



BOARD OF TRUSTEES
Regular Meeting
August 10, 2023 5:30 pm
AGENDA

The Loleta Union Elementary School District Board of Education meetings are open to the public, except for certain subjects that are addressed in closed session in accordance with the Ralph M. Brown Act. Members of the public may attend at Loleta Elementary School in order to observe and provide public comment during the meeting.

The board meeting room will remain open during the meeting for those members of the public who wish to attend the meeting and/or make a public comment. However, the Board may limit the number of individuals in the board meeting room at any one time pursuant to guidance from public health officials. If anyone wishes to attend and requires special accommodations due to a handicapping condition, as outlined in the Americans with Disabilities Act, please contact the Superintendent at least two working days prior to the meeting.

1. OPENING OF MEETING

Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing body by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at the district office, 700 Loleta Drive, Loleta, CA 95551

- 1.1 Call to Order/Pledge of Allegiance
- 1.2 Land Acknowledgement
- 1.3 Roll Call
- 1.4 Approval of the Agenda, including the Consent Agenda

2. CONSENT AGENDA

All items listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board request specific items be discussed.

2.1 Approve Board Minutes (7.13.2023)	Action Item
2.2 Warrant Report	Action Item
2.3 Personnel Action Report	Action Item
2.4 Presence Learning Contract	Action Item

3. PUBLIC COMMENT

*This is an opportunity for members of the public to address the Board on matters **not** on the agenda and within the subject matter jurisdiction of the Board. Per the Brown Act the Board does not act upon, respond to, or comment on the merits of any item presented. In the case of numerous requests to address the same subject, the Board may select representatives to speak on each item. Proper decorum is required at all times. Speakers will be required to step down for improper language or if improper topics or closed session items are discussed. In accordance with Board policy, speakers are to keep comments concise and limited to three (3) minutes per speaker and a total of twenty (20) minutes per issue.*

4. INFORMATION OR ACTION ITEMS

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4. REPORTS

4.1 Superintendent's Report	Information Item
4.3 Staff Report - B. Hubner, MTSS Conference	Information Item

5. ADMINISTRATION, POLICY, and GOVERNANCE

5.1 First Read Revision of BP 6173, AR 6173 and two Exhibits Information Item

6. BUSINESS and LOCAL CONTROL

6.1 Proposed Stipends for 2023-2024 Action Item

6.2 Resolution to Adopt Section 125 Flexible Benefits Plan Action Item

6.3 Community School Coordinator Position Revision Action Item

6.4 2022 Local Indicators Information
Item

6.5 2023-2024 Application for Funding Action Item

7. INSTRUCTION and STUDENT SERVICES

7.1 Adoption of Social Studies Instructional Materials Action Item

8. FACILITIES, CAFETERIA, and TRANSPORTATION

No Items

9. COMMUNITY and CORRESPONDENCE

9.1 Williams Quarterly Report Information Item

10. CLOSED SESSION

10.1 Interdistrict Transfer Requests

10.2 Evaluation of Superintendent (Government Code Section 54957)

10.3 Liability Claims (Government Code Section 54956.95) and/or Conference
with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9)

10.4 Conference with Labor Negotiator (Government Code Section 54957.6)

Agency Designated Representative: Linda Row, Superintendent

Employee Organization: CTA/NEA

11. RECONVENE TO OPEN SESSION

Report out any action taken in closed session

12. FUTURE AGENDA ITEMS/TOPICS

The next regularly scheduled meeting will be held on September 14, 2023 at 5:30 pm.

13. ADJOURNMENT



Agenda Item: 2.1

Meeting Date: 8.10.2023

Subject: Approve Board Minutes from the 7.13.2023 meeting

Background: Approval of these draft Minutes make them the formal Minutes from the July 13, 2023 meeting.

Previous Board Action: The Board approves the minutes of the previous meeting at most Board meetings.

Fiscal Implications: None

Recommendation: Approve the Board meeting minutes from July 13, 2023.



BOARD OF TRUSTEES
Regular Meeting
July 13, 2023 5:30 pm
AGENDA

The Loleta Union Elementary School District Board of Education meetings are open to the public, except for certain subjects that are addressed in closed session in accordance with the Ralph M. Brown Act. Members of the public may attend at Loleta Elementary School in order to observe and provide public comment during the meeting.

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- 1.1 Call to Order/Pledge of Allegiance
- 1.2 Land Acknowledgement
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- 1.4 Approval of the Agenda, including the Consent Agenda

2. CONSENT AGENDA

All items listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board request specific items be discussed.

- | | |
|---------------------------------------|-------------|
| 2.1 Approve Board Minutes (6.22.2023) | Action Item |
| 2.2 Warrant Report | Action Item |

The meeting convened at 6:52 pm. Board President Charmin Bailey and Trustees Glen Shewry and Joe Rivera were present. Board Clerk Nate Sitterud was absent. Glen Shewry moved to approve the agenda, including the consent agenda. Joe Rivera seconded the motion and the motion carried 3-0.

3. PUBLIC COMMENT

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4. REPORTS

4.1 Superintendent's Report Information Item

5. ADMINISTRATION, POLICY, and GOVERNANCE

5.1 Meeting Dates for the 2023-2024 School Year Action Item

Glen Shewry moved to approve the meeting dates and Joe Rivera seconded the motion. Motion carried 3-0.

6. BUSINESS and LOCAL CONTROL

6.1 LETRS Stipend Action Item

Joe Rivera moved to approve the stipend and [Charmin Bailey](#) seconded the motion. Motion carried 2-1.

6.2 Salary Scale Placement Report Information Item

6.3 Revised 2023-2024 Instructional Calendar Action Item

Glen Shewry moved to approve the calendar and Joe Rivera seconded the motion. Motion carried 3-0.

6.4 Warrant Distribution Authorization and Certification Action Item

Glen Shewry moved to approve the authorizations and Joe Rivera seconded the motion. Motion carried 3-0.

6.5 North Coast Schools Legal Consortium 23-24 Action Item

Glen Shewry moved to approve participation in the Consortium and Joe Rivera seconded the motion. Motion carried 3-0.

6.6 North Coast School of Education MOU for Induction Action Item

Glen Shewry moved to approve the MOU for induction support services and Joe Rivera seconded the motion. Motion carried 3-0.

7. INSTRUCTION and STUDENT SERVICES

7.1 Adopt new ELA curriculum for 7th and 8th grade Action Item

Glen Shewry moved to approve the curriculum adoption and Joe Rivera seconded the motion. Motion carried 3-0.

8. FACILITIES, CAFETERIA, and TRANSPORTATION

8.1 Redwood Glass & Window Quote

Action Item

Glen Shewry moved to approve the window quote and Joe Rivera seconded the motion. Motion carried 3-0.

9. COMMUNITY and CORRESPONDENCE

No items

10. CLOSED SESSION

10.1 Interdistrict Transfer Requests

10.2 Evaluation of Superintendent (Government Code Section 54957)

10.3 Liability Claims (Government Code Section 54956.95) and/or Conference with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9)

10.4 Conference with Labor Negotiator (Government Code Section 54957.6)

Agency Designated Representative: Linda Row, Superintendent

Employee Organization: CTA/NEA

The Board moved to closed session at 7:28 pm.

11. RECONVENE TO OPEN SESSION

Report out any action taken in closed session

The Board reconvened to open session at 7:29 pm. No action was taken during closed session.

12. FUTURE AGENDA ITEMS/TOPICS

The next regularly scheduled meeting will be held on August 10, 2023 at 5:30 pm.

13. ADJOURNMENT



Agenda Item: 2.2

Meeting Date: 8.10.2023

Subject: July Warrant Report

Background: The Warrant Report shows a list of payments made in the previous month. Any expenditures that are out of the ordinary are explained in the table below.

Previous Board Action: The Board reviews and approves the Warrant Report from the previous month at most Board meetings.

Fiscal Implications: Expenditures listed were paid out in the month shown on the report.

Recommendation: Approve the Warrant Report as part of the Consent Agenda.

Item Number	Vendor	Description
1	Presence Learning	Speech and Therapy Services
2	Amy Valdez	Mileage reimbursement for student transportation to specialized placement
11	McGrath Five, Inc.	Grocery Outlet/ASES
16	ProPacific	School bus repairs: leaf spring replacement; air compressor replacement;

Checks Dated 07/01/2023 through 07/31/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1 3000209575	07/12/2023	PRESENCE LEARNING INC.	01-5800	June SLP March SLP May SLP	2,011.32 5,739.14 6,954.80	14,705.26
2 3000210825	07/26/2023	Amy Valdez	01-5202	Mileage Reimb 22-23 SY		2,673.00
3 3000210826	07/26/2023	BCC FUNDING X LLC	01-5623	Copier Lease		228.66
4 3000210827	07/26/2023	COPIERS PLUS	01-4310	Toner		561.92
5 3000210828	07/26/2023	Crystal Creamery	13-4710	Milk for students		807.89
6 3000210829	07/26/2023	CRYSTAL SPRINGS CO	01-5530	Water for ASES		182.00
7 3000210830	07/26/2023	ECOLAB	13-5623	Cafeteria Rental		621.90
8 3000210831	07/26/2023	FERNDALE TECH	01-5800	Computer Work/Repairs		1,700.57
9 3000210832	07/26/2023	INFINITY COMMUNICATIONS INC	01-5800	E Rate Services		500.00
10 3000210833	07/26/2023	LOLETA COMMUNITY SERVICES INC	01-5530	Water Services		577.63
11 3000210834	07/26/2023	McGrath Five Inc	01-4310	ASES Store Charges		1,062.23
12 3000210835	07/26/2023	Mendes Supply Company	01-4374	Cleaning Supplies		681.38
13 3000210836	07/26/2023	MISSION LINEN SERVICE INC	13-5550	Cafeteria Supplies		451.25
14 3000210837	07/26/2023	PG&E	01-5520	June & July Electricity		5,085.07
15 3000210838	07/26/2023	PRESENCE LEARNING INC.	01-5800	SPED Curric		257.00
16 3000210839	07/26/2023	PRO PACIFIC AUTO REPAIR, INC	01-5635	Bus Repairs		13,292.98
17 3000210840	07/26/2023	SFS OF SACRAMENTO INC	13-4710	Food for cafeteria		7,535.67
18 3000210841	07/26/2023	STATE OF CALIFORNIA DEPARTMENT OF JUSTICE	01-5861	Fingerprints		126.00
19 3000210842	07/26/2023	STEWART TELECOMMUNICATIONS (C)	01-5909	Telephone Troubleshooting		137.46

Total Number of Checks 19

Total Number of Checks 19

51,187.87

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	15	41,771.16
13	CAFETERIA FUND	4	9,416.71
Total Number of Checks			19
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			51,187.87

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



Meeting Date: 8.10.2023

Agenda Item: 2.3

Subject: Personnel Action Report

Background: The Personnel Action Report shows a list of actions related to staffing that were taken in the previous month. Monitoring staffing activities for the purpose of position control and budgetary oversight was a recommendation of FCMAT in their analysis of the district's fiscal practices.

Previous Board Action: The Board reviews and approves the Personnel Action Report from the previous month as needed.

Fiscal Implications: Staffing costs represent the single biggest expenditure of the district. Terms of employment, salary, and health and welfare benefits vary from employee to employee.

Recommendation: Approve the Personnel Action Report as part of the Consent Agenda.

Employee	Position	Action
Stephanie Twaddell	Head Cook	New Position
Brenda Juarez	Community School Coordinator	New Hire
Brenda Santos	7th/8th grade teacher	New Hire
David Fogle	Bus Driver Trainee	Provisional Hire
Jim Wigginton	Campus Supervisor	New Position



Meeting Date: 8.10.2023

Agenda Item: 2.4

Subject: Annual Service Agreement with Presence Learning

Background: The district annually contracts with Presence Learning to provide speech and language services as well as occupational therapy to students with disabilities.

Previous Board Action: The Board approved the Presence Learning contract for the previous school year.

Fiscal Implications: \$42,880

Recommendation: Approve the Presence Learning contract for the 2023-2024 school year.



Service Order

LEA Name and Contact Information

Name: Loleta Union Elementary School District - CA

Address: 700 LOLETA DR. Loleta, CA

LEA Primary Point of Contact

Name: Linda Row

Email Address: lrow@loleta.org

LEA Secondary Point of Contact

Name: Monica Robles

Email Address: mrobles@loleta.org

PresenceLearning Contact Information

Name: Jamie Halaby

Email Address: jamie.halaby@presencelearning.com

Service Order

1. Services

Service Type	Weekly Hours	Service Rate
Weekly Dedicated SLP Hours	12.00	\$92.00
Weekly Dedicated SLP Supervision Hours		\$111.00
Weekly Dedicated SLP Hours - Short-term Leave		\$120.00
Weekly Dedicated SLP Hours - Bilingual		\$111.00
Weekly Dedicated SLP Hours - AAC		\$103.50
Weekly Dedicated SLP Hours - DHH		\$103.50
Weekly Dedicated SLP Hours - ASL		\$103.50
Weekly Dedicated SLP Hours - Visually Impaired		\$103.50
Weekly Dedicated OT Hours		\$92.00
Weekly Dedicated OT Supervision Hours		\$111.00
Weekly Dedicated OT Hours - Short-term Leave		\$120.00
Weekly Dedicated OT Hours - Bilingual		\$111.00
Weekly Dedicated BMH Hours		\$92.00
Weekly Dedicated BMH Hours - Bilingual		\$111.00
Weekly Dedicated BMH Hours - Short-term Leave		\$120.00
Weekly Dedicated Individual Mental Health Counseling Hours		\$92.00

2. SLP Assessments

Service Type	Weekly Hours	Service Rate
Screening by SLP		\$75.00
Bilingual Screening by SLP		\$125.00
Evaluation Coordination and Results Summary by SLP		\$265.00
Evaluation Coordination and Results Summary by Bilingual SLP		\$300.00
Review of Records by SLP		\$125.00
Articulation Standard Assessment by SLP		\$110.00
Auditory Processing Select Subtests by SLP		\$120.00
Early Childhood Language Assessment by SLP		\$165.00
Fluency Standard Assessment by SLP		\$150.00
Language Select Subtests by SLP		\$73.00
Language Standard Assessment by SLP		\$215.00
Pragmatic Language Standard Assessment by SLP		\$125.00

Service Type	Weekly Hours	Service Rate
Phonological Process Analysis Select Subtests by SLP		\$63.00
Phonological Processing Assessment by SLP		\$110.00
Supplemental Language Screener by SLP		\$58.00
Spanish Language Standard Assessment by SLP		\$215.00
Spanish Language Select Subtests by SLP		\$90.00
Spanish Auditory Processing Select Subtests by SLP		\$122.00
Additional Bilingual Assessment Component by SLP		\$90.00
Spanish Articulation Measures (SAM) by SLP		\$85.00
Spanish Articulation Standard Assessment by SLP		\$100.00
Additional Language Subtest by SLP		\$73.00
Extended Coordination by SLP		\$63.00
Language Difference vs. Disorder Analysis by SLP		\$94.00
Unplanned Student Absence SLP		\$50.00
Parent Interview by SLP		\$63.00
Teacher Interview by SLP		\$63.00
Student Interview by SLP		\$63.00
Results Meeting by SLP		\$125.00
Bilingual Evaluation: Special Considerations		\$33.00
Desired Results Development Profile Component-DRDP (CA only)		\$125.00
Rating Scale Assessment by SLP		\$125.00
AAC Evaluation: Special Considerations		\$33.00
AAC: Device analysis		\$63.00
AAC: Device trial		\$33.00
AAC: Feature matching trials		\$33.00
Speech-Language Sample by SLP		\$125.00
Observation by SLP		\$95.00

3. OT Assessments

Service Type	Weekly Hours	Service Rate
Screening by OT		\$73.00
Review of Records by OT		\$124.00
Standard School-Related-ADL Assessment by OT		\$97.00
Standard Sensory Processing Assessment by OT		\$30.00
Standard Motor Skills Assessment by OT		\$123.00
Standard Visual Perception Assessment by OT		\$97.00
Standard Preschool Assessment by OT		\$153.00
Additional Assessment Component by OT		\$73.00
Extended Coordination by OT		\$63.00

Service Type	Weekly Hours	Service Rate
Informal Fine Motor Assessment by OT		\$80.00
Unplanned Student Absence OT		\$50.00
Parent Interview by OT		\$63.00
Teacher Interview by OT		\$63.00
Student Interview by OT		\$63.00
Results Meeting by OT		\$124.00
Evaluation Coordination and Results Summary by OT		\$265.00
Observation by OT		\$93.00

4. BMH Assessments

Service Type	Weekly Hours	Service Rate
Additional Assessment by MHP/Ed Diag		\$311.00
Additional Requested Paperwork by MHP/Ed Diag		\$78.00
Extended Coordination by MHP/Ed Diag		\$83.00
Results Meeting by MHP/Ed Diag		\$160.00
Screening by MHP/Ed Diag		\$172.00
Review of Records by MHP/Ed Diag		\$279.00
Rating Scale Assessment by MHP/Ed Diag		\$217.00
Evaluation Coordination and Results Summary by MHP/Ed Diag		\$295.00
Additional Requested Meetings by MHP/Ed Diag		\$78.00
Functional Behavior Assessment by MHP/Ed Diag		\$429.00
Intervention Data Analysis by MHP/Ed Diag		\$78.00
Parent Interview by MHP/Ed Diag		\$78.00
Student Interview by MHP/Ed Diag		\$78.00
Teacher Interview by MHP/Ed Diag		\$78.00
Unplanned Student Absence MHP/Ed Diag		\$75.00
Observation by MHP/Ed Diag		\$162.00

5. Psychoeducational Assessments

Service Type	Weekly Hours	Service Rate
Review of Records by MHP/Ed Diag		\$279.00
Cognitive Select Subtests		\$187.00
Processing Select Subtests		\$201.00
Achievement Select Subtests		\$140.00
Rating Scale Assessment by MHP/Ed Diag		\$217.00
Achievement Standard Battery		\$279.00
Long Cognitive Battery		\$345.00
Additional Assessment by MHP/Ed Diag		\$311.00

Service Type	Weekly Hours	Service Rate
Processing Standard Battery		\$361.00
Additional Requested Meetings by MHP/Ed Diag		\$78.00
Short Cognitive Battery		\$181.00
Spanish Select Subtests		\$320.00
Spanish Battery		\$408.00
Screening by MHP/Ed Diag		\$172.00
Additional Requested Paperwork by MHP/Ed Diag		\$78.00
Functional Behavior Assessment by MHP/ Ed Diag		\$429.00
Intervention Data Analysis by MHP/Ed Diag		\$78.00
Parent Interview by MHP/ Ed Diag		\$78.00
Student Interview by MHP/Ed Diag		\$78.00
Teacher Interview by MHP/Ed Diag		\$78.00
Unplanned Student Absence MHP/Ed Diag		\$75.00
Extended Coordination by MHP/Ed Diag		\$83.00
Results Meeting by MHP/Ed Diag		\$160.00
Additional Requested Meetings by MHP/Ed Diag		\$78.00
Evaluation Coordination and Results Summary by MHP/Ed Diag		\$295.00
Observation by MHP/Ed Diag Schoolwide Consultation		\$162.00

Document Camera	\$90.00 (each)
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Service Order

Total Weekly Dedicated Hours	12.00	\$1,104.00
School Service Weeks	36.00	
SLP Assessments Commitment	3	
OT Assessments Commitment		
BMH Assessments Commitment		
Psychoeducational Assessment Commitment	\$0.00	
Implementation Fee	\$1,192.32	
Estimated Annual Service Coordination Fee	2.50%	\$894.24
Estimated Annual Program Fee	\$42,880.56	
Annual Dedicated Hours Cost	\$39,744.00	
Service Order Term	August 17, 2023 through June 7, 2024	

Service Order Form

Except as expressly set forth in this Service Order, the parties agree to be bound by the terms of the Master Service Agreement ("Agreement").

The Parties have executed this Service Order as of the date of the last signature ("Service Order Effective Date").

PresenceLearning, Inc.

LEA

By:

DocuSigned by:

B0FCF67C76C3423...

By:

DocuSigned by:

96A17E3F300D4E5...

Name:

Anthony Alejandro

Name:

Linda Row

Title:

VP, Customer Success - west

Title:

Superintendent/Principal

Date:

2023-07-24

Date:

2023-07-24



Agenda Item: 4.1

Meeting Date: 8.10.2023

Subject: Superintendent/Principal's Report

Summer School

Our second session of summer school is under way and will run through August 11.

Enrollment for 2023-2024

As of Monday, August 7th our enrollment for the upcoming year is 82 students with the grade breakdown as follows:

TK	3		4th	10
K	4		5th	8
1st	11		6th	10
2nd	8		7th	11
3rd	8		8th	9

School Bus Service

We have hired a new driver and he is working through the significant training requirements to be a certified school bus driver. However, due to the amount of time required to complete all of the requirements it's unlikely that we will be able to offer bus service at the beginning of the school year. We are in conversation with the tribes to see what we can do on a short term basis and will work with the LCRC to ensure that all families are aware of this and will work to help them find temporary solutions.



Staff Pre-Service Day

On Wednesday, August 16th all staff will report for a compensated pre-service day from 8:30 - 3:30. We will meet in Room 3 in our new Professional Learning Lab at 8:30 for coffee, tea, and a light breakfast and work together until 11:30. We're still working on lunch plans but the afternoon hours from 12:30 - 3:30 will be unscheduled so that everyone can get ready for the first day of school on Thursday, August 17th!

MTSS PLI Conference 2023 Report

It is with sincere thanks I, Brenda Hubner, write this summary of experiences at the recent MTSS conference in Anaheim, California. On July 18-20, 2023, Linda and I joined nearly 3,500 other educators from across the state of California to expand our understanding of MTSS (Multi-tiered System of Supports) and gain greater insight on next steps to further implement MTSS in our school district. What follows is a brief summary of my time at the conference. I feel compelled to share it with you out of deep appreciation for having had the opportunity to attend.

The over-arching theme of the conference was “Every Student, Every Day”. There was an abundance of sessions to choose from during the three-day event. I primarily focused on attending sessions about school climate, SEL (Social Emotional Learning), Restorative Practices, and tier two supports. Here are a few highlights.

1. Hope and gratitude are powerful. Research and data show when staff and students have genuine **hope** in their lives and express daily gratitude, the result is a healthier school community where students thrive. By helping staff and students set, monitor, and evaluate individual goals, all can move forward with hope and positivity.
2. One in five students has **dyslexia**. By 2025, school districts across the state will use dyslexia screeners in Kindergarten through Second Grade classrooms. By strategically teaching language arts using the science of reading, giving targeted support for struggling readers, and providing appropriate accommodations in the general education classroom, we can reduce student frustration, increase engagement, and improve overall academics.
3. **Culturally Responsive Education** is paramount. This session was a fresh reminder of the importance of equity, inclusion, and culturally responsive teaching practices in the classroom. It specifically highlighted potential needs and considerations of students who have experienced trauma, challenges at home, and food/housing insecurities and how teachers can create classroom environments to address these needs (with calming corners, snacks, hygiene kits, and being mindful/respectful that students from different cultures may respond differently in the way in which they engage in learning opportunities in the classroom—and that is more than okay). Additionally, it showed how schools can help the whole family by providing opportunities for adult education, fresh produce/groceries for families in need, and family activities (to foster community).
4. Knowing and recognizing the **core values** of fellow staff and students enables staff to connect with students deeply. Research shows that students and staff who take a core value quiz (to determine their individual core values) see everyone’s core values as four positives. It helps students find their “why” when engaging in lessons and results in

improved learning outcomes. It also helps staff and students respectfully and tactfully address challenges as they arise.

5. Using, training, and modeling **restorative practices** with students and staff is needed to create and maintain a healthy school environment. This highly effective method of restoring balance, overcoming challenges, and making things right teaches people of all ages how to respectfully resolve any conflict and sets students up for success through adulthood. I joined the Restorative Practices Network, which will give me access to educators from different parts of California who are using restorative strategies in their districts.

There was so much more covered at the conference—much of it reminding me of things we are already or beginning to implement here in our own school community. It was well worth my time to attend. The only thing I would change, if I could, is the location. School districts closer to the venue were able to bring more staff members because they didn't have hotel and travel expenses. That means more staff benefited from the abundance of sessions being offered.

Thank you, once again, for the opportunity to attend this worthwhile conference. I definitely left feeling inspired, reassured, and encouraged.



Agenda Item: 5.1

Meeting Date: 8.10.2023

Subject: First Read for Revision BP 6173, AR 6173 and two Exhibits

Background: School districts' Homeless Education Policies must be reviewed and updated every three years. The adoption date on Loleta's existing policy is 2010.

Included are three draft updates:

- Board Policy 6173 Education for Homeless Children
- Administrative Regulation 6173 Education for Homeless Children
- Exhibit 6173-E(1): Education For Homeless Children
- Exhibit 6173-E(2): Education For Homeless Children

The district's existing policy is also included for reference.

The proposed drafts are based on the California School Board Association's model policies and are in compliance with all current state requirements. The model policies were last reviewed and revised on March 10, 2023.

Previous Board Action: The Board previously adopted BP 6173 in 2010.

Fiscal Implications: N/A

Recommendation: Information only; the revisions will be presented for adoption at the September 2023 meeting.

EDUCATION FOR HOMELESS CHILDREN

The Governing Board believes that the identification of students experiencing homelessness is critical to improving the educational outcomes of such students and ensuring that students experiencing homelessness have access to the same free and appropriate public education provided to other students within the district. The district shall provide students experiencing homelessness with access to education and other services necessary for such students to meet the same challenging academic standards as other students.

When there are at least 15 students experiencing homelessness in the district or a district school, the district's local control and accountability plan (LCAP) shall include goals and specific actions to improve student achievement and other outcomes of students experiencing homelessness. (Education Code 52052, 52060, 52064)

The Superintendent or designee shall review district policies at least once every three years and recommend updates to ensure removal of any barriers to the education of homeless students and unaccompanied youth. Any such review shall address identification, enrollment, and retention of such students, including those barriers that are due to absences or outstanding fees or fines. (Education Code 48851.3, 42 USC 11432)

The Superintendent or designee shall designate an appropriate staff person to serve as a liaison for homeless children and youths. The district liaison for homeless students shall fulfill the duties specified in 42 USC 11432 to assist in identifying and supporting students experiencing homelessness to succeed in school, and as specified in Education Code 48851.3 related to trainings for district staff providing assistance to students experiencing homelessness.

The Superintendent or designee shall ensure that each district school identifies all students experiencing homelessness and unaccompanied youths enrolled at the school. (Education Code 48851)

To ensure easy identification of students experiencing homelessness, the Superintendent or designee shall annually provide and administer a housing questionnaire developed by the California Department of Education (CDE) to all parents/guardians of students and all unaccompanied youths. (Education Code 48851)

If the primary language of a student's parent/guardian or an unaccompanied youth is not English, either the housing questionnaire shall be made available in the primary language of the student's parent/guardian or the unaccompanied youth pursuant to Education Code 48985, or an

appropriate translation of the housing questionnaire shall be provided upon request of a student's parent/guardian or an unaccompanied youth. (Education Code 48851)

The Superintendent or designee shall report to CDE the number of students experiencing homelessness, including unaccompanied youths, enrolled in the district as identified from the housing questionnaire described above. (Education Code 48851)

In addition, the Superintendent or designee shall ensure that the district liaison's contact information and other information on homelessness, including, but not limited to, information regarding the educational rights and resources available to persons experiencing homelessness, are posted on the district and school web sites as specified in the accompanying administrative regulation. (Education Code 48852.6)

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

Each student experiencing homelessness shall be provided services that are comparable to services offered to other students in the school, including, but not limited to, transportation, educational programs for which the student meets the eligibility criteria (such as federal Title I services or similar state or local programs, programs for students with disabilities, and educational programs for English learners), career and technical education programs, programs for gifted and talented students, and school nutrition programs. (Education Code 48850; 42 USC 11432)

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

The Superintendent or designee shall ensure that information and/or materials for students experiencing homelessness are provided in a manner and form understandable to the student's parents/guardians and to unaccompanied youths.

Information about the living situation of a student experiencing homelessness shall be considered part of a student's educational record, subject to the Family Educational Rights and Privacy Act, shall not be deemed to be directory information as defined in 20 USC 1232g, and shall not be released without written consent. (42 USC 11432)

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

At least annually, the district liaison and other appropriate staff shall participate in professional development and other technical assistance activities to assist them in identifying and meeting the needs of students experiencing homelessness. Such professional development and technical assistance shall include, but are not limited to, training on the district's homeless education program policies, definitions of terms related to homelessness, recognition of signs that students are experiencing or are at risk of experiencing homelessness, the steps that should be taken once a potentially homeless student is identified, and how to connect students experiencing homelessness with appropriate housing and service providers. (Education Code 48851.3, 48852.5; 42 USC 11432)

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

Annually, the Superintendent or designee shall report to CDE, in accordance with Education Code 51225.1, the number of students experiencing homelessness graduating from the fourth or fifth year of high school who, for the prior school year, graduated with an exemption from district-established graduation requirements that are in addition to statewide coursework requirements.

Policy adopted: 3/9/2010

Revised: 8/10/2023

LOLETA UNION ELEMENTARY SCHOOL DISTRICT

Loleta, California

EDUCATION FOR HOMELESS CHILDREN**Definitions**

Homeless students or students experiencing homelessness means students who lack a fixed, regular, and adequate nighttime residence and includes: (Education Code 48859; 42 USC 11434a)

1. Students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals
2. Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings
3. Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
4. Migratory children who qualify as homeless because they are living in conditions described in items #1-3 above

Unaccompanied youth includes a homeless child or youth not in the physical custody of a parent or guardian. (Education Code 48859; 42 USC 11434a)

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

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

District Liaison

The Superintendent designates the following staff person as the district liaison for homeless students:
(42 USC 11432)

[redacted]
(title or position)

[redacted]
(address)

[redacted]
(email address)

[redacted]
(phone number)

The district's liaison for homeless students shall: (Education Code 48851.3, 48851.5, 48852.5; 42 USC 11432)

1. Ensure that students experiencing homelessness are identified by school personnel through outreach and coordination activities with other entities and agencies
2. Ensure that students experiencing homelessness are enrolled in, and have a full and equal opportunity to succeed in, district schools
3. Ensure that families and students experiencing homelessness have access to and receive educational services for which they are eligible, including services through Head Start and Early Head Start programs, early intervention services under Part C of the federal Individuals with Disabilities Education Act, and other preschool programs administered by the district
4. Ensure that families and students experiencing homelessness receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services
5. Inform parents/guardians of the educational and related opportunities available to their children and ensure that they are provided with meaningful opportunities to participate in the education of their children
6. Disseminate public notice of the educational rights of students experiencing homelessness in locations frequented by parents/guardians of students experiencing homelessness and by unaccompanied youth, including schools, shelters, public libraries, and hunger relief agencies

(soup kitchens). The rights shall be presented in a manner and form understandable to the parents/guardians of homeless students and unaccompanied youth.

7. Mediate enrollment disputes in accordance with law and the section "Resolving Enrollment Disputes" below
8. Fully inform parents/guardians of students experiencing homelessness and unaccompanied youth of all transportation services, including transportation to the school of origin, and assist them in accessing transportation to the school of choice
9. Offer annual training related to the district's homeless education program policies to school personnel who provide services to students experiencing homelessness, including principals and other school leaders, attendance officers, teachers, enrollment personnel, and specialized instructional support personnel, to ensure that such employees are informed of available training, professional development, and other support, and the services provided by the district liaison for homeless students
10. Ensure that unaccompanied youth are enrolled in school, have opportunities to meet the same challenging state academic standards established for other students, and are informed of their status as independent students under 20 USC 1087vv and that they may receive assistance from the district liaison to receive verification of their independent student status for purposes of applying for federal student aid pursuant to 20 USC 1090
11. Coordinate and collaborate with state coordinators and community and school personnel responsible for the provision of education and related services to students experiencing homelessness, including the collection and provision of comprehensive data to the state coordinator as required by law

In addition, when notified pursuant to Education Code 48918.1, the district liaison shall assist, facilitate, or represent a student experiencing homelessness who is undergoing a disciplinary proceeding that could result in the student's expulsion. When notified pursuant to Education Code 48915.5, the district liaison shall participate in an individualized education program (IEP) team meeting to make a manifestation determination regarding the behavior of a student with a disability.

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

Enrollment

The district shall make placement decisions for students experiencing homelessness based on the student's best interest. (Education Code 48850; 42 USC 11432)

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

When determining the best interest of any student experiencing homelessness, the district shall give priority to the request of the student's parent/guardian, or in the case of an unaccompanied youth, the request of the student. The student's educational stability and opportunity to be educated in the least restrictive educational setting necessary to achieve academic progress and other student-centered factors related to the student's best interest, including the impact of mobility on the student's achievement, education, health, and safety, shall also be considered. (Education Code 48850; 42 USC 11432)

Such factors may include, but are not limited to, the age of the student, the distance of the commute and the impact it may have on the student's education, personal safety issues, the student's need for special instruction, the length of anticipated stay in the temporary shelter or other temporary location, likely area of future housing, school placement of siblings, and the time remaining in the school year.

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

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

Once a placement decision has been made, the principal or designee shall immediately enroll the student in the school of choice. The student shall be enrolled even if the student: (Education Code 48850, 48852.7; 42 USC 11432)

1. Has outstanding fees, fines, textbooks, or other items or monies due to the school last attended
2. Does not have clothing normally required by the school, such as school uniforms

3. Is unable to produce records normally required for enrollment, such as previous academic records, proof of residency, and records of immunization and other required health records
4. Has missed application or enrollment deadlines during any period of homelessness

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

If the student is placed at a school other than the school of origin or the school requested by the student's parent/guardian or the student, if an unaccompanied youth, the Superintendent or designee shall provide the parent/guardian or the unaccompanied youth with a written explanation of the reasons for the decision, including why placement in the student's school of origin or requested school is not in the student's best interest, along with a statement regarding the right to appeal the placement decision. The written explanation shall be in a manner and form understandable to such parent/guardian or unaccompanied youth. (42 USC 11432)

At the point of any change or subsequent change in the residence of a student experiencing homelessness, the student may continue attending the student's school of origin for the duration of the homelessness. (Education Code 48852.7; 42 USC 11432)

To ensure that the student experiencing homelessness has the benefit of matriculating with the student's peers in accordance with the established feeder patterns, the following shall apply: (Education Code 48852.7; 42 USC 11432)

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

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

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

Resolving Enrollment Disputes

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

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

The written explanation shall include:

1. A description of the action proposed or refused by the district
2. An explanation of why the action is proposed or refused
3. A description of any other options the district considered and the reasons that any other options were rejected
4. A description of any other factors relevant to the district's decision and information related to the eligibility or best interest determination including the facts, witnesses, and evidence relied upon and their sources
5. Appropriate timelines to ensure any relevant deadlines are not missed
6. Contact information for the district liaison and state coordinator, and a brief description of those roles

The written explanation shall be complete, as brief as possible, simply stated, and provided in language that the parent/guardian or student can understand.

The district liaison may use an informal process as an alternative to formal dispute resolution procedures, provided that the parents/guardians or unaccompanied youth have access to the more formal process if informal resolution is not successful in resolving the matter.

In working with a student's parents/guardians or unaccompanied youth to resolve an enrollment dispute, the district liaison shall:

1. Inform the student's parents/guardians or unaccompanied youth that written and/or oral documentation to support their position may be provided

2. Inform the student's parents/guardians or unaccompanied youth that they may seek the assistance of social services, advocates, and/or service providers in having the dispute resolved
3. Provide a simple form that they may use and turn in to the school to initiate the dispute resolution process
4. Provide a copy of the dispute form they submit for their records
5. Provide the outcome of the dispute for their records

When a student's parent/guardian or an unaccompanied youth involved in the enrollment dispute is an English learner, Items #1-5 shall be provided either in the native language of the parent/guardian or unaccompanied youth or through an interpreter. Any additional support needed because of a disability of that parent/guardian or unaccompanied youth shall be made available without a charge.

If a parent/guardian or unaccompanied youth disagrees with the district liaison's enrollment decision, the decision may be appealed to the Superintendent. The Superintendent shall make a determination within five working days.

If the parent/guardian chooses to appeal the district's placement decision, the district liaison shall forward all written documentation and related paperwork to the liaison for homeless students at the county office of education.

Pending final resolution of the dispute, including all available appeals, the student shall be immediately enrolled in the school in which enrollment is sought and shall be allowed to attend classes and participate fully in school activities. (42 USC 11432, 11434a)

Transportation

The district shall provide transportation for a student experiencing homelessness to and from the student's school of origin when the student is residing within the district and the parent/guardian, or the district liaison in the case of an unaccompanied youth, requests that such transportation be provided. If the student moves outside of district boundaries, but continues to attend the student's school of origin within this district, the Superintendent or designee shall consult with the superintendent of the district in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)

Any fees that the district charges for home-to-school transportation and other transportation as expressly provided by law shall be waived for students experiencing homelessness. (Education Code 39807.5)

The district shall not be obligated to provide transportation to students who continue attending their school of origin after they secure permanent housing, unless the formerly homeless student has an IEP that includes transportation as a necessary related service for the student. (Education Code 48852.7)

Transfer of Coursework and Credits

When a student experiencing homelessness transfers into a district school, the district will receive an official transcript from the transferring school or district which reflects full and partial credits and grades earned by the student and includes: (Education Code 51225.2)

1. A determination of the days of enrollment and/or seat time, if applicable, for all full and partial credits earned based on any measure of full or partial coursework being satisfactorily completed

Partial coursework satisfactorily completed includes any portion of an individual course, even if the student did not complete the entire course

2. Separate listings for credits and grades earned at each school and local educational agency so it is clear where credits and grades were earned
3. A complete record of the student's seat time, including both period attendance and days of enrollment

The district shall transfer the credits and grades from the transferring school's transcript onto an official district transcript in the same manner as described in Item #2, above. (Education Code 51225.2)

If the Principal or designee has knowledge that the transcript from the transferring school may not include certain credits or grades, the Principal or designee shall contact the prior school within two business days to request that the full or partial credits be issued, which shall then be issued and provided by the prior school within two business days of the request. (Education Code 51225.2)

The district shall accept and issue full credit for any coursework that the student has satisfactorily completed while attending another public school, a juvenile court school, a charter school, a school in a country other than the United States, or a nonpublic, nonsectarian school. (Education Code 51225.2)

If the entire course was completed, the district shall not require the student to retake the course. (Education Code 51225.2)

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

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

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

Applicability of Graduation Requirements

To obtain a high school diploma, a student experiencing homelessness shall complete all courses required by Education Code 51225.3 and fulfill any additional graduation requirements established by the Governing Board.

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

To determine whether a student is in the third or fourth year of high school, the district shall use either the number of credits the student has earned as of the date of the transfer, the length of school enrollment, or, for a student with significant gaps in school attendance, the student's age as compared

to the average age of students in the third or fourth year of high school, whichever qualifies the student for the exemption. (Education Code 51225.1)

If a student experiencing homelessness was not properly notified of an exemption, declined the exemption, or was not previously exempted, the student or the person holding the right to make educational decisions for the student may request the exemption and the Superintendent or designee shall exempt the student within 30 days of the request. A student may request the exemption even if the student is no longer a student experiencing homelessness. (Education Code 51225.1)

When the Superintendent or designee determines that a student who transferred into a district school is reasonably able to complete district-established graduation requirements by the end of the student's fourth year of high school, the student shall not be exempted from those requirements. Within 30 calendar days of the following academic year, the student shall be reevaluated based on the student's course completion status at the time, to determine if the student continues to be reasonably able to complete the district-established graduation requirements in time to graduate by the end of the student's fourth year of high school. Written notice as to whether the student then qualifies for exemption shall be provided to the student, the person holding the right to make educational decisions for the student, and if applicable, to the student's social worker or probation officer. (Education Code 51225.1)

If, upon reevaluation, it is determined that the student experiencing homelessness is not reasonably able to complete the district-established graduation requirements in time to graduate from high school by the end of the student's fourth year of high school, the Superintendent or designee shall provide the student with the option to receive an exemption from district-established graduation requirements or stay in school for a fifth year to complete the district-established graduation requirements upon agreement with the student, or if under 18 years of age, the person holding the right to make educational decisions for the student, and provide notifications in accordance with Education Code 51225.1. (Education Code 51225.1)

When a student experiencing homelessness is exempted from district-established graduation requirements, the Superintendent or designee shall consult with the student and the person holding the right to make educational decisions for the student about the following: (Education Code 51225.1)

1. Discussion of how any requirements that are waived may affect the student's postsecondary education or vocation plans, including the ability to gain admission to a postsecondary educational institution
2. Discussion and information about other options available to the student, including, but not limited to, a fifth year of high school, possible credit recovery, and any transfer opportunities available through the California Community Colleges

3. Consideration of the student's academic data and any other information relevant to making an informed decision on whether to accept the exemption

The district shall not require or request a student experiencing homelessness to transfer schools in order to qualify for an exemption and shall not grant any request made by a student experiencing homelessness, the person holding the right to make educational decisions for the student, or the district liaison on behalf of the student, for a transfer solely to qualify for an exemption. (Education Code 51225.1)

The Superintendent or designee shall not require a student experiencing homelessness who is eligible for an exemption from district-established graduation requirements, and would otherwise be entitled to remain in attendance at the school, to accept the exemption or be denied enrollment in, or the ability to complete, courses for which the student is otherwise eligible, including courses necessary to attend an institution of higher education, regardless of whether such courses are required for statewide graduation requirements. (Education Code 51225.1)

If a student experiencing homelessness is exempted from district-established graduation requirements, the exemption shall not be revoked. Additionally, the exemption shall continue to apply after the student is no longer experiencing homelessness or if the student transfers to another school, including a charter school, or school district. (Education Code 51225.1)

The Superintendent or designee shall not require or request a student experiencing homelessness who is exempted from district-established graduation requirements and who completes the statewide coursework requirements before the end of the fourth year of high school, and would otherwise be entitled to remain in school, to graduate before the end of the student's fourth year of high school. (Education Code 51225.1)

Upon making a finding that a student experiencing homelessness is reasonably able to complete district-established graduation requirements within the fifth year of high school, the Superintendent or designee shall: (Education Code 51225.1)

1. Consult with the student and, if under 18 years of age, the person holding the right to make educational decisions for the student, of the option to remain in school for a fifth year to complete the district-established graduation requirements and how that will affect the student's ability to gain admission to a postsecondary educational institution
2. Consult with and provide information to the student about transfer opportunities available through the California Community Colleges
3. Upon agreement with the student or with the person holding the right to make educational decisions for the student if under 18 years of age, permit the student to stay in school for a

fifth year to complete the district-established graduation requirements

4. Consult with the student or with the person holding the right to make educational decisions for the student of the option to remain in the student's school of origin

When a student experiencing homelessness who has completed the second year of high school transfers into the district from another school district or transfers between high schools within the district, and is not reasonably able to complete the district-established graduation requirements within the student's fifth year of high school but is reasonably able to complete the statewide coursework requirements within the fifth year of high school, the student shall be exempted from all district-established graduation requirements and be provided with the option to remain in school for a fifth year to complete the statewide requirements. In such situations, the Superintendent or designee shall consult with the student and the person holding the right to make educational decisions for the student, regarding the following: (Education Code 51225.1)

1. The student's option to remain in school for a fifth year to complete statewide coursework requirements
2. The effect of waiving the district-established requirements and remaining in school for a fifth year on the student's postsecondary education or vocation plans, including the ability to gain admission to an institution of higher education
3. Other options available to the student, including, but not limited to, possible credit recovery, and any transfer opportunities available through the California Community Colleges
4. The student's academic data and any other information relevant to making an informed decision on whether to accept the exemption and option to remain in school for a fifth year to complete the statewide coursework requirements

Eligibility for Extracurricular Activities

A student experiencing homelessness who enrolls in any district school shall have access to extracurricular and enrichment activities that are available to all students in the school, including but not limited to, interscholastic sports administered by the California Interscholastic Federation. (Education Code 48850)

Notification, Complaints, and Posting Requirements

Information regarding the educational rights of students experiencing homelessness, as specified in Education Code 51225.1 and 51225.2, shall be included in the annual uniform complaint procedures

notification distributed to students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 51225.1, 51225.2)

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

The Superintendent or designee shall ensure that a list of the district's liaison(s) and the contact information for such liaison(s), as well as specific information on homelessness, including, but not limited to, information regarding the educational rights and resources available to students experiencing homelessness, are posted on the district's web site. (Education Code 48852.6)

Each district school that has a web site shall also post the contact information for the district liaison and the name and contact information of any employee or other person under contract with the school who assists the district liaison in completing the liaison's duties pursuant to 42 USC 11432. (Education Code 48852.6)

Regulation adopted: 3/9/2010

Revised: 8/10/2023

LOLETA UNION ELEMENTARY SCHOOL DISTRICT
Loleta, California

Exhibit 6173-E(1): Education For Homeless Children

**DISTRICT EXPLANATION OF DECISION
RELATED TO ELIGIBILITY, SCHOOL SELECTION, OR ENROLLMENT**

Instructions: The following form provides notice and explanation to a student's parent/guardian or an unaccompanied youth regarding the district's decision related to student eligibility, school selection, or enrollment.

Date: _____ Name of person completing form: _____
Title: _____ Phone number: _____

In accordance with the federal McKinney-Vento Homeless Assistance Act (42 USC 11431-11435), this notification is being provided to either:

Name of parent(s)/guardian(s): _____
Name of unaccompanied student: _____

School requested: _____
District's placement decision (name of school): _____

Action(s) proposed/refused by the district related to eligibility, school selection, or enrollment:

The district's determination regarding eligibility, school selection, or enrollment was based upon the following evidence and for the following reasons:

Other options that the district considered, if any, included the following options which were rejected for the following reasons:

Factors relevant to the district's decision and information related to the eligibility or best interest determination including the facts, witnesses, and evidence relied upon and their sources, if any:

You have the right to appeal this decision to the district Superintendent. To do so, contact the district's homeless liaison listed below within the next ___(insert number of days)___ days to request a Dispute Form. You may provide written or verbal documentation to support your position, and may also seek the assistance of social services, advocates, and/or service providers in the dispute process. The Superintendent or designee will review all the evidence and will notify you of their decision within ___(insert number of days)___ days.

If you are not satisfied with the Superintendent's decision, you may appeal to the Humboldt County Office of Education. If you are not satisfied with the county office's decision, you may then appeal to the California Department of Education. The district's homeless liaison can assist you with this appeal.

CONTACT INFORMATION:

District Liaison: The district liaison is one of the primary contacts between families experiencing homelessness and school or district staff. The district liaison for homeless students is responsible for coordinating services to ensure that students experiencing homelessness enroll in school and have the opportunity to succeed academically, and mediates enrollment disputes as needed.

Name of district's homeless liaison: _____

Address: _____

Phone number: _____

County Liaison: If you appeal the district's decision to the county office of education, the district liaison shall forward all written documentation and related paperwork to the homeless liaison at the county office. The county liaison will review the materials and determine the eligibility, school selection, or enrollment decision within five working days of receiving the materials. The county liaison will notify you of the decision.

Name of County Office of Education homeless liaison: _____

Address: _____

Phone number: _____

State Coordinator: If you appeal the county office's decision to the California Department of Education, the county homeless liaison shall forward all written documentation and related paperwork to the State Homeless Coordinator. The state coordinator will review the district, county office, and parent/guardian information and will notify you of the decision within ten working days of receiving the materials.

Name of state homeless coordinator: _____

Address: _____

Phone number: _____

RIGHTS:

Pending the final resolution of this dispute, including the period of all appeals, the student has the right to immediately enroll in the school requested and to participate fully in school activities at that school.

Adopted: 8/10/2023

Revised:

LOLETA UNION ELEMENTARY SCHOOL DISTRICT

Loleta, California

Exhibit 6173-E(2): Education For Homeless Children

DISPUTE FORM

Instructions: This form is to be completed by a parent/guardian or student when a dispute regarding enrollment has arisen. As an alternative to completing this form, the information on this form may be shared verbally with the district's liaison for homeless students.

Date submitted: _____

Student's name: _____

Name of person completing form: _____

Relation to student: _____

Address: _____

Phone number: _____

Name of school requested: _____

I wish to appeal the eligibility, school selection, or enrollment decision made by:

- District liaison
- District Superintendent
- County office of education liaison

Reason for the appeal: You may include an explanation to support your appeal in this space or provide your explanation verbally.

I have been provided with:

- A written explanation of the district's decision
- Contact information for the district's homeless liaison
- Contact information for the county office of education's homeless liaison
- Contact information for the state homeless coordinator

Adopted: 8/10/2023

Revised:

LOLETA UNION ELEMENTARY SCHOOL DISTRICT

Loleta, California

Instruction

BP 6173

EDUCATION FOR HOMELESS CHILDREN

The Governing Board desires to ensure that homeless students have access to the same free and appropriate public education provided to other students within the district. The district shall provide homeless students with access to education and other services necessary for these students to meet the same challenging academic standards as other students.

Homeless students shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way.

(cf. 3553 - Free and Reduced Price Meals)

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

(cf. 5111.13 - Residency for Homeless Children)

Transportation

The district shall provide transportation for a homeless student to and from his/her school of origin when the student is residing within the district and the parent/guardian requests that such transportation be provided. If the student moves outside of district boundaries, but continues to attend his/her school of origin within this district, the Superintendent or designee shall consult with the superintendent of the district in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)

(cf. 3250 - Transportation Fees)

(cf. 3541 - Transportation Routes and Services)

Legal Reference.

EDUCATION CODE

1980-1986 County community schools

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

39807.5 Payment of transportation costs by parents

UNITED STATES CODE TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

Management Resources:

H.S DEPARTMENT OF EDUCATION GUIDANCE

Education for Homeless Children and Youth Program, Non-Regulatory Guidance, July 2004

WEB SITES

California Department of Education, Homeless Children and Youth Education:

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

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

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

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

Policy

adopted: March 9, 2010

LOLETA UNION ELEMENTARY SCHOOL DISTRICT

Loleta, California



Agenda Item: 6.1

Meeting Date: 8.10.2023

Subject: 2023 - 2024 Stipends

Background: Stipends are a way to compensate employees for work they do outside of their job description and that goes above and beyond the notion of “other duties as assigned.” Stipends help us budget and spend restricted funds to support staff development, enrichment activities for students, and school climate initiatives. The stipends listed below are in addition to those included in the certificated collective bargaining agreement, which is still under negotiation. Board approval of stipends for the purpose of budgetary oversight was a recommendation of FCMAT in their analysis of the district’s fiscal practices. Please note that the recommendation that unrestricted (general) funds be used for the PTO and ASB stipends came from our auditor.

Title	Amount	Funding	Description	Number of Stipends
MTSS lead	\$2,000	MTSS grant	Attend training and local meetings related to MTSS implementation. Oversee annual required self assessments (FIA, LEASA) serve as main certification contact	1
MTSS certification	\$1,000	MTSS grant	Engage in online certification courses as a requirement of the MTSS grant funding	10



Athletics Coordinator	\$1,000	Learning Recovery Emergency Block Grant	Managing the process for athletic sign-ups, parent communication, scheduling games with the league.	1
ASB	\$1,200	General Fund	Organizing an ASB, participating in the Eel River Student Leadership Academy and other local youth development opportunities	1
Basketball Coach	\$500	Learning Recovery Emergency Block Grant	Coaching boys and girls basketball	2
PTO	\$1,200	General Fund	Coordinating fundraising, organizing special events, staff appreciation, fostering parent engagement	1
NCTIP Mentor teacher	\$1,250	Educator Effectiveness Grant	Provides a qualified mentor teacher for a new teacher in the induction program.	1

Previous Board Action: The Board has approved stipends in the past.

Fiscal Implications: \$15,250 from restricted funds and \$2,400 from unrestricted funds.

Recommendation: Approve the listed stipends for the 2023-2024 school year.



Agenda Item: 6.2

Meeting Date: 8.10.2023

Subject: Adopt a Section 125 Flexible Fringe Benefits Plan

Background: The district proposes to coordinate with American Fidelity to provide employees with the option of enrolling in a Section 125 Plan. The plan allows employers to offer eligible benefits to employees, through payroll deduction, on a pre-tax basis.

Employee enrollment in this plan is voluntary. The benefit to the employee is that it allows them to establish a payroll deduction to cover their cost of health insurance above and beyond the district's health and welfare contribution. The benefit to the district is that it would reduce the district's payroll taxes by reducing the amount of taxable income each employee receives. Most local school districts offer this option to their employees through American Fidelity.

Previous Board Action: N/A

Fiscal Implications: TBD but no cost to the district

Recommendation: Approve the resolution to adopt a Section 125 Flexible Fringe Benefits Plan.



Loleta
Union Elementary School District

Section 125 Flexible Fringe Benefit Plan
RESOLUTION 24-001

At the meeting on the Board of Education of Loleta Union Elementary School District held on August 10, 2023 the following motion was made by _____.

I move that the Board of Education adopt a Section 125 Flexible Fringe Benefits Plan for the employees of the Loleta Union Elementary School District to be effective on August 11, 2023.

The motion was seconded by _____ and passed
_____.

Clerk of the Board

Date



Section 125 Plan & Flexible Spending Accounts

AMERICAN FIDELITY
a different opinion



TM

Section 125 Plan & Flexible Spending Accounts

Plan today for tomorrow's expenses.

Learn How to Save Money

If there was a program available that could save you money on your taxes and help you proactively plan for out-of-pocket expenses, would you take advantage of it? That's exactly what a **Section 125 Plan** does – reduces your tax and increases your spendable income. Under a Section 125 Plan, employers can offer eligible benefits to employees, through payroll deduction, on a pre-tax basis.

This employer-sponsored program is designed to help you save money on important expenses like eligible insurance premiums, health-related expenses, and dependent care expenses.

How Does It Work?

This example shows what a sample employee's bi-weekly paycheck could look like when using a Section 125 Plan. The sample is based on 24 pay periods.



With a Section 125 Plan		Without a Section 125 Plan	
Gross Bi-Weekly Income	\$2,000.00	Gross Bi-Weekly Income	\$2,000.00
Insurance Premiums		Less Tax	
- Medical insurance	-\$250.00	- Federal & State at 20%	-\$400.00
- Dental insurance	-\$30.00	- FICA at 7.65%	-\$153.00
- Vision insurance	-\$25.00		
- Cancer insurance	-\$20.00		
- Accident insurance	-\$15.00		
- Healthcare Flexible Spending Acct	-\$50.00		
Taxable Bi-Weekly Income	\$1,610.00	Bi-Weekly Income Before Benefits	\$1,447.00
Less Tax		Insurance Premiums	
- Federal & State at 20%	-\$322.00	- Medical insurance	-\$250.00
- FICA at 7.65%	-\$123.17	- Dental insurance	-\$30.00
		- Vision insurance	-\$25.00
		- Cancer insurance	-\$20.00
		- Accident insurance	-\$15.00
		- Out-of-pocket medical expenses	-\$50.00
Net Bi-Weekly Salary	\$1,164.83	Net Bi-Weekly Salary	\$1,057.00

Based on this example, the sample employee could save \$2,587.92 a year by participating in a Section 125 Plan!

If you are subject to FICA tax, there might be a slight reduction in your social security benefit due to the reduction of FICA contributions. Example is for illustrative purposes only. Please consult your tax advisor for actual tax savings.

Section 125 Plan & Flexible Spending Accounts

What Are My Benefit Options?

Available benefits vary from employer to employer. Some of the benefits that may be part of your employer's Section 125 Plan include:

- Accident Only Insurance
- Cancer Insurance
- Critical Illness Insurance
- Dental Insurance
- Disability Income Insurance
- Group Term Life Insurance
- Gap Insurance
- Medical Insurance
- Vision Insurance
- Healthcare Flexible Spending Account
- Dependent Care Account
- Health Savings Account

Participating in a Section 125 Plan

Enrolling in Your Plan

During the enrollment period, you will be able to select which benefits you would like to be pre-taxed. It's important to know that this is your only chance to enroll or make changes for the plan year. The benefits you select will be in effect during the entire plan year.

Making Changes

You cannot always control the events that occur in your life. However, Internal Revenue Code (IRC) Section 125 regulations may allow you to make a change during the Plan Year if you experience an allowable election change event. It's important to know that not all benefits can be changed even if you experience an allowable change event.

Some examples of an allowable change event include:

- Change in legal marital status
- Termination or commencement of employment
- Change in number of dependents

Flexible Spending Accounts

You can continue to save money on tax when you participate in Flexible Spending Accounts (FSAs). These accounts allow you to set aside money from your paycheck, pre-tax, to use for both qualified medical expenses and dependent day care expenses. You elect the amount you wish to put aside prior to your employer's plan year. That amount cannot be changed unless an allowable election change event occurs. When utilizing the FSA properly, you can save in tax each year.

There are Two FSAs Available to You:

- Healthcare Flexible Spending Account
- Dependent Care Account

Did You Know?

The money that goes into your FSA is deducted from your income on a pre-tax basis, which saves you money and gives you more buying power for your money.¹

¹<https://www.cnn.com/2015/10/29/stretch-your-tax-savings-with-a-flexible-spending-account.html> (accessed 9-21-17)

Section 125 Plan & Flexible Spending Accounts

Healthcare Flexible Spending Accounts

How It Works

A Healthcare Flexible Spending Account (also known as a Healthcare FSA or HCFSA) may be used to pay for common medical expenses throughout the year. You determine how much money you may spend on eligible medical expenses and then set that amount aside pre-tax in a HCFSA. Throughout the year, when you purchase those items, you will reimburse yourself from the account by filing a claim.

Eligible and Ineligible Expenses

You may use your HCFSA to pay for a wide variety of common medical expenses for you, your spouse, and your eligible tax dependents. The Department of Treasury determines which expenses are eligible for reimbursement. The following are common types of eligible and ineligible expenses.

Examples of Eligible Expenses:

- Medical expenses, including medical bills to cover deductibles and copayments
- Prescription drugs and over-the-counter medicines prescribed by your doctor
- Vision expenses, including eye exams, glasses, contact lenses, and Lasik surgery
- Dental expenses, including dental exams, fillings, and orthodontia expenses¹
- Transportation expenses relative to medical care, including mileage at the Internal Revenue Service (IRS) allowable rate

Examples of Ineligible Expenses:

- Cosmetic procedures
- Toothbrushes
- Insurance premiums
- Vitamins for general wellness
- Any expenses reimbursed under other health plans

For a complete list of eligible expenses and help determining how much money to set aside, go to americanfidelity.com.

“Use or Lose”

It is important that you carefully choose your election amount each year. Under Internal Revenue Code (IRC) Section 125 regulations, if you don't use your full election amount during the plan year any remaining funds are forfeited. Check with your employer to see if your plan offers a Runoff Period, Carryover Provision, and/or Grace Period.

• Runoff Period

A period after the plan year ends when you are able to submit claims that you incurred during the previous plan year, but have not yet been submitted. The Runoff Period applies to both HCFSA and DCA.

• Carryover Provision

You are able to carry over up to \$500 of unused Healthcare FSA contributions from one plan year to the next, which may be used to reimburse eligible medical expenses incurred anytime during the next plan year.

• Grace Period

An additional two and a half months following the end of the plan year in which you are allowed to incur Healthcare FSA claims and still receive reimbursements.

Limited Purpose Flexible Spending Account

An option for Health Savings Account (HSA) participants is a Limited Purpose Flexible Spending Account (LPFSA). A LPFSA may reimburse out-of-pocket vision and dental expenses while core medical expenses, including vision and dental expenses, would be reimbursed from your HSA. If your employer participates in an HSA program, see if a LPFSA is available to you.

¹Future service dates require proof of payment.

Section 125 Plan & Flexible Spending Accounts

How Do I Get Reimbursed?

When it's time to make a purchase for an eligible expense, you can either pay out of pocket or use your Benefits Debit Card². Paying out of pocket allows you to choose your form of payment. Upon making your purchase, you'll submit a claim, along with documentation of the expense to receive reimbursement.

If you choose to use your Benefits Debit Card, payment will be deducted directly from your account, and you will not be out of pocket at the time of purchase. However, you may still need to submit your receipts* to show proof of purchase of an eligible expense.

No matter how you're paying for your expense, either out of pocket or with your Benefits Debit Card, our mobile app can help you manage your account. When you're ready to submit documentation for a card purchase or file a claim for an out-of-pocket expense, we'll receive your documentation or claim right away when you file through the mobile app.

Snap. Submit. And Go!

When using your Benefits Debit Card to pay for an eligible expense, you may need to retain documentation to verify the expense. The AFmobile® app makes this easy.

Snap a photo of the itemized receipt* with your phone.

Submit the photo of the itemized receipt within the app when you receive notification that a receipt is needed to verify your expense.

Go! After submitting your verification and it being reviewed, you will be able to view the status of your reimbursement within the app.

*IRC regulations require proof of the eligible expenses using itemized receipts or other documentation showing the date of service, person for whom service was provided and description of the expense. Depending on the type of expense, documentation may come in the form of third party itemized statements or Explanation of Benefits.



- ? When may I use my Healthcare FSA funds?**
With your HCFA, you have access to your full election amount at the beginning of the plan year for reimbursement of eligible expenses.
- ? Where can I use my Benefits Debit Card?**
Medical-related facilities, including doctor's offices and hospitals, will accept your card. Retailers, such as drugstores and pharmacies whose computer systems recognize eligible expenses when scanned, will also accept your card.
- ? What over-the-counter expenses are eligible without a prescription?**
All over-the-counter drugs and medicines require a prescription for reimbursement. Other eligible items not considered a drug or medicine may be reimbursed with itemized documentation (e.g., Band-Aids, contact solution, heating/cooling pads, etc.).
- ? How do I know which over-the-counter items require a prescription in order for me to make a claim on my HCFA?**
Generally, if an item has "drug facts," it is considered a medicine and will require a prescription.

¹Future service dates require proof of payment. ²Check with your employer to see if the Benefits Debit Card is offered.

Dependent Care Account



? Why didn't my dependent day care claim pay out in full?
The dependent day care expense reimbursement will be for the services provided, limited to the amount you have in the account. If the dependent day care expenses claim is in excess of your account balance, the balance of the claim will be paid to you as additional contributions are received.

? When can I get reimbursed?
You must receive the dependent care service before you may submit a claim for reimbursement (i.e., you are not able to reimburse yourself for the expense of June day care in May.)

How It Works

A Dependent Care Account (DCA) works similarly to a Healthcare FSA, but for dependent day care expenses. You determine how much money you believe you will spend on dependent day care expenses and set that amount aside pre-tax in a DCA. Throughout the year when you pay for dependent day care expenses and the services have been received, you reimburse yourself from the account.

Who May Participate

Any employee who meets certain eligibility requirements and who has a qualifying dependent may participate in a DCA. If you are considering participating, you should be aware that you may be able to take a federal and/or state tax credit instead of participating in the account. DCAs may only be used for expenses incurred to allow you to work and, if married, your spouse to work or look for work. Consult your tax advisor to review your options.

What Expenses Are Eligible and Ineligible

The following are examples of some of the most common types of eligible and ineligible expenses for dependent day care reimbursements. For a more complete list of eligible expenses, please visit americanfidelity.com.

Examples of Eligible Expenses:

- After-school care or extended day care programs
- Babysitter during work hours inside or outside participant's household
- Custodial or elder care expenses if the qualifying individual spends at least eight hours each day in the employee's household

Examples of Ineligible Expenses:

- Educational expenses (kindergarten and above)
- Custodial elder care (not work-related, for other purpose)
- Nursing home care
- Transportation to and from eligible care (not provided by the care provider)

Section 125 Plan & Flexible Spending Accounts



Who is a Qualifying Dependent*

- A tax dependent of the employee who is under the age of 13 who spends at least eight hours per day in the employee's household.
- A spouse or adult dependent who is physically or mentally incapable of self-care and has the same principal place of residence as the employee for more than half of the year and spends at least eight hours per day in the employee's household.

Understanding Your Account

As DCA contributions are withheld from your paycheck and placed into the account, these funds become available for reimbursement requests. Submit the entire amount of your dependent care expense after the care is provided, even if it exceeds your monthly contribution amount, to maximize reimbursement opportunities. This allows you to build up a "pool" of submitted expenses, with pending amounts ready for reimbursement as soon as your next contribution is received and deposited into your account.

Did You Know?

You may access your DCA funds by filing a claim online, through our mobile app, or by completing a paper claim form.

Unlike a Healthcare FSA, with a DCA, your election amount is not available in full at the beginning of the plan year. You only have access to your funds as they are deducted from each paycheck and deposited into your account.

*The Internal Revenue Code (IRC) determines dependent qualifications. See IRC Section 21(b)(1) for complete definitions of qualifying dependent.

Manage Your Account and File a Claim

We offer two ways for you to access your personal account, online or through our mobile app. Once you've created your account, you can file a claim, check account balances, sign up for direct deposit, and submit documentation. If you choose to not create an account, you may complete a paper claim form.

1. Mobile App

Download our mobile app, AFmobile®, in the Apple App Store or Google Play Store. Functionality will not be available until the first date of your plan year.

2. Online: Create an account at americanfidelity.com

To create an account, you'll need to register with your email address and social security number.

3. Paper

Complete and submit an FSA Expense Reimbursement Voucher or Dependent Day Care Reimbursement/Provider Acknowledgement Form by mail or fax, along with your itemized documentation, to American Fidelity. These forms can be found at americanfidelity.com.

We receive claims filed through the mobile app right away and claims filed online the next day. The quickest way for you to get your money is by filing through the mobile app and signing up to receive your reimbursement through direct deposit. You may update your reimbursement method anytime through your online account or by calling our customer care team at 800-662-1113.



American Fidelity Assurance Company
9000 Cameron Parkway
Oklahoma City, Oklahoma 73114
800-662-1113
americanfidelity.com



Agenda Item: 6.3

Meeting Date: 8.10.2023

Subject: Revise Community School Coordinator Position

Background: The Community School Coordinator position was originally written as a certificated management position, with a particular employee in mind. The terms of the grant do not specify that a Coordinator be certificated staff and we were able to fill the position as a classified management position. The Superintendent conferred with the local CSEA labor representative who was amenable to the change. Classified management positions are not part of the classified bargaining unit. The purpose of bringing this action to the Board is to ensure transparency in the district's hiring practices.

Previous Board Action: The Board previously approved the Community School Coordinator position as certificated management position.

Fiscal Implications: Employee salary and benefits paid from the Community School Implementation grant.

Recommendation: Approve the revision to the Community School Coordinator Position from certificated management to classified management.



Agenda Item: 6.4

Meeting Date: 8.10.2023

Subject: 2022 Local Indicators

Background:

School districts are required to report their Local Indicators to their governing boards at the same meeting in which the LCAP and the budget are adopted. This report must take place before July 1 of each year.

The local indicators were not presented to the Board prior to July 1, 2022. When the new Superintendent/Principal began in the position on July 1, 2022, she noted that the Local Indicators had not gone to the Board in June and so presented them at the August 2022 board meeting. However, the state did not grant leniency in this situation. Therefore, Loleta's 2022 California School Dashboard data will show "Standard Not Met" for the five local indicators listed as part of the District Performance Overview.

The 2023 Local Indicators were presented to the Board at the June 22, 2023 meeting as required.

Previous Board Action: N/A

Fiscal Implications: N/A

Recommendation: Information only.



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

July 19, 2023

Linda Row
Loleta Union Elementary
PO Box 547
Loleta, CA 95551-0547

Dear Linda Row:

On June 15, 2023, Loleta Union Elementary was notified that the California Department of Education (CDE) had identified a discrepancy in the status level for local indicators reported on the 2022 California School Dashboard (Dashboard) by Loleta Union Elementary.

The California State Board of Education has adopted the following performance standards for the local indicators that require each local educational agency (LEA) to:

1. Annually measure its progress in meeting the requirements of the specific [Local Control Funding Formula] priority; and
2. Report the results as part of a non-consent item at a public meeting of the local governing board/body in conjunction with the adoption of the Local Control and Accountability Plan (LCAP); and
3. Report results to the public through the California School Dashboard (Dashboard) utilizing the SBE-adopted self-reflection tools for each local indicator.

LEAs are required to adopt the LCAP on or before July 1 annually. When reporting results to the public through the Dashboard, LEAs are required to report the date that each local indicator was presented to the local governing board/body as well as reporting the results of the local indicator. In reviewing the data self-reported to the 2022 Dashboard by Loleta Union Elementary, the CDE has identified that Loleta Union Elementary reported a governing board/body meeting date occurring after July 1, 2022, for Priority/Priorities 1, 2, 3, 6, and 7.

The CDE is providing Loleta Union Elementary with the opportunity to provide evidence that it presented its local indicator results to its governing board/body on or before July 1, 2022, at the same meeting at which the 2022 LCAP was adopted. Such evidence may be in the form of an agenda or minutes from the governing board/body meeting and must clearly identify that the local indicator results were reported to the governing board/body on or before July 1, 2022, at the same meeting at which the 2022 LCAP

July 19, 2023

Page 2

was adopted. Evidence must be submitted by email to the Local Agency Systems Support Office at LCFF@cde.ca.gov and must be received on or before August 4, 2023.

In the event that the CDE does not receive evidence that Loleta Union Elementary presented its local indicator results to its governing board/body on or before July 1, 2022, at the same meeting at which the 2022 LCAP was adopted, the local indicator status will be changed to "Standard Not Met" on the 2022 Dashboard.

Should you have any questions related to this matter, please contact Joshua Strong, Education Administrator of the Local Agency Systems Support Office, by email at jstrong@cde.ca.gov or by phone at 916-319-0303.

Sincerely,

/s/

William McGee, Director
Student Achievement and Support Division

WM:js



Agenda Item: 6.5

Meeting Date: 8/10/2023

Subject: Approve the 2023-2024 Consolidated Application

Background:

School districts use the Consolidated Application (ConApp) to apply for categorical funds from various federal programs. Past years' expenditures and program participation is also reported as part of the process.

Each local educational agency (LEA) uses the Consolidated Application and Reporting System (CARS), to submit the spring release of the ConApp. The spring release documents participation in these programs and provides assurances that the LEA will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs.

Loleta is applying for the following federal funds:

- Title I, Part A
- Title II, Part A, Supporting Effective Instruction
- Title IV, Part A, Student and School Support
- Title V, Part B, Subpart 1, Small Rural School Achievement grant

Previous Board Action: The Board annually approves the ConApp.

Fiscal Implications: Federal funds are typically stable, meaning they don't change a lot from year to year, and are incorporated into the adopted budget. Typical uses for the funds include supporting low income students, providing for teacher professional development, and paying part of teacher salaries.

Recommendation: Approve the 2023-2024 ConApp



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Loleta Union Elementary (12 62927 0000000)

[Home](#)
[Data Entry Forms](#)
[Certification Preview](#)
[Reports](#)
[Users](#)
[Contacts](#)
[FAQs](#)
[Data Entry Instructions](#)

2023-24 Application for Funding

Required fields are denoted with an asterisk (*).

Local Governing Board Approval

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

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year:

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year:

Application for Categorical Programs

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

* Title I, Part A (Basic Grant):
ESSA Sec. 1111 et seq.
SACS 3010 No Yes

* Title II, Part A (Supporting Effective Instruction):
ESEA Sec. 2104
SACS 4035 No Yes

Title II, Part A funds used through the Alternative Fund Use Authority (AFUA):
Section 5211 of ESEA No Yes

* Title III English Learner:
ESEA Sec. 3102
SACS 4203 No Yes

* Title III Immigrant:
ESEA Sec. 3102
SACS 4201 No Yes

* Title IV, Part A (Student and School Support):
ESSA Sec. 4101
SACS 4127 No Yes

Title IV, Part A funds used through the Alternative Fund Use Authority (AFUA):
Section 5211 of ESEA No Yes

Title V, Part B Subpart 1 Small, Rural School Achievement Grant:
ESSA Sec. 5211 SACS 5810 No Yes

Title V, Part B Subpart 2 Rural and Low-Income Grant:
ESSA Sec. 5221 SACS 4126 No Yes

Last Saved: Jennifer Burger (jburger), 7/20/2023 11:44 AM, Draft



Agenda Item: 7.1

Meeting Date: 8/10/2023

Subject: Adoption of Social Studies Instructional Materials

Background: Loleta has been using the Social Studies Weekly curriculum in grades K-8 but it does not appear to have been adopted by the Board. As part of our Williams settlement site visit, it was recommended that this curriculum be brought before the Board for adoption to ensure compliance with Ed Code.

Previous Board Action: N/A

Fiscal Implications: The district annually purchases student site licenses for Social Studies Weekly.

Recommendation: Adopt Social Studies Weekly as the core social studies curriculum for grades 7 and 8.



Agenda Item: 9.1

Meeting Date: 8/10/2023

Subject: Williams Quarterly Report from HCOE

Background: California Education Code Section 1240 requires that that the County Superintendent of Schools, or HCOE staff on his behalf, monitor schools identified in the county to review instructional materials, school facilities, the School Accountability Report Card, and teacher mis-assignments/vacancies, and report to the Board the results of these visits and reviews on a quarterly basis. This report presents the results of visits and reviews for the schools in the LEA for the period of April 1 - June 30, 2023.

Previous Board Action: N/A

Fiscal Implications: N/A

Recommendation: Information Only

July 24, 2023

Loleta Union Elementary School District
700 Loleta Dr.
Loleta, CA 95551

Subject: 2022-2023 Williams Settlement Quarterly Reports

Dear Ms. Charmin and Board Members:

California *Education Code* Section 1240 requires that I, or HCOE staff on my behalf, monitor schools identified in our county to review instructional materials, school facilities, the School Accountability Report Card, and teacher misassignments/vacancies, and report to you the results of these visits and reviews on a quarterly basis. This report presents the results of visits and reviews for the schools in your LEA for the period of April 1 - June 30, 2023, and concludes monitoring for the 2022-2023 school year.

Loleta School has satisfied all requirements under the Williams Settlement.

With the passage of the 2023-2024 California state budget, all schools identified for Williams monitoring for the 2022-2023 school year will remain on the List of Schools Eligible for Monitoring for the 2023-2024 and 2024-2025 school years. An email has been sent to the superintendent with more information regarding upcoming Williams Settlement site visits.

Please extend to your governing board, administration, and site staff my appreciation for their professionalism in addressing the compliance requirements for the Williams Settlement Legislation.

Sincerely,



Michael Davies-Hughes
County Superintendent of Schools

cc: Linda Row, Superintendent-Principal