

BOARD OF TRUSTEES
Regular Meeting
November 10, 2022 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 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

1.2 Roll Call

1.3 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 (10.13.2022) Action Item
- 2.2 October Warrant Reports 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.*

INFORMATION OR ACTION ITEMS

Members of the public may address the Board regarding an agenda item before the presentation has been made. There will be a time limit of three (3) minutes per person per item. There will be a total time limit of twenty (20) minutes per agenda item. The discussion of the agenda item will take place after the public comments and will be limited to the Governance Team. The Board President may move any agenda time to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.

4. REPORTS

- 4.1 Superintendent/Principal's Report Information Item
- 4.2 Employee Group/Staff Report(s) (CSEA, CTA) Information Item
- 4.3 Board Report Information Item

5. BUSINESS and LOCAL CONTROL

- 5.1 Interdistrict Transfer Agreement for 2023-2024 Action Item

6. ADMINISTRATION, POLICY and GOVERNANCE

- 6.1 Revisit AB 361 Remote Meeting Option Action Item
- 6.2 Select Representative to Serve on County Delegation Action Item

6.3 Loleta Teachers' Association Initial Proposal to District Information Item

7. INSTRUCTION and STUDENT SERVICES

7.1 Adoption of Science of Instructional Materials Action Item
7.2 Adoption of Social Studies Instructional Materials Action Item
7.3 Williams Annual Report Information Item

8. FACILITIES and TRANSPORTATION

9. COMMUNITY and CORRESPONDENCE

10. CLOSED SESSION

10.1 Interdistrict Transfer Requests
10.2 Personnel: Discipline, Dismissal, Release, Evaluation of Performance
(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 Thursday, December 8, 2022
at 5:30 pm.

13. ADJOURNMENT



Loleta

Union Elementary School District

BOARD OF TRUSTEES
Regular Meeting Minutes
October 13, 2022 5:30 pm
Minutes

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 5:35pm

1.2 Roll Call GS, CB, CS, JR

1.3 Approval of the Agenda, including the Consent Agenda

Motion to approve GS, 2nd CS Motion passed unanimous

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 (9.08.2022)	Action Item
2.2 September Warrant Reports	Action Item
2.3 Personnel Action Report	Action Item
2.4 3rd Quarter Williams Report	Action Item
2.5 2022-2023 Consolidated Application	Action Item
2.6 November - June Meeting Dates	Action Item

Motion to approve consent agenda GS, 2nd motion CS, Motion passed unanimous

3. PUBLIC COMMENT

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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)

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 Thursday, November 10 ,
2022 at 5:30 pm.

13.ADJOURNMENT 7:19pm



Agenda Item: 2.1

Subject: Approve Board Minutes from 10.13.2022 meeting

Background: Approval of these draft Minutes make them the formal Minutes from the October 13, 2022 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 October 13, 2022.



Agenda Item: 2.2

Subject: October 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
7	Houghton Mifflin	Go Math consumable workbooks
11	McGraw-Hill	Wonders ELA TK-4 curriculum
14	Presence Learning	Speech therapy services
17	SFS of Sacramento	Cafeteria food purchases

Checks Dated 10/01/2022 through 10/31/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1	3000182823	10/10/2022 BCC FUNDING X LLC	01-5623	Copier Lease	338.84	338.84
2	3000182824	10/10/2022 COPIERS PLUS	01-4310	Toner	253.10	253.10
3	3000182825	10/10/2022 CRYSTAL SPRINGS CO	01-5530	Water for staff and students	32.00	32.00
4	3000182826	10/10/2022 DAVID L. MOONIE & CO. LLP	01-5822	Water For Staff/ Students	72.00	104.00
5	3000182827	10/10/2022 ECOLAB	13-5623	Audit Fees	9,600.00	9,600.00
6	3000182828	10/10/2022 FERRINDALE TECH	01-5800	Cafeteria	207.30	207.30
7	3000182829	10/10/2022 HOUGHTON MIFFLIN CO.(C)	01-4310	Computer Repairs	1,020.00	1,020.00
8	3000182830	10/10/2022 HUMBOLDT TERMITE & PEST(C)	01-5800	Workbooks	1,825.98	1,825.98
9	3000182831	10/10/2022 IXL LEARNING	01-4312	Campus Maintenance	73.00	73.00
10	3000182832	10/10/2022 LOLETA COMMUNITY SERVICES DIST	01-5530	Site License	375.00	375.00
11	3000182833	10/10/2022 MCGRAW HILL COMPANIES	01-4310	Water Bill	271.31	271.31
12	3000182834	10/10/2022 Mendes Supply Company	01-4374	Curriculum	13,117.33	13,117.33
13	3000182835	10/10/2022 MISSION LINEN SERVICE INC	13-5550	Supplies	709.17	709.17
14	3000182836	10/10/2022 PRESENCE LEARNING INC.	01-5800	Supplies	350.36	350.36
15	3000182837	10/10/2022 PRO PACIFIC AUTO REPAIR, INC	01-5635	Sped Services	856.67	856.67
16	3000182838	10/10/2022 QUILL	01-4310	Bus Maintenance	622.07	622.07
17	3000182839	10/10/2022 SFS OF SACRAMENTO INC	13-4396	Classroom/Office Supplies	120.05	120.05
18	3000183216	10/13/2022 Armstrong, Lisa K	13-4710	Cafeteria	3,050.18	3,570.05
19	3000183217	10/13/2022 LunchAssist, Inc	01-4310	Cafeteria-FFVP	199.36	199.36
			13-5300	Staff Reimb	495.00	495.00
				Cafeteria-KIT Funds		
Total Number of Checks					19	34,108.59

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	15	29,485.88
13	CAFETERIA FUND	4	4,622.71
Total Number of Checks		19	34,108.59
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			34,108.59

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.



Agenda Item: 4.1

Subject: Superintendent/Principal's Report

Basketball

Our girls basketball season is underway and sign ups are happening for the boys' team. Brenda Bowie of Bear River is our Head Coach and our instructional aide, Blake Estes, is the Assistant Coach.

Harvest Festival

The Harvest Festival on October 15th was a great success. We had about 15 students perform folklorico dancing, half a dozen community resource tables and a fantastic community dinner featuring posole, salad, and pumpkin bread, all prepared with produce from the school garden. LCRC Coordinator Marcelina Mejia deCastillo, Community School Coordinator Althea Jones and our bus driver/gardener Dan Ruggles worked extremely hard to plan and implement a successful event. We are already planning for next year!

Blessing the School

Many thanks to Ruthie Wortman of Bear River who came to campus very early on October 30th for the annual blessing of the school, and to our office manager Lisa Armstrong who was on hand to let her in!

Eel River Valley Key Leaders

On October 12th I attended a meeting of local key community leaders to initiate inter-agency collaborative work in support of our youth. Attendees included representatives from law enforcement, tribal agencies, public health, K-12 and higher education, local government, media, and social services. The ongoing work will follow the Communities that Care process, an evidence-based methodology for increasing youth protective factors, developed at the University of Washington. The meeting was organized by True North as part of their Elevate Youth grant initiative.

Arts, Music & Instructional Materials Grant

The state has granted all school districts funding for standards-aligned professional development and instructional materials, instructional materials and professional development aligned to best practices for



improving school climate, including training on de-escalation and restorative justice strategies, asset-based pedagogies, anti-bias, transformative social-emotional learning, media literacy, digital literacy, physical education, and learning through play. Additional allowable expenditures include developing diverse book collections and obtaining culturally relevant texts, funding operational costs and expenditures related to COVID-19. Loleta will receive \$67,000 from this grant.

Indigenous Education Advocacy Summit

On November 4th I attended the Indigenous Education Advocacy Summit sponsored by the Northern California Indian Development Council and the ACLU of Northern California. Presenters included Megan Siasosi, Tribal Court Director at Bear River, Linnea Nelson and Tedde Simon of the ACLU and Dr. Shawna Gallagher of the Seattle Indian Health Board.

Halloween

Our PTO organized a great Trunk or Treat event where the students toured the parking lot and went trick or treating at parents' decorated cars. There were a lot of fun costumes and the kids had a blast.

Student Belong Circles

On November 10th all students will participate in community-building exercises called Belong Circles. Each classroom will have its own activity and area of focus. Themes include safety, kindness, responsibility, respect and a positive classroom environment. The circles will be facilitated by True North as part of the Community School initiative.



Agenda Item: 5.1

Subject: Interdistrict Transfer Agreement for 2023-2024

Background: Most districts in Humboldt county participate in the interdistrict transfer process by which families apply annually to attend a school district other than their district of residence. The process defines a time period for approving the transfer requests (December - February) for the following school year. Benefits of participating in the transfer process include having better enrollment projections for staffing purposes; talking with families to understand their reasons for wanting to leave or enter the district; maintaining accurate data and records on which students leave the district and what district they move to. Charter schools are not part of the interdistrict transfer agreement.

Previous Board Action: The Board has not previously authorized Loleta's participation in the interdistrict transfer process.

Fiscal Implications: Potential loss or gain of revenue generated by ADA; expenditures incurred through direct services to students.

Recommendation: Approve Loleta's participation in the Interdistrict Transfer process for 2023-2024

INTERDISTRICT ATTENDANCE AGREEMENT
Effective July 1, 2022

This Multi-District Interdistrict Attendance Agreement (“Agreement”) is made and entered into by the school districts of Humboldt County listed in Attachment A to this Agreement, and is made pursuant to California Education Code section 46600 *et seq.* The parties agree to the terms of this Agreement through June 30, 2023. This Agreement affects student enrollment upon district board approval of this Agreement and through the 2023-2024 school year.

I. RECITALS:

- A.** California’s Education Code permits two or more school districts to enter into an agreement for a term not to exceed five (5) years to allow pupils to enroll in a school district that is not their district of residence through a process known as “interdistrict transfer.”
- B.** California Education Code requires school districts to respond to a Parent’s request for an interdistrict transfer, if made in the current year, within thirty (30) calendar days of the request; and allows for Parents to appeal any denial of their request.
- C.** California’s Education Code requires school districts to respond to “future year” requests for interdistrict transfers as soon as possible but no later than 14 calendar days after the commencement of instruction in the year for which the interdistrict transfer is sought.
- D.** Humboldt County has a history of allowing pupils to attend school districts that are not the pupil’s district of residence where the capacity exists at the receiving district.
- E.** This Agreement addresses the interdistrict transfer process for parent requests to transfer a pupil during the current year or to transfer a pupil in the future school year. Parents benefit from knowing if the student will attend their preferred district in the future school year. Districts benefit from knowing accurate student enrollment projections by early February for the upcoming school year, to determine if layoff notices are warranted in advance of the legally mandated March 15 deadline to issue layoff notices. Districts need to analyze projected enrollment and school boards must consider taking action on layoffs, usually at their February board meetings.
- F.** This Agreement establishes deadlines for interdistrict transfers. The parties recognize that a countywide information dissemination campaign will be critical to this Agreement’s success.

- G. Each district will maintain board policies and regulations that address acceptance, rejection, revocations and enrollment priorities; and operate in conformance with those policies and regulations. Examples of enrollment priorities may include, but are not limited to, the following: sibling(s) attend, children of staff member, older sibling previously attended the school, and others.

II. **TERM OF AGREEMENT:**

This Agreement shall take effect for each party on July 1, 2022 or upon its execution of the Agreement, whichever comes later, and shall expire on June 30, 2023. The parties understand that as to each party to the Agreement, the Agreement does not take effect unless that party's governing board approves the Agreement. This Agreement supersedes any past interdistrict agreements among the parties to this Agreement that are in conflict with this Agreement.

III. **DEFINITIONS:**

Active Military Parent: An "active military duty parent" means a parent with full-time military duty status in the active uniformed service of the United States, including members of the National Guard and the State Guard on active duty orders pursuant to Chapter 1209 (commencing with Section 12301) and Chapter 1211 (commencing with Section 12401) of Part II of Subtitle E of Title 10 of the United States Code.

Capacity: A district's determination of the space and resources it has available for students.

Capacity Determination (for purposes of establishing a waitlist): A capacity determination is made by the District of Proposed Enrollment no later than 15 days after the close of the Priority One enrollment window. Approval of an interdistrict transfer requires that the receiving District of Proposed Enrollment have capacity for the student.

Current year request: A request for interdistrict transfer received beginning 15 calendar days before the commencement of instruction in the school year for which interdistrict transfer is sought and anytime thereafter for that school year.

Denial: For purposes of appealing to the county board of education, a "denial" is a written rejection of a request, but also includes a school district's failure to provide written notification of the school district's decision within the timelines prescribed in this Agreement. A "denial" shall not include any of the following:

1. A request that has been deemed abandoned, meaning the Parent has not met required timelines.
2. An existing interdistrict transfer permit that has been revoked or rescinded in accordance with the policy of the governing board of the school district.
3. A denial by the District of Proposed Enrollment when no permit has been first issued by the District of Residence.

District of Proposed Enrollment or “DPE”: A school district other than the school district in which the Parent of a pupil resides, but in which the Parent of the pupil nevertheless intends to enroll the pupil through an interdistrict transfer.

District of Residence or “DOR”: A school district in which the Parent of a pupil resides and in which the pupil would otherwise be required to enroll pursuant to the compulsory education requirements.

Enrollment Window: The period of time that interdistrict transfer requests for the upcoming year shall be considered by both the District of Residence and the District of Proposed Enrollment.

Future year request: A request for interdistrict transfer received up until 16 calendar days before the commencement of instruction in the school year for which interdistrict transfer is sought. A request received 15 calendar days before or thereafter is a “current year” request.

Hardship: Extreme difficulty or suffering.

Interdistrict transfer or “IDT”: Interdistrict transfer; the act of a student attending a school district that is not the student’s district of residence.

IDT Permit: The form which authorizes an individual interdistrict transfer, signed by the District of Residence, the District of Proposed Enrollment, and the Parent. The form is attached as Attachment B to this Agreement. Permits are good for one (1) school year. Parents must re-apply for each school year.

IDT Request: The formal process of a Parent seeking written permission from both the District of Residence and the District of Proposed Attendance for the child to attend a school district outside of his or her District of Residence. A District of Residence makes the initial determination as to whether an interdistrict transfer request shall be granted; the District of Proposed Enrollment then reviews the request and determines whether it will grant the request for the transfer to the District of Proposed Enrollment.

New Sibling Requests: Requests for a student to attend a District of Proposed Enrollment when the student’s sibling(s) will be enrolled at the District of Proposed Enrollment in the same year.

Parent: The natural or adoptive parent or guardian, the person having legal custody, or other educational rights holder.

Reasonable Enrollment Activities: Activities that a District of Residence may require a Parent to participate in to demonstrate the District of Residence’s ability to meet the student and/or Parent’s needs. “Reasonable enrollment activities” include a discussion with District of Residence’s school administration or their designees, attending an orientation meeting, a site visit, and/or review of informational literature.

Renewals: A renewal of a previously granted Interdistrict Transfer Permit. Renewals must be sought annually.

School-level transitions: Transitions from one grade span to another, based upon the District of Residence’s transitions, e.g. elementary school to middle school, or middle school to high school.

Victim of an act of bullying: A “victim of an act of bullying” means a pupil that has been determined to have been a victim of bullying by an investigation pursuant to the complaint process described in Education Code Section 234.1. The bullying must have been committed by any pupil in the school district of residence, and the parent of the pupil must have filed a written complaint regarding the bullying with the school, school district personnel, or a local law enforcement agency.

IV. INTERDISTRICT TRANSFER REQUESTS:

Parents are advised that this Agreement establishes deadlines to apply for enrollment in a school district for the upcoming school year.

**A. Preferential Enrollment (“Priority One Open Enrollment Window”):
Requests for an IDT for the Future School Year Received from December 1 through February 1**

1. The DOR will approve an IDT Request submitted by a Parent if it is received at the DOR between December 1st through February 1st by 4:00 p.m. each year if Parents have complied with the process described herein. If February 1st falls on a weekend, the deadline will be the next school day after February 1st. IDT Requests for the future school year may not be submitted prior to December 1st.
2. The DOR will have 10 school days after the close of the enrollment window to approve the request and to forward the IDT Request to the DPE. The DOR may deny a Parent request for an IDT if the Parent does not participate in DOR Reasonable Enrollment Activities, absent good cause such as hardships due to medical conflicts, work schedule, child care, transportation, language barriers, etc. All other IDT Requests received within the Priority One Enrollment Window will be approved by the DOR, unless the Parent withdraws their IDT Request.
3. The DPE will have 15 school days after the close of the Priority One Open Enrollment Window (or 5 school days from receipt of the approved IDT Permit from the DOR, whichever is later) to approve or deny the IDT Request and to notify both the Parent and DOR of the DPE’s decision.
4. Renewals and New Sibling Requests will be approved and will follow the same timelines listed within Priority One, above. A

DOR may require a Parent to participate in Reasonable Enrollment Activities prior to granting a renewal when the student transfer involves a School Level Transition (defined above).

B. Priority Two Enrollment Window – Requests for an IDT for the Future School Year Received After February 1 and for Requests Made In the Current School Year

IDT Requests received from a Parent for the current school year, and for the future year received after the February 1 enrollment window, will be processed and approved by a DOR under the following circumstances:

1. Parent did not reside in Humboldt County school districts' boundaries prior to Priority One deadline.
2. Parent moved from one district to another district subsequent to the Priority One deadline.
3. Parent has a reasonable argument and a compelling reason, including hardship, such as medical conflicts, work schedule, child care, transportation, language barriers, for why the Priority One deadline was not met, or why the circumstance did not warrant a request for an IDT at the time of the Priority One deadline.
4. Parent has a reasonable explanation for not being able to participate in DOR Reasonable Enrollment Activity.

The DOR may require the Parent to participate in Reasonable Enrollment Activities as outlined in Subsection IV.A.2. (Priority One). If approved by the DOR, IDT Requests will be forwarded to the DPE for approval or denial.

C. Wait Listed Students for the Upcoming Year

If a DOR granted an IDT Request for the future year, that approval is valid until the commencement of the DPE's new school year. This is to allow time for school districts to determine if there is capacity for the student. Each DPE is limited to accepting the equivalent of two students per grade level from its waitlist, or 7% of the school's total enrollment from the waitlist, whichever is greater. The waitlist must be established at the time of the DPE's lottery or capacity determination.

V. STATUTORY PREFERENCES:

Notwithstanding the foregoing, regardless of when the following requests are made, these preferences exist outside of the timeframes set forth above.

A. Victims of Bullying

If a school within the DOR has only one school offering the grade level of the victim of an act of bullying, and therefore there is no option for an intradistrict transfer, the victim of an act of bullying may apply for an interdistrict transfer and the DOR shall not prohibit the transfer if the DPE approves the application for transfer.

B. Children of Active Military Service Men and Women

Notwithstanding any other terms of this agreement, a DOR shall not prohibit the transfer of a pupil who is a child of an active military duty parent to a school district of proposed enrollment if the DPE approves the application for transfer.

C. Effect of DPE Accepting Such Students

A DPE that elects to accept an interdistrict transfer of a student who is the victim of an act of bullying or a child of active military service men or women shall accept all pupils who apply to transfer under these statutory preference until the DPE is at maximum capacity. A DPE shall ensure that pupils admitted under this preference are selected through an unbiased process that prohibits an inquiry into or evaluation or consideration of whether or not a pupil should be enrolled based on academic or athletic performance, physical condition, proficiency in English, family income, or any of the individual characteristics set forth in Section 220 of the Education Code, including, but not limited to, race or ethnicity, gender, gender identity, gender expression, and immigration status.

VI. APPEALS:

Parents have a right to appeal to the Humboldt County Office of Education (“HCOE”) when a school district denies an IDT Request. HCOE shall process these appeals in accordance with California Education Code section 46601, the terms of this Agreement, and HCOE’s Board Policies and Regulations. Parents are entitled to notice of their right to appeal to HCOE. Failure to appeal within the required time is good cause for denial of an appeal.

Students who are under consideration for expulsion, or who have been expelled pursuant to California Education Code sections 48915 and 48918, may not appeal interdistrict attendance denials or rescissions while expulsion proceedings are pending, or during the term of the expulsion.

Appeals must be filed by the Parent within thirty (30) days of a denial of a request. See “definitions” above for the definition of a denial.

Provisional Enrollment in DPE Pending Appeal: The parties agree that no DPE will grant provisional enrollment of a pupil pending an appeal before Humboldt County Office of Education (“HCOE”), except that a DPE may provisionally enroll a student who has been attending a DPE school in the immediate past and who has been historically continuously enrolled. For example, a Parent moves from District A in April to District B, but wants her

child to continue attending District A for continuity. A pupil shall be eligible for provisional attendance only upon providing reasonable evidence that a final decision for a request for interdistrict transfer is pending either with the DOR, the DPE, or HCOE. Where provisional enrollment is granted under these limited circumstances, and for a period not to exceed two school months, the governing board of a DPE may provisionally admit to the schools of the school district a pupil who resides in another school district, pending a decision of the governing boards of the two school districts, or by HCOE upon appeal, regarding the interdistrict attendance. The period of provisional attendance begins on the first day of the pupil's attendance in the school. If a decision by the school districts or HCOE has not been rendered by the conclusion of two school months, and the school districts or HCOE are still operating within the prescribed timelines, the pupil shall not be allowed to continue attendance at the DPE. If the pupil is subject to compulsory full-time education pursuant to California Education Code section 48200, he or she shall enroll in the DOR or in another educational program.

Provisional attendance shall not guarantee that a school district or HCOE will approve a request for interdistrict transfer.

VII. REVOCATIONS:

Neither a DOR nor a district that has accepted a student on an interdistrict transfer may revoke an IDT for a student after June 30 following the completion of grade 10, or for pupils in grades 11 or 12. Any other IDT Permit may be revoked pursuant to the policies and regulations of either the district that has accepted a student on an interdistrict transfer or DOR, or as set forth on the IDT Permit itself, as permitted by law. If a school district revokes an IDT Permit, it will promptly provide written notice of the revocation to the other district.

VIII. CHANGES IN LAW:

If any law modifies or conflicts with a provision of this Agreement, the new law shall prevail as if written into the Agreement. A change in law, or a finding that one portion of this Agreement is not legally compliant, shall not invalidate the other terms of the Agreement.

IX. COMMUNICATIONS AND PUBLIC AWARENESS

In order to maximize awareness of the interdistrict transfer process the Humboldt County Office of Education (HCOE), in partnership with participating districts, will coordinate a public awareness campaign that will include print, radio, and social media advertisements. In addition, school districts, charter schools, early childhood providers, and other relevant public/private agencies will receive copies of media print materials to post on their websites and/or share with families. The public awareness campaign will begin in November of each year and run through the end of the priority one window.

ATTACHMENT A: LIST OF PARTIES
ATTACHMENT B: IDT REQUEST FORM

For Each Party:

_____ School District

Signature of Superintendent and Date:

Board approval:

Date: _____

ANNUAL INTERDISTRICT ATTENDANCE TRANSFER AGREEMENT for SCHOOL DISTRICTS IN HUMBOLDT COUNTY for school year 2023-2024

Date Request Received
by DOR

Part A

Parent/Guardian: Complete applicable steps on page 1 and 2 shaded in gray and then submit it to your **District of Residence (DOR)**. If approved, it will be forwarded to the **District of Proposed Enrollment (DPE)**. **Only new requests for the future school year submitted between December 1 and February 1 are assured of approval by the DOR, subject to reasonable enrollment activities.** (See the DOR district office for exceptions and for information on reasonable enrollment activities). If both districts approve, and you agree to any additional terms and conditions required by the district(s), you may enroll your student in the DPE.

District of Residence _____ District of Proposed Enrollment _____

Foster Youth <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Homeless/McKinney-Vento Youth <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
If Yes or Unknown to either of the above please contact the district of residence Foster/Homeless liaison or the Humboldt County Office of Education Foster & Homeless Youth Education Services office at 707-445-7187 before proceeding with application.	

COMPLETE ALL SECTIONS	STEP 1: To be completed by parent/guardian (PLEASE PRINT)	<input type="checkbox"/> New Application	<input type="checkbox"/> Renewal
		<input type="checkbox"/> Sibling(s) at school? Sibling Grade(s): _____	<input type="checkbox"/> No change in address
		Sibling Name(s): _____	<input type="checkbox"/> Address change
	Have you applied for a transfer to any other district for this same school year? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, list all:	Student Grade in 2023-2024:	
	Student Name (Last, First)	Birth Date	
	Current or Last School of Attendance		
	Student Address	City, Zip Code	
	Parent / Guardian Name		
Primary Phone	Other Phone	Email address	

STEP 2: To be completed by parent/guardian for NEW applications only		
Reason for Request: <input type="checkbox"/> Childcare <input type="checkbox"/> Parent Employment <input type="checkbox"/> Other (Explain below)		
If reason is parent employment or childcare, provide name, address, and phone number of childcare or work below. Any additional information you wish to provide may be included below (use additional pages as needed):		
If reason is "Other", please explain as thoroughly and clearly as possible. Include all relevant details.		
What special services has the student received? (Check all that apply) <input type="checkbox"/> Gifted (GATE) <input type="checkbox"/> Section 504 <input type="checkbox"/> Special Education <input type="checkbox"/> English Language Learner <input type="checkbox"/> None		
If the student is receiving Special Education services, what is their current placement (Please attach IEP) <input type="checkbox"/> Special Day (SDC) <input type="checkbox"/> Resource (RSP) <input type="checkbox"/> Speech Services <input type="checkbox"/> Pending Assessment		
Is the student currently pending disciplinary action or under an expulsion order? <input type="checkbox"/> Yes <input type="checkbox"/> No		

I have read the terms and conditions and understand the regulations and policies governing interdistrict attendance permits and hereby submit my application. I also understand that approval or denial of this application and revocation of the Permit is subject to the terms of this Permit and the policies and/or regulations of the individual districts. I understand that this information may be verified and that inaccurate or false information may subject my request to denial or revocation. I certify under penalty of perjury that the information provided above is true and correct to the best of my knowledge and belief. I also understand and agree to the above terms.

Parent/Guardian Signature _____ **Date** _____

Student Name _____

PART B: Terms and Conditions:

The following terms and conditions apply to this Permit if it is approved by both districts:

1. Students will be required to re-apply for interdistrict attendance for any subsequent school year, except a DOR or DPE shall not rescind existing transfer permits for pupils after June 30 following the completion of grade 10, or for pupils in grade 11 or 12.
2. As permitted by law, the Permit may be revoked by either district pursuant to its policies and regulations and any applicable terms and conditions in Part C and/or D. Grounds for revocation of the Permit include, but may not be limited to, the failure of a pupil to attain satisfactory academic progress, follow established rules of conduct, or maintain regular attendance, as determined by the district of proposed enrollment.
3. Neither district will be responsible for pupil transportation unless required by law.
4. The DPE will be responsible for special education services and related costs.
5. Approval of this Permit does not guarantee athletic eligibility.

PART C: Action of District of Residence (to be completed by DOR):

Decision: Approved Denied for the school year 2023-2024

Comments:

Date of action by DOR

Authorizing Signature: _____

Title: _____

District: _____

PART D: Action of District of Proposed Enrollment (to be completed by DPE):

Decision: Approved Denied Denied, but on waitlist for the school year 2023-2024

Comments:

Date of action by DPE

Authorizing Signature: _____

Title: _____

District: _____

If one or both districts deny the permit you may contact the Humboldt County Office of Education at 707-445-7171 if you wish information on the appeal process or go online at <https://www.hcoe.org/inter-district/>. **(An interdistrict attendance appeal request must be filed with the Humboldt County Board of Education within thirty (30) calendar days of notification that the request was denied, or failure of a school district to provide written notification within the required timeframe.)**

The parent/guardian and each district shall be provided with and retain a copy of this form.

Acuerdo anual de transferencia de asistencia interdistrital para distritos escolares en el Condado de Humboldt para el año escolar 2023-2024

Date Request Received
by DOR
(para uso de las escuelas)

Parte A

Padre / tutor: Complete los pasos correspondientes en las páginas 1 y 2 sombreados en gris y luego envíelos a su distrito de residencia (*DOR*-siglas en inglés). Si se aprueba, se enviará al distrito de inscripción propuesta (*DPE*-siglas en inglés). Solo las solicitudes nuevas para el futuro ciclo escolar, presentadas entre el 1 de diciembre y el 1 de febrero, tienen asegurada la aprobación por parte de DOR, sujetas a que las actividades de inscripción sean razonables. (Consulte la oficina de distrito del *DOR* para conocer las excepciones e información sobre actividades de inscripción razonables). Si ambos distritos lo aprueban y usted acepta los términos y condiciones adicionales requeridos por el (los) distrito (s), puede inscribir a su estudiante en el *DPE*.

Distrito de residencia _____ Distrito de inscripción propuesta _____

Jóvenes de crianza (acogida) <input type="checkbox"/> Sí <input type="checkbox"/> No <input type="checkbox"/> Desconocido	Jóvenes sin hogar/"McKinney-Vento" <input type="checkbox"/> Sí <input type="checkbox"/> No <input type="checkbox"/> Desconocido
En caso afirmativo o desconocido para cualquier de los susodichos hechos, por favor comuníquese con el enlace encargado para casos de jóvenes de crianza o sin hogar del distrito de residencia o con la oficina de servicios de educación para jóvenes y sin hogar de la Oficina de Educación del Condado de Humboldt al 707-445-7187 antes de continuar con la solicitud.	

Completar todas las secciones	PASO 1: Para ser completado por el padre / tutor (en letra de molde)	<input type="checkbox"/> Nueva aplicación <input type="checkbox"/> ¿Hermano(s) en la escuela? Grado(s) de hermanos: _____ Nombre(s) de hermanos: _____	<input type="checkbox"/> Renovación de contrato <input type="checkbox"/> Sin cambio de domicilio <input type="checkbox"/> Cambio de domicilio
	¿Ha solicitado una transferencia a otro distrito para este mismo año escolar? <input type="checkbox"/> Sí <input type="checkbox"/> No Si es sí, favor de hacer una lista de todas:		Grado o curso del estudiante en el año escolar 2023-2024:
	Nombre del estudiante (apellido, nombre)		Fecha de nacimiento
	Escuela de asistencia actual o pasada		
	Domicilio del estudiante		Ciudad, código postal
	Nombre del padre / tutor		
	Teléfono Principal	Teléfono alternativo	Domicilio de correo electrónico

PASO 2: Completado por el padre / tutor legal solo para las solicitudes nuevas
Razón por la petición: <input type="checkbox"/> Cuidado para niños (guardería) <input type="checkbox"/> Trabajo de los padres <input type="checkbox"/> Otra (explica debajo)
Si la razón es el empleo de los padres o el cuidado de los niños, indique el nombre, la dirección y el número de teléfono del cuidado de los niños o el trabajo a continuación. Cualquier información adicional que desee proporcionar puede incluirse a continuación (use páginas adicionales según sea necesario):
Si la razón es "otra", explique lo más completa y claramente posible. Incluya todos los detalles relevantes.
¿Qué servicios especiales ha recibido el estudiante? (Marque todo lo que corresponda) <input type="checkbox"/> Programa de estudiantes talentosos (GATE) <input type="checkbox"/> Sección 504 <input type="checkbox"/> Educación especial <input type="checkbox"/> Aprendiz del inglés <input type="checkbox"/> Ningún
Si el estudiante está recibiendo servicios de educación especial, ¿cuál es su ubicación actual (adjunte <i>IEP</i>)? <input type="checkbox"/> Clase especial durante el día (SDC) <input type="checkbox"/> Recursos (RSP) <input type="checkbox"/> Habla y lenguaje <input type="checkbox"/> Evaluación pendiente
¿Está el estudiante actualmente pendiente de acción disciplinaria o bajo una orden de expulsión? <input type="checkbox"/> Sí <input type="checkbox"/> No

He leído los términos y condiciones y entiendo las regulaciones y políticas que rigen los permisos de asistencia entre distritos y, por este medio, presento mi solicitud. También entiendo que la aprobación o denegación de esta solicitud y la revocación del permiso están sujetas a los términos de este permiso y las políticas y / o regulaciones de los distritos individuales. Entiendo que esta información puede ser verificada y que la información inexacta o falsa puede hacer que mi solicitud sea rechazada o revocada. Certifico bajo pena de perjurio que la información proporcionada anteriormente es verdadera y correcta a mi leal saber y entender. También entiendo y acepto los términos anteriores.

Firma del Padre / Tutor _____ Fecha _____

Nombre del estudiante _____

Parte B: Términos y condiciones:

Los siguientes términos y condiciones se aplican a este permiso si es aprobado por ambos distritos:

1. Los alumnos deberán volver a solicitar la asistencia interdistrital para cualquier ciclo escolar posterior, excepto que un DOR o DPE no pueda rescindir los permisos de traslado existentes para los alumnos después del 30 de junio siguiente a la finalización de 10.º grado o para los alumnos del 11.º o 12.º grado.
2. Según lo permitido por la ley, el permiso puede ser revocado por cualquiera de los distritos de conformidad con sus políticas y regulaciones y los términos y condiciones aplicables en la parte C y / o D. Los motivos para la revocación del permiso incluyen, entre otros, el fracaso de un alumno para lograr un progreso académico satisfactorio, seguir las reglas de conducta establecidas o mantener la asistencia regular, según lo determine el distrito de la inscripción propuesta.
3. Ningún distrito será responsable del transporte de alumnos a menos que sea requerido por la ley.
4. El Distrito de inscripción propuesta (DPE) será responsable de los servicios de educación especial y los costos relacionados.
5. La aprobación de este permiso no garantiza la elegibilidad atlética.

Parte C: Acción del distrito de residencia (completado por el DOR):

Decisión: Aprobado Denegado para el año escolar 2023-2024

Comentario:

Firma autorizada: _____

Título: _____

Distrito: _____

Date of action by DOR
(para uso de las escuelas)

Parte D: Acción del distrito de inscripción propuesta (completado por DPE):

Decisión: Aprobado Denegado Denegado, aún añadido a lista de espera para el año escolar 2023-2024

Comentario:

Firma autorizada: _____

Título: _____

Distrito: _____

Date of action by DPE
(para uso de las escuelas)

Si uno o ambos distritos niegan el permiso, puede comunicarse con la Oficina de Educación del Condado de Humboldt al 445-7171 si desea información sobre el proceso de apelación o visitar el sitio web <https://www.hcoe.org/inter-district/>. **(Los alumnos deberán volver a solicitar la asistencia interdistrital para cualquier ciclo escolar posterior, excepto que un DOR o DPE no pueda rescindir los permisos de traslado existentes para los alumnos después del 30 de junio siguiente a la finalización de 10.º grado o para los alumnos del 11.º o 12.º grado.)**

El padre / tutor y cada distrito deben recibir y conservar una copia de este formulario.



Agenda Item: 6.2

Subject: Revisit AB 361 Remote Meeting Option

Background: Trustee Crystal Sand asked that this item be placed on the agenda for this meeting.

Previous Board Action: The Board has previously voted to allow a teleconferencing option for meetings in accordance with the provisions of AB 361. The Board voted to return to in person meetings during the 2021-2022 school year.

Fiscal Implications: Possible purchase of a Zoom license that allows meetings of longer than 40 minute duration.

Recommendation: Vote to determine whether a state of emergency exists, as proclaimed by the Governor (in accordance with Government Code section 8625) in which (1) state or local health officials have imposed or recommended measures to promote social distancing, or (2) the legislative body has determined (or is meeting to determine) by majority vote that meeting in person would present imminent risk to the health or safety of the attendees.



New Brown Act Amendment Changes Rules for Teleconference Meetings During State of Emergency

This resource is provided by ACSA Partner4Purpose [AALRR](#).

UPDATE: On September 20, 2021, Governor Newsom signed Executive Order (“EO”) N-15-21 to suspend AB 361 until October 1, 2021. EO N-15-21 provides that AB 361’s amendments to the Brown Act which allow teleconference meetings during a state of emergency are suspended through September 30, 2021. However, EO N-15-21 orders that any legislative body that meets prior to October 1, 2021 to take a majority vote for the purpose of determining whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, shall comply with the requirements of Government Code 54953(e)(2) as amended by AB 361.

On September 16, 2021, California Governor Gavin Newsom signed AB 361 into law, effective immediately. The Bill amends the Ralph M. Brown Act^[1] to include new authorization for remote meetings, including remote public comment, for all local agencies. The new authorization, which largely extends the provisions of the Governor’s Executive Order N-29-20 (signed March 17, 2020) and Executive Order N-35-20 (signed March 21, 2020), is effective until January 1, 2024.

1. Traditional Teleconferencing Rules

Before the COVID-19 pandemic, the Brown Act traditionally allowed a local agency to use teleconferencing for meetings or proceedings, subject to specific agenda posting, physical access and quorum requirements. Generally, local agencies were required to:

- Post agendas at each teleconference location;
- Identify each teleconference location in the notice and agenda of the meeting or proceeding;
- Make each teleconference location accessible to the public;
- Have at least a quorum of the members of the legislative body participate from locations within the boundaries of the applicable local agency’s territory; and



- Provide means for the public to address the legislative body at each teleconference location.

2. Executive Orders N-29-20 and N-35-20 Suspended Provisions of the Brown Act

On March 17, 2020 and March 21, 2020, in light of the declared state of emergency due to the coronavirus pandemic, Governor Newsom implemented several exceptions to the Brown Act's teleconferencing rules to allow local agencies to continue to function during the stay-at-home orders. Pursuant to Executive Orders N-29-20 and N-35-20, the following Brown Act requirements were suspended until September 30, 2021:

- The requirement to notice each teleconference location from which members of the legislative body participate.
- The requirement that each teleconference location be accessible to the public.
- The requirement that members of the public be able to address the legislative body from each teleconference location.
- The requirement that at least one member of the legislative body be physically present at each meeting location.
- The requirement that during a teleconference meeting, at least a quorum of the legislative body participate from locations within the boundaries of the district.

3. New Changes to Government Code 54953 Effective Until January 1, 2024

Given the continuing COVID-19 state of emergency, AB 361 was introduced to establish clear rules for teleconference meetings during such emergencies, effective immediately and until January 1, 2024. The legislation does not expressly state whether it is intended to override the Executive Orders for meetings held between September 16 and September 30, 2021. Local agencies with questions in this regard are advised to contact their legal counsel.

a. Teleconferencing Exemptions During Emergencies:

Effective September 16, 2021, new Government Code section 54953(e)(1) allows local agencies to continue to meet via teleconference without



complying with the Brown Act's traditional agenda posting, physical access and quorum requirements for teleconferencing, but **only during a state of emergency proclaimed by the Governor (in accordance with Government Code section 8625) in which (1) state or local health officials have imposed or recommended measures to promote social distancing, or (2) the legislative body has determined (or is meeting to determine) by majority vote that meeting in person would present imminent risk to the health or safety of the attendees.**

This new authority clearly includes, but is not limited to, emergencies arising from pandemics.

b. How to Appropriately Utilize the New Teleconferencing Exemption:

If a local agency chooses to use the teleconferencing exemption and forego the Brown Act's traditional agenda posting requiring the identity of and public access to each teleconference location and quorum requirements for teleconferencing, Government Code section 54953(e)(2) requires the local agency to:

- Give timely notice of the meeting and post agendas as required by the Brown Act;
- Allow members of the public to access the meeting and directly address the legislative body as provided by Section 54954.3. Each agenda must provide notice of the means by which the public may access the meeting and offer public comment. The agenda must identify and include an opportunity for all persons to attend via a call-in option OR an internet-based service option;
- Conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body;
- In the event of a service disruption that prevents broadcasting the meeting or in the event of a disruption within the local agency's control that prevents public comment for members of the public using the call-in option or internet-based option, stop the meeting and take no further action on agenda items until public access is restored. Actions taken on agenda items during a disruption may be subject to challenge pursuant to Section 54960.1.



Note: Public agencies may wish to indicate on their agendas how and when remote meetings which are disrupted in this manner will be continued.

- Must abolish any requirement that public comments be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

Note: Written public comment is still allowed, but a “real-time” comment option (e.g. telephone or internet based) which allows the person to read their own comment must be allowed. The above provisions do not require the legislative body to provide a physical location from which the public may attend or comment.

c. Public Comments:

In addition to requiring “real-time” public comments, i.e. making any requirement to provide public comment in advance and/or via email non-compliant, Government Code section 54953(e)(2) provides additional guidelines regarding public comment periods:

- The legislative body may use an online third-party system for individuals to provide public comment which might require an individual to register prior to providing comment.

Note: Under this provision, although the Brown Act does not allow a local agency to require a meeting attendee to provide their name and address as a condition of attendance, a third-party internet provider may require a person to register for the service[2].

- A legislative body that provides a timed public comment period for each agenda item may not close the comment period or the time to register to provide comment until the timed period has elapsed.
- If the legislative body does not provide a time-limited comment period, it must allow a reasonable time for the public to register and comment on each agenda item.
- If the legislative body provides a timed general public comment period that does not correspond to a specific agenda item, it may not close the public comment period or the opportunity to register until the timed general public period has elapsed.



Note: This effectively eliminates any early cut-off of collecting email/comment cards until the end of the applicable comment period, regardless of whether there is a single comment period at the beginning of the meeting, or individual comment periods for each agenda item.

d. Verification

Government Code section 54953(e)(4) also now **requires local agencies to verify every 30 days that the exemption from traditional teleconference requirements is still necessary.** Specifically, the legislative body must make findings no later than 30 days after the first teleconference and every 30 days thereafter that:

- the legislative body has reconsidered the state of emergency circumstances; and
- either i) the state of emergency continues to directly impact the ability of the members to meet safely in person, or ii) state or local officials continue to impose or recommend measures to promote social distancing.

Because monthly meetings can be more than 30 days apart, we advise that local agencies take care to ensure their Board makes the appropriate findings at least every 30 days so as to ensure compliance with this verification requirement.

e. Sunset Provision

These provisions will be automatically repealed on January 1, 2024. At that time, unless further changes are made by future legislation, the Brown Act's traditional (pre-pandemic) teleconferencing rules will apply, as stated in section 1 above.

[1] See generally Government Code section 59450 et seq.

[2] Use of a pseudonym for registration should be allowed.

As part of the state's ongoing response to the orthopoxvirus (monkeypox) outbreak, Governor Gavin Newsom on August 1, 2022, **declared a State of Emergency** to bolster **the state's response to the monkeypox outbreak.** The proclamation supports the work underway by the California Department of Public Health and others to coordinate a whole-of-



government response to monkeypox, bolster vaccination efforts, and expand outreach and education to inform Californians about monkeypox and ways to limit its spread.

Source: New Brown Act Amendment Changes Rules for Teleconference Meetings During State of Emergency (2021) Association of California School Administrators (ACSA) Resource Hub <https://content.acsa.org/new-brown-act-amendment-changes-rules-for-teleconference-meetings-during-state-of-emergency/#:~:text=3.,and%20until%20January%201%2C%202024>.



Agenda Item: 6.2

Subject: Select Representative to Serve on County Delegation

Background: District must annually select one governing board member to serve as a representative on the delegation that will in turn, elect County Committee members. District Governing Boards must take action to select a representative during their November board meeting (*EC 4002, 4003, 4005, 35023, 72403*) and notify the County Superintendent of Schools, or designee, of the representative, once selected.

Previous Board Action: N/A

Fiscal Implications: N/A

Recommendation: Select one governing board member to serve as a representative on the delegation.

November 1, 2022

TO: District Superintendents
FROM: Michael Davies-Hughes, Humboldt County Superintendent of Schools
SUBJECT: Election of County Committee on School District Organization Members

The Humboldt County Committee on School District Organization is composed of eleven members, two for each of the Supervisorial Areas and one member at large. The County Committee responds to petitions for school district reorganization, including unifications, formations, dissolutions, lapsations, annexations, and boundary alterations. Additionally, the County Committee has the power to establish trustee areas, rearrange the boundaries of trustee areas, abolish trustee areas, adopt one of the alternative methods of electing governing board members, and increase or decrease the number of members of the governing board in any school district or community college district.

There are vacant positions in Supervisorial Areas 1, 2, and 4, as well as terms ending for a member in Supervisorial Area 5 and the member at large. Members of the County Committee are elected by representatives of each district board during an annual meeting held between October 1 and December 1. This year the meeting will be held on November 29 at 5:30 PM in the Annex Conference Room. In order to ensure each district representative is able to participate in the election process, we will provide the option of voting by absentee ballot.

The selection of County Committee members is a two step process. The first step is for school district governing boards to take action to select one board member to serve on a delegation that will then elect members of the County Committee. The second step is for the County Superintendent to convene a meeting of the delegation that will elect County Committee members to vacant positions, or to positions that have expired terms.

Members of school district governing boards may serve concurrently as a school district trustee and County Committee member. No county superintendent of schools, employee of the office of a county superintendent of schools, employee of a school district, or employee of a community college district shall be a member of the County Committee.

During your November board meeting, please select one board member as a representative to serve on the delegation that will elect members of the County Committee. We ask that you provide the name and contact information of your delegate representative to Natalie Carrigan via email at ncarrigan@hcoe.org.

Thank you for your prompt attention to this matter.

Sincerely,



Michael Davies-Hughes, Humboldt County Superintendent of Schools

Humboldt County Committee on School District Organization - Quick Reference Guide

Composition of the County Committee

- Eleven County Committee Members Total
 - Two for each of the Supervisorial Areas
 - One member at large

Primary Responsibilities of the County Committee

- Responds to petitions for school district reorganization
- Establish trustee areas, rearrange the boundaries of trustee areas, abolish trustee areas
- Adopt one of the alternative methods of electing governing board members
- Increase or decrease the number of members of the governing board in any school district or community college district

Duties of District Governing Boards - Step 1

- Annually select one governing board member to serve as a representative on the delegation that will in turn, elect County Committee members
- District Governing Boards must take action to select a representative during their November board meeting (*EC 4002, 4003, 4005, 35023, 72403*)
- Notify the County Superintendent of Schools, or designee, of the representative, once selected

Duties of County Superintendent and Delegation of District Board Representatives - Step 2

- Between October 1 and December 1 of each year, the County Superintendent will convene a meeting of the delegation. The purpose of the meeting is to elect County Committee members to vacant positions or to positions that have expired terms. This year, the meeting is scheduled for November 29, 2022
- Each district representative must attend the meeting to elect members to the County Committee, or submit their vote via absentee ballot

Find additional information regarding County Committees here:

<https://www.cde.ca.gov/re/lr/do/sdohandbook.asp>



Agenda Item: 6.3

Subject: Loleta Teachers' Association Initial Proposal to District

Background: The Loleta Teachers' Association will present their initial proposal for successor contract negotiations.

Previous Board Action: The Board agreed to amendments to the teachers' collective bargaining agreement in 2021.

Fiscal Implications: To be determined

Recommendation: Information Only

TO: Linda Row, Superintendent

FROM: Heather Nyberg-Austrus, Association President, Loleta Teachers Association

DATE: October 21, 2022

RE: Sunshine

The Loleta Teachers Association is presenting its initial bargaining proposal for a successor contract which expired on 6/30/22.

WAGES

1. At least ten teachers have left Loleta Union school district in the past few years to take better paying jobs in teaching elsewhere. Turnover is incredibly damaging to student learning. **Our students deserve a stable teaching staff.**
2. After reductions to the teaching staff of nearly 1/3, each teacher has multiple grades. The reductions in staffing have enabled the district to build a projected unrestricted reserve of \$613,053, (25.4%)¹
3. Additionally, the County Office released an updated LCF Calculator in August which would provide the district another \$103,000 in ongoing revenues because of increased cost of living formula and augmentation. This would increase the reserve to 29.6%.
4. With reserves this high, you would expect Loleta Union to be among the most competitive districts in Humboldt County for teachers. To be in the top quartile of districts in Humboldt County, Loleta would need to increase salaries by 22%. That would cost the district \$111,804.
5. Since 2007-2008, California has reported a 46.5% increase in the consumer price index.²
6. Since 2007-2008, Loleta School District has increased teacher salaries by only 13%.
7. For teachers to have the same purchasing power they had in 2007-2008, the beginning salary the district offers would need to be \$50,806.³
8. The average teacher salary in California for elementary districts with fewer than 1000 students attending (ADA), for 20-21, was \$46,844 at entry level, \$73,398 Midrange, and \$93,435 at the highest salary. In 20-21 – Loleta paid \$41,246 for a teacher with BA+30 – 13.6% below average, \$51,838 for mid-range teachers (BA+60, step 10) – 41.6% below average, and \$59,244 at the highest step. (BA+75, step 17) —57.7% below average.

¹ Source: 9/15/22 District Unaudited Actuals Report projected unrestricted ending balance 22-23 in Fund 1 and Fund 17. Total reserves are 29.8%

² Source: <https://dof.ca.gov/forecasting/economics/economic-indicators/inflation/>, Fiscal year averages, all California.

³ Most teachers enter the profession with a Bachelor's Degree and 30 additional units. The district's salary at this point (Column 3, Step 1) is currently \$42,277. To keep up with inflation since 2007-2008, this would need to be \$54,791..

9. Even with a 22% increase, teachers at midcareer and higher would still be well underpaid compared with state averages. Additionally, teachers would still have purchasing power 11.5% lower than Loleta teachers had in 2007-2008.
10. Loleta Union has budgeted increases in professional consultants (including lawyers) by 54.5% over last year.
11. Loleta Union is projecting to spend 13.8% more on direct litigation costs.
12. Loleta Union is spending 18.3% more on administration than in 21-22.

THEREFORE: Loleta Teachers propose a salary increase for 22-23 of 22%.

LTA also proposes a three-year agreement with openers on wages and benefits in year 2 and 3, plus one additional article for each side.

LTA proposes to update leaves to reflect statutory changes, notably 8.3.4 (Parental Leave).

LTA proposes an amendment to the Complaints article to allow for exceptions required by FEHA.

LTA proposes that Article 10 incorporate current benefits contributions.

LTA proposes that stipends at 11.4 be updated to reflect inflation since 2011-2012, by increasing each by 38%.

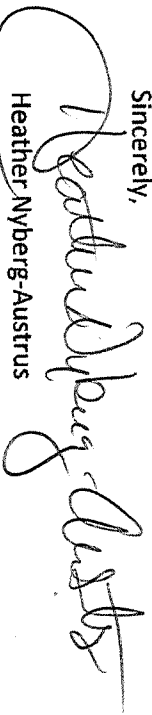
LTA proposes simplification of Article 17.

LTA proposes new language on Personal and Academic Freedom.


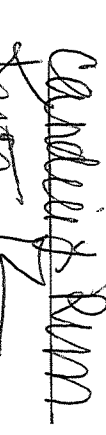


LTA proposes new language authorizing donated sick leave.

LTA proposes new language for IEPs.

Sincerely,


Heather Nyberg-Austrus

President, Loleta Teachers Association

	Resource Teachers
	EL Teacher
	Classroom Teacher
	TK/K Teacher



Agenda Item: 7.1

Subject: Adoption of Science Instructional Materials

Background: Loleta has been using the Science Studies Weekly curriculum in grades K-6 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 Science Studies Weekly.

Recommendation: Adopt Science Studies Weekly as the core science curriculum for grades K-6.



Agenda Item: 7.2

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 science

curriculum for grades K-6.



Agenda Item: 7.3

Subject: Williams Annual Report

Background: California Education Code Section 1240 requires that the County Superintendent of schools or a designee visit selected schools, review information related to instructional materials, facilities, and teacher assignments and report to the Governing Board the results of the visit and review. The HCOE team has provided the annual report for fiscal year 2022-2023. This report presents the results of the visit and review of Loleta Elementary.

Previous Board Action: N/A

Fiscal Implications: N/A

Recommendation: Information Only

October 31, 2022

Charmin Bailey, Board President
Loleta Union Elementary School District
700 Loleta Dr.
Loleta, CA 95551

Subject: 2022-2023 Williams Settlement Site Visit Report

Dear Ms. Charmin and Board Members:

California Education Code Section 1240 requires that I, or HCOE staff on my behalf, visit schools identified in our county, review information in the areas noted below, and report to you the results of my visits and reviews. I am pleased to provide, for submission to the district's governing board at a regularly scheduled November meeting, the annual report for fiscal year 2022-2023. This report presents the results of the visit and review of Loleta Elementary.

The purpose of the visit(s), as specified in California Education Code 1240, was to:

1. Determine if students have *sufficient* standards-aligned instructional materials;
2. Determine if there is any facility condition that *poses an emergency or urgent threat to the health or safety of pupils or staff*, and
3. Determine if the school has provided accurate data on the annual school accountability report card related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."

The law further requires that I annually monitor and review teacher misassignments and teacher vacancies. This information is publicly reported on the California Statewide Assignment Accountability System (CalSAAS) platform.

Before proceeding with the report, let me define some basic terms:

- *Sufficient textbooks or instructional materials* means each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home.
- A school facility condition that poses an *emergency or urgent threat* is a *condition that poses a threat to the health or safety of pupils or staff while at school*. *Good Repair* means the school facilities are clean, safe and functional as determined pursuant to the school Facility Inspection Tool (FIT).

Instructional Materials

As reported on the schoolwide Instructional Materials survey completed by site administration and during the site visits on September 12, and October 21, 2022, instructional materials in ELA, math, and history-social studies were found to be sufficient based on materials on-hand and invoices provided to HCOE. The district is scheduled to pilot and adopt a new science curriculum for grades 5-8 this school year. Humboldt County Office of Education staff will monitor science instructional materials availability during the 2022-2023 school year.

School Facilities

HCOE staff reviewed the results of the FIT completed by school personnel and verified the accuracy of information reported. The most recent FIT results were reviewed on the day of the site visit. Twenty of the 29 areas were evaluated and the school's ratings were verified. The school is in good repair and the condition of the facility does not pose an emergency or urgent threat to the health or safety of pupils or staff.

School Accountability Report Card

Information on the School Accountability Report Card (SARC) was available on the website at the time of the visit and contained information for the required elements.

Teacher Misassignments

For the 2021-2022 school year, according to the Schools Identified for Williams Monitoring list, 0% of teachers were reported as misassigned. No CalSAAS data were available for 2021-2022.

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. If you need any clarification or assistance in regard to this report, please feel free to call me at (707) 445-7030.

Sincerely,



Michael Davies-Hughes
County Superintendent of Schools

Attachments: Williams Settlement Site Visit Form

cc: Linda Row, Superintendent-Principal
Humboldt County Board of Education
Humboldt County Board of Supervisors