

Agenda

SUTTER COUNTY BOARD OF EDUCATION

Regular Meeting

Wednesday, January 9, 2019 - 5:30 p.m.
Sutter County Superintendent of Schools Office
970 Klamath Lane – Board Room
Yuba City, CA 95993

- *Public Hearing – Low Performing Student Block Grant Plan*

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:

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

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

Members of the public wishing to address the Board on specific agenda items, or any item of interest that is within the subject matter jurisdiction of the Board, will be given an opportunity to do so. At the discretion of the Board president, time limits may be imposed upon such presentations. No action may be taken on items not appearing on the posted agenda.

5.0 Approve Minutes of the November 27, 2018, Special Meeting
[Action Item]

The minutes of the November 27, 2018, Special Meeting of the Sutter County Board of Education are presented for approval.

5.1 Approve Minutes of the December 12, 2018, Regular Meeting **[Action Item]**

The minutes of the December 12, 2018, Regular Meeting of the Sutter County Board of Education are presented for approval.

5.2 Approve Minutes of the December 12, 2018, Special Meeting **[Action Item]**

The minutes of the December 12, 2018, Special Meeting of the Sutter County Board of Education are presented for approval.

6.0 Accept 2017-2018 Sutter County Superintendent of Schools Audit Report – Aaron Heinz **[Action Item]**

The 2017-2018 Audit Report prepared by Crowe Horwath will be presented.

7.0 School Accountability Report Cards – Dr. Christine McCormick

School Accountability Report Cards are prepared per state requirements for Special Education and Feather River Academy

8.0 Local Control Accountability Plan (LCAP) Update
Dr. Christine McCormick

The Local Control Accountability Plan (LCAP) update will provide progress on the goals, actions and services from the 2018-19 LCAP.

9.0 Public Hearing – Low Performing Student Block Grant Plan
Dr. Christine McCormick

Members of the public may address the Board relative to the Low Performing Student Block Grant Plan.

10.0 Low Performing Student Block Grant Plan
Dr. Christine McCormick **[Action Item]**

The Low Performing Student Block Grant (LPSBG) provides funds for local educational agencies (LEAs) serving students identified as low-performing on state English language arts or mathematics assessments, who are not otherwise identified for supplemental grant funding under the Local Control Funding Formula (LCFF), or eligible for special education services.

11.0 Request for Allowance of Attendance Because of Poor Air Quality, Sutter County Superintendent of Schools Programs, Form J-13A
Barbara Henderson **[Action Item]**

Form J-13A is to obtain approval of a waiver for lost attendance and instructional time due to poor air quality from the Camp Fire in Butte County from November 15 through November 16, 2018, for the Sutter County Superintendent of Schools Programs, including Feather River Academy.

- 12.0 Business Services Report
 - 12.1 Monthly Financial Report – December 2018 – Aaron Heinz
 - 12.2 Quarterly Surplus Report – Barbara Henderson
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.
 - 12.3 Donations – Barbara Henderson
 - 12.4 Investment Statements – November 2018
Barbara Henderson

- 13.0 Second Reading – BP/SP 1312.3
Dr. Christine McCormick **[Action Item]**

BP/SP 1312.3 Uniform Complaint Procedures is presented for a second reading and Board approval.

- 14.0 Second Reading BP/SP
Barbara Henderson – **[Action Item]**

- BP/SP 3513.2 Tobacco Free Schools
- AR 3513.3 AR Tobacco Free Schools

BP/SP 3513.3 and AR 3513.3 are presented for a second reading and Board approval.

- 15.0 Items from the Superintendent/Board

- 16.0 Adjournment

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board Meeting room, to access written documents being discussed at the Board Meeting, or to otherwise participate at Board Meetings, please contact Dr. Baljinder Dhillon at 530-822-2900 for assistance. Notification at least 48 hours prior to the meeting will enable the Superintendent's Office to make reasonable arrangements to ensure accessibility to the Board Meeting and to provide any required accommodations, auxiliary aids or services.

All Open Session Agenda related documents, including materials distributed less than 72 hours prior to the scheduled meeting, are available to the public for viewing at the Sutter County Superintendent of Schools Office located at 970 Klamath Lane, Yuba City, CA 95993.

BOARD AGENDA ITEM: Approve Minutes of the November 27, 2018 Special Board Meeting

BOARD MEETING DATE: January 9, 2019

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 special meeting of the Sutter County Board of Education held November 27, 2018 are presented for approval.

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Special Board Meeting
November 27, 2018

1.0 Call to Order

A special board meeting of the Sutter County Board of Education was called to order by President Victoria Lachance, 8:30 a.m., November 27, 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 Karm Bains.

3.0 Roll call of Members

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

Dr. Baljinder Dhillon, Ex-officio Secretary – Present

Staff Members Present: Barbara Henderson, Aaron Heinz, Barbara Hickman and Lisa Richardson

4.0 Public Comments

None.

5.0 Surplus Items – Desks for Butte County Office of Education

The Sutter County Superintendent of Schools Office (SCSOS) received a request via Marilyn Bertolucci after the Paradise fire asking if SCSOS would be willing to donate surplus desks to the Paradise school district. Barbara Hickman informed the Board that the desks had initially been purchased for Special Education and are no longer being utilized. Barbara Henderson noted the desks are valued at an estimated \$150. Barbara Henderson also stated that the desks had been offered to our districts in the past and they declined.

The Board approved the donations of the desks to Paradise school districts. Karm Bains noted any other items that can be donated to schools in Butte County may be donated without calling a Special Board meeting. He asked that a list of donated items be provided to the Board at the next Board meeting, all Board members present agreed. Per SCSOS policy, any donations made on behalf of SCSOS have to be

brought to the Board prior to the donation. Karm stated that SCSOS is more than willing to donate any items that may help staff and students affected by the Paradise fire.

6.0 Adjournment

A motion was made to adjourn the meeting at 8:55 a.m.

<i>Motion:</i>	June McJunkin	<i>Seconded:</i> Karm Bains
<i>Action:</i>	Motion Carried	
<i>Ayes:</i>	3 (Lachance, McJunkin, and Bains)	
<i>Noes:</i>	0	
<i>Absent:</i>	2 (Turner and Richmond)	<i>Abstain:</i> 0

BOARD AGENDA ITEM: Approve Minutes December 12, 2018 Regular Meeting

BOARD MEETING DATE: December 12, 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 December 12, 2018 Regular Meeting are presented for approval.

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Regular Meeting
December 12, 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., December 12, 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 President Lachance.

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, Aaron Heinz, Dr. Christine McCormick and Maggie Nicoletti

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

Dr. Dhillon administered the Oath of Office to newly re-elected Board Members Jim Richmond and Karm Bains.

5.0 Reorganization of the Sutter County Board of Education

5.1 Election of Board President

Board President Lachance opened nominations for the office of President. June McJunkin nominated Jim Richmond for President of the Sutter County Board of Education. There being no further nominations, President Lachance closed the nominations.

A motion was made to elect Jim Richmond to serve as President of the Sutter County Board of Education December 2018 through November 2019. President Elect Richmond chaired the remainder of the meeting.

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

5.2 Election of Board Vice President

President Richmond opened nominations for the office of Vice President. June McJunkin nominated Ron Turner for Vice President. There being no further nominations, President Richmond closed the nominations.

A motion was made to elect Ron Turner to serve as Vice President of the Sutter County Board of Education December 2018 through November 2019.

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

5.3 Set Location, Time, Meeting Dates and Adopt 2019 Calendar

A motion was made to adopt the 2019 Sutter County Board of Education calendar as presented with the exception of changing the time of the December 13, 2019 meeting to 3:00 p.m.

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

6.0 Approve Minutes of the November 14, 2018 Regular Meeting

A motion was made to approve the minutes of the November 14, 2018 regular meeting of the Sutter County Board of Education.

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

7.0 Approve Sutter County Superintendent of Schools' First Interim Report 2018-2019

Aaron Heinz reviewed the 2018-2019 First Interim Report (July 1, 2018 – October 31, 2018) with the Board. Aaron stated that this report is a culmination of the monthly board reports. After reviewing the report with the Board Members, he asked if there were any questions. The Board had no questions.

A motion was made to approve Sutter County Superintendent of Schools' First Interim Report 2018-2019.

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

8.0 Business Services Report

8.1 Monthly Financial Report – November 2018

Aaron Heinz reviewed the Summary Report of Revenues, Expenditures and Changes in Fund Balances for the month of November 2018 with Board Members. This report was for the time frame November 1 – November 15, 2018.

8.2 Investment Report October 2018

Barbara Henderson reviewed the Investment Report with the Board. This report comes from the Treasurer's Office. Rate is 1.8855; still relatively flat; not seeing much return.

9.0 Set the Newly Elected Superintendent's Salary

Victoria stated the salary schedule was reviewed by the salary committee. June moved to set salary at level one for incoming Superintendent Tom Reusser.

A motion was made to set salary of incoming Superintendent Tom Reusser at level one of the current salary schedule.

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

10.0 Second Reading Board Bylaws

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

- BB 9100 – Annual Organizational Meeting
- BB 9110 – Terms of Office

Motion was made to approve BB 9100 and 9110.

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

Absent: 0

Abstain: 0

11.0 First Reading – B/SP 1312.3 – Uniform Complaint Procedures

B/SP 1312.3 – Uniform Complaint Procedures was presented for a first reading.

12.0 First Reading Board Policy/Superintendent’s Policy and AR

Barbara stated that BP/SP 3513.3 Tobacco Free Schools and AR 3513.3 Tobacco Free Schools were revised to cover vaping. IPP Department also looked at the policy to make sure we did not miss anything.

13.0 Items from the Superintendent/Board

Dr. Dhillon thanked the Board for the opportunity to serve as the SCSOS Superintendent. She loved her job here and felt that she learned a lot. The Board presented a gift to Dr. Dhillon for her service and thanked her for her leadership. Each Board Member personally thanked Dr. Dhillon. June brought information regarding Legislative Action Day in March 2019. CCBE is having a conference for first year Board Members. Full and Fair Funding – the Board will be asked to adopt a Resolution. CSBA has promised to update county policies two times per year. CARSNET lost their federal funding; all organizations are contributing to fund them while they look for additional funding.

14.0 Adjournment

A motion was made to adjourn the meeting at 6:16 p.m.

Motion: Victoria Lachance *Seconded:* Ron Turner

Action: Motion Carried

Ayes: 5 (McJunkin, Turner, Bains, Richmond and Lachance)

Noes: 0

Absent: 0

Abstain: 0

BOARD AGENDA ITEM: Approve Minutes of the December 12, 2018 Special Board Meeting

BOARD MEETING DATE: January 9, 2019

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 special meeting of the Sutter County Board of Education held December 12, 2018 are presented for approval.

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Special Board Meeting
December 12, 2018

1.0 Call to Order

A special board meeting of the Sutter County Board of Education was called to order by President Victoria Lachance, 6:17 p.m., December 12, 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 Dr. Bal Dhillon.

3.0 Roll call of Members

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

Dr. Baljinder Dhillon, Ex-officio Secretary – Present

Staff Members Present: Barbara Henderson, Aaron Heinz, and Maggie Nicoletti

4.0 Public Comments

None.

5.0 Adopt Resolution No. 18-19-V Consider approving Authorization for Withdrawal from North Valley Schools Insurance Group Joint Powers Authority (JPA)

Barbara introduced Matt Evans, CEO of Tri-County Schools Insurance Group. He gave a brief summary of his background. Mr. Evans stated that the issue of withdrawing from NVSIG came up about two years ago; however, there was not enough interest at the time. Yuba College showed interest earlier this year. Mr. Evans stated that Barbara Henderson had provided him with data and Barbara corrected him and said that she had not provided any data to him. He then recounted his statement and said he got the data from the website.

Mark Stokes was introduced as the consultant and he gave an SCSOS Workers' Comp PowerPoint presentation outlining the projected costs and rates for SCSOS. Mr. Stokes stated that this is strictly a nonprofit program and that every dollar spent goes into the program and that all

decisions are made by the TCSIG Board Members. Mr. Stokes opened up the presentation for questions. Is the rate for SCSOS or the entire NVSIG group – it is for SCSOS. What happens to the claims in NVSIG right now – they stay in NVSIG and NVSIG will continue to support the claims; however, we are subject to an assessment with NVSIG. YCUSD has declined participation; Yuba College has not decided yet. If no action is taken to approve this, TCSIG will make a proposal again next year. Existing carrier needs to get notice of us leaving by December 31, 2018. Reason for approval of Resolution is to give authority to the superintendent to give notice by December 31st. TCSIG is having a meeting December 20th and they will determine how many will participate. If there is not enough interested in participating, they will not go with the program this year. If Board approves the Resolution tonight, is it a commitment to leave NVSIG? The resolution delegates the authority to the superintendent to resign; a commitment is contingent upon how many participate.

A motion was made to adopt Resolution No. 18-19-V Consider approving Authorization for Withdrawal from North Valley Schools Insurance Group Joint Powers Authority (JPA)

Roll call vote: McJunkin, aye; Bains, aye; Lachance, aye; Richmond, aye; and Turner, aye.

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

6.0 Adjournment

A motion was made to adjourn the meeting at 6:49

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

BOARD AGENDA ITEM: Crowe Horwath- Audit of Financial Statements

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Jennifer Hall

SUBMITTED BY:

Aaron Heinz

PRESENTING TO BOARD:

Jennifer Hall

BACKGROUND AND SUMMARY INFORMATION:

Audit of the financial statements of Sutter County Superintendent of Schools as of June 30, 2018 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Sutter County Superintendent of Schools and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America.

BOARD AGENDA ITEM:

School Accountability Report Card

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Dr. Christine McCormick,
Barbara Hickman and
Bill Embleton

SUBMITTED BY:

Dr. Christine McCormick

PRESENTING TO BOARD:

Dr. Christine McCormick

BACKGROUND AND SUMMARY INFORMATION:

School Accountability Report Cards are prepared per state requirements for Special Education and Feather River Academy.

Sutter County Special Education

School Accountability Report Card Reported Using Data from the 2017—18 School Year California Department of Education

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fq/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest

DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

About This School

Contact Information (School Year 2018—19)

District Contact Information (School Year 2018—19)	
District Name	Sutter County Office of Education
Phone Number	(530) 822-2900
Superintendent	Tom Reusser
E-mail Address	tomr@sutter.k12.ca.us
Web Site	www.sutter.k12.ca.us

School Contact Information (School Year 2018—19)	
School Name	Sutter County Special Education
Street	970 Klamath Ln.
City, State, Zip	Yuba City, Ca, 95993-8961
Phone Number	530-822-2912
Principal Education	Barbara Hickman, Asst. Supt., Special Education
E-mail Address	barbarah@sutter.k12.ca.us
Web Site	www.sutter.k12.ca.us
County-District-School (CDS) Code	51105126069454

Last updated: 12/14/2018

School Description and Mission Statement (School Year 2018—19)

Mission Statement

Working Together for Student Success

Vision Statement

We believe...

...That all special education students can reach their highest possible standard of achievement.

...That special education students can become contributing members of our community.

...That special education programs will reflect only the finest in research-based practices.

...That ongoing staff development will focus on the refinement of instructional practices that reflect the unique needs of our students.

...That all special education activities will be meaningful, authentic, and engaging for our students.

...That all Sutter County Special Educators will be a model of excellence in their field.

Programs

The Special Education Department provides special education related services to the 12 school districts and four charter schools within Sutter County for students from birth to age 22 years. The Special Education Department consists of approximately 168 staff members, located throughout Sutter County which provide support to students and families.

In addition to providing specialized academic instruction, speech and language, and school psychologist services to the eleven smaller districts of Sutter County, Sutter County serves approximately 363 students, in 36 classes, on 17 sites, throughout Sutter County. These 363 students, aged 3-22 yrs., require specialized instruction in a self-contained class to accommodate their special needs. Additionally, we served 114 students in regional programs and 340 students with speech services.

For ages Birth to three, services include the Infant Development Program. Preschool students are served in various special day class settings. For ages Five to 22 years, special day class programs are provided for students with emotional disabilities, for students with severe cognitive, physical, and/or medical disabilities, students identified with behavioral needs, and students identified with autism. Specialized services include speech and language, behavior, school nurse, and school psychologist.

The following programs provide meaningful instruction that is focused on utilizing research based instructional strategies, curriculum, and interventions.

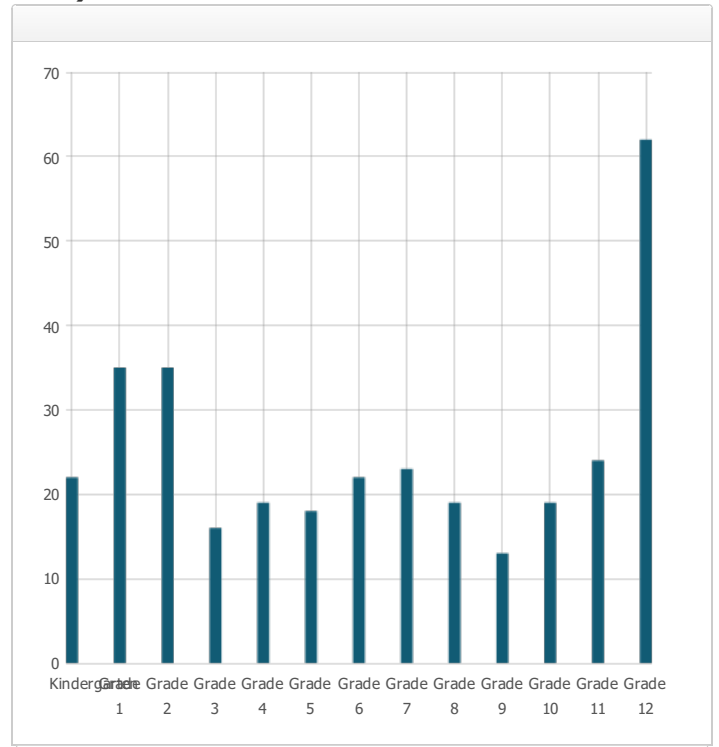
- Autism Spectrum Disorder
- Multiple Disability
- Severe Disability
- Adult Transition
- Deaf and Hard of Hearing
- Itinerant Deaf and Hard of Hearing
- Non-Categorical
- Infant Program
- Support Services
- Speech and Language
- School Psychologist
- School Nurses

Students in the Sutter County Schools program who have completed the requirements for a highschool diploma, receive their diplomas through their District of Residence.

Last updated: 12/4/2018

Student Enrollment by Grade Level (School Year 2017–18)

Grade Level	Number of Students
Kindergarten	22
Grade 1	35
Grade 2	35
Grade 3	16
Grade 4	19
Grade 5	18
Grade 6	22
Grade 7	23
Grade 8	19
Grade 9	13
Grade 10	19
Grade 11	24
Grade 12	62
Total Enrollment	327



Last updated: 12/4/2018

Student Enrollment by Student Group (School Year 2017–18)

Student Group	Percent of Total Enrollment
Black or African American	3.1 %
American Indian or Alaska Native	1.2 %
Asian	8.3 %
Filipino	0.3 %
Hispanic or Latino	42.8 %
Native Hawaiian or Pacific Islander	0.3 %
White	36.1 %
Two or More Races	1.8 %
Other	6.1 %
Student Group (Other)	
Socioeconomically Disadvantaged	67.0 %
English Learners	23.9 %
Students with Disabilities	100.0 %
Foster Youth	0.9 %

A. Conditions of Learning

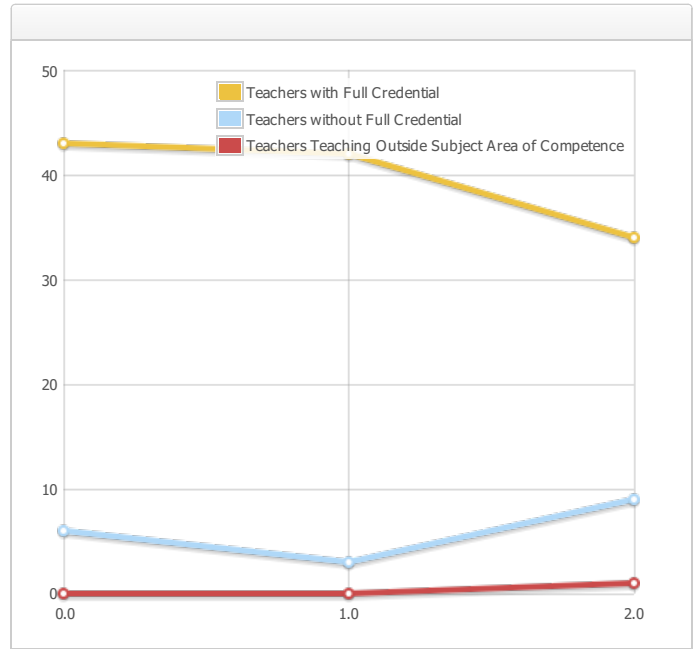
State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials

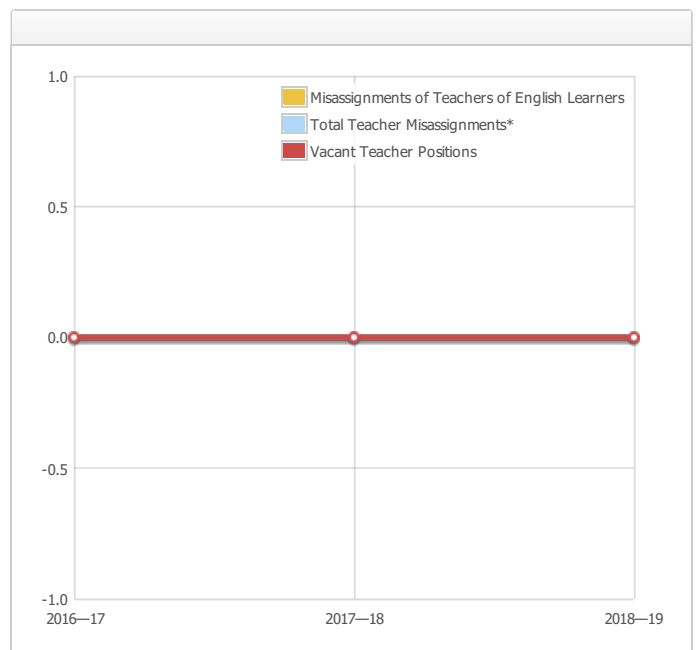
Teachers	School 2016—17	School 2017—18	School 2018—19	District 2018—19
With Full Credential	43	42	34	34
Without Full Credential	6	3	9	9
Teachers Teaching Outside Subject Area of Competence (with full credential)	0	0	1	1



Last updated: 12/10/2018

Teacher Misassignments and Vacant Teacher Positions

Indicator	2016—17	2017—18	2018—19
Misassignments of Teachers of English Learners	0	0	0
Total Teacher Misassignments*	0	0	0
Vacant Teacher Positions	0	0	0



Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

* Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Last updated: 12/10/2018

School Facility Conditions and Planned Improvements

Sutter County Superintendent of Schools (SCSOS) classrooms are guest tenants on various district campuses throughout Sutter County. The classrooms we are housed in are located on the following campuses: Andros Karperos, Butte Vista Elementary, Barry Elementary, Live Oak Middle School, Live Oak High School, Luther Elementary School, Gray Avenue Middle School, Central Gaither Elementary, Sutter Union High School, Yuba City High School, River Valley High School, Riverbend Elementary, Lincoln Elementary, Lincrest Elementary and Apricot Center. All of the classrooms are in good physical shape and are not in need of repairs.

Last updated: 12/10/2018

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in ELA and Mathematics for All Students Grades Three through Eight and Grade Eleven Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
English Language Arts / Literacy (grades 3-8 and 11)	14.0%	7.0%	12.0%	7.0%	48.0%	50.0%
Mathematics (grades 3-8 and 11)	6.0%	4.0%	5.0%	5.0%	37.0%	38.0%

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Last updated: 12/10/2018

CAASPP Test Results in ELA by Student Group Grades Three through Eight and Grade Eleven (School Year 2017–18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	77	45	58.44%	6.67%
Male	63	36	57.14%	8.33%
Female	14	--	64.29%	
Black or African American	--	--	--	
American Indian or Alaska Native	--	--	--	
Asian	--	--	--	
Filipino				
Hispanic or Latino	30	16	53.33%	6.25%
Native Hawaiian or Pacific Islander				
White	36	19	52.78%	--
Two or More Races				
Socioeconomically Disadvantaged	57	37	64.91%	8.11%
English Learners	18	--	44.44%	
Students with Disabilities	77	45	58.44%	6.67%
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 12/10/2018

CAASPP Test Results in Mathematics by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	88	45	51.14%	4.44%
Male	69	36	52.17%	5.56%
Female	19	--	47.37%	
Black or African American	--	--	--	
American Indian or Alaska Native	--	--	--	
Asian	--	--	--	
Filipino				
Hispanic or Latino	37	16	43.24%	6.25%
Native Hawaiian or Pacific Islander				
White	38	20	52.63%	
Two or More Races				
Socioeconomically Disadvantaged	63	37	58.73%	5.41%
English Learners	19	--	42.11%	
Students with Disabilities	88	45	51.14%	4.44%
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3--Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 12/10/2018

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject area of physical education

California Physical Fitness Test Results (School Year 2017–18)

Grade Level	Percentage of Students Meeting Four of Six Fitness Standards	Percentage of Students Meeting Five of Six Fitness Standards	Percentage of Students Meeting Six of Six Fitness Standards
5	0.0%	5.3%	0.0%
7	4.5%	9.1%	4.5%
9	0.0%	0.0%	0.0%

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Last updated: 12/10/2018

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

Opportunities for Parental Involvement (School Year 2018—19)

Parents participate in annual IEP meetings. Additionally, the Community Advisory Committee (CAC) that is facilitated by the Sutter County Superintendent of Schools SELPA is regularly asked for input regarding the programs, special program needs, special student needs, and policy developments. The CAC is an advisory body that meets regularly and is comprised of parents, community members and school representatives.

As our programs are hosted on school district sites, our parents are included in parent activities such as a Back-to-School night, Open House, parent conferences, and other special family and parent focused events such as a "Harvest Festival."

State Priority: Pupil Engagement

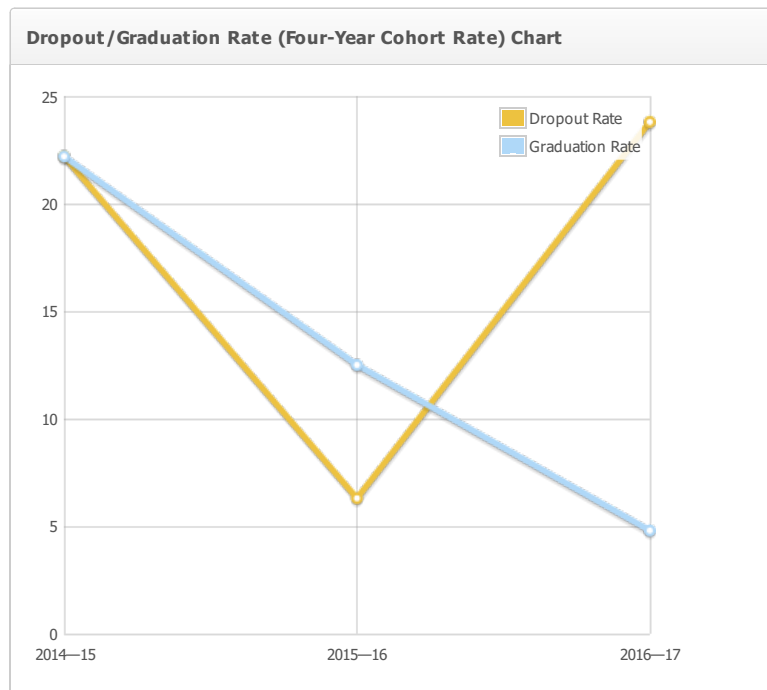
The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates; and
- High school graduation rates

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2014—15	School 2015—16	District 2014—15	District 2015—16	State 2014—15	State 2015—16
Dropout Rate	22.2%	6.3%	30.0%	26.8%	10.7%	9.7%
Graduation Rate	22.2%	12.5%	28.8%	41.1%	82.3%	83.8%

Indicator	School 2016—17	District 2016—17	State 2016—17
Dropout Rate	23.8%	35.1%	9.1%
Graduation Rate	4.8%	24.3%	82.7%



For the formula to calculate the 2016–17 adjusted cohort graduation rate, see the 2017–18 Data Element Definitions document located on the SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.

Completion of High School Graduation Requirements - Graduating Class of 2017 (One-Year Rate)

Student Group	School	District	State
All Students	1.8%	24.5%	88.7%
Black or African American	0.0%	0.0%	82.2%
American Indian or Alaska Native	0.0%	0.0%	82.8%
Asian	0.0%	0.0%	94.9%
Filipino	0.0%	0.0%	93.5%
Hispanic or Latino	0.0%	12.8%	86.5%
Native Hawaiian or Pacific Islander	0.0%	0.0%	88.6%
White	4.6%	37.5%	92.1%
Two or More Races	0.0%	60.0%	91.2%
Socioeconomically Disadvantaged	0.0%	29.3%	88.6%
English Learners	0.0%	7.1%	56.7%
Students with Disabilities	1.8%	9.4%	67.1%
Foster Youth	0.0%	0.0%	74.1%

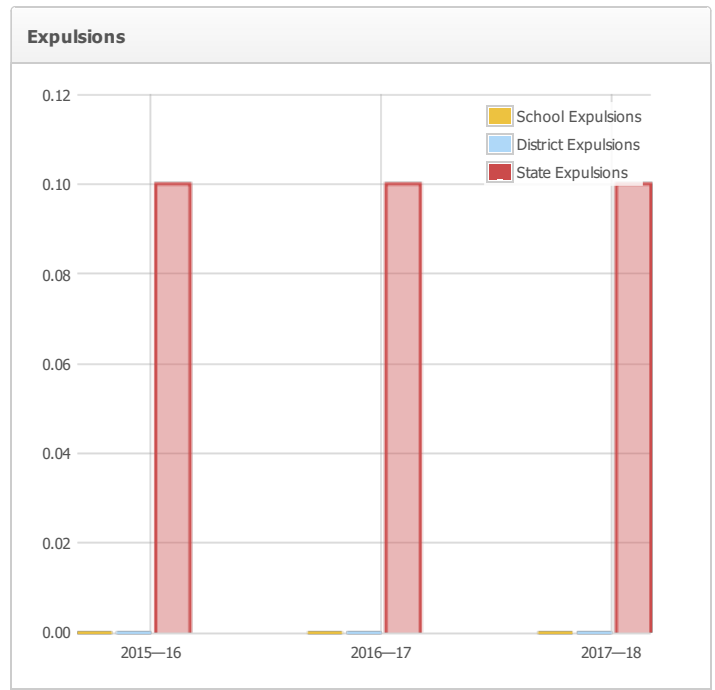
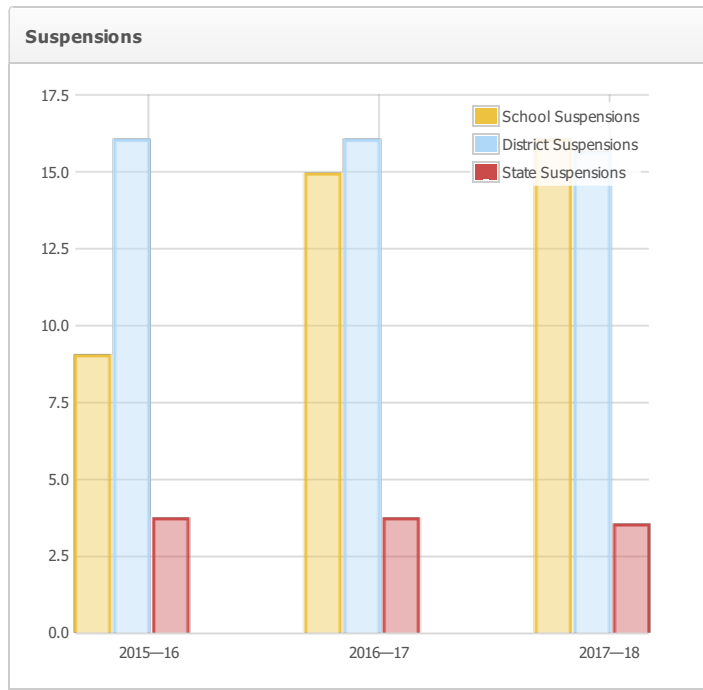
State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

	School	School	School	District	District	District	State	State	State
Rate	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18
Suspensions	9.0%	14.9%	16.0%	16.0%	16.0%	15.6%	3.7%	3.7%	3.5%
Expulsions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%	0.1%



Last updated: 12/10/2018

School Safety Plan (School Year 2018—19)

Sutter County Superintendent of Schools' (SCSOS) classrooms are guest tenants on multiple school campuses within Sutter County. Therefore, SCSOS staff and students adhere to host site safety plans. SCSOS does not participate in the development and review of safety plans for district schools where we are housed. However, the staff at each of these sites does participate in staff meetings with the host school that outlines the school site plan and procedures.

Last updated: 12/10/2018

D. Other SARC Information

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

Average Class Size and Class Size Distribution (Elementary) School Year (2015—16)

Grade Level	Average Class Size	Number of Classes * 1-20	Number of Classes * 21-32	Number of Classes * 33+
K	8.0	3		
1				
2	10.0	1		
3				
4	8.0	3		
5				
6	5.0	3		
Other**	11.0	4		

* Number of classes indicates how many classes fall into each size category (a range of total students per class).

** "Other" category is for multi-grade level classes.

Average Class Size and Class Size Distribution (Elementary) School Year (2016—17)

Grade Level	Average Class Size	Number of Classes * 1-20	Number of Classes * 21-32	Number of Classes * 33+
K	8.0	3		
1				
2	11.0	1		
3	8.0	1		
4	5.0	1		
5	12.0	2		
6	1.0	1		
Other**	8.0	5		

* Number of classes indicates how many classes fall into each size category (a range of total students per class).

** "Other" category is for multi-grade level classes.

Average Class Size and Class Size Distribution (Elementary) School Year (2017—18)

Grade Level	Average Class Size	Number of Classes * 1-20	Number of Classes * 21-32	Number of Classes * 33+
K	8.0	2		
1				
2	9.0	3		
3	8.0	1		
4	1.0	1		
5	7.0	2		
6	5.0	3		
Other**	10.0	5		

* Number of classes indicates how many classes fall into each size category (a range of total students per class).

** "Other" category is for multi-grade level classes.

Last updated: 12/10/2018

Professional Development

Sutter County Superintendent of Schools offers three full mandatory days of professional development to all teachers. The focus of this professional development is in the areas of:

Quality Instruction

Implementing Academic Interventions

EL Instruction and Interventions

Case Management and Educational Benefit

Behavior Management

Various Content Specific Areas (at teacher request)

We offer both in-house and conference options for staff to take advantage of. Teachers receive continued support to review in these areas of professional development focus throughout the school year.

Last updated: 12/10/2018

Feather River Academy

School Accountability Report Card Reported Using Data from the 2017—18 School Year California Department of Education

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fq/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest

DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

About This School

Contact Information (School Year 2018—19)

District Contact Information (School Year 2018—19)	
District Name	Sutter County Office of Education
Phone Number	(530) 822-2900
Superintendent	Tom Reusser
E-mail Address	tomr@sutter.k12.ca.us
Web Site	www.sutter.k12.ca.us

School Contact Information (School Year 2018—19)	
School Name	Feather River Academy
Street	1895 Lassen Blvd.
City, State, Zip	Yuba City, Ca, 95993-8987
Phone Number	530-822-2400
Principal	Bill Embleton, Principal
E-mail Address	bille@sutter.k12.ca.us
Web Site	www.sutter.k12.ca.us
County-District-School (CDS) Code	51105120114207

Last updated: 12/14/2018

School Description and Mission Statement (School Year 2018—19)

Feather River Academy (FRA), Fully Accredited by the Schools Commission of the Western Association of Schools and Colleges, is an alternative school established by the Sutter County Superintendent of Schools to provide specialized education services for students who require an alternative education program. Feather River Academy consists of a county community school including an Independent Study Program (ISP). Feather River Academy and the Independent Study Program are housed on a campus next door to the Sutter County Superintendent of Schools Office. FRA is an innovative alternative education program offering individualized educational options in a safe, challenging, and needfulfilling environment. Students are encouraged to acknowledge responsibility in both the local and global community. Students prepare for a successful quality life according to their individual needs. Students in grades 7 – 12 who are at risk of being expelled, have been expelled, or are referred by courts or probation are served by Feather River Academy. The Independent Study Program is an option for FRA students who demonstrate a high degree of self motivation and prefer a selfguided program under the guidance of a credentialed teacher. Independent study is an alternative to classroom instruction for at risk youth and is consistent with the county office's course of study and not an alternative curriculum. It provides individual students with a choice of ways to acquire the values, skills and knowledge all students should gain as verified in a written agreement. Independent study can be a part of, be separate from, or be in addition to a regular classroom program. All programs work closely with students and parents to provide a focused instructional program that leads to graduation or eventual return to their home school. The enrollment at FRA fluctuates during the school year between 50-100 students. Data collected is not always truly reflective due to the small sample size of participants, especially in subgroups. The enrollment at FRA is declining. As a result, several meetings were held with a variety of stakeholders to develop a new model to serve expelled youth. That resulted in a staff reduction at FRA for the 2018-19 school year and the implementation of a bill back model to those districts who send students to FRA.

Mission Statement: The mission of Feather River Academy is to provide students with an alternative to traditional education.

Focus on Responsibility and Academics

Our Vision Is To:

Develop relationships among students, staff and peers that emphasize respectful and responsible behavior in all endeavors.

Provide a rigorous alternative academic program guiding school-wide and individual goals.

Empower students to think critically and problem solve.

Prepare our students for a successful personal and professional future.

As Students:

We are Responsible FRA students

We are Respectful FRA students

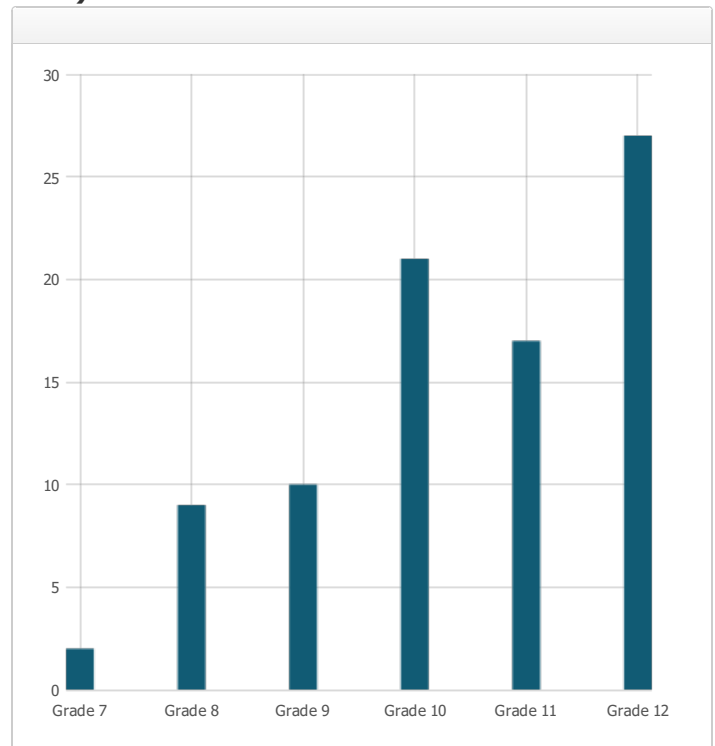
We are Safe FRA students

We are Kind FRA students

Last updated: 12/3/2018

Student Enrollment by Grade Level (School Year 2017–18)

Grade Level	Number of Students
Grade 7	2
Grade 8	9
Grade 9	10
Grade 10	21
Grade 11	17
Grade 12	27
Total Enrollment	86



Last updated: 12/3/2018

Student Enrollment by Student Group (School Year 2017–18)

Student Group	Percent of Total Enrollment
Black or African American	4.7 %
American Indian or Alaska Native	2.3 %
Asian	3.5 %
Filipino	%
Hispanic or Latino	51.2 %
Native Hawaiian or Pacific Islander	%
White	29.1 %
Two or More Races	4.7 %
Other	4.5 %
Student Group (Other)	Percent of Total Enrollment
Socioeconomically Disadvantaged	84.9 %
English Learners	9.3 %
Students with Disabilities	20.9 %
Foster Youth	1.2 %

A. Conditions of Learning

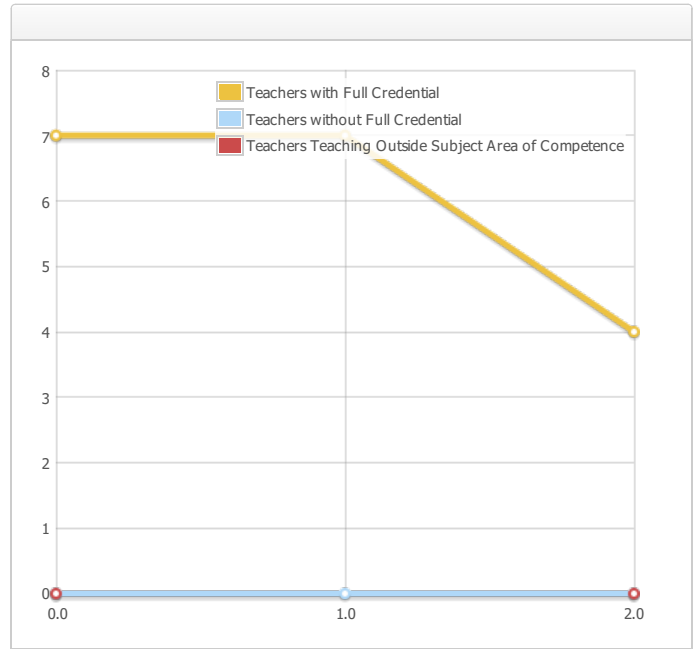
State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials

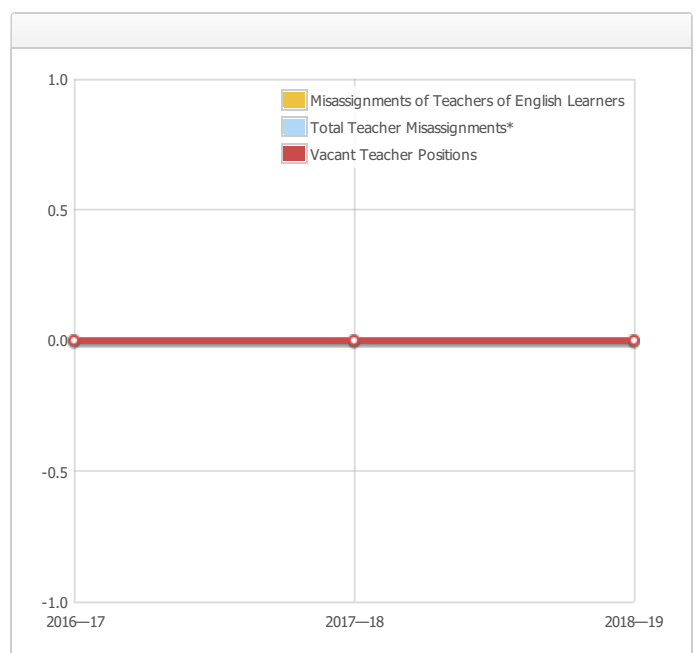
Teachers	School 2016—17	School 2017—18	School 2018—19	District 2018—19
With Full Credential	7	7	4	4
Without Full Credential	0	0	0	0
Teachers Teaching Outside Subject Area of Competence (with full credential)	0		0	0



Last updated: 12/3/2018

Teacher Misassignments and Vacant Teacher Positions

Indicator	2016—17	2017—18	2018—19
Misassignments of Teachers of English Learners	0	0	0
Total Teacher Misassignments*	0	0	0
Vacant Teacher Positions	0	0	0



Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

* Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Last updated: 12/3/2018

Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2018—19)

Year and month in which the data were collected: October 2018

Subject	Textbooks and Instructional Materials/year of Adoption	From Most Recent Adoption?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Holt, Reinhardt and Winston	No	0.0 %
Mathematics	McDougle Little	No	0.0 %
Science	Holt Science Spectrum	No	0.0 %
History-Social Science	McDougle Little Modern Work Holt Rinehart and Winston - The Americans 7th, 8th, TCI (Teachers Curriculum Institute) 11th - Pearson Prentice Hall Economics: McDougle Little	No	0.0 %
Foreign Language	n/a		0.0 %
Health	Glencoe	No	0.0 %
Visual and Performing Arts	Glencoe -Art in Focus	No	0.0 %
Science Lab Eqpmt (Grades 9-12)	N/A	N/A	0.0 %

Note: Cells with N/A values do not require data.

Last updated: 12/10/2018

School Facility Conditions and Planned Improvements

Sutter County Superintendent of Schools is committed to providing a safe, orderly, and secure environment for the students and staff of Feather River Academy. The campus was built in 2004/2005 and officially opened to students in August 2005. The campus includes state-of-the-art technology, design, and access to the community. All classrooms and offices are equipped with energy-efficient heating and lighting. Internet access is provided in all classrooms and offices. The school includes an intrusion and video surveillance system. Feather River Academy has full-time grounds and maintenance services. The grounds and building are clean and properly maintained. The facility is 28,000 square feet and can house 130 full-time students.

The County Office takes great efforts to ensure that all schools are clean, safe, and functional. To assist in this effort, the County Office uses a facility survey instrument developed by the State of California Office of Public School Construction. The results of this survey are available at the county schools office. County School maintenance staff ensures that the repairs necessary to keep the school in good repair and working order are completed in a timely manner. A work order process is used to ensure efficient service and emergency repairs are given the highest priority. There are adopted cleaning standards for the county sites,

Last updated: 12/10/2018

School Facility Good Repair Status

Year and month of the most recent FIT report: September 2018

System Inspected	Rating	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	Good	
Interior: Interior Surfaces	Good	
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	Good	
Electrical: Electrical	Good	
Restrooms/Fountains: Restrooms, Sinks/Fountains	Good	
Safety: Fire Safety, Hazardous Materials	Good	
Structural: Structural Damage, Roofs	Good	
External: Playground/School Grounds, Windows/Doors/Gates/Fences	Good	

Overall Facility Rate

Year and month of the most recent FIT report: September 2018

Overall Rating	Exemplary
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Last updated: 12/3/2018

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in ELA and Mathematics for All Students Grades Three through Eight and Grade Eleven Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
English Language Arts / Literacy (grades 3-8 and 11)	4.0%	6.0%	12.0%	7.0%	48.0%	50.0%
Mathematics (grades 3-8 and 11)	0.0%	7.0%	5.0%	5.0%	37.0%	38.0%

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Last updated: 12/3/2018

CAASPP Test Results in ELA by Student Group Grades Three through Eight and Grade Eleven (School Year 2017–18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	37	16	43.24%	6.25%
Male	25	--	36.00%	
Female	12	--	58.33%	14.29%
Black or African American	--	--	--	
American Indian or Alaska Native	--	--	--	
Asian	--	--	--	
Filipino				
Hispanic or Latino	15	--	33.33%	
Native Hawaiian or Pacific Islander				
White	15	--	53.33%	12.50%
Two or More Races	--	--	--	
Socioeconomically Disadvantaged	32	14	43.75%	
English Learners	--	--	--	
Students with Disabilities	--	--	--	
Students Receiving Migrant Education Services				
Foster Youth				

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 12/3/2018

CAASPP Test Results in Mathematics by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	37	15	40.54%	6.67%
Male	25	--	40.00%	
Female	12	--	41.67%	20.00%
Black or African American	--	--	--	
American Indian or Alaska Native	--	--	--	
Asian	--	--	--	
Filipino				
Hispanic or Latino	15	--	20.00%	
Native Hawaiian or Pacific Islander				
White	15	--	60.00%	11.11%
Two or More Races	--	--	--	
Socioeconomically Disadvantaged	32	13	40.63%	
English Learners	--	--	--	
Students with Disabilities	--	--	--	
Students Receiving Migrant Education Services				
Foster Youth				

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 12/3/2018

Courses for University of California (UC) and/or California State University (CSU) Admission

UC/CSU Course Measure	Percent
2017—18 Pupils Enrolled in Courses Required for UC/CSU Admission	53.5%
2016—17 Graduates Who Completed All Courses Required for UC/CSU Admission	0.0%

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject area of physical education

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

Opportunities for Parental Involvement (School Year 2018—19)

Parents are encouraged to participate in all aspects of their child's education. Parents attend the orientation meeting with the principal or school counselor to discuss appropriate placement, status of credits, course of study; and expectations for attendance and behavior. Principal and staff regularly meet with parents to report on student progress through written and oral communication. Parents are invited to the many activities on campus including assemblies, breakfasts, graduations, and visits to the classrooms. Parents are strongly encouraged to contact FRA staff to share concerns, ask questions, or conference with teachers. The FRA 's site council reviews documents and provides input for various funding sources. Diligent efforts are ongoing to form additional parent committees. Due to the highly transient nature of our student population, the formation of parent committees is challenging. Efforts are made to obtain parent input during initial and orientation meetings, and by the principal and staff throughout the student tenure. During the orientat ion parents are encouraged to participate in FRA by identifying times and activities in which they are interested or in which their student are interested in.

State Priority: Pupil Engagement

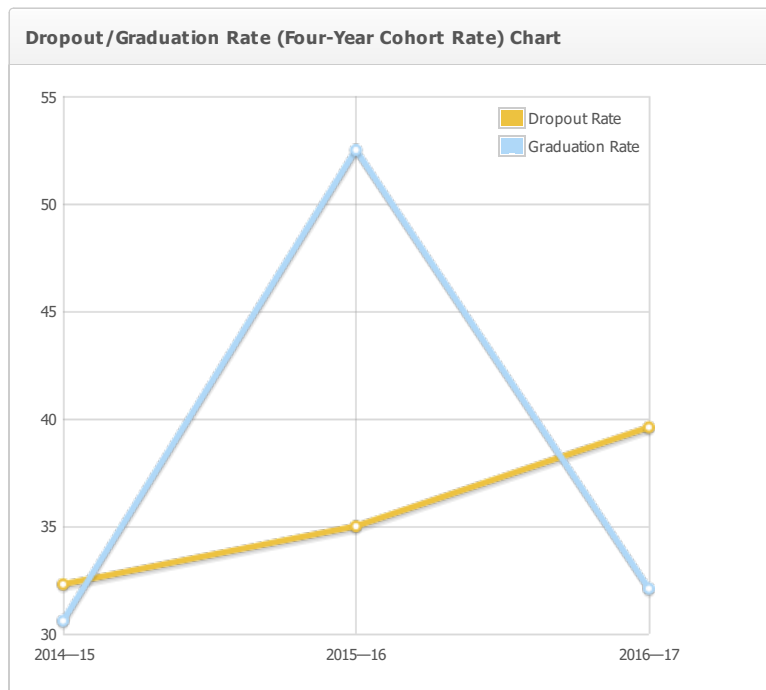
The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates; and
- High school graduation rates

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2014—15	School 2015—16	District 2014—15	District 2015—16	State 2014—15	State 2015—16
Dropout Rate	32.3%	35.0%	30.0%	26.8%	10.7%	9.7%
Graduation Rate	30.6%	52.5%	28.8%	41.1%	82.3%	83.8%

Indicator	School 2016—17	District 2016—17	State 2016—17
Dropout Rate	39.6%	35.1%	9.1%
Graduation Rate	32.1%	24.3%	82.7%



For the formula to calculate the 2016—17 adjusted cohort graduation rate, see the 2017—18 Data Element Definitions document located on the SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.

Last updated: 12/3/2018

Completion of High School Graduation Requirements - Graduating Class of 2017 (One-Year Rate)

Student Group	School	District	State
All Students	53.5%	24.5%	88.7%
Black or African American	0.0%	0.0%	82.2%
American Indian or Alaska Native	0.0%	0.0%	82.8%
Asian	0.0%	0.0%	94.9%
Filipino	0.0%	0.0%	93.5%
Hispanic or Latino	26.3%	12.8%	86.5%
Native Hawaiian or Pacific Islander	0.0%	0.0%	88.6%
White	77.8%	37.5%	92.1%
Two or More Races	100.0%	60.0%	91.2%
Socioeconomically Disadvantaged	51.5%	29.3%	88.6%
English Learners	16.7%	7.1%	56.7%
Students with Disabilities	55.6%	9.4%	67.1%
Foster Youth	0.0%	0.0%	74.1%

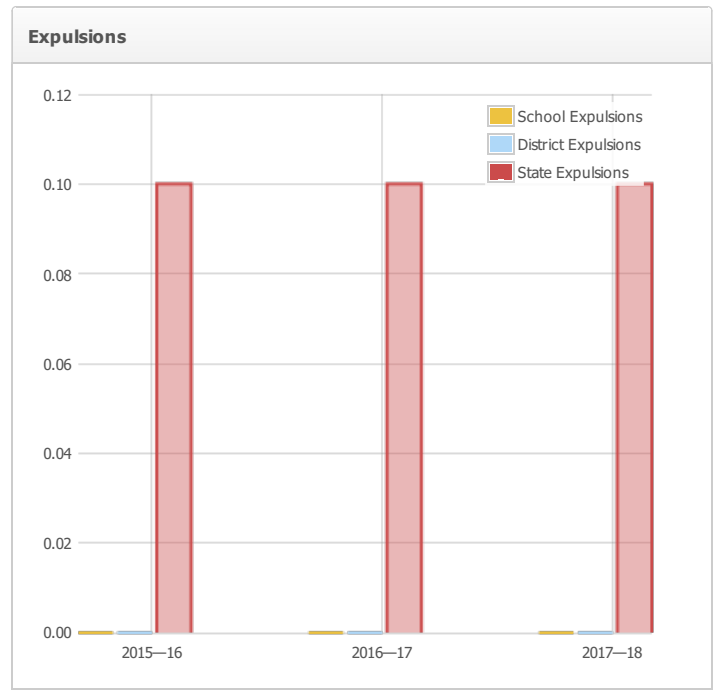
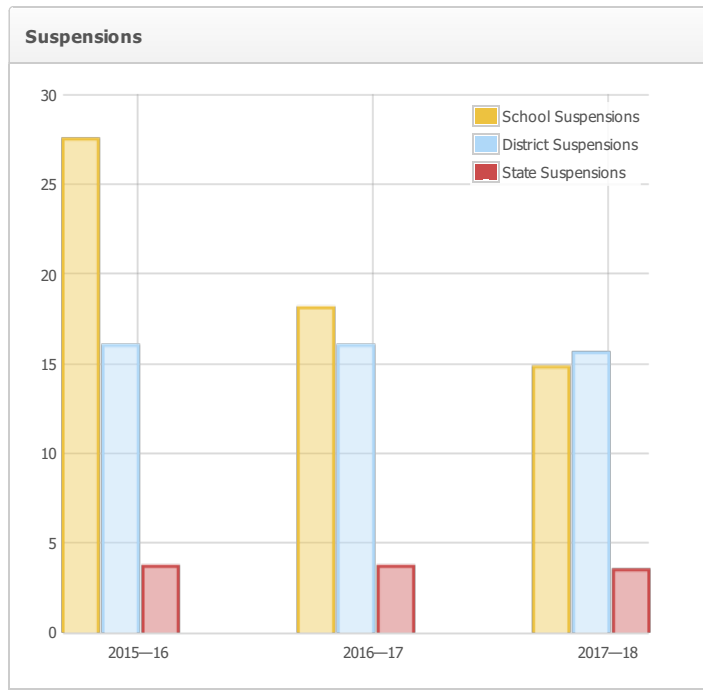
State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

	School	School	School	District	District	District	State	State	State
Rate	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18
Suspensions	27.5%	18.1%	14.8%	16.0%	16.0%	15.6%	3.7%	3.7%	3.5%
Expulsions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%	0.1%



Last updated: 12/3/2018

School Safety Plan (School Year 2018—19)

The purpose of the Safety Plan, including an Emergency Response Plan, is to provide a uniform basis of operation and conduct for all personnel associated with Sutter County Superintendent of Schools Office, including Feather River Academy, before, during, and after an emergency.

The plan is updated on an annual basis and is available at Feather River Academy. The Safety Plan is reviewed and updated by the School Site Council in conjunction with school staff on an annual basis.

Last updated: 12/3/2018

D. Other SARC Information

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

Average Class Size and Class Size Distribution (Secondary) (School Year 2015—16)

Subject	Average Class Size	Number of Classes * 1-20	Number of Classes * 21-32	Number of Classes * 33+
English	10.0	8		
Mathematics	6.0	12		
Science	17.0	4		
Social Science	21.0	3	3	

* Number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Average Class Size and Class Size Distribution (Secondary) (School Year 2016—17)

Subject	Average Class Size	Number of Classes * 1-20	Number of Classes * 21-32	Number of Classes * 33+
English	6.0	11		
Mathematics	5.0	10		
Science				
Social Science	16.0	6		

* Number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Average Class Size and Class Size Distribution (Secondary) (School Year 2017—18)

Subject	Average Class Size	Number of Classes * 1-20	Number of Classes * 21-32	Number of Classes * 33+
English	5.0	7		
Mathematics	8.0	5		
Science				
Social Science	9.0	6		

* Number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Last updated: 12/3/2018

Academic Counselors and Other Support Staff (School Year 2017—18)

Title	Number of FTE* Assigned to School	Average Number of Students per Academic Counselor
Academic Counselor	1.0	70.0
Counselor (Social/Behavioral or Career Development)	0.0	N/A
Library Media Teacher (Librarian)	0.0	N/A
Library Media Services Staff (Paraprofessional)	0.0	N/A
Psychologist	0.2	N/A
Social Worker	0.0	N/A
Nurse	0.2	N/A
Speech/Language/Hearing Specialist	0.2	N/A
Resource Specialist (non-teaching)	0.0	N/A
Other		N/A

Note: Cells with N/A values do not require data.

*One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Last updated: 12/3/2018

Types of Services Funded (Fiscal Year 2017—18)

Services for students, counselors, mental health services, transportation, celebrations and other supports are funded using LCFF and/or other unrestricted funds. Grants are also sought out to support additional services to students.

Last updated: 12/3/2018

Professional Development

Professional learning is designed to support staff and student needs. It may include direct coaching, workshops, trainings or conferences. The staff development in the past years have been focused on supporting the implementation of trauma informed practices, restorative justice and the Nurtured Heart Approach.

Last updated: 12/3/2018

BOARD AGENDA ITEM: Local Control Accountability Plan Update

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Dr. Christine McCormick and
Bill Embleton

SUBMITTED BY:

Dr. Christine McCormick

PRESENTING TO BOARD:

Dr. Christine McCormick and Bill
Embleton

BACKGROUND AND SUMMARY INFORMATION:

The Local Control Accountability Plan (LCAP) update will provide progress on the goals, actions and services from the 2018-19 LCAP.

BOARD AGENDA ITEM:

Public Hearing - Low Performing Student Block Grant Plan

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Dr. Christine McCormick and
Bill Embleton

SUBMITTED BY:

Dr. Christine McCormick

PRESENTING TO BOARD:

Dr. Christine McCormick

BACKGROUND AND SUMMARY INFORMATION:

The Low Performing Student Block Grant (LPSBG) provides funds for local educational agencies (LEAs) serving students identified as low-performing on state English language arts or mathematics assessments, who are not otherwise identified for supplemental grant funding under the Local Control Funding Formula (LCFF), or eligible for special education services.

As a condition of receiving LPSBG funds, the Sutter County Superintendent of Schools is required to:

- Develop a plan describing how the funds will increase or improve evidence-based services for the pupils identified to accelerate increases in academic achievement, and how the effectiveness of services will be measured.
 - The plan shall include information regarding how the services align with and are described in the county superintendent's LCAP.
 - In order to ensure community and stakeholder input, the plan shall be discussed and adopted at a regularly scheduled meeting by the governing board of the county board of education.

SUTTER COUNTY BOARD OF EDUCATION

NOTICE OF PUBLIC HEARING

The Sutter County Board of Education hereby gives notice that a Public Hearing will be held as follows:

TOPIC OF HEARING:

The Low Performing Student Block Grant (LPSBG) provides funds for local educational agencies (LEAs) serving students identified as low-performing on state English language arts or mathematics assessments, who are not otherwise identified for supplemental grant funding under the Local Control Funding Formula (LCFF), or eligible for special education services.

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 - The plan shall include information regarding how the services align with and are described in the county superintendent's LCAP.
 - In order to ensure community and stakeholder input, the plan shall be discussed and adopted at a regularly scheduled meeting by the governing board of the county board of education.

HEARING DATE: January 9, 2019

TIME: 5:30 p.m.

LOCATION: Sutter County Superintendent of Schools
970 Klamath Lane, Yuba City, CA

For additional information, contact:
Sutter County Superintendent of Schools
970 Klamath Lane, Yuba City, California.
(530) 822-2900

December 19, 2018

BOARD AGENDA ITEM:

Low Performing Student Block Grant Plan

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Dr. Christine McCormick and
Bill Embleton

SUBMITTED BY:

Dr. Christine McCormick

PRESENTING TO BOARD:

Dr. Christine McCormick

BACKGROUND AND SUMMARY INFORMATION:

The Low Performing Student Block Grant (LPSBG) provides funds for local educational agencies (LEAs) serving students identified as low-performing on state English language arts or mathematics assessments, who are not otherwise identified for supplemental grant funding under the Local Control Funding Formula (LCFF), or eligible for special education services.

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 - The plan shall include information regarding how the services align with and are described in the county superintendent's LCAP.
 - In order to ensure community and stakeholder input, the plan shall be discussed and adopted at a regularly scheduled meeting by the governing board of the county board of education.

LOW PERFORMING SCHOOL BLOCK GRANT PLAN

LEA NAME: Sutter County Superintendent of Schools BOARD ADOPTION DATE: January 9, 2019

Background

The LPSBG provides funds for local educational agencies (LEAs) serving students identified as low-performing on state English language arts or mathematics assessments, who are not otherwise identified for supplemental grant funding under the Local Control Funding Formula (LCFF), or eligible for special education services.

These funds are designated to address the persistent achievement gap in California's public schools, and to provide resources and evidence-based practices to initiate and sustain authentic systemic change.

Describe how the funds will increase or improve evidence-based services for the pupils identified in [EC Section 41570\(d\)](#) to accelerate increases in academic achievement.

Professional development activities for certificated staff:

- Additional teacher coaching on implementation of curriculum, engagement strategies, pacing guides and credit recover plans.
- The Nurtured Heart Approach Refresher courses
- Multi-Tiered Systems of Support Training and resources

Instructional materials:

Additional supports for pupils:

- One-one tutoring to support students in areas of academic need

Describe how the effectiveness of services will be measured.

- Suspensions and office referral data collection
- Student participation in classrooms
- Academic outcomes
 - Grades
 - Graduates
 - Assessment scores

Where do the services align with and are described in the school district's local control and accountability plan (LCAP).

LCAP Goal 1: Actions 1, 2, and 7

LCAP Goal 2: Action 2

LOW PERFORMING SCHOOL BLOCK GRANT PLAN

BOARD AGENDA ITEM: Request for Allowance of Attendance due to Poor Air Quality from the Camp Fire in Butte County for Sutter County Superintendent of Schools Programs, Form J-13A

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

Joel Ryan

Reports/Presentation

SUBMITTED BY:

Information

Joel Ryan

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Barbara Henderson

BACKGROUND AND SUMMARY INFORMATION:

Form J-13A is to obtain approval of a waiver for lost attendance and instructional time due to poor air quality from the Camp Fire in Butte County from November 15 through November 16, 2018, for the Sutter County Superintendent of Schools Programs, including Feather River Academy.

CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
 FORM J-13A, REVISED DECEMBER 2017

SECTION A: REQUEST INFORMATION

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K-12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

LEA NAME: Sutter County Superintendent of Schools		COUNTY CODE: 51	DISTRICT CODE: 10512	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME: Tom Reusser			FISCAL YEAR: 2018-19	
ADDRESS: 970 Klamath Lane			COUNTY NAME: Sutter	
CITY: Yuba City		STATE: CA	ZIP CODE: 95993	
CONTACT NAME: Joel Ryan	TITLE: Director External Business	PHONE: 530-822-2928	E-MAIL: joelr@sutter.k12.ca.us	

PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST (Choose only one LEA type):

<input type="checkbox"/> SCHOOL DISTRICT Choose one of the following: <input type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites	<input checked="" type="checkbox"/> COUNTY OFFICE OF EDUCATION (COE) Choose one of the following: <input checked="" type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> CHARTER SCHOOL
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PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:

SCHOOL CLOSURE: When one or more schools were closed because of conditions described in *EC* Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per *EC* Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *EC* Section 46200, et seq.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

MATERIAL DECREASE: When one or more schools were kept open but experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of *EC* Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

LOST OR DESTROYED ATTENDANCE RECORDS: When attendance records have been lost or destroyed as described in *EC* Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to *EC* Section 46391:

"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."

SECTION B: SCHOOL CLOSURE

Not Applicable (Proceed to Section C)

PART I: NATURE OF EMERGENCY (Describe in detail.)

Supplemental Page(s) Attached

Due to "hazardous" and "very unhealthy" air quality from the Camp Fire in Butte County, the Sutter County Superintendent of Schools closed all of its schools on November 15 and 16. Please see attached supporting documentation.

PART II: SCHOOL INFORMATION (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

A	B	C	D	E	F	G	H	I
School Name	School Code	Site Type	Days in School Calendar	Emergency Days Built In	Built In Emergency Days Used	Date(s) of Emergency Closure	Closure Dates Requested	Total Number of Days Requested
All SCSOS schools	0000000	All	180	0	0	11/15 and 11/16	11/15 and 11/16	2

PART III: CLOSURE HISTORY (List closure history for all schools in Part II. Refer to the instructions for an example.)

A	B	C	D	E	F
School Name	School Code	Fiscal Year	Closure Dates	Nature	Weather Related Yes/No
All SCSOS schools	0000000	2016-17	02/14 through 02/17/2017	Evacuation order due to Oroville Dam spillway damage	Yes

SECTION C: MATERIAL DECREASE

Not Applicable (Proceed to Section D)
 Supplemental Page(s) Attached

PART I: NATURE OF EMERGENCY (Describe in detail.)

PART II: MATERIAL DECREASE CALCULATION (Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance (October/May)	Dates Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance	Qualifier: 90% or Less (F/C)	Net Increase of Apportionment Days (C-F)
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
Total:		0.00			0		0.00

PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance Hours	Date Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance Hours	Qualifier: 90% or Less (F/C)	Net Increase of Hours (C-F)
						0.00%	0.00
						0.00%	0.00
						0.00%	0.00
						0.00%	0.00
						0.00%	0.00
Total:		0.00			0.00		0.00

*Qualifier should be 90% or less except when the governor declares a state of emergency or in the case of a Necessary Small School (NSS) site.

SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

Not Applicable (Proceed to Section E)

PART I: PERIOD OF REQUEST The entire period covered by the lost or destroyed records commences with _____ up to and including _____.

PART II: CIRCUMSTANCES (Describe below circumstances and extent of records lost or destroyed.)

PART III: PROPOSAL (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)

SECTION E: AFFIDAVIT

PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of Sutter County Supt. of Schools, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

Victoria Lachance

Jim Richmond

Karm Baines

June McJunkin

Ronald Turner

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this _____ day of January, 2019.

Witness: _____ Title: _____ of Sutter County, California
(Name) (Signature)

PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER (Only applicable to charter school requests)

Superintendent (or designee): _____ Authorizing LEA Name: _____
(Name) (Signature)

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee): Tom Reusser
(Name) (Signature)

Subscribed and sworn (or affirmed) before me, this _____ day of January, 2019.

Witness: _____ Title: _____ of Sutter County, California
(Name) (Signature)

COE contact/individual responsible for completing this section:

Name: Joel Ryan Title: Director of External Business Phone: 530-822-2928 E-mail: joelr@sutter.k12.ca.us

BOARD AGENDA ITEM: Business Services Report

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

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

PREPARED BY:

Aaron Heinz

SUBMITTED BY:

Aaron Heinz

PRESENTING TO BOARD:

Aaron Heinz

BACKGROUND AND SUMMARY INFORMATION:

The monthly financial report for December will be reviewed.

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

DECEMBER REPORT

11/16/2018-12/15/2018

Description	Account Codes	Original Budget	Operating Budget	Actuals to Date	Projected Yr Totals	Difference (Col D - B)	2018-19 % Actuals as a % of Budget
		7/1/18 (A)	11/15/18 (B)	12/15/18 (C)	12/15/18 (D)	(E)	
A. Revenues							
1) Local Control Funding Formula	8010-8099	\$ 9,200,409	\$ 9,237,410	\$ 3,177,620	\$ 9,237,410	-	A 34.4%
2) Federal Revenues	8100-8299	\$ 3,601,163	\$ 4,298,113	\$ 384,406	\$ 4,329,038	30,925	B 8.9%
3) Other State Revenues	8300-8599	\$ 8,661,819	\$ 10,321,334	\$ 5,621,973	\$ 10,406,334	85,000	C 54.5%
4) Other Local Revenues	8600-8799	\$ 14,087,690	\$ 14,269,230	\$ 860,180	\$ 14,275,519	6,289	D 6.0%
TOTAL REVENUES		\$ 35,551,081	\$ 38,126,087	\$ 10,044,179	\$ 38,248,301	\$ 122,214	26.3%
B. Expenditures							
1. Certificated Salaries	1000-1999	\$ 8,294,766	\$ 8,064,668	\$ 3,002,234	\$ 8,092,554	27,886	E 37.2%
2. Classified Salaries	2000-2999	\$ 11,366,056	\$ 11,553,960	\$ 4,216,228	\$ 11,548,078	(5,882)	F 36.5%
3. Employee Benefits	3000-3999	\$ 7,372,073	\$ 7,157,387	\$ 2,457,129	\$ 7,159,466	2,079	G 34.3%
4. Books and Supplies	4000-4999	\$ 915,635	\$ 1,043,288	\$ 340,687	\$ 1,089,519	46,231	H 32.7%
5. Services, Other Operation	5000-5999	\$ 4,883,344	\$ 7,406,481	\$ 2,498,629	\$ 7,486,353	79,872	I 33.7%
6. Capital Outlay	6000-6999	\$ 532,930	\$ 611,311	\$ 207,458	\$ 609,311	(2,000)	J 33.9%
7. Other Outgo	7100-7299	\$ 224,896	\$ 627,839	\$ 459,552	\$ 627,103	(736)	K 73.2%
8. Direct Support/Indirect	7300-7399	\$ (103,258)	\$ (75,294)	\$ (20,873)	\$ (75,294)	-	L 27.7%
9. Debt Service	7400-7499	\$ -	\$ -	\$ -	\$ -	-	M 0.0%
TOTAL EXPENDITURES		\$ 33,486,442	\$ 36,389,640	\$ 13,161,044	\$ 36,537,090	147,450	36.2%
Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses (A5-B9)							
		\$ 2,064,639	\$ 1,736,447	\$ (3,116,865)	\$ 1,711,211	\$ (25,236)	-182.1%
D. Other Financing Sources/Uses							
1. Transfers In	8910-8979	\$ 163,071	\$ 163,071	\$ -	\$ 163,071	-	N 0.0%
2. Transfer Out	7610-7629	\$ 499,598	\$ 692,812	\$ -	\$ 692,812	-	O 0.0%
3. Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -	-	P 0.0%
Total, Other Fin Sources/Uses		\$ (336,527)	\$ (529,741)	\$ -	\$ (529,741)	\$ -	0.0%
E. Net Change to Fund Balance							
		\$ 1,728,112	\$ 1,206,706	\$ (3,116,865)	\$ 1,181,470	\$ (25,236)	
F. Fund Balance (Fund 01 only)							
1. Beginning Balance		\$ 7,416,162	\$ 7,416,162	\$ 7,416,162	\$ 7,416,162	-	
2. Adjustments/Restatements		\$ -	\$ -	\$ -	\$ -	-	
Ending Balance		\$ 9,144,274	\$ 8,622,868	\$ 4,299,297	\$ 8,597,632	\$ (25,236)	
G. Components of Ending Fund Balance							
Designated Amounts	9711-9730	\$ 10,000	\$ 10,000		\$ 10,000	\$ -	
Legally Restricted	9740-9760	\$ 3,292,200	\$ 2,853,886		\$ 2,874,420	\$ -	
Assigned	9780	\$ 4,142,772	\$ 3,907,634		\$ 3,854,362	\$ -	
Restricted Economic Uncertainty	9789	\$ 1,699,302	\$ 1,851,348		\$ 1,858,850	\$ -	
Unassigned/Unappropriated	9790	\$ -	\$ -		\$ -	\$ -	

Explanation of Differences
Net Change in Current Year Budget November Board Report
11/16/2018 - 12/15/2018

	<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	\$ 20,925	<i>Increase budget to match additional allocations</i>
Feather River Academy (FRA)	\$ 10,000	<i>Establish budget for Student Support and Academic Enrichment Grant Award</i>
	<u>\$ 30,925</u>	
C <u>Other State Revenues (8300-8599)</u>		
Educational Services (ES)	\$ 50,000	<i>Establish budget for Scale Up Multi-Tiered System of Support Statewide (SUMS) grant MOU</i>
Student Support Services	\$ 25,000	<i>Establish budget for Scale Up Multi-Tiered System of Support Statewide (SUMS) grant MOU</i>
Feather River Academy (FRA)	\$ 10,000	<i>Establish budget for Low Performing Student Block Grant Award</i>
	<u>\$ 85,000</u>	
D <u>Other Local Revenues (8600-8799)</u>		
Special Education	\$ 6,289	<i>Increase revenue based on actuals</i>
	<u>\$ 6,289</u>	
E <u>Certificated Salaries (1000-1999)</u>		
Special Education	\$ 1,501	<i>Increase budget to match actuals</i>
Student Support Services	\$ 18,659	<i>Establish budget for Scale Up Multi-Tiered System of Support Statewide (SUMS) grant MOU</i>
Feather River Academy (FRA)	\$ 7,726	<i>Increase budget for Title I Allocations</i>
	<u>\$ 27,886</u>	
F <u>Classified Salaries (2000-2999)</u>		
Special Education	\$ (9,607)	<i>Decrease budget to match actuals for contract employment</i>
One Stop	\$ (4,390)	<i>Decrease budget to match allocation for CalWorks</i>
Tri County Induction Program (TCIP)	\$ 7,465	<i>Re-allocation of salaries for Career Technical Education Teach program</i>
Various departments	\$ 650	<i>Miscellaneous adjustments</i>
	<u>\$ (5,882)</u>	
G <u>Employee Benefits (3000-3999)</u>		
Special Education	\$ (5,367)	<i>Net decrease to match actuals for contract employment</i>
Tri County Induction Program (TCIP)	\$ 2,110	<i>Match re-allocation for Career Technical Education Teach salaries, increase for CalSTRS estimated penalties</i>
Student Support Services	\$ 3,988	<i>Establish budget for Scale Up Multi-Tiered System of Support Statewide (SUMS) grant MOU</i>
Feather River Academy (FRA)	\$ 1,652	<i>Adjust budget for Title I Allocations</i>
Various departments	\$ (304)	<i>Miscellaneous Adjustment</i>
	<u>\$ 2,079</u>	

Explanation of Differences
Net Change in Current Year Budget November Board Report
11/16/2018 - 12/15/2018

	<u>Amount</u>	<u>Explanation of Differences</u>
H		
<u>Books and Supplies (4000-4999)</u>		
County Office	\$ 2,650	<i>Technology purchase</i>
Special Education	\$ 27,255	<i>Net increase for technology purchase</i>
One Stop	\$ 1,093	<i>Net increase to match allocation for Workforce Innovation Opportunity Act and Workability programs</i>
Intervention & Prevention Programs (IPP)	\$ 7,500	<i>Increase budget for technology purchase for School Attendance Review Board Panel meetings</i>
Regional Occupation Program (ROP)	\$ 7,733	<i>Increase budget for technology purchase</i>
	<u>\$ 46,231</u>	
I		
<u>Services, Other Operations (5000-5999)</u>		
County Office	\$ (2,618)	<i>Decrease budget to allocate for technology purchase</i>
Special Education	\$ 21,827	<i>Net increase to match actuals for contract employment and travel and conference</i>
One Stop	\$ 22,702	<i>Net increase to match allocation for Workforce Innovation Opportunity Act, CalWorks, Workability and Pathways Medical programs</i>
Educational Services (ES)	\$ 45,294	<i>Establish budget for Scale Up Multi-Tiered System of Support Statewide (SUMS) grant MOU</i>
Intervention & Prevention Programs (IPP)	\$ (7,500)	<i>Decrease budget for technology purchase for School Attendance Review Board Panel meetings</i>
Regional Occupation Program (ROP)	\$ (7,733)	<i>Decrease budget for technology purchase</i>
Feather River Academy (FRA)	\$ 8,740	<i>Increase budget for Title I Allocations</i>
Various departments	\$ (840)	<i>Miscellaneous adjustments</i>
	<u>\$ 79,872</u>	
J		
<u>Capital Outlay (6000-6999)</u>		
Special Education	\$ (2,000)	<i>Decrease budget to cover travel and conferences</i>
	<u>\$ (2,000)</u>	
K		
<u>Other Outgo (7100 - 7299)</u>		
Various departments	\$ (736)	<i>Miscellaneous adjustments</i>
	<u>\$ (736)</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>	<u>\$ -</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>\$ (25,236)</u>	

BOARD AGENDA ITEM: Quarterly Report of Surplus Property

BOARD MEETING DATE: January 9, 2019

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: _____
PREPARED BY: Mona Brokenbrough
TURNED IN TO AARON: 10/23/2018
E-WASTE PICK UP DATE: _____

Reviewed by Asst Superintendent: *[Signature]*
Reviewed by Cabinet: *Nov. 7, 2018*
Reviewed by Board: _____
Deliver to Director FMOF: _____

ASSET TAG	DEPT	DESCRIPTION	* SERIAL #	* MFR	* MODEL	** CONDITION	Purchase Date or AGE	EST. VALUE	NOTES
003298	FRA <i>Breakroom</i>	Refrigerator	LA53712083	Frigidaire	GLRT13TEW1	Poor	Unknown	0.00	
001939	One Stop	Ice maker	110049901	Manitowac	0YD134A	Broken	7/15/2008	0.00	
unknown	FRA	Refrigerator	14548371	Continetal	Unknown	Broken	Unknown	0.00	
002024	Business	Refrigerator	Unknown	GE	Unknown	Broken	8/16/1999	0.00	
002415	FRA	Desktop Computer	36017535	HP	Profile 5.5	Obsolete	11/7/2005	0.00	
002552	SPED	Desktop Computer - HP	Unknown	HP	6000 Pro	Obsolete	7/6/2010	0.00	
002634	SPED	Desktop Computer - HP	SMXL10303KP	HP	HP6000P Tower	Obsolete	5/10/2011	0.00	
002661	One Stop	Tablet - Apple	DMPG81XNDFHW	Apple	IPAD 32GB A1395	Obsolete	9/29/2011	0.00	
002721	SPED	Desktop Computer - HP	2UA1380DK6	HP	Compaq 8200 Elite	Obsolete	12/22/2011	0.00	
002768	Business	Desktop Computer - HP	MXL2420160	HP	Compaq 8300 Elite	Obsolete	10/30/2012	0.00	
002903	FRA	Desktop Computer - HP	MXL3450VMH	HP	8300 Elite	Obsolete	Unknown	0.00	
003361	SPED	Tablet - Apple	DLXFPMKMDFHY	Apple	IPAD 32GB A1395	Obsolete	6/9/2011	0.00	
003827	SPED	Desktop Computer - Dell	14P9WR1	Dell	OptiPlex 990	Obsolete	1/21/2015	0.00	<i>Thru file</i>
004423	One Stop	Laptop - Dell	CNV82604LH	Dell	Latitude E6510	Obsolete	3/10/2011	0.00	
001925	Shady Creek	Electronics - Misc	Unknown	Royal Home	Royal Home Theater Popc	Broken	unknown	0.00	
001928	Shady Creek	Kitchen/Food Equipment	WB00833105	Artic Air	Artic Air CF150 Freezer	Broken	Unknown	0.00	
001929	Shady Creek	Kitchen/Food Equipment	1658548	Kirkland	Kirkland SCF0710PQ Freez	Broken	Unknown	0.00	
002528	Shady Creek	Laptop - HP	SCNU9430520	HP	8730w	Obsolete	12/3/2009	0.00	
003734	Shady Creek	Laptop - Dell	ITXJ2Q1	Dell	Latitude E6520	Obsolete	8/29/2014	0.00	
2248	FRA	File Cabinet	Not applicable	Not applicable	Not applicable	Broken	Unknown	0.00	
14380	FRA	File Cabinet	Not applicable	Not applicable	Not applicable	Broken	Unknown	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: Donations

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:	PREPARED BY:
<u> </u> Action	<u> </u> Maggie Navarro
<u> </u> Reports/Presentation	SUBMITTED BY:
<u> X </u> Information	<u> </u> Barbara Henderson
<u> </u> Public Hearing	PRESENTING TO BOARD:
<u> </u> Other (specify)	<u> </u> Barbara Henderson

BACKGROUND AND SUMMARY INFORMATION:

<u>Donor</u>	<u>Value</u>	<u>Purpose</u>
Sue Shanahan	\$350.00	Orchard Project at Shady Creek
Tim & Mary McClain	\$140.00	Orchard Project at Shady Creek
Total	\$490.00	

	<u>18-19 Year</u>	<u>Current Period</u>	<u>To Date</u>
Total Donations-Cash	\$0.00	\$350.00	\$350.00
Total Donations-Value	\$284.33	\$140.00	\$424.33
Total Donations	\$284.33	\$490.00	\$774.33

**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS OFFICE
GIFT AND DONATION FORM**

Donor Identification	<input checked="" type="checkbox"/> Individual	<input type="checkbox"/> Business
----------------------	--	-----------------------------------

Donor Name: Sue Shanahan Phone: _____
Address: 628 Manila Way City/State Daly City Zip: 94015
Business only: Position: _____
Phone: _____ Type of Business: _____

Gift or Donation:	<input type="checkbox"/> Cash	<input checked="" type="checkbox"/> Check	Dollar Amount: \$ <u>350.00</u>
	<input type="checkbox"/> Other (List item below)		
Date of Donation:	<u>12/13/2018</u>		

Intent of Gift or Donation: Money goes towards the Orchard Project at Shady Creek
Working Condition: _____
Estimated Dollar Value \$ _____
Donated To (Site/Program): Shady Creek Outdoor School
Site/Program Administrator: Shannon Cueva

Asst. Superintendent/Director for Dept.: <u>Barbara Henderson</u>	Signature
Typed Name	Signature

Delivery Date: Shannon Cueva Delivered By: Sue Shanahan
Received By: Shannon Cueva

For Business Office Use Only

Assistant Superintendent Business Services BH
Signature

Revenue Code: 01-0401-0-8699-00-0000-0000-412-512-0000-61

Review Comments: _____

Board Agenda Date: _____

**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS OFFICE
GIFT AND DONATION FORM**

Donor Identification	<input checked="" type="checkbox"/> Individual	<input type="checkbox"/> Business
----------------------	--	-----------------------------------

Donor Name: Tim & Mary McClain Phone: _____
Address: 21718 Oak Meadow Rd. City/State Palo Cedro Zip: 96073
Business only: Position: _____
Phone: _____ Type of Business: _____

Gift or Donation:	<input type="checkbox"/> Cash	<input type="checkbox"/> Check	Dollar Amount: \$ _____
	<input checked="" type="checkbox"/> Other (List item below)		
Date of Donation:	<u>12/31/2018</u>		

(20) Fence T-Posts for the Orchard Project at Shady Creek

Intent of Gift or Donation: Fence for the Orchard Project at Shady Creek
Working Condition: Excellent
Estimated Dollar Value \$ 140.00
Donated To (Site/Program): Shady Creek Outdoor School
Site/Program Administrator: Shannon Cueva

Typed Name	Signature
Asst. Superintendent/Director for Dept.: <u>Barbara Henderson</u>	
Typed Name	Signature

Delivery Date: Shannon Cueva Delivered By: Tim & Mary McClain
Received By: Shannon Cueva

For Business Office Use Only

Assistant Superintendent Business Services Bth
Signature

Revenue Code: 01-0401-0-8699-00-0000-0000-412-512-0000-61

Review Comments: _____

Board Agenda Date: _____

MICHAEL J. SHANAHAN
SUSAN MARIA SHANAHAN
628 MANILA WAY
DALY CITY, CA 94015-3609

90-7182/3222
746002018

335

DATE

Nov. 25 - 2018

PAY TO THE
ORDER OF

Shady Creek Outdoor Envr. School \$ 350.00
Three hundred & fifty dollars - 00/100

DOLLARS



Washington Mutual

Washington Mutual Bank, F.A.
2000 Southpointe Financial Center 746
Daly City, CA 94015
1-800-786-7000
24 Hour Customer Service

NOTES

Project - orchard Sue Shanahan
DONATION

⑆3322771627⑆ 7460020818⑈ 0335

BOARD AGENDA ITEM: Investment Statements

BOARD MEETING DATE: January 9, 2019

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 Investment Statement as of November 30, 2018 from the County Treasurer will be presented.

Steven L. Harrah, CPA

Treasurer-Tax Collector



Christina N. Hernandez

Assistant Treasurer-Tax Collector

December 13, 2018

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

Re: Sutter County Investment Portfolio Report for November 30, 2018

Following is the Sutter County Investment Portfolio report as of November 30, 2018. The schedule includes all short-term, mid-term and long-term investments held at the conclusion of business on the final day of the month. The Sutter County Treasurer and Tax Collector is given authority over the pooled investment portfolio through Board delegation pursuant to Government Code §27000.1. Investment activities of the pooled treasury are governed by Government Code §53601 as incorporated in the Sutter County Investment Policy. Investment of the county's, school districts' and special district's surplus funds start with the objective of safety of the principle to minimize possibility losses. Following safety is the liquidity objective to provide coverage of day to day operations and to meet contingency as they arise. The final objective is earning a reasonable return or yield on the funds invested. The Sutter County Investment Policy may be found on the Treasurer's webpage at: https://www.suttercounty.org/assets/pdf/ttc/Investment_Policy_2018.pdf

As Treasurer and 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 cash and investments in the county treasury total \$247,767,631 and will provide sufficient cash flow liquidity to meet estimated pooled treasury expenditures for the next six months.

Invested treasury funds total \$239,084,389 with \$53,774,102 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, provides market value data. The dollar-weighted average maturity of invested funds is 799 days.

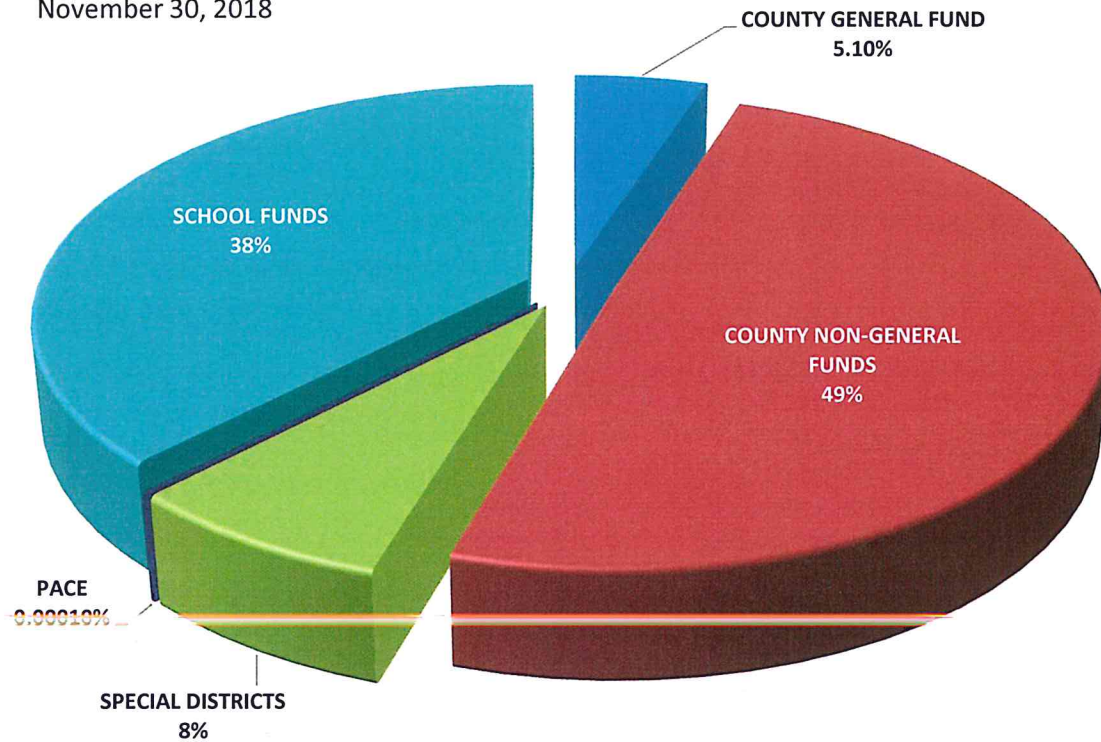
Investments are selected based on criteria contained in the Sutter County Investment Policy, which emphasizes safety, liquidity, yield and diversification. Therefore, the interest rates will fluctuate, and the types of investments will vary depending upon county needs and market availability on a particular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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Steven L. Harrah", is written over a horizontal line.

Steven L. Harrah, CPA
Treasurer and Tax Collector

Sutter County
Pooled Treasury Participants
November 30, 2018

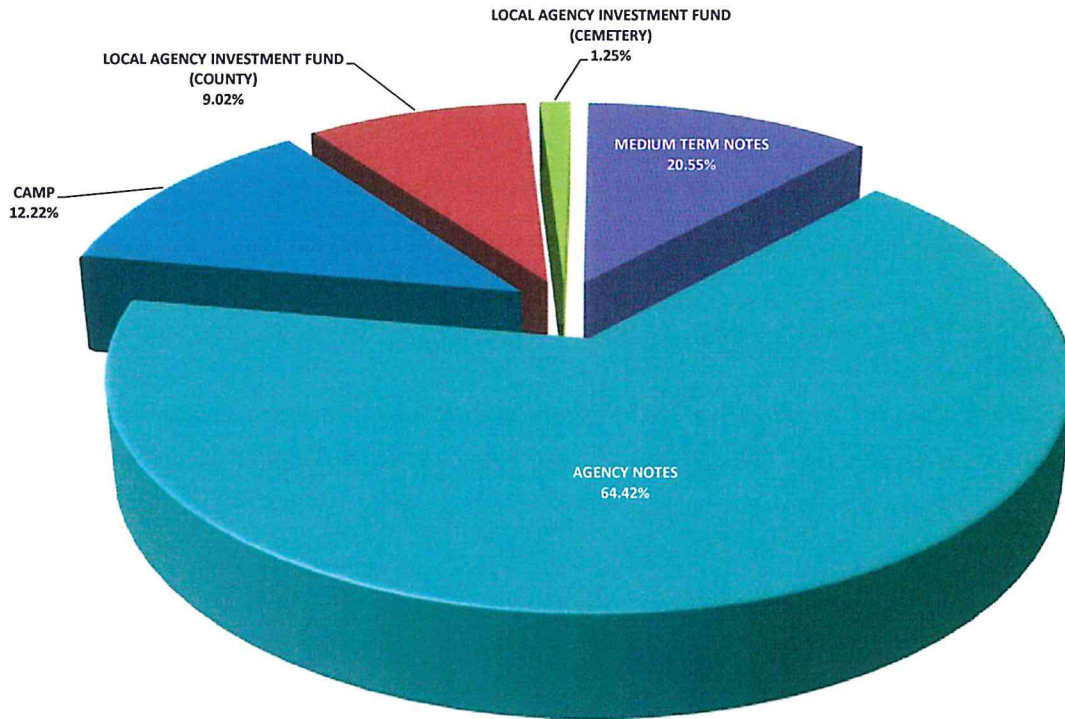


The Pooled Treasury is comprised of 343 separate funds representing the County's General Fund, County Non-General funds, special districts, school districts and funds collected and held for the various PACE programs that are authorized by the City of Yuba City.

At the close of business November 30, 2018 pool participants' cash and investment balances consisted of the following:

COUNTY GENERAL FUND	\$12,630,298
COUNTY NON-GENERAL FUNDS	122,856,362
SPECIAL DISTRICTS	18,853,325
PACE	244
SCHOOL FUNDS	93,429,413

**Sutter County Pooled Investment Portfolio
November 30, 2018**

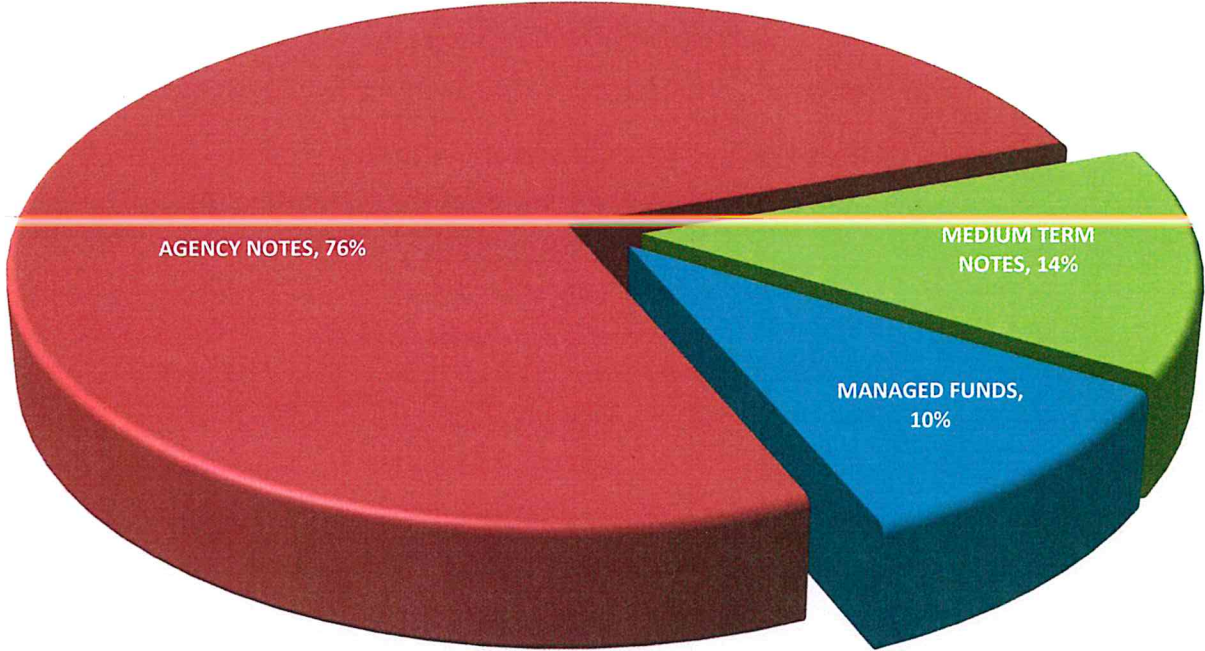


	<u>BOOK VALUE</u>	<u>PERCENTAGE OF MANAGED PORTFOLIO</u>	<u>INVESTED % OF POOLED PORTFOLIO</u>	<u>AVERAGE DAYS TO MATURITY</u>	<u>AVERAGE YIELD</u>
CAMP	\$29,213,027.94	12.22%	12.37%	1	2.36%
LOCAL AGENCY INVESTMENT FUND (COUNTY)	21,564,362.23	9.02%	9.13%	1	2.21%
LOCAL AGENCY INVESTMENT FUND (CEMETERY)	2,996,711.68	1.25%	-	1	2.21%
MEDIUM TERM NOTES	27,961,956.30	11.70%	11.84%	1,039	2.39%
AGENCY NOTES	<u>157,348,330.81</u>	<u>65.81%</u>	<u>66.65%</u>	<u>1,049</u>	<u>1.79%</u>
TOTAL MANAGED INVESTMENTS	\$239,084,388.96	100.00%		<u>1,008</u>	<u>1.90%</u>
LESS: LAIF FUNDS NOT POOLED	<u>2,996,711.68</u>	<u>1.25%</u>			
TOTAL POOLED INVESTMENTS	<u>\$236,087,677.28</u>	<u>98.75%</u>	<u>100.00%</u>	<u>1,007</u>	<u>1.90%</u>

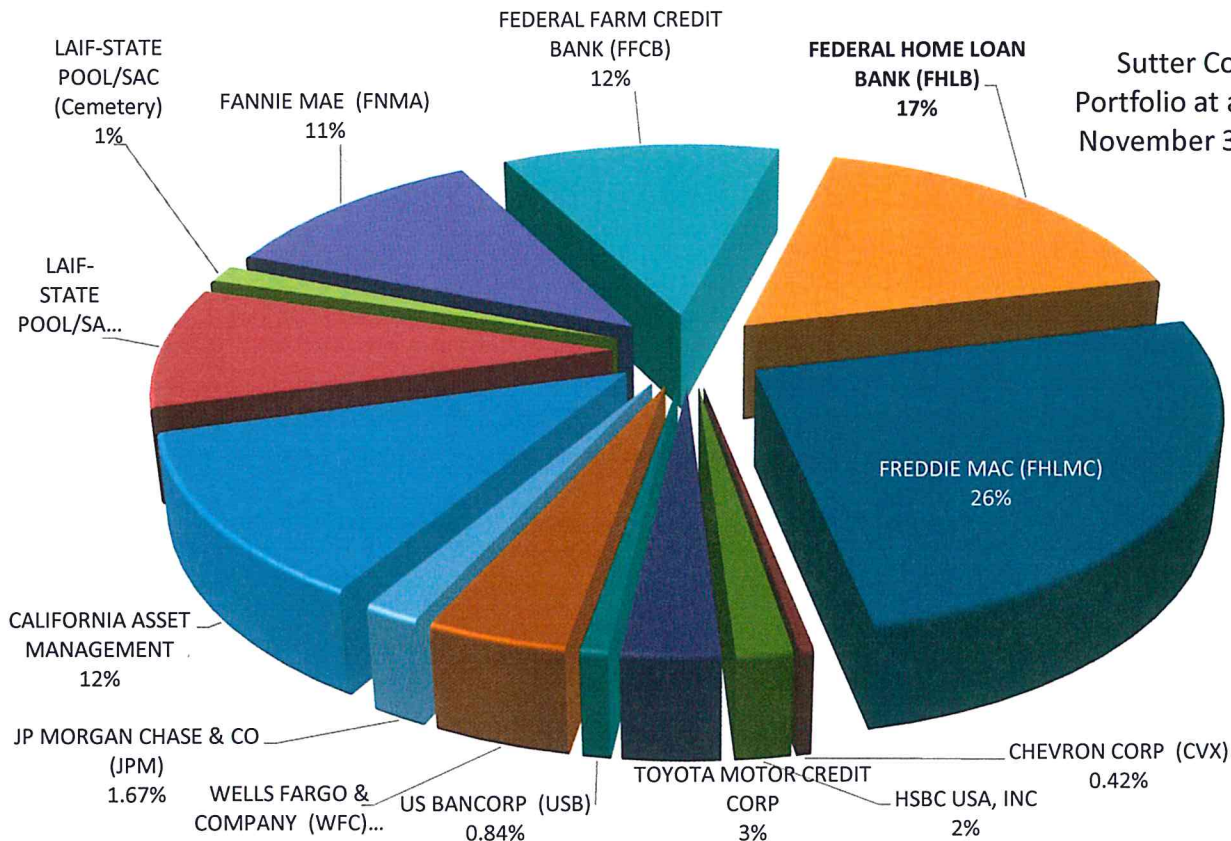
The pooled portfolio is comprised of three major classes of assets. At November 30, 2018 agency notes made up 76%, medium term notes represented 14% and funds under management within the Local Area Investment Fund (LAIF) and the California Asset Management Program (CAMP) completing the portfolio at 10%.

All assets are in compliance with the Sutter County Investment Policy and adhere to the requirements of California Government Code §53601-§53645 and §16429.1-§16429.3, which relate to the investing in the Local Area Investment Fund (LAIF)

**SUTTER COUNTY
INVESTMENT PORTFOLIO
CATAGORIES
NOVEMBER 30, 2018**



Sutter County
Portfolio at a Glance
November 30, 2018



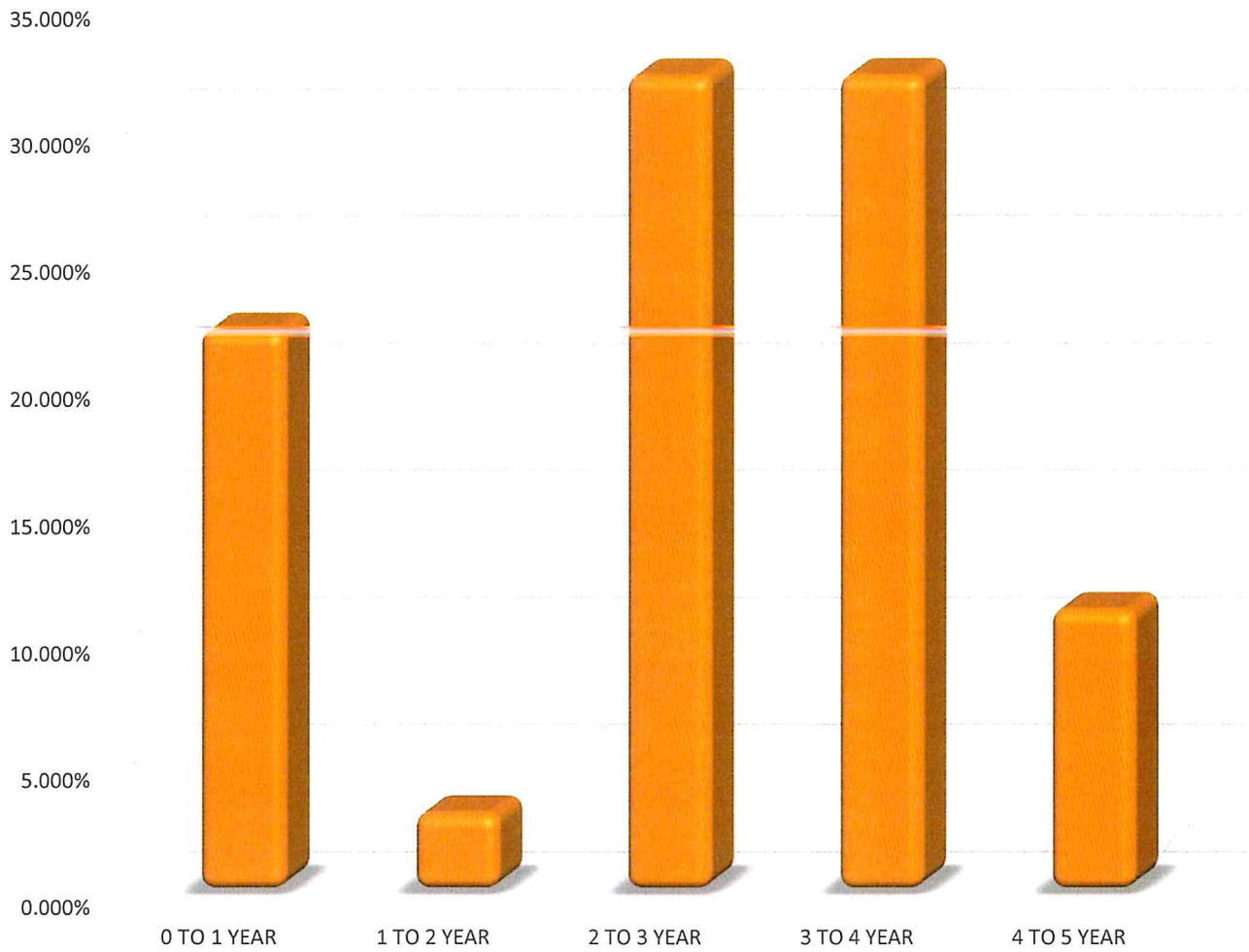
Within the three major classes of assets the portfolio is further diversified, again, operating within the constraints of California Government Code and the Sutter County Investment Policy. The chart above provides a quick glance of the portfolios' make up.

As of November 30, 2018, the portfolio's holding consisted of the following:

CALIFORNIA ASSET MANAGEMENT	29,213,027.94	12.22%
LAIF-STATE POOL/SAC	21,564,362.23	9.02%
LAIF-STATE POOL/SAC (Cemetery)	2,996,711.68	1.25%
FANNIE MAE (FNMA)	27,003,907.45	11.29%
FEDERAL FARM CREDIT BANK (FFCB)	27,991,769.99	11.71%
FEDERAL HOME LOAN BANK (FHLB)	41,236,311.15	17.25%
FREDDIE MAC (FHLMC)	61,116,342.22	25.56%
CHEVRON CORP (CVX)	995,537.15	0.42%
HSBC USA, INC	4,000,000.00	1.67%
TOYOTA MOTOR CREDIT CORP	6,994,941.24	2.93%
US BANCORP (USB)	2,002,207.84	0.84%
WELLS FARGO & COMPANY (WFC)	9,973,270.07	4.17%
JP MORGAN CHASE & CO (JPM)	<u>3,996,000.00</u>	1.67%
Total Book Value	<u>239,084,388.96</u>	100.00%

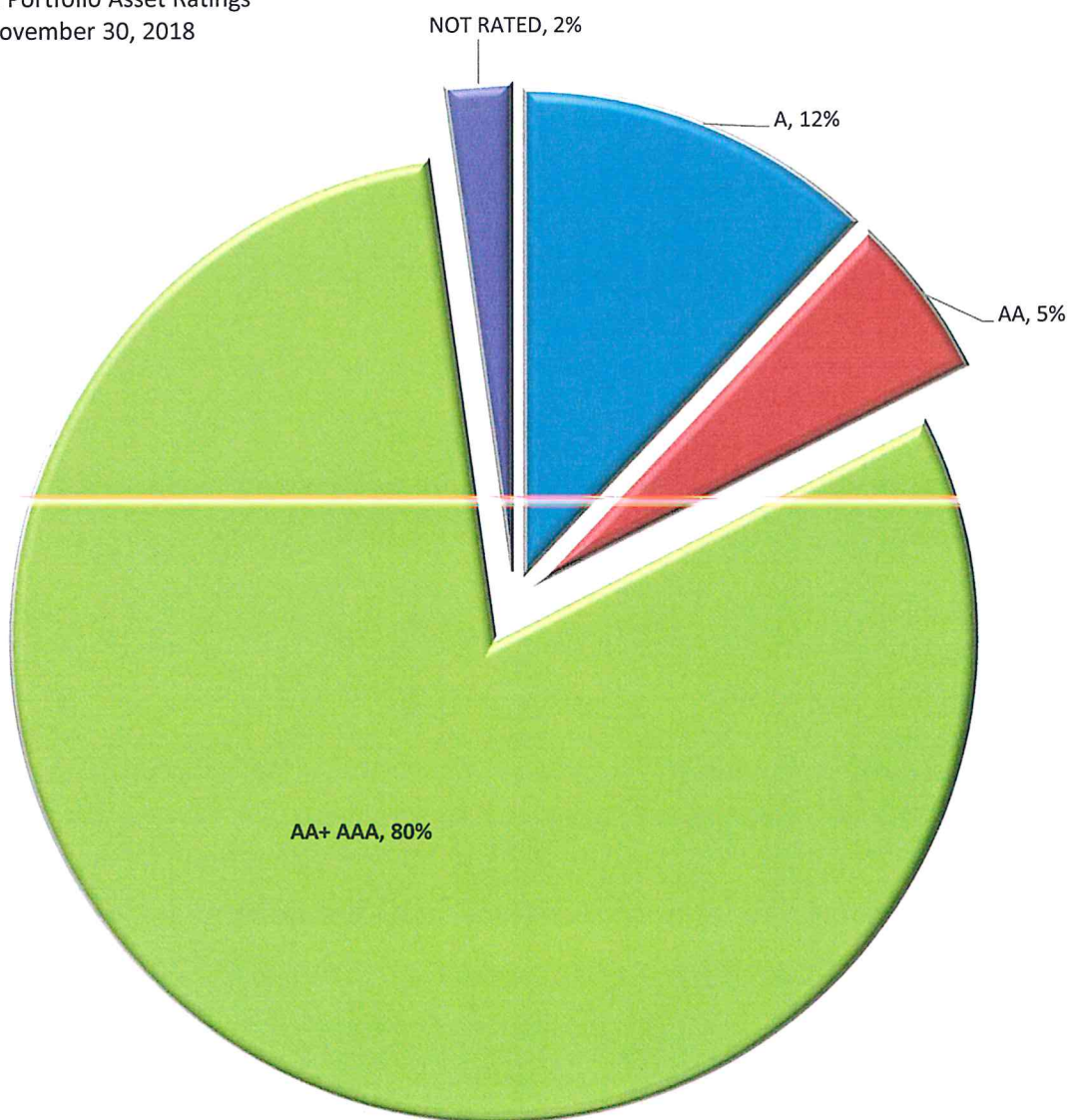
All investments conform to California Government Code §56301 with maturities of no more than five years.

Sutter County
Pooled Portfolio Aging
November 30, 2018



Investments in the pool must have and maintain a rating of A or better, as prescribed in the Sutter County Investment Policy, with the exception of LAIF, which is authorized in GC §16429.1-§16429.3.

Sutter County
Pooled Portfolio Asset Ratings
November 30, 2018



**SUTTER COUNTY
INVESTMENT PORTFOLIO
November 30, 2018**



TREASURY NUMBER	INSTITUTION/BRANCH	BOOK VALUE	MARKET VALUE	PAR VALUE	DATE INVESTED	DATE MATURES	TOTAL DAYS INVESTED	YIELD	RATE
MANAGED FUNDS									
2017-00A	CALIFORNIA ASSET MANAGEMENT	\$29,213,027.94	\$29,213,027.94	\$29,213,027.94	N/A	N/A	N/A	2.3600%	2.3600%
2017-00B	LAIF-STATE POOL/SAC	\$21,564,362.23	\$21,564,362.23	\$21,564,362.23	N/A	N/A	N/A	2.2080%	2.2080%
2017-00C	LAIF-STATE POOL/SAC (Cemetery)	<u>\$2,996,711.68</u>	<u>\$2,996,711.68</u>	<u>\$2,996,711.68</u>	N/A	N/A	N/A	2.2080%	2.2080%
	TOTAL MANAGED FUNDS	\$53,774,101.85	\$53,774,101.85	\$53,774,101.85					
AGENCY NOTES									
2015-119	FEDERAL HOME LOAN BANK (FHLB)	2,284,731.33	2,265,325.71	2,285,714.28	10/29/15	10/29/20	1,827	1.7500%	1.7500%
2016-017	FANNIE MAE (FNMA)	4,000,000.00	3,955,240.00	4,000,000.00	03/15/16	03/15/21	1,826	1.7500%	1.7500%
2016-024	FANNIE MAE (FNMA)	1,999,508.76	1,977,620.00	2,000,000.00	03/15/16	03/15/21	1,826	1.7500%	1.7500%
2016-035	FREDDIE MAC (FHLMC)	2,000,000.00	1,971,900.00	2,000,000.00	03/30/16	03/30/21	1,826	1.7500%	1.7500%
2016-043	FREDDIE MAC (FHLMC)	4,000,000.00	3,926,000.00	4,000,000.00	04/28/16	04/28/21	1,826	1.4375%	1.5000%
2016-046	FEDERAL HOME LOAN BANK (FHLB)	4,000,000.00	3,882,280.00	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	3,929,240.00	4,000,000.00	04/28/16	04/28/21	1,826	1.3750%	1.3750%
2016-049	FEDERAL FARM CREDIT BANK (FFCB)	4,000,000.00	3,888,960.00	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	3,886,680.00	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	1,962,600.00	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	1,943,600.00	2,000,000.00	05/03/16	05/03/21	1,826	1.7000%	1.7000%
2016-072	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,940,020.00	2,000,000.00	05/12/16	05/12/21	1,826	1.6400%	1.6400%
2016-088	FREDDIE MAC (FHLMC)	1,000,000.00	992,630.00	1,000,000.00	06/30/16	06/30/21	1,826	2.0000%	2.0000%
2016-090	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,956,940.00	2,000,000.00	06/29/16	06/29/20	1,461	1.4200%	1.4200%
2016-092	FANNIE MAE (FNMA)	5,004,398.69	4,819,800.00	5,000,000.00	06/30/16	06/30/21	1,826	1.3029%	1.6250%
2016-097	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	1,946,140.00	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	3,908,480.00	4,000,000.00	07/27/16	07/27/21	1,826	1.2500%	1.5000%
2016-102	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,927,380.00	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	3,933,640.00	4,000,000.00	07/28/16	07/28/21	1,826	2.0000%	2.0000%
2016-104	FANNIE MAE (FNMA)	4,000,000.00	3,890,480.00	4,000,000.00	07/20/16	07/20/21	1,826	2.0000%	2.0000%
2016-111	FREDDIE MAC (FHLMC)	3,000,000.00	2,946,240.00	3,000,000.00	08/16/16	08/16/21	1,826	2.2500%	2.2500%
2016-115	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,922,820.00	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	1,934,580.00	2,000,000.00	08/30/16	08/27/21	1,823	1.3500%	1.3500%
2016-117	FREDDIE MAC (FHLMC)	4,001,427.43	3,928,320.00	4,000,000.00	08/16/16	08/16/21	1,826	2.2500%	2.2500%
2016-122	FREDDIE MAC (FHLMC)	4,000,000.00	3,910,920.00	4,000,000.00	09/13/16	09/13/21	1,826	1.5000%	1.5000%
2016-125	FREDDIE MAC (FHLMC)	2,000,000.00	1,958,140.00	2,000,000.00	09/29/16	09/29/21	1,826	1.5000%	1.5000%
2016-126	FANNIE MAE (FNMA)	2,000,000.00	1,920,380.00	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	1,958,140.00	2,000,000.00	09/29/16	09/29/21	1,826	1.5000%	1.5000%
2016-133	FREDDIE MAC (FHLMC)	2,000,000.00	1,932,560.00	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	1,909,080.00	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	965,330.00	1,000,000.00	10/28/16	10/28/21	1,826	1.6500%	1.6500%

**SUTTER COUNTY
INVESTMENT PORTFOLIO
November 30, 2018**



TREASURY					DATE	DATE	TOTAL			
<u>NUMBER</u>	<u>INSTITUTION/BRANCH</u>	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>	<u>PAR VALUE</u>	<u>INVESTED</u>	<u>MATURES</u>	<u>DAYS</u>	<u>INVESTED</u>	<u>YIELD</u>	<u>RATE</u>
2016-142	FANNIE MAE (FNMA)	2,000,000.00	1,970,860.00	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	1,962,560.00	2,000,000.00	10/21/16	10/28/21	1,833	1.3700%	1.5000%	
2016-149	FREDDIE MAC (FHLMC)	4,000,000.00	3,923,200.00	4,000,000.00	11/04/16	11/04/21	1,826	1.5000%	1.5000%	
2016-151	FEDERAL HOME LOAN BANK (FHLB)	4,000,000.00	3,935,440.00	4,000,000.00	11/04/16	11/04/21	1,826	1.5000%	1.5000%	
2016-152	FEDERAL HOME LOAN BANK (FHLB)	2,965,000.00	2,882,573.00	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	1,929,720.00	2,000,000.00	11/23/16	11/23/21	1,826	1.6500%	1.6500%	
2016-161	FEDERAL HOME LOAN BANK (FHLB)	1,999,683.59	1,919,620.00	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	1,948,960.00	2,000,000.00	12/09/16	12/09/21	1,826	1.5000%	1.5000%	
2016-166	FEDERAL HOME LOAN BANK (FHLB)	1,996,746.87	1,976,120.00	2,000,000.00	11/16/16	05/15/20	1,276	1.3025%	1.3500%	
2016-169	FEDERAL FARM CREDIT BANK (FFCB)	1,996,834.61	1,932,860.00	2,000,000.00	11/29/16	11/29/21	1,826	1.8125%	1.7600%	
2016-172	FEDERAL FARM CREDIT BANK (FFCB)	1,994,935.38	1,932,860.00	2,000,000.00	11/29/16	11/29/21	1,826	1.1844%	1.7600%	
2016-174	FEDERAL FARM CREDIT BANK (FFCB)	1,000,000.00	977,780.00	1,000,000.00	12/01/16	06/01/21	1,643	2.0000%	2.0000%	
2016-178	FEDERAL HOME LOAN BANK (FHLB)	2,000,000.00	1,942,280.00	2,000,000.00	12/06/16	12/06/21	1,826	2.0500%	2.0500%	
2016-180	FEDERAL HOME LOAN BANK (FHLB)	1,991,312.56	1,942,620.00	2,000,000.00	12/02/16	11/29/21	1,823	2.0199%	1.8750%	
2017-022	FANNIE MAE (FNMA)	2,000,000.00	1,944,900.00	2,000,000.00	03/29/17	03/29/22	1,826	2.1700%	2.1700%	
2017-053	FREDDIE MAC (FHLMC)	2,000,000.00	1,982,260.00	2,000,000.00	05/17/17	05/17/22	1,826	2.2500%	2.2500%	
2017-091	FEDERAL HOME LOAN BANK (FHLB)	2,998,836.80	2,931,120.00	3,000,000.00	08/16/17	08/16/22	1,826	1.7500%	1.7500%	
2017-105	FEDERAL FARM CREDIT BANK (FFCB)	4,000,000.00	3,877,480.00	4,000,000.00	09/14/17	03/14/22	1,642	1.9500%	1.9500%	
2017-119	FREDDIE MAC (FHLMC)	2,114,914.79	2,086,906.80	2,120,000.00	09/28/17	09/29/22	1,827	1.7500%	1.7500%	
2017-120	FEDERAL HOME LOAN BANK (FHLB)	1,000,000.00	969,030.00	1,000,000.00	10/26/17	10/26/22	1,826	2.2500%	2.2500%	
2017-125	FEDERAL HOME LOAN BANK (FHLB)	1,000,000.00	971,970.00	1,000,000.00	10/30/17	10/26/22	1,822	2.2500%	2.2500%	
2017-126	FREDDIE MAC (FHLMC)	1,000,000.00	994,990.00	1,000,000.00	10/27/17	10/27/22	1,826	1.8700%	2.0000%	
2017-130	FEDERAL HOME LOAN BANK (FHLB)	1,000,000.00	984,350.00	1,000,000.00	11/14/17	11/14/22	1,826	2.0000%	2.0000%	
2017-135	FEDERAL HOME LOAN BANK (FHLB)	3,000,000.00	2,926,080.00	3,000,000.00	11/28/17	05/28/21	1,277	2.0000%	2.0000%	
2017-136	FREDDIE MAC (FHLMC)	3,000,000.00	2,955,270.00	3,000,000.00	11/28/17	11/28/22	1,826	2.0000%	2.0000%	
2017-139	FREDDIE MAC (FHLMC)	2,000,000.00	1,975,020.00	2,000,000.00	11/28/17	11/28/22	1,826	2.1250%	2.1250%	
2017-143	FEDERAL FARM CREDIT BANK (FFCB)	1,000,000.00	971,870.00	1,000,000.00	11/28/17	11/28/22	1,826	2.3200%	2.3200%	
2017-146	FREDDIE MAC (FHLMC)	4,000,000.00	3,981,760.00	4,000,000.00	12/27/17	12/27/22	1,826	2.0000%	2.0000%	
2017-151	FREDDIE MAC (FHLMC)	1,000,000.00	982,830.00	1,000,000.00	12/21/17	12/21/22	1,826	2.0000%	2.0000%	
2017-154	FREDDIE MAC (FHLMC)	2,000,000.00	1,959,360.00	2,000,000.00	12/28/17	12/28/21	1,461	2.2500%	2.2500%	
2017-160	FEDERAL FARM CREDIT BANK (FFCB)	2,000,000.00	1,962,480.00	2,000,000.00	12/28/17	06/28/21	1,278	2.2300%	2.2300%	
2018-002	FEDERAL HOME LOAN BANK (FHLB)	1,000,000.00	984,860.00	1,000,000.00	01/25/18	01/25/22	1,461	2.3500%	2.3500%	
2018-003	FREDDIE MAC (FHLMC)	1,000,000.00	982,600.00	1,000,000.00	01/30/18	01/30/23	1,826	2.8000%	3.0500%	
2018-139	FEDERAL HOME LOAN BANK (FHLB)	<u>2,000,000.00</u>	<u>2,000,260.00</u>	<u>2,000,000.00</u>	11/14/18	02/14/22	1,188	3.2700%	3.2700%	
TOTAL AGENCY NOTES		157,348,330.81	153,794,315.51	157,370,714.28						

SUTTER COUNTY
 INVESTMENT PORTFOLIO
 November 30, 2018



TREASURY NUMBER	INSTITUTION/BRANCH	BOOK VALUE	MARKET VALUE	PAR VALUE	DATE INVESTED	DATE MATURES	TOTAL DAYS INVESTED	YIELD	RATE
2015-115	WELLS FARGO & COMPANY (WFC)	2,000,000.00	1,982,120.00	2,000,000.00	10/16/15	10/16/20	1,827	2.5000%	2.5000%
2016-078	WELLS FARGO & COMPANY (WFC)	2,000,000.00	1,998,240.00	2,000,000.00	06/07/16	06/07/21	1,826	2.0000%	2.0000%
2016-110	WELLS FARGO & COMPANY (WFC)	2,002,886.48	1,919,020.00	2,000,000.00	07/25/16	07/26/21	1,827	2.0459%	2.1000%
2016-184	HSBC USA, INC	4,000,000.00	3,898,160.00	4,000,000.00	12/16/16	12/16/21	1,826	2.2500%	2.2500%
2016-187	US BANCORP (USB)	2,002,207.84	1,957,760.00	2,000,000.00	12/16/16	01/29/21	1,505	2.2990%	2.3500%
2017-002	CHEVRON CORP (CVX)	995,537.15	972,160.00	1,000,000.00	01/09/17	05/16/21	1,588	2.2790%	2.1000%
2017-009	WELLS FARGO & COMPANY (WFC)	1,970,383.59	1,919,020.00	2,000,000.00	01/23/17	07/26/21	1,645	2.6601%	2.1000%
2017-071	WELLS FARGO & COMPANY (WFC)	2,000,000.00	1,993,320.00	2,000,000.00	06/27/17	06/27/22	1,826	2.4852%	3.0861%
2017-086	TOYOTA MOTOR CREDIT CORP	2,000,000.00	1,955,020.00	2,000,000.00	08/03/17	06/26/22	1,788	2.1250%	2.1250%
2017-149	TOYOTA MOTOR CREDIT CORP	2,000,000.00	1,933,740.00	2,000,000.00	12/07/17	06/07/21	1,278	2.2500%	2.2500%
2017-161	TOYOTA MOTOR CREDIT CORP	1,994,941.24	2,027,000.00	2,000,000.00	12/21/17	11/29/22	1,804	2.1287%	2.1250%
2018-068	TOYOTA MOTOR CREDIT CORP	1,000,000.00	981,600.00	1,000,000.00	05/22/18	04/26/21	1,070	3.0500%	3.0500%
2018-151	JP MORGAN CHASE & CO (JPM)	<u>3,996,000.00</u>	<u>3,977,000.00</u>	<u>4,000,000.00</u>	11/23/18	06/18/22	1,303	2.9471%	2.9471%
	TOTAL MEDIUM TERM NOTES	<u>\$27,961,956.30</u>	<u>\$27,514,160.00</u>	<u>\$28,000,000.00</u>					
	TOTAL POOL PORTFOLIO	<u>\$239,084,388.96</u>	<u>\$235,082,577.36</u>	<u>\$239,144,816.13</u>			Average	1.9019%	1.9207%

Sutter County Pool Treasury Portfolio
 Transactions
 For the Month ended November 30, 2018

Treasury Number	Settlement Date	Broker	Asset	Rate	Purchase at Cost	Sale / Call	Maturities	Coupon Received
MANAGED FUNDS								
2018-143	11/1/2018	CAMP	CAMP (2018-00A) 2733202	2.1400%		2,000,000.00		
2018-144	11/6/2018	CAMP	CAMP (2018-00A) 2735768	2.2700%		5,000,000.00		
2018-145	11/1/2018	CAMP	CAMP (2018-00A) DIVIDEND	2.2700%	35,432.14			35,432.14
2018-146	11/13/2018	CAMP	CAMP (2018-00A) 2739776	2.2700%	1,000,000.00			
2018-147	11/16/2018	LAIF	LAIF (2018-00C) 1590219	2.1600%	60,000.00			
2018-148	11/16/2018	CAMP	CAMP (2018-00A) 2743477	2.2700%		2,000,000.00		
2018-149	11/19/2018	CAMP	CAMP (2018-00A) 2744621	2.3000%	3,000,000.00			
2018-150	11/20/2018	CAMP	CAMP (2018-00A) 2745723	2.3000%	3,000,000.00			
2018-152	11/21/2018	CAMP	CAMP (2018-00A) 2747072	2.3000%	4,500,000.00			
2018-153	11/26/2018	CAMP	CAMP (2018-00A) 2748325	2.3000%	2,000,000.00			
2018-154	11/30/2018	CAMP	CAMP (2018-00A) 2753340	2.3000%	8,000,000.00			
2018-155	11/30/2018	LAIF	LAIF (2018-00B) 1552795	2.1400%	4,000,000.00			
					<u>25,595,432.14</u>	<u>9,000,000.00</u>		<u>35,432.14</u>

PURCHASES/SALES/CALLS/MATURITIES								
2018-139	11/14/2018	CANTOR	FEDERAL HOME LOAN BANK (FHLB)	3.2700%	2,000,000.00			
2018-151	11/23/2018	CANTOR	JP MORGAN CHASE & CO (JPM)	2.9471%	3,996,000.00			
					<u>5,996,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COUPONS								
2016-064	11/5/2018		FEDERAL FARM CREDIT BANK (FFCB)	1.7000%				17,000.00
2016-149	11/5/2018		FEDERAL HOME LOAN BANK (FHLB)	1.5000%				30,000.00
2016-151	11/5/2018		FREDDIE MAC (FHLMC)	1.5000%				30,000.00
2016-072	11/13/2018		FEDERAL FARM CREDIT BANK (FFCB)	1.6400%				16,400.00
2017-130	11/14/2018		FEDERAL HOME LOAN BANK (FHLB)	2.0000%				10,000.00
2016-166	11/15/2018		FEDERAL HOME LOAN BANK (FHLB)	1.2500%				12,500.00
2017-002	11/16/2018		CHEVRON (CVX)	2.1000%				10,500.00
2017-053	11/19/2018		FREDDIE MAC (FHLMC)	2.2500%				22,500.00
2016-152	11/23/2018		FEDERAL HOME LOAN BANK (FHLB)	1.3000%				19,272.50
2016-153	11/23/2018		FEDERAL HOME LOAN BANK (FHLB)	1.6500%				16,500.00
2016-161	11/26/2018		FEDERAL HOME LOAN BANK (FHLB)	1.6500%				16,500.00
2017-135	11/28/2018		FEDERAL HOME LOAN BANK (FHLB)	2.0000%				30,000.00
2017-136	11/28/2018		FREDDIE MAC (FHLMC)	2.0000%				30,000.00
2017-139	11/28/2018		FREDDIE MAC (FHLMC)	2.0000%				20,000.00
2017-143	11/28/2018		FEDERAL FARM CREDIT BANK (FFCB)	2.3200%				11,600.00
2016-169	11/29/2018		FEDERAL FARM CREDIT BANK (FFCB)	1.7600%				17,600.00
2016-172	11/29/2018		FEDERAL FARM CREDIT BANK (FFCB)	1.7600%				17,600.00
2016-180	11/29/2018		FEDERAL HOME LOAN BANK (FHLB)	1.8750%				18,750.00
2017-161	11/29/2018		TOYOTA MOTOR CREDIT	2.1250%				10,625.00
			Total coupons from bonds					<u>357,347.50</u>
			Total coupons received this period					<u>392,779.64</u>

Total portfolio activity 31,591,432.14 9,000,000.00 0.00

Reconciliation		
Total Change due to activity		22,591,432.14
Portfolio balance	October 31, 2018	<u>216,492,956.82</u>
Total Pool Portfolio	November 30, 2018	<u>239,084,388.96</u>

BOARD AGENDA ITEM: Second Reading – Board/Superintendent’s Policy

BOARD MEETING DATE: January 9, 2019

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)

Dr. Christine McCormick

BACKGROUND AND SUMMARY INFORMATION:

The following policy is being presented for a second reading and Board approval.

- 1312.3 Uniform Complaint Procedures

Uniform Complaint Procedures (UCP)

The County Board of Education and the County Superintendent recognizes its role in developing policies to comply with applicable state and federal laws and regulations governing the County Office of Education's (COE) educational programs. The County Board and County Superintendent encourages the early, informal resolution of complaints whenever possible and appropriate. To resolve complaints which cannot be resolved through such informal process, the County Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and incorporates any County Superintendent approved procedures implementing this policy.

The COE's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging COE violation of applicable state or federal law or regulations governing adult education programs, after school education and safety programs, American Indian Education centers and early childhood education program assessments, bilingual education, peer assistance and review programs for teachers, agriculture career technical education, career technical and technical education and training programs, child care and development programs, child nutrition programs, compensatory education, consolidated categorical aid programs, Economic Impact Aide, English learner programs, Every Student Succeeds Act/NCLB, migrant education, Regional Occupational Centers and Programs, school safety plans, special education programs, State Preschool Programs, Tobacco-Use Prevention Education programs, and or any other COE-implemented program which is listed in Education Code 64000(a) (5 CCR 4610).

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(cf. 3553 - Free and Reduced Price Meals)
(cf. 3555 - Nutrition Program Compliance)
(cf. 5131.62 - Tobacco) (cf. 5148 - Child Care and Development)
(cf. 5148.2 - Before/After School Programs)
(cf. 5148.3 - Preschool/Early Childhood Education)
(cf. 6159 - Individualized Education Program)
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Learners)
(cf. 6175 - Migrant Education Program)
(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)
(cf. 6178.2 - Regional Occupational Center/Program)
(cf. 6200 - Adult Education)

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2. ~~2.~~ Any complaint alleging the occurrence of unlawful discrimination (such as discrimination

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~~harassment, intimidation, or bullying~~ against any student, employee, or other person participating in COE programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610).

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(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

3. Any complaint alleging COE noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the student (Education Code 222).

(cf. 5146 - Married/Pregnant/Parenting Students)

4. Any complaint alleging COE noncompliance with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities, as defined in Education Code 49010 (5 CCR 4610).

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(cf. 3260 - Fees and Charges)
(cf. 3320 - Claims and Actions Against the District)

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5. Any complaint alleging district noncompliance with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

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(cf. 0460 - Local Control and Accountability Plan)

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6. ~~5~~Any complaint, by or on behalf of any student who is a foster youth, alleging COE noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the COE's educational liaison to the student, the award of credit for coursework satisfactorily completed in another public school, school transfer, or the grant of an exemption from any additional graduation requirements (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2).

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7. ~~6~~Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a or a former juvenile court school student, or a child of a military family, as defined in Education Code ~~49701.5~~4225.2, who transfers into the COE after his/her second year of high school alleging COE noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another ~~public~~ school or the grant of

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an exemption from ~~any additional~~ graduation requirements (Education Code 51225.1, 51225.2).

(cf. 6173 - Education for Homeless Children)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6173.3 - Education for Juvenile Court School Students)

~~8. 7.~~ Any complaint alleging COE noncompliance with the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student in grades 9-12 to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions (Education Code 51228.3).

(cf. 6152-Class Assignment)

~~9. 8.~~ Any complaint alleging COE noncompliance with the physical education instructional minutes requirements for students in elementary school (Education Code 51210, 51223).

(cf 6142.7 – Physical Education and Activity)

~~10. 9.~~ Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy (5 CCR 4621).

~~11. 4.~~ Any other complaint as specified in a County Board policy or a County Superintendent policy.

The County Board and County Superintendent recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The County Office of Education (COE) shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if he/she is different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

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

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(cf. 5125 - Student Records)

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(cf. 9011 - Disclosure of Confidential/Privileged Information)

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When an allegation that is not subject to the UCP is included in a UCP complaint, the COE shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the COE's UCP.

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The Superintendent or designee shall provide training to staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

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(cf. 4131 - Staff Development)

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(cf. 4231 - Staff Development)

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(cf. 4331 - Staff Development)

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~~All complainants shall be protected from retaliation and the confidentiality of the parties involved shall be protected as required by law.~~

Records of all UCP complaints and the investigations of those complaints are to be maintained in accordance with applicable law and County Board and County Superintendent policies and procedures.

Non-UCP Complaints

The following complaints shall not be subject to the COE's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.

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(cf. 5141.4 – Child Abuse Prevention and Reporting)

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2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.

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3. Any complaint alleging fraud shall be referred to the Legal Audits and Compliance Brance of the California Department of Education.

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Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in AR 4030 Nondiscrimination in Employment.

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Policy Adopted: October 11, 2017
Sutter County Board of Education
Sutter County Superintendent of Schools

~~In addition, the County Superintendent's Williams Uniform Complaint Procedures shall be used to investigate and resolve~~ Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignment shall be investigated and resolved in accordance with the procedures in AR 1312.4 – Williams Uniform Complaint Procedures. (Education Code 35186)

(cf. 1312.4 – Williams Uniform Complaint Procedures)

Legal References:

EDUCATION CODE

200-262.4 Prohibition of discrimination
222 Reasonable accommodations; lactating students
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32289 School safety plan, uniform complaint procedures
35186 Williams uniform complaint procedures
44500-44508 California Peer Assistance and Review Program for Teachers
48853-48853.5 Foster youth
48985 Notices in language other than English
49010-49013 Student fees
49060-49079 Student records
49069.5 Rights of parents
49490-49590 Child nutrition programs
51210 Courses of study grades 1-6
51223 Physical education, elementary schools
51225.1-51225.2 Foster youth and homeless ~~children~~ children, former juvenile court students and military connected students; ~~A;~~ course credits; graduation requirements
51228.1-51228.3 Course periods without educational content
52060-52077 Local control and accountability plan, especially
52075 Complaint for lack of compliance with local control and accountability plan requirements
52160-52178 Bilingual education programs
52300-52490 Career technical education
52500-52616.24 Adult schools
~~52800-52870 School-based program coordination~~
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56867 Special education programs

Policy Adopted: October 11, 2017
Sutter County Board of Education
Sutter County Superintendent of Schools

**Policies and Regulations Manual
Sutter County Superintendent of Schools**

Page 6 of 7

59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

HEALTH AND SAFETY CODE

104420 Tobacco-Use Prevention Education

PENAL CODE

422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, Title 2

11023 Harassment and discrimination prevention and correction

CODE OF REGULATIONS, TITLE 5

3080 Application of section
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 of the Education Amendments of 1972
6301-6577 Title I basic programs
6801-6871 Title III language instruction for limited English proficient and immigrant students
7101-7184 Safe and Drug-Free Schools and Communities Act
7201-7283g Title V promoting informed parental choice and innovative programs
7301-7372 Title V rural and low-income school programs
12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964
6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

Policy Adopted: October 11, 2017
Sutter County Board of Education
Sutter County Superintendent of Schools

CODE OF FEDERAL REGULATIONS, TITLE 34

- 99.1-99.67 Family Educational Rights and Privacy Act
- 100.3 Prohibition of discrimination on basis of race, color or national origin
- 104.7 Designation of responsible employee for Section 504
- 106.8 Designation of responsible employee for Title IX
- 106.9 Notification of nondiscrimination on basis of sex
- 110.25 Notification of nondiscrimination on the basis of age

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample UCP Board Policies and Procedures

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

Dear Colleague Letter: Title IX Coordinators, April 2015

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

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

~~Dear Colleague Letter: Sexual Violence, April 2011~~

Dear Colleague Letter: Harassment and Bullying, October 2010

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

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2002

WEB SITES

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

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

Family Policy Compliance Office: <http://familypolicy.ed.gov>

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

U.S. Department of Justice: <http://www.justice.gov>

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BOARD AGENDA ITEM: First Reading – Board/Superintendent’s Policy

BOARD MEETING DATE: January 9, 2019

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

Barbara Henderson

Reports/Presentation

SUBMITTED BY:

Information

Barbara Henderson

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Barbara Henderson

BACKGROUND AND SUMMARY INFORMATION:

The following policy and AR are being presented for a second reading and Board approval.

- 3513.3 BP/SP Tobacco Free Schools
- 3513.3 AR Tobacco Free Schools

Series 3000 - Business and Noninstructional Operations

BP/SP 3513.3(a)

TOBACCO-FREE SCHOOLS

The Sutter County Board of Education and the Sutter County Superintendent of Schools recognize that the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff.

(cf. 3514 - Environmental Safety)
(cf. 4159/4259/4359 - Employee Assistance Programs)
(cf. 5030 - Student Wellness)
(cf. 5131.62 - Tobacco)
(cf. 5141.23 - Asthma Management)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

The Board prohibits the use of tobacco products at any time in Sutter County Superintendent of Schools-owned or leased buildings, on Sutter County Superintendent of Schools property, and in Sutter County Superintendent of Schools vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off Sutter County Superintendent of Schools property. Any written joint use agreement governing community use of Sutter County Superintendent of Schools facilities or grounds shall include notice of the Sutter County Superintendent of Schools' tobacco-free schools policy and consequences for violations of the policy.

(cf. 1330 - Use of School Facilities)
(cf. 1330.1 - Joint Use Agreements)

~~Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products.~~

Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. (Business and Professions Code 22950.5; Education Code 48901)

Tobacco products include: (Business and Professions Code 22950.5; Education Code 48901)

TOBACCO-FREE SCHOOLS (continued)

BP/SP 3513.3(b)

1. Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff

2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah

3. Any component, part, or accessory of a tobacco product, whether or not sold separately

This policy does not prohibit the use or possession of prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patch or gum.

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)

Legal Reference:

EDUCATION CODE

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

TOBACCO-FREE SCHOOLS (continued)

BP/SP 3513.3(b)

BUSINESS AND PROFESSIONS CODE

22950.5 Stop Tobacco Access to Kids Enforcement Act; definitions

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

104559 Tobacco use prohibition

119405 Unlawful to sell or furnish electronic cigarettes to minors

LABOR CODE

3300 Employer, definition

6304 Safe and healthful workplace

6404.5 Occupational safety and health; use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

7100-7117 Safe and Drug Free Schools and Communities Act

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CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

PERB RULINGS

Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug Prevention:

<http://www.cde.ca.gov/ls/he/at>

California Department of Education, Tobacco-Free School District Certification:

<http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>

California Department of Public Health, Tobacco Control:

<http://www.cdph.ca.gov/programs/tobacco>

Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Series 3000 - Business and Noninstructional Operations

AR 3513.3(a)

TOBACCO-FREE SCHOOLS

Notifications

Information about the Sutter County Superintendent of Schools' tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students, and the community. (Health and Safety Code 104420)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

The Superintendent or designee may disseminate this information through annual written notifications, county and school web sites, student and parent handbooks, and/or other appropriate methods of communication.

(cf. 1113 - County and School Web Sites)

Signs stating "Tobacco use is prohibited" shall be prominently displayed at all entrances to school property. (Health and Safety Code 104420)

~~At each entrance to a building or structure, the Superintendent or designee shall post a sign stating "No smoking" or "Smoking is prohibited except in designated areas" as appropriate. (Labor Code 6404.5)~~

Enforcement/Discipline

Any employee or student who violates the Sutter County Superintendent of Schools' tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

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

Any other person who violates the Sutter County Superintendent of Schools' policy on tobacco-free schools shall be informed of the Sutter County Superintendent of Schools' policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property.
2. Request local law enforcement assistance in removing the person from county building premises.

TOBACCO-FREE SCHOOLS (continued)

AR 3513.3(b)

3. If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering Sutter County Superintendent of Schools property for a specified period of time.

(cf. 1250 - Visitors/Outsiders)

(cf. 3515.2 - Disruptions)

The Superintendent or designee shall not be required to physically eject a nonemployee who is smoking or to request that the nonemployee refrain from smoking under circumstances involving a risk of physical harm to the county or any employee. (Labor Code 6404.5)