated actuals</i> |
| One Stop | \$ 2,150 | <i>Refining Workability II - Transition budget to estimated actuals</i> |
| Regional Occupation Program (ROP) | \$ (26,211) | <i>Proposed job description not approved, budget removed</i> |
| | <u>\$ (40,652)</u> | |
| G <u>Employee Benefits (3000-3999)</u> | | |
| Various departments | \$ (107,758) | <i>Net of corresponding benefits following salary adjustments and refining employer benefit rates to estimated actuals</i> |
| | <u>\$ (107,758)</u> | |
| H <u>Books and Supplies (4000-4999)</u> | | |
| Special Education | \$ (29,223) | <i>Transferring Medi-cal expenses to correct programs</i> |
| One Stop | \$ 2,379 | <i>Net increase of miscellaneous adjustments including refining testing fee budget</i> |
| Various departments | \$ (1,983) | <i>Net miscellaneous adjustments</i> |
| | <u>\$ (28,827)</u> | |
| I <u>Services, Other Operations (5000-5999)</u> | | |
| County Office | \$ 16,182 | <i>Net Increase for miscellaneous adjustments including new board health and welfare cap</i> |

**Explanation of Differences
Net Change in Current Year Budget November Board Report 12/16/17 - 1/15 2018**

| | <u>Amount</u> | <u>Explanation of Differences</u> |
|---|---------------------|--|
| Special Education | \$ (12,862) | <i>Net of decrease to Special Education IDEA Grant to estimated actuals and net miscellaneous adjustments</i> |
| One Stop | \$ 3,373 | <i>Net increase for miscellaneous adjustments including establishing budget for HiSet testing fees</i> |
| Tri County Induction Program (TCIP) -was BTSA | \$ 37,679 | <i>Refining budget to estimated actuals for second interim for the California Ag Teacher Association (CATA)</i> |
| Regional Occupation Program (ROP) | \$ 2,970,742 | <i>Refining budget to estimated actuals for California Career Pathways Trust (CCPT) district reimbursements</i> |
| Various departments | \$ 2,043 | <i>Net miscellaneous adjustments</i> |
| | <u>\$ 3,017,157</u> | |
| J <u>Capital Outlay (6000-6999)</u> | | |
| One Stop | \$ 27,517 | <i>Refining budget to cover expense for replacing two copiers</i> |
| | <u>\$ 27,517</u> | |
| K <u>Other Outgo (7100 - 7299)</u> | | |
| Special Education Local Plan Area (SELPA) | \$ 542,159 | <i>Special Education 2016-17 ending fund balance distributed to districts</i> |
| | <u>\$ 542,159</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> | | |
| County Office | 65,131 | <i>Transfer from fund 17 to cover new Tech position and miscellaneous second interim technology adjustments</i> |
| Various Departments | \$27,517 | <i>Net Miscellaneous adjustments including moving funds to cover expense of replacing two copiers for One Stop</i> |
| | <u>\$ 92,648</u> | |
| O <u>Transfers Out (7610-7629)</u> | | |
| | <u>\$ -</u> | |
| P <u>Contributions (8980-8999)</u> | | |
| | <u>\$ -</u> | |
| Net Change in Current Year Budget | \$ (210,260) | |

BOARD AGENDA ITEM: Quarterly Report of Surplus Property

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Jaicee Thompson

SUBMITTED BY:

Barbara Henderson

PRESENTING TO BOARD:

Barbara Henderson

BACKGROUND AND SUMMARY INFORMATION:

In accordance with Board Policy 3270, the County Superintendent of Schools prepares and presents a quarterly report to the Board of items under \$25,000 in value that are being declared surplus.

SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
SURPLUS REQUEST FORM

DATE: 12/4/2017
 PREPARED BY: Jaicee Thompson
 TURNED IN TO BARBARA: _____
 E-WASTE PICK UP DATE: _____

Reviewed by Asst Superintendent File
 Reviewed by Cabinet 2-2-2018
 Reviewed by Board _____
 Deliver to Director FMOF _____

| ASSET TAG | DEPT | DESCRIPTION | * SERIAL # | * MFR | * MODEL | ** CONDITION | PURCHASE DATE OR AGE | EST.VALUE |
|-------------|-----------|------------------------|----------------|----------------|----------------------------|-----------------|-------------------------|-------------|
| 2468 | IT | Printer | CNRXS07093 | HP | HP 43500DTN Laser Printer | Obsolete | 6/7/2007 | 0.00 |
| 2469 | IT | Printer | CNRXS07096 | HP | HP 43500DTN Laser Printer | Obsolete | 6/7/2007 | 0.00 |
| 2471 | IT | Pressure Sealer | Unknown | Unknown | TAB GP2000 | Obsolete | 6/30/2007 | 0.00 |
| 2490 | TCIP | Projector | 801936142 | Sharp | XR-30X XGA 2300 LUM | Obsolete | 4/17/2008 | 0.00 |
| 2538 | Sp Ed | Laptop | CNU006525Q | HP | Compaq 6730b | Obsolete | 3/23/2010 | 0.00 |
| 2642 | Sp Ed | Desktop | SMXL10303MT | HP | HP6000P Tower | Obsolete | 5/10/2011 | 0.00 |
| 2711 | Sp Ed | Tablet | DN6GG8AJDFHY | Apple | iPad 32GB A1395 | Obsolete | 10/18/2011 | 0.00 |
| 2748 | Sp Ed | Desktop | MXL230108F | HP | Compaq 8200 Elite | Obsolete | 8/14/2012 | 0.00 |
| 2749 | Sp Ed | Laptop | 5CB2290WCN | HP | Probook 6560b | Stolen | 8/14/2012 | 0.00 |
| 2803 | Sp Ed | Laptop | 5CB2460CWS | HP | Probook 6570b | Obsolete | Unknown | 0.00 |
| 2832 | Sp Ed | Tablet | DYTJJ2K5DFHW | Apple | IPAD 32GB A1395 | Obsolete | Unknown | 0.00 |
| 2857 | Business | Desktop | MXL2330TQC | HP | Compaq 8200 Elite | Obsolete | 8/28/2012 | 0.00 |
| 2861 | ES | Laptop | 5CB30802P3 | HP | Probook 6570b | Obsolete | 4/25/2013 | 0.00 |
| 2875 | Sp Ed | Laptop | 5CB3180TNC | HP | HP6570B | Obsolete | Unknown | 0.00 |
| 2884 | ES | Laptop | 5CB32310TC | HP | HP6570b Notebook | Obsolete | Unknown | 0.00 |
| 2908 | Sp Ed | Laptop | 5CB4301CY | HP | Probook 6570b | Obsolete | 12/31/2013 | 0.00 |
| 2932 | Sp Ed | Laptop | 5CB34301DC1 | HP | Probook 6570b | Obsolete | 12/31/2013 | 0.00 |
| 3381 | Sp Ed | Tablet | DLXFQ3N9DFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3382 | Sp Ed | Tablet | DLXFQ3UEDFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3385 | Sp Ed | Tablet | DLXFQ3PVDFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3386 | Sp Ed | Tablet | DXLFQ58QDFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3387 | Sp Ed | Tablet | DLXFQFFBDFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3388 | Sp Ed | Tablet | DLXFQ44GDFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3391 | Sp Ed | Tablet | DLXFQ3H3DFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3392 | Sp Ed | Tablet | DLXFQ3Q6DFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3406 | Sp Ed | Tablet | DLXFHDFRDFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3416 | Sp Ed | Tablet | DLXFCDBSDFHY | Apple | IPAD 32GB A1395 | Obsolete | 6/9/2011 | 0.00 |
| 3941 | Sp Ed | Laptop | 17G3Z52 | Dell | Latitude E5550 | Stolen | 8/5/2015 | 0.00 |
| 4293 | One Stop | Projector | AVFC707E1794 | InFocus | InFocus DLP IN26+EP | Obsolete | 4/11/2008 | 0.00 |
| 4346 | One Stop | Printer | VDR565766 | Xerox | Xerox X755Y Digital Copier | Obsolete | 5/26/2009 | 0.00 |
| 4408 | One Stop | Printer | WTM771205 | Xerox | Xerox 5665 Digital Copier | Obsolete | 6/23/2009 | 0.00 |

Submit form to Surplus Specialist for processing

Value based on approximate depreciation

Capital Asset - Bold

** Indicate if: excellent, good, fair, poor, broken, or obsolete

*** Vehicle value is Kelley Bluebook value

BOARD AGENDA ITEM: Second Reading – Board Policies

BOARD MEETING DATE: February 14, 2018

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Dr. Chris McCormick

SUBMITTED BY:

Dr. Chris McCormick

PRESENTING TO BOARD:

Dr. Chris McCormick

BACKGROUND AND SUMMARY INFORMATION:

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

- BP 6173 – Education for Homeless Children
- B/AR 6173 – Education for Homeless Children

**Board Policies and Regulations Manual
Sutter County Board of Education**

Series 6000 - Instruction

EDUCATION FOR HOMELESS CHILDREN

The Sutter County Superintendent of Schools Office (SCSOS) and Board of Education recognizes ~~its~~ their obligation to ensure that homeless children have access to the same free and appropriate public education provided to other children within the ~~Sutter County Superintendent of School's Office~~ SCSOS's programs. ~~This office shall provide homeless students with access to education and other services as necessary. This office~~ SCSOS shall provide homeless students with access to education and other services necessary for these students to meet the same challenging performance standards as other students.

(cf. 6011 – Academic Standards)

The Superintendent or designee shall identify and remove any barriers to the identification and enrollment of homeless students and to the retention of homeless students due to absences or outstanding fees or fines. (42 USC 11432)

(cf. 3250 - Transportation Fees)

(cf. 3260 - Fees and Charges)

(cf. 5113.1 - Chronic Absence and Truancy)

When there are at least 15 homeless students in the LEA, district or a district school, the district's local control and accountability plan (LCAP) shall include goals and specific actions to improve student achievement and other outcomes of homeless students.

(Education Code 52052, 52060)

(cf. 0460 - Local Control and Accountability Plan)

~~Homeless students shall not be segregated into a separate school or program based on their status as homeless, and shall not be stigmatized in any way (42 USC 11432[g][1][J][i]).~~

~~The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.~~

TRANSPORTATION AND COMPARABLE SERVICES

~~The Sutter County Superintendent of Schools Office shall provide services to homeless students, including transportation, comparable to those offered to other students within its programs (42 USC 11432[g][4]).~~

- ~~▪ Educational services for which the child or youth meets federal, state and local program eligibility criteria that are available through SCSOS (42 USC 11432 [g][4][B]).~~
- ~~▪ School nutrition programs (42 USC 11432[g][4][E]).~~

**Board Policies and Regulations Manual
Sutter County Board of Education**

Series 6000 - Instruction

DISTRICT LIAISON

The Superintendent or designee shall designate an appropriate staff person to serve as a liaison for homeless children and youths. The liaison shall fulfill the duties specified in 42 USC 11432 to assist in identifying and supporting homeless students to succeed in school.

Information about a homeless student's living situation shall be considered part of a student's educational record, subject to the Family Educational Rights and Privacy Act and shall not be deemed to be directory information as defined in 20 USC 1232g. (42 USC 11432)

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.

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

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 5148.2 - Before/After School Programs)

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6159 - Individualized Education Program)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6171 - Title I Programs)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6174 - Education for English Learners)

(cf. 6177 - Summer Learning Programs)

(cf. 6178 - Career and Technical Education)

(cf. 6179 - Supplemental Instruction)

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

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

(cf. 3553 - Free and Reduced Price Meals)

The Superintendent or designee shall coordinate with other agencies and entities to ensure that homeless children and youth are promptly identified, ensure that homeless students have access to and are in reasonable proximity to available education and related support services, and raise the awareness of school personnel and service providers of the effects of short-term stays in a shelter and other challenges associated with homelessness. Toward these ends, the Superintendent or designee shall collaborate with local social services agencies, other agencies or entities providing services to homeless children and youth, and, if applicable, transitional housing facilities. In addition, the Superintendent or designee shall coordinate transportation, transfer of school records, and other activities with other local educational agencies. As necessary, the Superintendent or designee shall coordinate, within the county and with other involved local educational agencies, services for homeless students and services for students with disabilities. (42 USC 11432)

(cf. 1020 - Youth Services)

Liaisons and other appropriate staff shall participate in professional development and other technical assistance activities to assist them in identifying and meeting the needs of homeless students and to provide training on the definitions of terms related to homelessness. (42 USC 11432)

At least annually, the Superintendent or designee shall report to the Board on outcomes for homeless students, which may include, but are not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, suspension/expulsion rates, and other outcomes related to any goals and specific actions identified in the LCAP. Based on the evaluation data, the county shall revise its strategies as needed to better support the education of homeless students.

(cf. 0500 - Accountability)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE

2558.2 Use of revenue limits to determine average daily attendance of homeless children

39807.5 Payment of transportation costs by parents

48850 ~~Academic achievement of pupils in foster care and homeless children or youths;~~

~~legislative intent; e~~ [Educational Rights of Homeless and Foster Youth](#) ~~Educational rights of homeless and foster youth~~

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Sutter County Board of Education**

Series 6000 - Instruction

~~48852.5 Educational rights of homeless children and youths; public notice disseminated; materials to be provided to local educational agency liaisons~~ [Notice of Educational Rights of Homeless Students](#)~~Notice of educational rights of homeless students~~

~~48852.7 Local educational agency to allow homeless children to continue education in school of origin; change in homeless status; procedures for transportation and dispute resolution~~ [Enrollment of homeless students](#) [Enrollment of Homeless Students](#)

~~48915.5 Recommended expulsion, homeless student with disabilities~~

~~48918.1 Notice of recommended expulsion~~

~~51225.1-51225.3 Graduation requirements~~

~~52060-52077 Local control and accountability plan~~

~~CODE OF REGULATIONS, TITLE 5~~

~~4600-4687 Uniform complaint procedures~~

~~UNITED STATES CODE, TITLE 20~~

~~1087vv Free Application for Federal Student Aid; definitions~~

~~1232g Family Educational Rights and Privacy Act~~

~~6311 Title I state plan; state and local educational agency report cards~~

~~UNITED STATES CODE, TITLE 42~~

~~11431-11435 McKinney-Vento Homeless Assistance Act~~

~~12705 Cranston-Gonzalez National Affordable Housing Act; state and local strategies~~

Management Resources:

CALIFORNIA CHILD WELFARE COUNCIL PUBLICATIONS

Partial Credit Model Policy and Practice Recommendations

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Homeless Education Dispute Resolution Process, January 30, 2007

NATIONAL CENTER FOR HOMELESS EDUCATION PUBLICATIONS

Homeless Liaison Toolkit, 2013

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Dear Colleague Letter, July 27, 2016

Education for Homeless Children and Youths Program, Non-Regulatory Guidance, July 2016

WEB SITES

California Child Welfare Council:

<http://www.chhs.ca.gov/Pages/CACHildWelfareCouncil.aspx>

California Department of Education, Homeless Children and Youth Education:

<http://www.cde.ca.gov/sp/hs/cy>

National Center for Homeless Education at SERVE: <http://www.serve.org/nche>

National Law Center on Homelessness and Poverty: <http://www.nlchp.org>

U.S. Department of Education: <http://www.ed.gov/programs/homeless/index.html>

~~The Sutter County Superintendent of Schools Office shall designate a liaison to coordinate with state, community and school personnel to provide education and related services to~~

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~~homeless children and youths (42 USC 11432[g][1][J][ii]):~~

~~OTHER RESOURCES~~

~~Author (1999) California Department of Education, *Enrolling Students in Homeless Situations*.~~

~~U.S. Department of Education: Notice of School Enrollment Guidelines, 67 Fe. Reg. 10698~~

~~Education of the Homeless Children and Youth, Non-Regulatory Guidance, July 2004~~

~~California Department of Education, Homeless Children and Youth Education:~~

~~<http://www.cde.ca.gov/sp/hs/cy>~~

~~U.S. Department of Education: <http://www.ed.gov/programs/homeless/index.html>~~

Legal Reference:

~~EDUCATION CODE~~

~~1980-1986 County Community Schools~~

~~2558.2 Use of revenue limits to determine ADA of homeless children~~

~~39807.5 Payment of transportation costs by parents~~

~~UNITED STATES CODE, TITLE 42~~

~~11431-11435 McKinney-Vento Homeless Assistance Act~~

Management Resources:

~~CDE Publications~~

~~*Enrolling Students in Homeless Situations, 1999*~~

~~FEDERAL REGISTER~~

~~U.S. Department of Education: Notice of school enrollment guidelines, 67 Fed. Reg. 10698~~

~~CDE: <http://www.cde.ca.gov>~~

~~U.S. Department of Education: <http://www.ed.gov>~~

~~National Law Center on Homelessness and Poverty: <http://www.nlchp.org>~~

**Board Policies and Regulations Manual
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EDUCATION FOR HOMELESS CHILDREN

DEFINITIONS

Homeless students means students who lack a fixed, regular, and adequate nighttime residence and includes: [\(Education Code 48852.7; 42 USC 11434a\)](#)
[\(42 USC, 11435\):](#)

1. ~~Students Children and youths~~ who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals.

[\(cf. 6173.1 - Education for Foster Youth\)](#)
~~; or are awaiting foster care placement.~~

2. ~~Children and youths~~Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings.

3. ~~Children and youths~~Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.

4. Migratory children who qualify as homeless because the children are living in conditions described in 1-3 above.

Unaccompanied youth includes youth who are not in the physical custody of a parent or guardian.
[\(20 USC 11434a\)](#)

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

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

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~~*School of origin* means the school that the student attended when permanently housed or the school in which the student was last enrolled (42 USC, 11432).~~

~~*Best interest* means, to the extent feasible, continuing a student's enrollment in the school of origin for the duration of his/her homelessness, except when doing so is contrary to the wishes of his/her parent/guardian (42 USC, 11432).~~

~~*Unaccompanied youth* means a youth not in the physical custody of a parent or guardian (42 USC, 11434[a]).~~

~~*Parent/Guardian* includes institution director in cases involving short-term placement in an emergency or transition shelter.~~

RESIDENCY FOR HOMELESS CHILDREN:

~~Homeless students, who meet program-specific enrollment criteria, shall be admitted to a program operated by the Sutter County Superintendent of Schools Office upon presentation of any of the following:~~

- ~~1. Hotel or motel receipts.~~
- ~~2. A letter from a social service agency or homeless shelter verifying that the student is in residence.~~
- ~~3. Any document from the parent/guardian stating that the family is homeless.~~

~~A reasonable effort shall be made to secure an address, phone number and medical release from the parent/guardian when a student is placed in a classroom.~~

DISTRICT LIAISON

The Superintendent shall formally designate a staff person as the Sutter County Superintendent of Schools Office Local Education Agency (LEA) liaison for homeless students (~~42~~ 41-~~USC~~, 11432):

The LEA's liaison for homeless students shall: ~~ensure that~~ (Education Code 48852.5; 42 USC, 11432):

- ~~1. 1. —~~ Ensure that hHomeless students are identified by school personnel and through outreach and coordinated activities with other entities and agencies.
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 3553 - Free and Reduced-Price Meals)
2. Homeless ~~Ensure that homeless~~ students are, ~~when eligible and appropriate,~~ enrolled in and have ~~aa~~ full and equal opportunity to succeed in ~~programs operated by the Sutter County~~

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~~Superintendent of Schools Office-school.~~

~~3. 3.—~~ Ensure that hHomeless families and students children and youth have access to and receive education services for which they are eligible, including services through Head Start and Early Head Start programs, early intervention services under Part C of the federal Individuals with Disabilities Education Act, and other programs administered by the county office.

(cf.5148.3 – Preschool/Early Childhood Education

4. Ensure that homeless families and students receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services

(cf.5141.6 – School Health Services)

~~3.—~~

~~5. 4-~~ Ensure that pParents/guardians are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children.

cf. 5145.6 – Parental Notifications)

~~6. Disseminate 5.—n~~ Notice of the educational rights of homeless children in locations frequented by parents/guardians of homeless children and youth and by unaccompanied youth, including schools, family temporary/emergency shelters, homeless coordinated-entry, public libraries, and hunger relief agencies (soup kitchens). The rights shall be presented in a manner and form understandable to the parents/guardians of homeless students and unaccompanied youth. s disseminated at places where children receive services, such as schools and shelters.

~~7. 6.—~~ Mediate eEnrollment disputes are mediated in accordance with law and the section “Resolving Enrollment Disputes” below

~~; Governing Board policy, and administrative regulation.~~

8. Fully inform 7.—pParents/guardians of homeless students and unaccompanied youth of all transportation services, including transportation to the school of origin, and assist them in accessing transportation to the school of choice

(cf. 3541 - Transportation Routes and Services)

9. Ensure that school personnel providing services to homeless students receive professional development and other support

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

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(cf. 4331 - Staff Development)

10. Ensure that unaccompanied youth are enrolled in school, have opportunities to meet the same challenging state academic standards established for other students, and are informed of their status as independent students under 20 USC 1087vv and that they may receive assistance from the liaison to receive verification of their independent student status for purposes of applying for federal student aid pursuant to 20 USC 1090

11. Coordinate and collaborate with state coordinators and community and school personnel responsible for the provision of education and related services to homeless students, including the provision of comprehensive data to the state coordinator as required by law

~~are fully informed of the transportation policy of the Sutter County Superintendent of Schools Office.~~

In addition, when notified pursuant to Education Code 48918.1, the liaison shall assist, facilitate, or represent a homeless student who is undergoing a disciplinary proceeding that could result in his/her expulsion. When notified pursuant to Education Code 48915.5, the liaison shall participate in an individualized education program team meeting to make a manifestation determination regarding the behavior of a student with a disability.

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

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

(cf. 6159 - Individualized Education Program)

The Superintendent or designee shall inform homeless children and youth, their parents/guardians, school personnel, service providers, and advocates working with homeless families of the duties of the liaison. He/she shall also provide the name and contact information of the liaison to the California Department of Education (CDE) for publishing on the CDE's web site. (42 USC 11432)

Enrollment

Sutter County Superintendent of Schools (SCSOS) shall make placement decisions for homeless students based on the student's best interest. (42 USC 11432)

In determining the best interest of the student, the ~~county~~SCSOS shall consider student-centered factors related to the student's best interest, including factors related to the impact of mobility on achievement, education, health, and safety, giving priority to the request of the student's parent/guardian or, in the case of an unaccompanied youth, the youth. (42 USC 1143)

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

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

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

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

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

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

2. Does not have clothing normally required by the school, such as school uniforms

(cf. 5132 - Dress and Grooming)

3. Is unable to produce records normally required for enrollment, such as previous academic records, proof of residency, and records of immunization and other required health records

(cf. 5111 - Admission)

(cf. 5111.1 - District Residency)

(cf. 5125 - Student Records)

(cf. 5141.26 - Tuberculosis Testing)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

4. Has missed application or enrollment deadlines during any period of homelessness

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

If the student is placed at a school other than his/her school of origin or the school requested by his/her parent/guardian or an unaccompanied youth, the Superintendent or designee shall provide

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the parent/guardian or the unaccompanied youth with a written explanation of the decision along with a statement regarding the right to appeal the placement decision. (42 USC 11432)

The student may continue attending his/her school of origin for the duration of the homelessness. (Education Code 48852.7; 42 USC 11432)

To ensure that the homeless student has the benefit of matriculating with his/her peers in accordance with the established feeder patterns, the following shall apply: (Education Code 48852.7; 42 USC 11432)

1. If the student is transitioning between grade levels, he/she shall be allowed to continue in the same attendance area.
2. If the student is transitioning to a middle school or high school, and the school designated for matriculation is in another school district, he/she shall be allowed to continue to the school designated for matriculation in that district.

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

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

Resolving Enrollment Disputes

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

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

Transportation

Transportation will be provided for a homeless student to and from his/her school of origin when the student is residing within the county and the parent/guardian, or the liaison in the case of an unaccompanied youth, requests that such transportation be provided. If the student moves outside of attendance boundaries, but continues to attend his/her school of origin within the ~~boundries~~boundaries, the Superintendent or designee shall consult with the Superintendent of the attendance area in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)

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[\(cf. 3250 - Transportation Fees\)](#)

[\(cf. 3541 - Transportation Routes and Services\)](#)

Transfer of Coursework and Credits

When a homeless student transfers into a ~~Sutter County Office of Education~~SCSOS school, the school shall accept and issue full credit for any coursework that the student has satisfactorily completed while attending another public school, a juvenile court school, or a nonpublic, nonsectarian school or agency and shall not require the student to retake the course. (Education Code 51225.2)

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

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

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

[\(cf. 6143 - Courses of Study\)](#)

Applicability of Graduation Requirements

To obtain a high school diploma, a homeless student shall complete all necessary and required courses ~~required by Education Code 51225.3~~ and fulfill any additional graduation requirements prescribed by the Governing Board or relevant law.

[\(cf. 6146.1 - High School Graduation Requirements\)](#)

[\(cf. 6162.52 - High School Exit Examination\)](#)

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

To determine whether a homeless student is in his/her third or fourth year of high school, the school shall use either the number of credits he/she has earned as of the date of the transfer or the length of his/her school enrollment, whichever qualifies him/her for the exemption. (Education Code 51225.1)

The Superintendent or designee shall notify any homeless student who is granted an exemption and the person holding the right to make educational decisions for him/her how any requirements that are waived will affect the student's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges. (Education Code 51225.1)

The countycounty program shall not require or request a homeless student to transfer schools in order to qualify for an exemption and no request for a transfer solely to qualify for an exemption shall be made by a homeless student, the person holding the right to make educational decisions for the student, or the liaison on behalf of the student. (Education Code 51225.1)

If a homeless student is exempted from local graduation requirements, the exemption shall continue to apply after the student is no longer homeless or if he/she transfers to another school or school district. (Education Code 51225.1)

If the Superintendent or designee determines that a homeless student is reasonably able to complete the graduation requirements within his/her fifth year of high school, he/she shall: (Education Code 51225.1)

1. Inform the student and, if under 18 years of age, the person holding the right to make educational decisions for him/her, of the option available to the student to remain in school for a fifth year to complete the graduation requirements and how that will affect his/her ability to gain admission to a postsecondary educational institution

2. Provide information to the homeless student about transfer opportunities available through the California Community Colleges

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3. Upon agreement with the homeless student or with the person holding the right to make educational decisions for him/her if he/she is under 18 years of age, permit the student to stay in school for a fifth year to complete the district's graduation requirements

4. Ensure that unaccompanied youth are informed of their status as independent students under section 1087vv of title 20 and that the youths may obtain assistance from their school of attendance to receive verification of such status for purpose of the Free Application for Federal Student Aid (42 USC 11432(g)(6)(A)(x)(III))

Eligibility for Extracurricular Activities

A homeless student who enrolls in any ~~county~~ Sutter County programs school shall be immediately deemed to meet all residency requirements for participation in interscholastic sports or other extracurricular activities. (Education Code 48850)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

Notification and Complaints

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

Any complaint that the ~~district~~SCSOS has not complied with requirements regarding the education of homeless students, as specified in Education Code 51225.1 or 51225.2, may be filed in accordance with the ~~district's~~SCSOS's procedures in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

COUNTY LIASION

~~The Sutter County Superintendent of Schools Office, as the County Office of Education, shall formally designate a person to serve all districts in Sutter County in the effort to promote the rights of homeless students and to arbitrate disputes between districts regarding homeless students, if they should arise:~~

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ENROLLMENT

~~Placement decisions for homeless students shall be based on the student's best interest. In determining a student's best interest, a homeless student shall, to the extent feasible, be placed in his/her school of origin, unless his/her parent/guardian requests otherwise (42 USC, 11432).~~

~~Unless circumstances prevent it, the student may continue attending the school of origin for the duration of the homelessness and until the end of any academic year in which the student moves into permanent housing (42 USC, 11432).~~

~~When making a placement decision, the Superintendent or designee may consider the age of the student, the distance of the commute, and the impact it may have on the student's education, personal safety issues, the student's need for special instruction, the length of anticipated stay in the temporary shelter or other temporary location, likely area of future housing, school placement of siblings, and the time remaining in the school year.~~

~~In the case of an unaccompanied youth, the LEA's homeless liaison shall assist in placement or enrollment decisions, consider the views of the student, and provide notice to the student of his/her appeal rights (42 USC, 11432).~~

~~If the student is placed at a school other than the school of origin or a school requested by the parent/guardian, the Superintendent or designee shall provide the parent/guardians with a written explanation of the decision along with a statement regarding the parent/guardian's right to appeal the placement decision (42 USC, 11432).~~

~~Once a placement decision has been made, consistent with state and federal law, the principal or designee shall immediately enroll the student in the school of choice, even if the parent/guardian is unable to provide the school with the records normally required for enrollment (42 USC, 11432).~~

~~The principal or designee shall immediately contact the school last attended by the student to obtain the relevant records. If the student needs to obtain immunizations or does not possess immunization or other medical records, the principal or designee shall refer the parent/guardian to the LEA's liaison for homeless students. The liaison shall assist the parent/guardian in obtaining the necessary immunizations or records for the student (42 USC, 11432).~~

ENROLLMENT DISPUTES RESOLUTION PROCESS

~~If a dispute arises over school selection or enrollment in a particular school, the student shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute unless such enrollment violates state or federal law (42 USC, 11432).~~

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~~The parent/guardian shall be provided with a written explanation of the placement decision, including an explanation of the parent/guardian's right to appeal the decision. He/she shall also be referred to the LEA homeless liaison (42 USC, 11432).~~

~~The district liaison shall carry out the dispute resolution process provided by the state as expeditiously as possible after receiving notice of the dispute (42 USC 11432).~~

~~The liaison shall provide the parent/guardian a copy of the LEA's decision, dispute form, and a copy of the outcome of the dispute. If a parent/guardian disagrees with the liaison's enrollment decision, he/she may appeal the decision to the Superintendent. The Superintendent shall make a determination within five working days. If the parent/guardian wishes to appeal the LEA's placement decision, the LEA's liaison shall forward all written documentation and related paperwork to the homeless liaison at the county office of education.~~

Legal Reference:

EDUCATION CODE

1980-1986 County Community Schools

2558.2 Use of revenue limits to determine ADA of homeless children 39807.5 Payment of transportation costs by parents

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

Management Resources:

CDE Publications

Enrolling Students in Homeless Situations, 1999

FEDERAL REGISTER

U.S. Department of Education: Notice of school enrollment guidelines, 67 Fed. Reg. 10698 CDE. ¹ <http://it'iv-w.cde.ca.gov>

U.S. Department of Education: <http://www.ed.gov> National Law Center on Homelessness and Poverty: <http://www.nlchp.org>

BOARD AGENDA ITEM: First Reading Board Bylaws 9220 and 9230

BOARD MEETING DATE: February 14, 2018

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 following Board Bylaws are being presented for a first reading by the Sutter County Board of Education:

BB 9220 – Governing Board Elections

BB 9230 – Orientation

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Governing Board Elections

The County Board of Education shall consist of five members whose terms shall be staggered so that, as nearly as practicable, one half of the members shall be elected at each regular County Board Election. (Education Code 1000, 1007)

Election procedures shall be followed in accordance with state and federal law.

Any person is eligible to be a member of the Governing Board, without further qualifications, if he/she is 18 years of age or older, a citizen of California, a resident of Sutter County, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or be a Board member except when he/she has been granted a pardon in accordance with law. (Education Code 35107; Elections Code 20)

A Sutter County Superintendent of School (SCSOS) employee elected to the Board shall resign his/her employment before being sworn in or shall have his/her employment automatically terminated upon being sworn into office. (Education Code 35107)

(cf. 9224 - Oath of Affirmation)
(cf. 9270 - Conflict of Interest)

The term of office for members elected in regular elections shall be four years, commencing on the last Friday in November following their election. (Education Code 1007, 5017)

A member whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office. (Government Code 1302, 1360)

To reduce costs associated with conducting elections, the Board may consolidate Board elections with the local municipal or statewide primary or general election. Board election procedures shall be conducted in accordance with state and federal law.

(cf. 9110 - Terms of Office)

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Electing Board Members
(Election by Trustee Area)

The county is divided into trustee areas and each trustee area shall be represented by a Board member who resides in and is elected by voters residing within that trustee area. Trustee areas shall be balanced by population as required by state and federal law.

Prior to March 1 following the year in which the results of each decennial federal census are released, the Board shall adjust the boundaries of the county's trustee areas based on population figures as validated by the Population Research Unit of the Department of Finance. (Education Code 5019.5)

To ensure ongoing compliance with the California and federal Voting Rights Acts, the Board may review the county's Board election method to determine whether any modification is necessary due to changes in the county's population or any of its racial, color, or language minority group composition. The review shall be based on the Superintendent or designee's report to the Board after the release of each decennial federal census.

If the Board determines that a change is necessary, it shall adopt a resolution at an open meeting specifying the change(s) and shall, in accordance with Education Code 5019 or other applicable provisions of law, obtain approval from the county committee on school district organization having jurisdiction over the county.

(cf. 9320 - Meetings and Notices)

Campaign Conduct

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and **the Sutter County Office of Education**, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 9005 - Governance Standards)

Statement of Qualifications

The **Ceounty Board** shall assume no part of the cost of printing, handling, translating, or

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mailing of candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the county may require candidates to pay their estimated pro rata share of these costs to the county in advance pursuant to Elections Code 13307.

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

On the 125th day prior to the day fixed for the general county election, the Ex-Officio or his/her designee shall deliver a notice, bearing the Ex-Officio's signature to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the county to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the county or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

(cf. 9223 - Filling Vacancies)

Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

Tie Votes in Board Member Elections

Before each election, the Board shall establish whether a potential tie is to be resolved by lot or with a runoff election. (Education Code 5016)

After an election for which the Board has decided to resolve a tie by lot, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time shall determine the winner by lot. (Education Code 5016)

After an election for which the Board has decided to resolve a tie with a runoff election, the Board shall schedule the runoff election in accordance with law. (Education Code 5016)

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Legal Reference:

EDUCATION CODE

- 1000 Composition, and trustee area, county board of education
- 1006 Qualifications for holding office, county board of education
- 5000-5033 Elections
- 5220-5231 Elections
- 5300-5304 General provisions (conduct of elections)
- 5320-5329 Order and call of elections
- 5340-5345 Consolidation of elections
- 5360-5363 Election notice
- 5380 Compensation (of election officer)
- 5390 Qualifications of voters
- 5420-5426 Cost of elections
- 5440-5442 Miscellaneous provisions
- 7054 Use of district property
- 35107 Eligibility; school district employees
- 35177 Campaign expenditures or contributions
- 35239 Compensation of governing board member of districts with less than 70 ADA

ELECTIONS CODE

- 20 Public office eligibility
- 1302 Local elections, school district election
- 2201 Grounds for cancellation
- 4000-4004 Elections conducted wholly by mail
- 10400-10418 Consolidation of elections
- 10509 Notice of election by secretary
- 10600-10604 School district elections
- 13307 Candidate's statement
- 13309 Candidate's statement, indigence
- 14025-14032 California Voting Rights Act
- 20440 Code of Fair Campaign Practices

GOVERNMENT CODE

- 1021 Conviction of crime
- 1097 Illegal participation in public contract
- 12940 Nondiscrimination, Fair Employment and Housing Act
- 81000-91014 Political Reform Act

PENAL CODE

- 68 Bribes
- 74 Acceptance of gratuity

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424 Embezzlement and falsification of accounts by public officers
661 Removal for neglect or violation of official duty

CALIFORNIA CONSTITUTION

Article 2, Section 2 Voters, qualifications

Article 7, Section 7 Conflicting offices

Article 7, Section 8 Disqualification from office

UNITED STATES CODE, TITLE 42

1973-1973aa-6 Voting Rights Act

COURT DECISIONS

Rey v. Madera Unified School District, (2012) 138 Cal. Rptr. 3d 192

Randall v. Sorrell, (2006) 126 S.Ct. 2479

Sanchez v. City of Modesto, (2006) 51 Cal.Rptr.3d 821

Dusch v. Davis, (1967) 387 U.S. 112

ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 49 (2002)

83 Ops.Cal.Atty.Gen. 181 (2000)

81 Ops.Cal.Atty.Gen. 98 (1998)

69 Ops.Cal.Atty.Gen. 290 (1986)

Management Resources:

WEB SITES

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

California Secretary of State's Office: <http://www.ss.ca.gov>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

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

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Orientation

County Board Candidate Orientation

The County Board of Education and County Superintendent of Schools desire to provide County Board candidates with information that will enable them to understand the responsibilities and expectations of County Board membership. The County Superintendent or designee shall provide all candidates with general information about Sutter County Superintendent of Schools' (SCSOS) programs and operations, County Board member responsibilities, and the County Election official's contact information.

The County Board encourages all candidates to attend public County Board meetings during the period of their candidacy. Candidates shall have the same access as members of the public to County Board and SCSOS staff and information.

New County Board Member Orientation

The County Board or the County Superintendent, at the direction of the County Board, shall provide an orientation and information to incoming County Board members to assist them in understanding the County Board's functions, policies, procedures, protocols, and agreed-upon standards of conduct.

Upon their election, incoming County Board members shall be provided a copy of the Brown Act and informed that, pursuant to Government Code 54952.1, they must conform to the Act's requirements as if they had already assumed office.

The County Superintendent may provide incoming County Board members with additional background and information regarding the SCSOS's vision and goals, operations, and current challenges in areas that include, but are not limited to, student achievement, curriculum, finance, facilities, and policy.

Incoming County Board members are encouraged to attend County Board meetings and review agenda materials available to the public in order to become familiar with current issues facing the SCSOS. Incoming members may also, at SCSOS's expense and with prior approval of the County Board, attend workshops and conferences relevant to their individual needs or to the needs of the County Board or the SCSOS as a whole.

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Legal Reference:

EDUCATION CODE

33360 Department of Education and statewide association of school district boards;
annual workshops

33362-33363 Reimbursement of expenses; board member or member-elect

ELECTIONS CODE

13307 Candidate's statement

20440 Code of Fair Campaign Practices

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act, especially:

54952.1 Member of a legislative body

54952.7 Copies of Brown Act to board members

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2007

A call to Order, 2015

Professional Governance Standards, 2000

CCBE PUBLICATIONS

A Guide to Effective Governance, 2015

WEB SITES

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

CCBE : <http://www.theccbe.org>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Policy Approved:

Sutter County Board of Education