



**BOARD MEETING OF TRUSTEES AGENDA**

**Topic: 4-08-2021 Board Meeting**

**Time: 05:30 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us04web.zoom.us/j/73789552314?pwd=MmcyNFByR3pRS3ZEenhJRzg1emdYQT09>**

**1.0 OPEN SESSION:**

1.1 Roll Call

**2.0 CONSENT CALENDAR:**

2.1 Approval of the Board Minutes from Special Board Meeting 3-11-2021

2.2 Approval of the Board Minutes from 3-11-2021

**3.0 PUBLIC COMMENT:**

3.1 Comments are limited to three minutes per speaker and total a conversation about any topic shall be limited to 20 minutes per board regulation.

**4.0 INFORMATIONAL ITEMS:**

4.1 Superintendent's Report

4.2 Stakeholders' Meeting Report (Stakeholder meeting will be held Wednesday- notes will be available the day of the board meeting)

4.3 School Climate Report

4.4 PTO report & ASB report

4.5 Loleta Community Resource Center Report- Marcelina Castillo Director

4.6 Update on roofing and flooring information- quotes

4.7 Public Hearing: Sunshines for Loleta Union with CSEA

4.8 LCAP review and discussion

4.9 Implementation of Summer School for learning loss mitigation

4.10 2019-2020 End of year SWIS report

**5.0 ACTION ITEMS:**

5.1 Warrants

5.2 Acceptance of Audit report and corrections of findings

5.3 Approval of \$750.00 for Powerschool Professional development

5.4 Approval of CTA Sunshine proposal

**6.0 CLOSED SESSION:**

6.1 Personnel

6.11 Superintendent Goals and evaluation process continued.

6.12 Acceptance of resignation letter classified

6.13 Outcomes of State Labor Case

6.2 Negotiations update

6.21 Conference with Labor Negotiators (GC section 54957.6)

Agency designated representative: Autumn Chapman, Superintendent, Business Services Clerk Tiara Brown - Employee Organization: Loleta Teachers Association CTA/NEA.

**7.0 OPEN SESSION: (Actions made in closed session must be announced)**

**8.0 ANNOUNCEMENTS:**

**9.0 FUTURE AGENDA ITEMS: Next Meeting will be May 13, 2021 at 5:30**

**10.0 ADJOURNMENT:**



**LOLETA UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING AGENDA  
Special Board Meeting**

Date: 3.11.2021

Time: 5:00 PM

Location: Loleta Elementary 700 Loleta Drive, Zoom

Join Zoom Meeting

<https://us04web.zoom.us/j/74744645149?pwd=S0x4VHhpZlA2ZWNLy25iQldUcnhjdz09>

Meeting ID: 747 4464 5149

Passcode: 8zcexn

**1.0 OPEN SESSION: 5:00PM**

1.1. Roll Call JS, CB, BJ, CP, GS

**2.0 PUBLIC COMMENT:**

2.1 Comments are asked to be kept to three minutes with a conversation about a topic to not exceed 20 minutes. NO COMMENT

**3.0 Informational Item:**

**3.1 Description of ABA 841 SEEs Program presented by Bill Sherbert, LEED AP  
BESC VP Operations (INTRODUCTION BY BILL SHERBERT)**

**3.2 Public hearing of RFQ (request for qualification to address the need to replace  
the heating systems in the school using the ABA41 SEEs program**

**4.0 ACTION ITEMS:**

**4.1 Possible approval of Letter of Authorization for LES with BESC - MOTION TO  
ACCEPT LETTER OF AUTHORIZATION AS PRESENTED - BJ 2ND CB UNANIMOUS MOTION  
CARRIED**

**5.0 ADJOURNMENT:5:34PM**

-

**Next meeting following after the conclusion of this one. , 2021**



**BOARD MEETING OF TRUSTEES AGENDA**

**Topic: 3-11-2021 Board Meeting**

**Time: March 11, 2021 05:30 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

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**Meeting ID: 747 4464 5149**

**Passcode: 8zcexn**

**1.0 OPEN SESSION: 5:34PM**

1.1 Roll Call JS, CB, CP, BJ, GS

**2.0 CONSENT CALENDAR:**

2.1 Approval of the Board Minutes from 2-11-2021

MOTION TO APPROVE CB, 2ND BJ UNANIMOUS MOTION CARRIES

2.2 Approval of the Special Board Minutes from 2-25-2021 MOTION TO APPROVE CP, 2ND BJ UNANIMOUS MOTION CARRIES

**3.0 PUBLIC COMMENT:**

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**4.0 INFORMATIONAL ITEMS:**

4.1 Superintendent's Report

4.2 Stakeholders' Meeting Report (Stakeholder meeting will be held Wednesday- notes will be available the day of the board meeting)

4.3 School Climate Report

4.4 PTO report & ASB report

4.5 Loleta Community Resource Center Report- Marcelina Castillo Director

4.6 Update on roofing and flooring information-possible quotes

## **5.0 ACTION ITEMS:**

5.1 Warrants MOTION TO APPROVE CB, 2ND BJ MOTION CARRIES UNANIMOUS

5.2 Approval of revised IPP from Impact Aid Organization MOTION TO APPROVE BJ.  
2ND CB MOTION TO CARRY UNANIMOUS

5.3 Possible approval of Auditor Selection and contract costs.  
MOTION TO CARRY CB, 2ND CP UNANIMOUS

5.4 Approval of the second interim with a positive certification (pending arrival from HCOE) MOTION TO APPROVE USING THE TRANS LOAN - STATING THAT IT CAN BE PAID OFF FROM THE DEFERRALS MOTION TO APPROVE JS, 2ND CP MOTION CARRIES UNANIMOUS

## **6.0 CLOSED SESSION: 6:49PM**

### **6.1 Personnel**

6.11 Superintendent Goals and evaluation process continued.

6.12 Public Employee Release- Resolution 21-01

JS made the motion to release employee (Approve  
Resolution 21-10)

BJ seconded it

Unanimous- motion passed

### **6.2 Negotiations update**

6.21 Conference with Labor Negotiators (GC section 54957.6)

Agency designated representative: Autumn Chapman, Superintendent, Business Services Clerk Tiara Brown - Employee Organization: Loleta Teachers Association CTA/NEA.

JS made the motion to authorize money for negotiations

CP seconded

Unanimous-motion passed

\*Brenda Juarez left the meeting 7:45pm.

6.3 Financial authorization for district needed for litigation of wage case.

JS made the motion to approve litigation funds.

CP seconded the motion

Unanimous-motion passed.

6.4 Board discussion about ideas from Board professional development.

Autumn will find templates for governance handbook for a small district.

We will keep closed session at the end of the meeting as is.

**7.0 OPEN SESSION: (Actions made in closed session must be announced) come out of closed session 8:00pm. Actions announced.**

**8.0 ANNOUNCEMENTS: None**

**9.0 FUTURE AGENDA ITEMS: Next Meeting will be April 8, 2021 at 5:30**

**10.0 ADJOURNMENT:8:02 pm**



Company Address 130-A W. Cochran St.  
Simi Valley, CA 93065  
US

Created Date 3/22/2021 3:28 PM

Expiration Date 4/21/2021

Quote Number Q-13782

Prepared By Michael Hard

Account Name Loleta Union Elementary School District

Email michael.hard@stseducation-us.com

Contact Name Demetrius DiStefano

Fax (888) 801-3381

Phone (707) 845-1016

Email ddistefano@redwoodprep.org

Bill To Name Loleta Union Elementary School District

Ship To Name Loleta Union Elementary School District

Bill To PO BOX 547

Ship To 700 Loleta Dr

LOLETA, CA 95551-0547

Loleta, CA 95551-0547

Quantity	Product Name	Product Description	Sales Price	Calculated Total Price
9	ActivPanel V7 Titanium 75"	Promethean ActivPanel V7 Titanium 75" 4K - P/N: AP7-B75-NA-1	\$3,499.00	\$31,491.00
9	ActivPanel-B(Medium) 5 Year OSS	Activpanel Medium (for Titanium IFPs up to 80") - Extension, On Site Support, 5 Years - P/N: APM5YROSS-B	\$149.00	\$1,341.00
9	ActivPanel Stand - AP-FSM	Promethean ActivPanel Touch Mobile Stand - AP-FSM	\$429.00	\$3,861.00
9	CA Environ Fee 35+" Collected	CA Environmental Electronic Waste Fee - Collected 35+" - \$6 per unit	\$6.00	\$54.00
1	LTL Shipping -Promethean	LTL Shipping Charge - Promethean	\$2,777.00	\$2,777.00

Total Price \$39,524.00

Tax \$2,739.78

Grand Total \$42,263.78

**All sales are subject to applicable sales tax at the time of shipment.**

Financing options are available with approved credit.

STS Education stands behind the products and services we provide. For more information on our warranties and guarantees, visit:

[stseducation-us.com/resources/customer-support](https://www.stseducation-us.com/resources/customer-support).

<https://www.stseducation-us.com/>



## **Superintendent's Report 4-8-2021**

### **LES During Hybrid----108 Students enrolled!**

- LUSD is celebrating spring! We had a visit from the Easter Bunny and many classes had joyful egg hunts. One of our first graders shared that the day of the hunt was "the best day ever!"
- Our work to use the current funding to work on our infrastructure continues forward. We have just found out that for any capitol outlay for this money requires us to write for a "preauthorization" from the state. We currently are having our bids made for our major work on roofs and floors and will submit the preauthorizations to the state. Please see the attached bids and the google form survey regarding flooring choices.

### **Technology**

- In another survey, teachers have indicated the desire to have 1:1 chromebooks at school and at home so students can continue working at home and at school. We have ordered another 50 chromebooks to augment our numbers for this. An additional 50 will be needed beyond this.
- ATT along with the help of Demetrius and Doug Lee of HCOE have replaced our antiquated Gigaman circuit with an ACE circuit. This will reduce our costs tremendously moving forward.
- The teachers have indicated that they would like us to spend some of the Covid money on Prometheus (Smart) boards which have been shown to increase student engagement. Along with this we would need to invest in training to use these boards properly. Please see the included quote.
- The headphones are in at last!
- All our hot spots are working again and we have a sufficient number for our at home populations.

### **General School Items**

- We have hired a certified social worker as part of the requirements for the social emotional support plan required by the state. We have to use a percentage of our monies for support in this realm and we chose to put it into personnel which results in student, family and staff support. Our numbers of aides is increasing as we are able to find and hire more people as well.
- Brenda Hubner has agreed to teach second grade to support our split of the 1/2combo. We are working to fill the Intensive Support Classroom (SDC) teacher position for next year as well as other positions which have are necessary. We have a new receptionist: Kylie Teasley. Please stop by and say hello!
- We have joined a cooperative of 3 other schools to hire a music teacher 1 day a week. Her name is Melissa Cherry and she is very experienced. She will be paid from CSI funds as part of our effort to decrease chronic absenteeism by increasing enrichment opportunities at the school.



- ELAC will be meeting to discuss the LCAP proposals next Tuesday April 13.
- We have successfully gotten our needed funding to bridge us over the state deferments in June from the California Trans program.
- There is new travel guidance. Anyone vaccinated can travel without quarantine as long as they do not have symptoms. Everyone else still has to quarantine if they travel more than 120 miles from Humboldt. If they test negative 3-5 days after returning, their quarantine will end in 10 days. If they do not test they have to stay home 14 days (as long as they do not show symptoms!)

### **Activities**

- 8th grade had its first field trip to the wildlife sanctuary last week. They brought the seventh graders along as well! Looking forward to another field trip at the end of this month.

### **Academics and Grants**

- Candice and teachers are gearing up for the state testing: practicing test taking and scheduling our off campus Distance Learners to come in and take the test. With the help of our aides, Sandy established an amazing set of bulletin boards: ROCK the TEST and Executive Functioning. Please come some time and check them out!
- Abbie created an amazing St.Patricks Day rainbow, Leprechaun and pot'o gold! The students have been putting up their wishes with "lucky charms!"
- Tiara Brown, Tiara Zahler, Lisa and I are working tirelessly to keep our school compliant with all the reporting requirements we have over these couple of months!
- Candice Russ is doing an excellent job planning for CAASPP state testing which will begin in April.

**March 24, 2021**  
**Loleta Elementary School**  
**Advisory Committee Meeting**  
**Notes**

**Participants:** Darrell Sherman (Bear River Rancheria Member at Large), Autumn Chapman (Superintendent/Principal), Brian Lambert (US Department of Education Attorney), Madison Flynn (Indigenous Education Advocate, NCIDC/ACLU of Northern California), Sandy Radic-Oshiro (LES School Psychologist/Behavior Interventionist and School Climate Director), Julia Lerma (True North Organizing Co-Director), Michael Harris (NCYL Attorney), Charmin Bailey (Loleta Elementary School board member)

**Prompt:** What are the qualities of a safe supportive school?

- All student feel welcome
- Unity among teachers staff
- Where students feel safe to have good days and bad days and get the support they needed
- Where we meet students and families where they are at and grow from there with relationships
- Feeling welcomed and inclusivity
- Unity and that all have the same perspective and setting goals to reach that
- Supportive network that students can lean on (tutor,aides)
- Welcoming environment

**LES Updates:**

- Enrollment has increased to 108 students at present.
- Fundraiser to purchase a new playground for Kindergarten called a penny war that involves a competition between school classes.
- Memorial fire.

**Local Control Accountability Plan**

The creation of a LCAP is a requirement by the California Department of Education for school districts to create a plan to meet the diverse needs of the school and the student population. Teachers, staff, parents, guardians, and community members are asked to provide input including how to spend funds to address needs of the school community with input gathered from school and community groups. The plans are created as part of a three-year cycle. The goals of the previous LCAP was to focus on math and reading academic interventions, chronic absenteeism, and suspensions. Below is a summary of previous LCAP goals and recommendations for new goals and funding allocations.

Summary of 2019-2020 LCAP and draft 2020-2021 LCAP

**1. Greatest Needs.**

**a. Last LCAP:**

- i. Academic interventions in math
- ii. Academic interventions in ELA
- iii. Chronic absenteeism
- iv. Decrease in suspensions

**b. Interventions: School Culture/Climate/family support/student support**

- i. Training of teachers in use of online math resources
- ii. Adding ALECs math program
- iii. Fountais and Pinnell curriculum using Indian Ed Funds
  - 1. Training of teachers on the RTI program of F & P
  - 2. Training of teachers in assessments with F & P
- iv. Purchase of Read Naturally Curriculum to support students who need more support in reading fluency and comprehension.
- v. Using IXL as a district tool to monitor progress in ELA and Math
- vi. One to one chromebooks to students plus hotspots
- vii. Use of ASES to assist students with online access and homework.
- viii. Student support team to assist students and families for wraparound services.
- ix. At home delivery of food and paper packets
- x. Providing Hybrid learning for in person learning for students who wish to attend school.
- xi. Providing transportation for students who need help getting to school and who do not live on our bus line. Van purchase?
- xii. Coaching for teachers in Daily 5 and how to create and run
- xiii. Assess students in K-1.
- xiv. Hepa air filters in each classroom.

**c. Future interventions**

- i. Provide new social emotional curriculum for instruction.
- ii. Increase our behaviorist/school climate director to 4 days per week.
- iii. Split our 1/2 class into two separate classes.(additional teacher)
- iv. Provide a Behavior Support Assistant (BSA) for our Intensive Support CClass (ISC). (HCOE/SELPA)
- v. Purchase a van.
- vi. Purchase more chromebooks for 1:1 at school and at home.
- vii. Move the entire teaching staff to using powerschool for recording assignments and grades and providing classes for parents to be able to access their student's work requirements whenever they wish. (PD training)
- viii. Core growth standards based report cards will be carried from K-6
- ix. Purchase more F & P class sets and professional development to ensure we have a complete program (purchase over the summer)
- x. Increase ASES staff. (work study students)
- xi. Hire a 1.0 FTE social worker for more in depth time to be spent with students and their families.
- xii. Increase our student support team to 3 members. (CSI)
- xiii. Provide a music teacher one day a week.(CSI)

- xiv. Provide rotations daily from 2-3pm to explore special topics such as dance, gardening, art, nutrition, preserving our garden produce, poetry, music.
- xv. Increase sports to 5 per year. (van will help transport)(Budget line)
- xvi. Provide a “smart board” for better student engagement in each class(Covid)
- xvii. Repair our roofs and floors.(covid)
- xviii. Improve air quality (grant name).
- xix. Begin community theme-based dinners once again, monthly in partnership with English Language Acquisition Committee (ELAC), and our Indian Education Committee.
- xx. Possible purchase of a “Tiny house” equipped with a bathroom, washer and dryer, plus a shower and small kitchen.
- xxi. Split 7/8 grade in the future to begin specialty class switching.
- xxii. Required professional development for teachers over the summer and on going to create alignment in literature, math standards and portfolios.
- xxiii. Increase PBIS and MTSS strategy implementation and fidelity.
- xxiv. RTI planned times during the day. (half hour for primary in the beginning of the day and a half hour upper elementary later in the day)
- xxv. Summer school for two weeks- 2021-2022
- xxvi. Establishing all entry level positions at \$15.00/hour
- xxvii. Hiring 1.0 FTE social worker. (Covid)

## **2. Monitoring and Evaluating Effectiveness**

- a. Data presented in the School Information System (PowerSchool) and School Wide Information System (SWIS)
- b. California Healthy Kids Survey (CHKS) plus other climate surveys.
- c. Interviews with students, staff and guardians- focus groups.
- d. Measuring the increase in student attendance and enrollment.
- e. IXL, Dibels, Fountas & Pinnell assessments, Go Math assessments, State CAASSP assessments; Dashboard indicators.
- f. Number of Behavior Tracking Forms (BTFs)

## **3. Goals:**

- a. Increased student academic performance in all areas of the curriculum with an emphasis on math, reading, writing, science and technology.
- b. Create a safe and welcoming learning environment using positive interventions, restorative practices and supports with an engaging, flexible curriculum so every child can be successful.
  - i. Facilities included
- c. Support families and students diversity by recruiting diverse personnel and teaching inclusive practices and honoring local cultural activities and traditions.
- d. Provide in person instruction as a primary mode of education and support continuing education through distance learning as needed (e.g. natural disasters which may prevent on campus participation).

**Next meeting:** Wednesday April 28, 4:30pm.

**Draft Agenda:**

- Review MTSS Manual.



**Loleta**  
Union Elementary School District

700 Loleta Drive  
P.O. Box 547  
Loleta, CA 95551 Ph:707-733-5705 Fax:707-733-5367  
Superintendent/Principal  
Autumn Chapman  
achapman@loleta.org  
larmstrong@loleta.org  
Website: loletaschool.org

## **Loleta Elementary School**

### **School Climate Report**

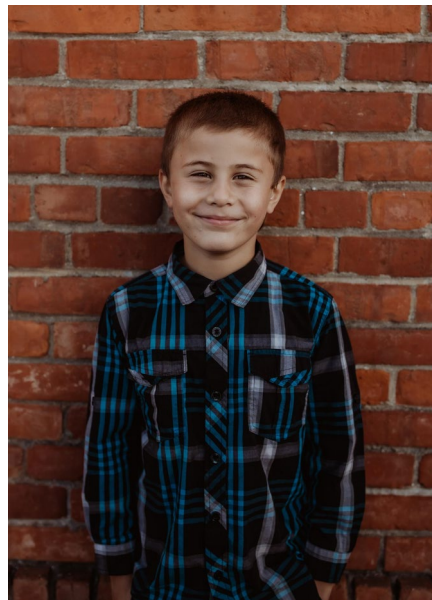
April 6, 2021

#### **Positive Behavior Interventions and Supports (PBIS):**

Teachers nominate a student of the week who has demonstrated Safe, Responsible, Respectful, and/or Kind behaviors during the school week. The student who has been nominated receives a home visit where they can choose a prize and get their picture taken for the Loleta Elementary School Facebook page. Here are some of our March and April nominees:



**Cody Frank**



**Michael Mead**



**Alsie Sanderson**



**RJ Terkelsen**



**Donivan Mead**

**Socio-Emotional Curriculum and Supports:**

Topics for the month of April will include:

- Rock the Test in preparation for state testing after spring break
- Re-teaching of ways to wear a mask
- Growth Mindset

**Stakeholders Equity Committee Meetings:** Stakeholders meetings are held twice per month on the second and fourth Wednesdays of the month from 4:30 to 5:30pm via Zoom. We encourage community members to participate.

Meeting dates are as follows:

April 28

May 12 and 26

June 9 and 23

Respectfully submitted by,

Sandy Radic-Oshiro, MA, NCSP  
School Climate Director  
Loleta Elementary School  
(707) 834-2861  
sradic-oshiro@hcoe.org

## PTO Report April 2021

Monica Robles

We did a fundraiser in March called the Penny War. The kids really enjoyed this fundraiser and we got a lot of coins from the students. We are in the process of counting the coins to see who wins a pizza party. Our next fundraiser is an egg hunt on April 10th. Families can sponsor an egg for 50 cents each and the family who sponsors the most eggs gets a prize which is TBD.



April 5, 2021

Dear Loleta Elementary School Board,

Below you will learn about the LCRC activities during the month of March

1. **ELAC:** 4th Spanish speaking parent committee meeting April 13<sup>th</sup>, 6-7:30p.m. Our support staff and collaborators: Maite Cortes, moderator / Elena Cortes, interpreter / Julia Lerma, community organizer, True North / Lucy Salazar, ELAC adviser, Pacific Union Elementary DELAC / Autumn Chapman, LES Superintendent-Principal
2. **Garden:**
  - a. Loleta garden day. We will be collaborating with Cooperation Humboldt to install Mini gardens on April 17<sup>th</sup>. Cooperation Humboldt will bring a bed, soil, and food plants for families. So far, we have 15 families signed up to receive a garden.
  - b. Cooperation Humboldt donated 4 fruit trees for our school (2 apples trees, and 2 Asian pear trees)
3. **Loleta First 5 Playgroup & Diaper Program:** Our Loleta playgroup continues to be active with 35 families who benefit from resources such as diapers, food, PPE and information relevant to families with children ages 0-5
4. **Food Resources:** Besides assisting people to apply for CalFresh/CalWorks for access to food, we provide food through
  - a. **Our local Food for People-Food Pantry** the 3<sup>rd</sup> Thursday of every month at the Loleta Community church 3-5p.m.
  - b. **Our mini LCRC pantry** nonperishable emergency food available every day. Appointments are encouraged, but people can walk in to receive a food bag. Feel free to refer people to us.
  - c. **Weekend Food Backpack program.** 23 households are currently getting at least one food box every week-end from Food for People
  - d. **Summer Lunch Program.** I am in conversations with Food for People for the possibility to offer summer lunches in Loleta

Please feel free to reach out for questions, ideas, comments.

Marcelina Mejía de Castillo  
Sr. Community Program & Service Coordinator  
Loleta Community Resource Center  
(707) 733-5239

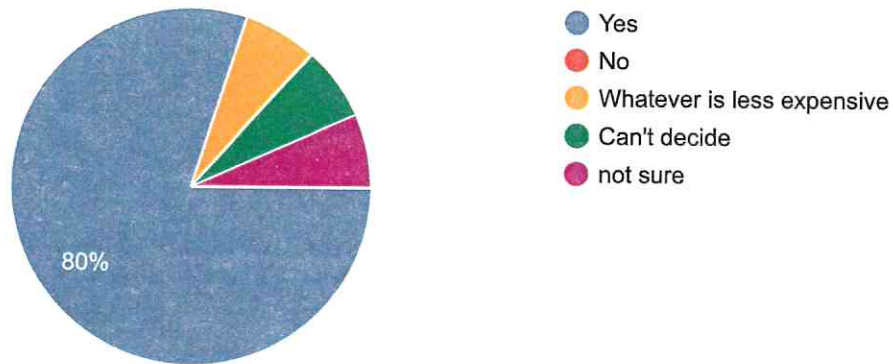
# Decisions about Carpeting and Linoleum for LES

15 responses

[Publish analytics](#)

I feel that the halls should be a linoleum/tile for easier cleaning and sanitation.

15 responses



Comments about this?

4 responses

Sounds like a great plan due to weather and mud.

I think it would look nice and be easier to clean but may make the hallways more echoey and colder in the winter months.

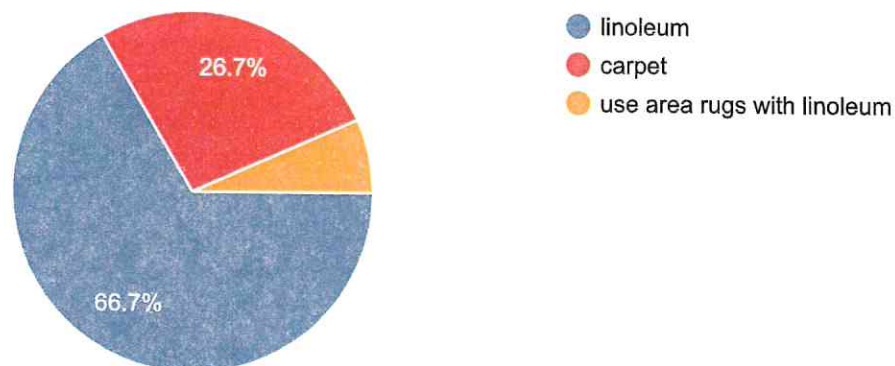
It is easier to m clean/sanitize linoleum, but the carpet is a good sound barrier.

I'm all about clean and sanitary.



Which would you prefer for the classrooms: carpet or linoleum/tile keeping in mind easier cleaning and sanitation.

15 responses



#### Comments about this?

4 responses

100% we can use throw rugs for warmth. Between food, animals, art, muddy feet it just makes sense. Plus it looms really sharp and clean. I love the long grey strip in room 2.

A lot of the younger grades sit on the floor for some academic time and even though there is a rug it still might be too cold for them to sit on.

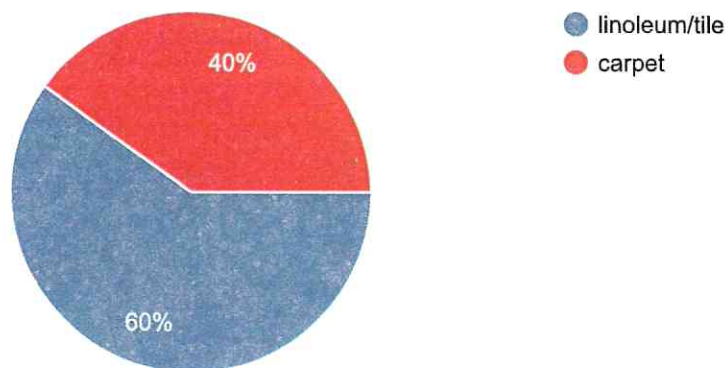
I use rugs where I need them. Linoleum means less stains and easier cleanup from art projects and food.

The carpet in my room is fine. I worry about the expense when we have so many needs in other areas.



I feel the portables should be?

15 responses



Comments about this?

4 responses

Zen den would prefer linoleum tile for easy clean up and sanitation.

Better for comfort of specialty rooms like SDC and Zen Den.

Carpet will help keep the portables warmer.

It is easier to keep clean.

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**8.0 ANNOUNCEMENTS:**

**9.0 FUTURE AGENDA ITEMS: Next Meeting will be May 13, 2021 at 5:30**

**10.0 ADJOURNMENT:**





## Redwood Empire Roofing

License # 885019  
102 Gulliksen Dr, Fortuna, CA 95540  
(707) 725-7663 / (707) 725-3120 Fax

Date: 3/23/2021

Name: Loleta Elementary School District  
700 Loleta Dr.  
Loleta, Ca

Re: Replacement of approx. 6,800 sq. ft.

Scope of work: Remove and dispose of the existing layer of roofing and insulation. Install 2" Hunter Panels H-Shield rigid Poly ISO (R-value 11.4). Mechanically attach w/ eight fasteners per board 1/4" DenDeck prime cover board. Install Versico 60mil TPO single ply membrane. Attach with HPVX screws and plates. Replace all pipe vent flashings and scupper drain flashings with TPO boot flashings. Reuse existing snap lock counter flashing at wall terminations. Install new 24ga. enamel finished parapet cap flashing around perimeter. Addition is listed to have a 20yr full system warranty from manufacturer. No cost for building permit and or bonds is included in bid.

Total: \$ 54,680.0

Addition for 20yr full system warranty: + \$ 2,360.00

1. When tearing off existing roof coverings, an/or re-roofing dust & debris will sift down into your attic and possibly living area. It is the owner's responsibility to take necessary precautions. If owner has any concerns regarding ceiling fixtures, wall hanging items, vehicles in/outside garage/house, he/she should remove them prior to the course of work. RER will not be held responsible for damage to such items.
2. This contract does not include the cost of additional work that could become necessary due to concealed damage such as dry rot, broken boards in roof deck, etc. Such work will be billed for materials & \$60/hr.
3. All monies are due 7 days of invoice being received. A 3% charge will be added if paid by credit card.
4. Upon completion of the project, we will warranty our workmanship for 10yrs / 5yrs for roofs with less than 2/12 slope. We do not warranty work done by the owner, or his agents. Warranty only pertains to complete reroofs.
5. We, the undersigned, agree to authorize any escrow or title company which is handling the transaction on the above-named property, to release funds to Redwood Empire Roofing upon notice of completion. If the work is being done as part of a Real Estate transaction and for any reason the transaction is voided, all monies are due upon request. A 10% deposit is due upon acceptance of proposal.
6. We the undersigned agree that in the event of any controversy or claim arising out of or relating to this proposal/contract, or the breach thereof, shall be settled by arbitration in accordance with the applicable Construction Industry Arbitration Rules of the American Arbitration Association.

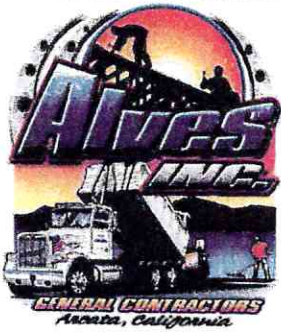
**Notice:** (Section 7018 of the California Contractors License Law, Business & Professional Code Div.3. Chap.9) Provides under the Mechanics' Lien Law any contractor, subcontractor, laborer, supplier or other person who helps to improve your property but is not paid for his work or supplies has a right to enforce a claim against your property. This means that, after a court hearing, your property could be sold by the court officer and the proceeds of the sale used to satisfy the indebtedness.

### *Acceptance of Proposal*

We agree to all the terms and conditions of the proposal above and authorize work to begin

Accepted By

Rob Sirrine, Redwood Empire Roofing



## ALVES INC.

A, B, C39, & C61/D24 Contractor  
4200 West End Road  
Arcata, CA 95521  
(707) 825-4725 \*Fax (707) 825-4727  
www.thinkalvesinc.com \*Lic. #739085

# PROPOSAL

PAGE 1 of 1

TO:

Loleta School District  
Attn: Cas Austrus  
caustrus@loleta.org

CONTACT PHONE 498-3251	DATE 2/16/2021
JOB NAME & LOCATION 700 Loleta Drive, Loleta elementray school	
JOB NUMBER R-136-2021	JOB PHONE

We hereby submit specifications and estimates for the following: (may be continued on subsequent pages, see page numbering above)

### Flat Areas / Exclude center section:

#### ~Prevailing Wages

- Remove and recycle/dispose of existing coverings.
- New painted perimeter metals, standard roof jacks, drains.
- Install 50 Mil PVC membrane roof system thermally bonded with FR base sheet. \$60,000.00  
(10 Year Workmanship Guarantee. \*15 Year Manufacturers Warranty on materials.)

- [ ] Upgrade to 60 Mil. ADD: \$2,357.00  
(10 Year workmanship guarantee. \*20 Year Manufacturers Warranty on materials.)

**NOTE:** Any roof related work necessary for the installation of the new roof system will be performed at \$125 per man per hour + materials.

Complete cleanup of all roofing materials and related debris. No carpentry or painting unless noted above.

**Owner agrees to all stipulations of "Notice to Owner" (on reverse) and the enclosed Information Sheet.**

**We Propose** hereby to furnish material and labor complete in accordance with the above specifications, for the sum of:

Payment to be made as follows: \_\_\_\_\_ dollars (\$ \_\_\_\_\_)

**10% down payment (\$1000 Maximum) Materials payment 30 days before start, remainder due upon completion.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized  
Signature \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within **10** days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_



## *Customer Information Sheet – Roofing Division*

### *Customer agrees to the following information:*

1. Time is of the essence. If Alves Inc.'s offer is not accepted within 10 days of this contract, we reserve the right to amend/update prices. The total amount of this contract is due and payable within 10 days of completion of the work listed unless otherwise specified. Any work performed against an existing title escrow will be the financial responsibility of the party ordering the inspection or work in the event of a canceled title escrow.
2. When tearing off the existing roof coverings and/or removing skylights, dust, dirt, and debris will sift down. We will do our best to minimize, however, it is impossible to stop. Owner should take precautions also. For example, tarp over boxes in attic, cover valuables, etc.
3. Customer agrees to hold Alves Inc. harmless for any damage that may occur to plant life, trees, vines, or pets.
4. Alves Inc. will try to match any existing color we are authorized to repair or replace. We will, however, not be responsible if we are unable to match.
5. Due to varying backlog of our workload, please allow ample notice for the work to be performed.
6. Any additional damage found while work is being performed will be completed at time and material cost as noted on contract.
7. Alves Inc. will proceed to complete this work in a workmanlike manner. However, we will not be responsible for delays beyond our control.
8. ***All jobs are due and payable within 10 days of completion.*** In case of non-payment by owner, reasonable attorney's fees and costs of collection shall be paid by the owner, whether suit is filed or not. A service charge of 2% (24% per annum), per month will be charged on all past due balances. In addition, a mechanic's lien will be placed on all accounts not paid in full within 30 days of completion. ***If a mechanic's lien is filed, owner agrees to pay a filing/processing fee of \$200.***
9. **It is the responsibility of the owner to inform tenants of the information contained on this sheet.**
10. Exhaust vents work better in accordance with soffit vents. It is the homeowner's responsibility if you choose to add soffit vents as needed.
11. Manufacturer warranties require specific nail lengths when installing shingles. This may cause nails to penetrate sheathing. Open beam ceilings and eaves are the most common occurrence for nail penetration. Alves Inc. will not be held responsible for aesthetic repairs if this occurs.
12. **WARNING:** Some hot tar roofing products contain detectable amounts of chemicals known to the State of California to cause cancer, birth defects, or other reproductive harm.
13. Per Building Code Section R314, owner is responsible for equipping dwelling with smoke alarms.

Initials

14. Per Building Code Section R315, owner is responsible for providing a carbon monoxide alarm for all dwellings that have attached garages and/or fuel-burning appliances.
15. Some building departments require inspection of carbon monoxide and smoke alarms with all permits issued. The inspector will need access to the interior of the residence, therefore, the owner must schedule this inspection. The owner will be provided information on the final invoice on scheduling this inspection. The owner is responsible for ensuring the permit is finalized.
16. ☐ "The law requires that the contractor give you a notice explaining your right to cancel. **Initial** the check box if the contractor has given you a 'Notice of the Five-Day Right To Cancel.'"
- a. ☐ **Initial** the check box **if you agree to waive** the "Notice of the Five-Day Right To Cancel".
- b. ☐ **Initial** the check box **if you do NOT agree to waive** the "Notice of the Five-Day Right to Cancel." \*\*If this option is chosen, work will begin **no sooner** than the expiration date on the "Notice of the Five-Day Right to Cancel".

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

# NOTICE OF THE FIVE-DAY RIGHT TO CANCEL

## Notice of Cancellation

\_\_\_\_\_  
(Enter date of transaction)

\_\_\_\_\_  
(Job #)

You may cancel this transaction, without any penalty or obligation, within five (5) business days from the above date.

If you cancel, any payments made by you under the contract or sale and any negotiable instrument executed by you will be returned within ten (10) days following receipt by Alves Inc. of your cancellation notice.

If you cancel, you must make available to Alves Inc. at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale, or you may, if you wish, comply with the instructions of Alves Inc. regarding the return shipment at our expense and risk.

If you do make the goods available to Alves Inc. and we do not pick them up within 20 days of the date of your Notice of Cancellation, you may retain or dispose of the goods without any further obligation.

If you fail to make the goods available to Alves Inc., or if you agree to return the goods to Alves Inc. and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail, email, fax, or deliver a signed and dated copy of this Cancellation Notice, or any other written notice, to:

Alves Inc.  
4200 West End Road  
Arcata, CA 95521  
[alvesinc@sbcglobal.net](mailto:alvesinc@sbcglobal.net)  
(707) 825-4727 -- Fax

Not later than midnight of \_\_\_\_\_  
(Date)

I hereby cancel this transaction \_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Buyer's Signature)



## NOTICE TO OWNER

"Under the California Mechanic's Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his work or supplies, has a right to place a lien on your home, land, or property where the work was performed and to sue you in court to obtain payment.

This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if contractor's subcontractors, laborers, or suppliers remain unpaid.

To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "Preliminary Notice." Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to perfect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the county recorder which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing a mechanics' lien against your property is 90 days after substantial completion of your project."

"State law requires anyone who contracts to do construction work to be licensed by the Contractors State License Board in the license category in which the contractor is going to be working if the total of the job is \$500 or more (including labor and materials).

"Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors State License Board may be unable to assist you with a complaint. Your only remedy against an unlicensed contractor may be in civil court, and you may be liable for damages arising out of any injuries to the contractor or his or her employees.

"You may contact the Contractors State License Board to find out if this contractor has a valid license. the Board has complete information on the history of the licensed contractors, including any possible suspensions, revocations, judgments, and citations. The Board has offices throughout California. Please check the Government Pages of the white pages for the office nearest you or call 1-800-321-CSLB for more information."

"Contractors are required by law to be licensed by the Contractors State License Board, which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning the contractor may be referred to the Registrar, Contractors State License Board, Post Office Box 26000, Sacramento, California 95826.



Workmanship guarantee 10 years



## PROPOSAL

PO Box 1111, Eureka, CA 95502  
Office 707.443.3088 Fax 707.445.7590  
Contractor License Number  
Oregon 75780 California 249538  
admin@mcmurrayandsons.com

Phone number:  
(707) 498-3251

Date:  
01/27/2021

Customer Name  
Loleta Elementary School

Customer Address  
700 Loleta Drive, Loleta, California, 95551

Job Address  
  
700 Loleta Drive, Loleta, California, 95551

Job Number: 151514  
Area of Work

HALLWAYS ONLY

### SCOPE OF WORK

- Obtain all necessary permits.
- Remove and dispose of existing roofing down to sheathing.
- Install 1/4" class "A" fire rated sheathing.
- Remove and replace metal pipe flashings and roof drains.
- Re-use all cap metal.

### SINGLE PLY ROOFING

Install .050 mechanically fastened PVC membrane with heat welded seams and meeting I-90 wind ratings . Includes a 15 year NDL warranty. \$51,690.00

Customer specified color

Customer Initials

### GENERAL CONDITIONS

Any rooftop equipment, conduit, ducts, etc. need to be removed and reset by others as needed or by McMurray and Sons, Inc. on a time and material basis at \$75 per man hour.

Others to move any solar equipment prior to roofing work and reinstall.

No other carpentry work on dry-rotted sheathing or structure included. Any additional carpentry would be done on a time and material basis at \$75.00 per man hour with owner's verbal approval.

Without tearing off the existing roof, it is impossible to determine if dry rot exists in the roof sheathing.

Thoroughly clean up and remove all roofing related material from the exterior. McMurray & Sons, Inc. is not responsible for any washing or cleaning of any interior or exterior surfaces such as windows, siding, shrubbery, sidewalks, decks, attics, etc.

Owner agrees to remove or protect all property which may be damaged during this job, including movable landscaping, interiors, vehicles, etc. Owner acknowledges that this work will produce significant levels of noise, dust, and debris; and that debris may filter through roof boards and settle on contents below. Owner's signature releases us from all liability of above conditions - not including sole negligence by us.

**Initial to acknowledge acceptance of damage terms:** .....

Any vertical surface (wall, chimney, etc) above our new flashing attachment is not covered by our workmanship guarantee.

All satellite dish(es) and mounted bases to be removed and replaced by others.

State law requires the inspection of smoke and carbon monoxide alarms with all building permits. Government officials will require physical inspections. It is understood and agreed that it is the sole responsibility of the homeowner to request final inspections with the appropriate agency and resolve any issues to finalize any permits issued applicable to this contract. A letter with instructions will be sent after the job is completed.

**By signing below, I realize I am NOT entering into a legal and binding contract for the work specified above. This document will become an attachment to the actual Home Improvement Contract. No contract will exist unless and until you do the following:**

**To enter into a contract and proceed with the work outlined above, select the roofing option you wish, initial all clauses where indicated, and sign below. Please return this signed proposal to McMurray and Sons, Inc. at the address indicated above. The salesman identified in your packet will contact you to arrange a meeting at your convenience to present the Home Improvement Contract.**

Signature Date

TO: California School Employee's Association, Chapter 869  
Ana Diaz, Association President

FROM: Loleta Union School District  
Autumn Chapman, Superintendent

DATE: April 06, 2021

RE: "Sunshine" of the Loleta Elementary School District Initial Bargaining Proposal

The Loleta Elementary School District is "sunshining" (presenting) its initial bargaining proposal to the California School Employee's Association, Chapter 869 for the purpose of successor contract negotiation for the agreement that expired on June 30, 2020.

**Term**

The District has an interest in obtaining a multi-year successor agreement that is the maximum length permitted by law.

**Article 9 – Probationary/Permanent Status**

The District has an interest in updating language for compliance with current law.

**Article 13 – Wage Schedule and Paid Activities**

The District has an interest in updating language to align with current practices, and ensuring competitive and fair wages.

**Article 14 – Health and Welfare Benefits**

The District has an interest in ensuring competitive and fair health and welfare benefits.



## CSEA LOLETA CHAPTER #869

### Negotiation Proposal

For

### Successor Contract

7/1/2020 – 6/30/23

1. Non-Discrimination Clause: CSEA proposes the addition of a clause specific to discrimination based on a unit members race, religion, ethnicity, political affiliations or union activities.
2. Article 4 – Association Rights: CSEA proposes that board agendas and packets be posted to the District website and/or sent electronically to the Chapter Leadership team.
3. Article 4-Association Rights: CSEA proposes that the CSEA contract be posted on the District website for easy access to all unit members.
4. Article 4- Association Rights: Remove any reference to “Service Fees”
  4. Article 9 – Probationary/Permanent Status. CSEA would like to see the probationary period indicate a six-month probation to be legally compliant.
5. Article 10-CSEA proposes the addition of some reclassification language to provide an avenue for a bargaining unit member being assigned work outside of the Board approved job description to be reclassified to a class that more aptly describes the work they are performing.
6. Article 12-Calendar and Hours: CSEA proposed to reformat the language in section 12.4 (Holidays) to be more comprehensive.
7. Article 12-Calendar and Hours: CSEA proposes that the paid breaks as stated in section 12.6 be 15 minutes each.
8. Article 13- Wage Schedules & Paid Activities: CSEA proposes to revamp the classified salary schedule (Appendix A) with fair and equitable compensation.
9. Article 13-Wage Schedules & Paid Activities: CSEA proposes that section 13.5 include calls and/or texts from management after a bargaining unit member work hours are complete.
10. Article 13 Wage Schedules & Paid Activities: Section 13.4 to indicate that the overtime pay or comp time shall be earned at time and one-half.

10. Article 14-Health & Welfare Benefits – CSEA proposes a fair and equitable District contribution to classified bargaining unit member's insurance.
11. Article 17-Discipline: CSEA proposes that the discipline procedures be more defined in progressive steps.
12. Article 18 Layoff Procedures: CSEA proposes that this article better define layoff actions and bumping procedures as well as indicate 60-day layoff notice in compliance with current law.
13. Article 19 Grievance Procedures: CSEA proposes that this article be negotiated to provide for further opportunities to resolve contractual issues.
14. Article 20 Negotiations: CSEA proposes to update the dates in this article.
15. New Article: CSEA proposes that we add a "TERM" section to the collective bargaining agreement.
17. New Language for Article 13:
  - Increase of assigned time language.
  - Out of class compensation
  - Work suffered or permitted.
  - Minimum day schedule for direct education services.
  - Payroll errors
  - Mileage for required travel in a private vehicle
  - Meals for required travel.
  - Lodging for required travel.
19. New Article: Hiring, Transfers and Promotions: CSEA proposes an article specific to positing new vacancies, transfer procedures of internal bargaining unit members and promotions from within the bargaining unit.
20. New Article – Vacation: CSEA proposes the addition of vacation language and calculations for classified bargaining unit members.



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For

Successor Contract

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CSEA Labor Relations Rep.

# LCAP SUMMARY- 3/25/21 LCAP Discussion

## 1. Budget Overview for the 2019-20 compared to this year's budget.

## 2. Greatest Needs.

### a. Last LCAP:

- i. Academic interventions in math
- ii. Academic interventions in ELA
- iii. Chronic absenteeism
- iv. Decrease in suspensions

### b. Interventions: School Culture/Climate/family support/student support

- i. Training of teachers in use of online math resources
- ii. Adding ALECs math program
- iii. Fountais and Pinnell curriculum using Indian Ed Funds
  - 1. Training of teachers on the RTI program of F & P
  - 2. Training of teachers in assessments with F & P
- iv. Purchase of Read Naturally Curriculum to support challenged readers
- v. Using IXL as a district tool to monitor progress in ELA and Math
- vi. One to one chromebooks to students plus hotspots
- vii. Use of ASES to assist students with online access and homework.
- viii. Student support team to assist students and families for wraparound services.
- ix. At home delivery of food and paper packets
- x. Providing Hybrid learning for in person learning for students who wish to attend school.
- xi. Providing transportation for students who need help getting to school and who do not live on our bus line. Van purchase?
- xii. Coaching for teachers in Daily 5 and how to create and run
- xiii. Assess students in K-1.
- xiv. Hepa air filters in each classroom.

### c. Future interventions

- i. Providing new social emotional curriculum for instruction.
- ii. Increasing our behaviorist/school climate director to 4 days per week.
- iii. Splitting our 1/2 class into two separate classes.(additional teacher)
- iv. Providing a BSA for our SDC class. (HCOE)
- v. Purchasing a van
- vi. Purchasing more chromebooks for 1:1 at school and at home.
- vii. Moving the entire teaching staff to using powerschool for recording assignments and grades and providing classes for parents to be

# LCAP SUMMARY- 3/25/21 LCAP Discussion

able to access their student's work requirements whenever they wish. (PD training)

- viii. Core growth standards based report cards will be carried from K-6
- ix. Purchasing more F & P class sets and professional development to ensure we have a complete program (purchase over the summer)
- x. Increasing ASES staff. (work study students)
- xi. Hiring a 1.0 FTE social worker for more in depth time to be spent with students and their families.
- xii. Increasing our student support team to 3 members. (CSI )
- xiii. Providing a music teacher one day a week.(CSI)
- xiv. Providing rotations daily from 2-3pm to explore special topics such as dance, gardening, art, nutrition, preserving our garden produce, poetry, music.
- xv. Increase sports to 5 per year. (van will help transport)(Budget line)
- xvi. Provide a "smart board" for better student engagement in each class(Covid)
- xvii. Repair our roofs and floors.(covid)
- xviii. Improving air quality (grant name).
- xix. Begin community theme-based dinners once again, monthly in partnership with ELAC, and our Indian Education Committee.
- xx. Possible purchase of a "Tiny house" equipped with a bathroom, washer and dryer, plus a shower and small kitchen.
- xxi. Split 7/8 grade in the future to begin specialty class switching.
- xxii. Required professional development for teachers over the summer and on going to create alignment in literature, math standards and portfolios.
- xxiii. Increase PBIS and MTSS strategy implementation and fidelity.
- xxiv. RTI planned times during the day. (half hour for primary in the beginning of the day and a half hour upper elementary later in the day)
- xxv. Summer school for two weeks- 2021-2022
- xxvi. Establishing all entry level positions at \$15.00/hour
- xxvii. Hiring 1.0 FTE social worker. (Covid)

### 3. Monitoring and Evaluating Effectiveness

- a. Data presented in the SIS and SWIS systems.
- b. CHKS survey plus other climate surveys.
- c. Interviews with students, staff and guardians- focus groups.
- d. Measuring the increase in student attendance and enrollment.
- e. IXL, Dibels, F & P assessments, Go Math assessments, State CAASSP assessments; Dashboard indicators.

## LCAP SUMMARY- 3/25/21 LCAP Discussion

- f. Number of Behavior Tracking Forms (BTFs)
- 4. Goals:**
  - a. Increased student academic performance in all areas of the curriculum with an emphasis on math, reading, writing, science and technology.
  - b. Create a safe and welcoming learning environment using positive interventions, restorative practices and supports with an engaging, flexible curriculum so every child can be successful.
    - i. Facilities included
  - c. Support families and students diversity by recruiting diverse personnel and teaching inclusive practices and honoring local cultural activities and traditions.
  - d. Provide in person instruction as a primary mode of education and support continuing education through distance learning as needed (e.g. natural disasters which may prevent on campus participation).



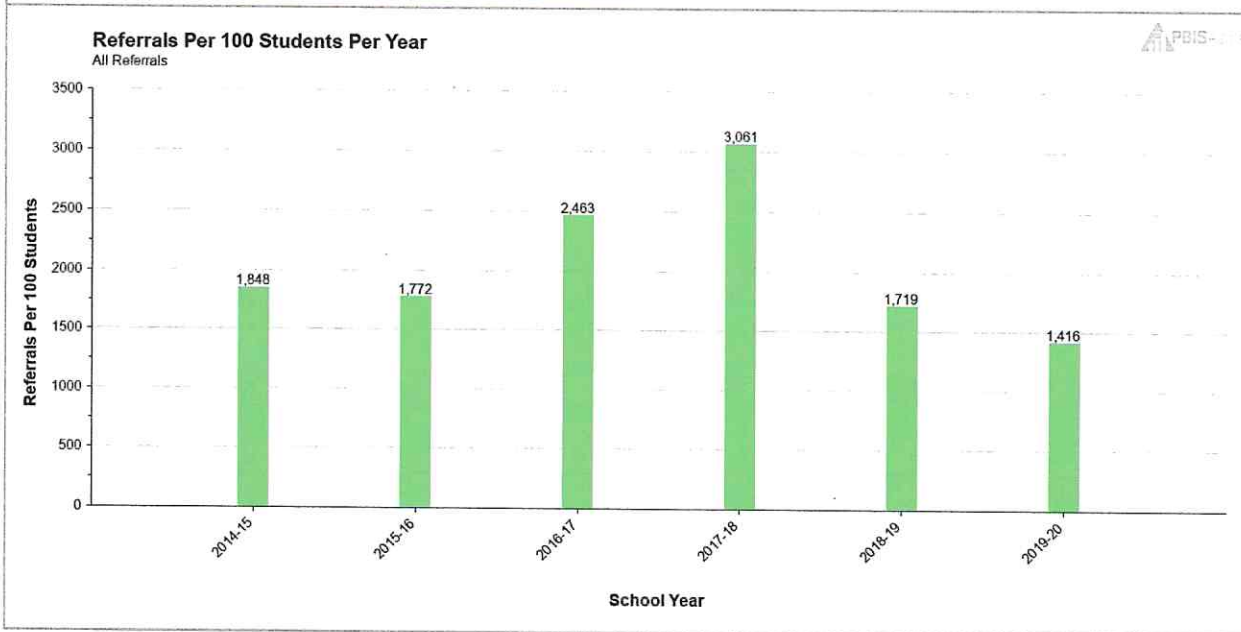
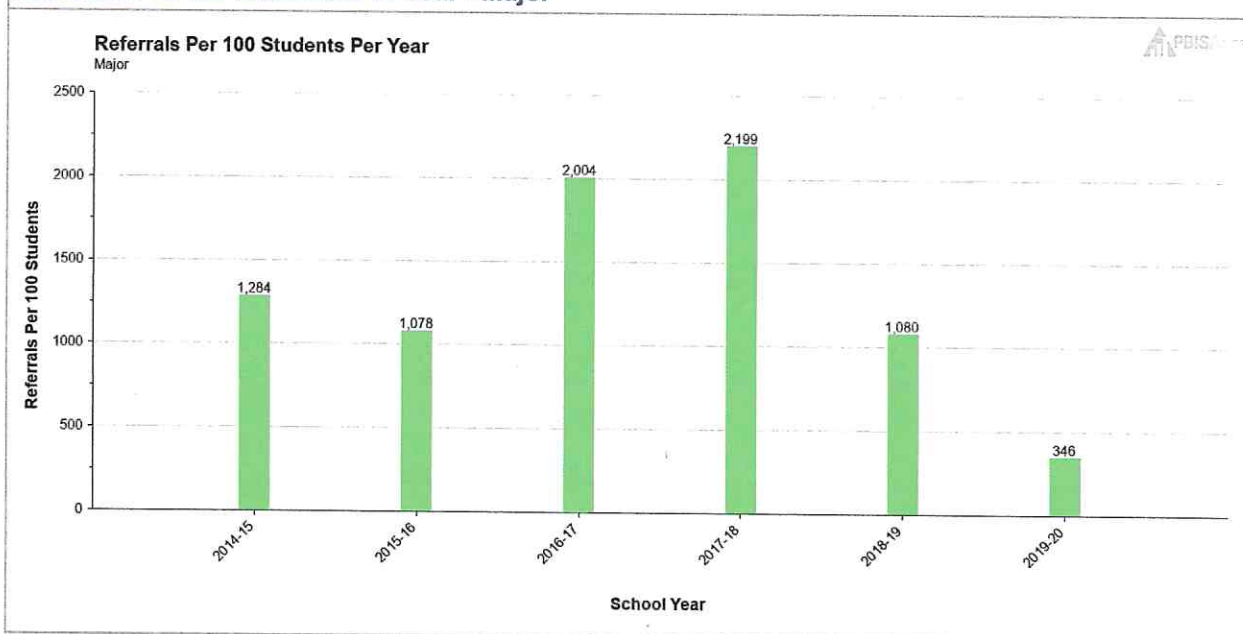
**Loleta Elementary School**

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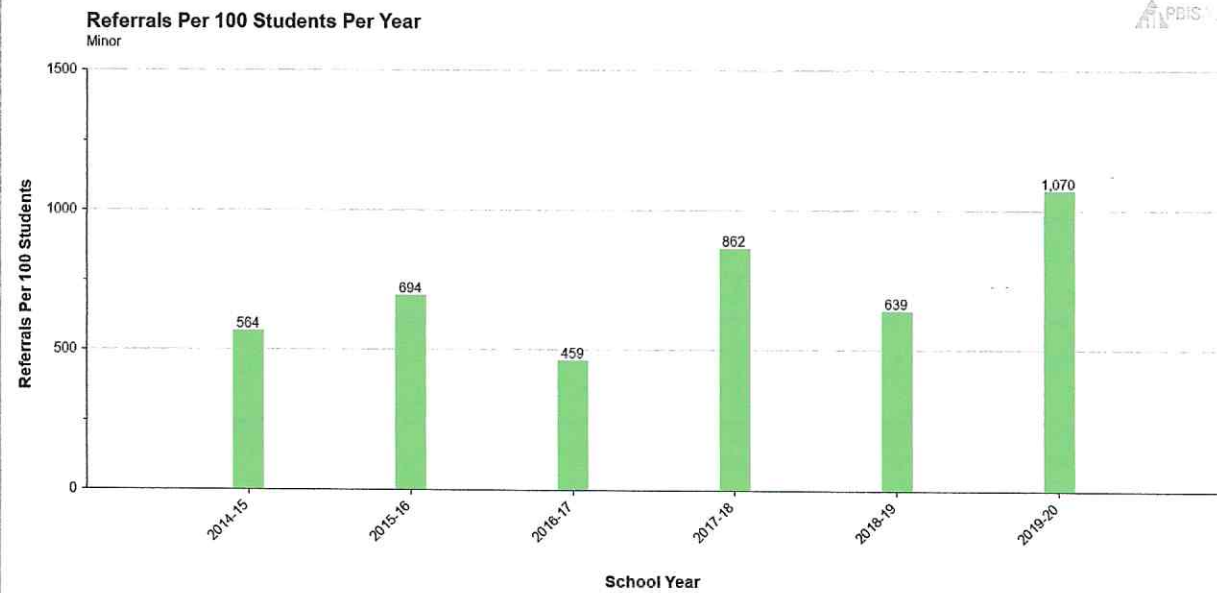
**Year-End Report  
2019-20**

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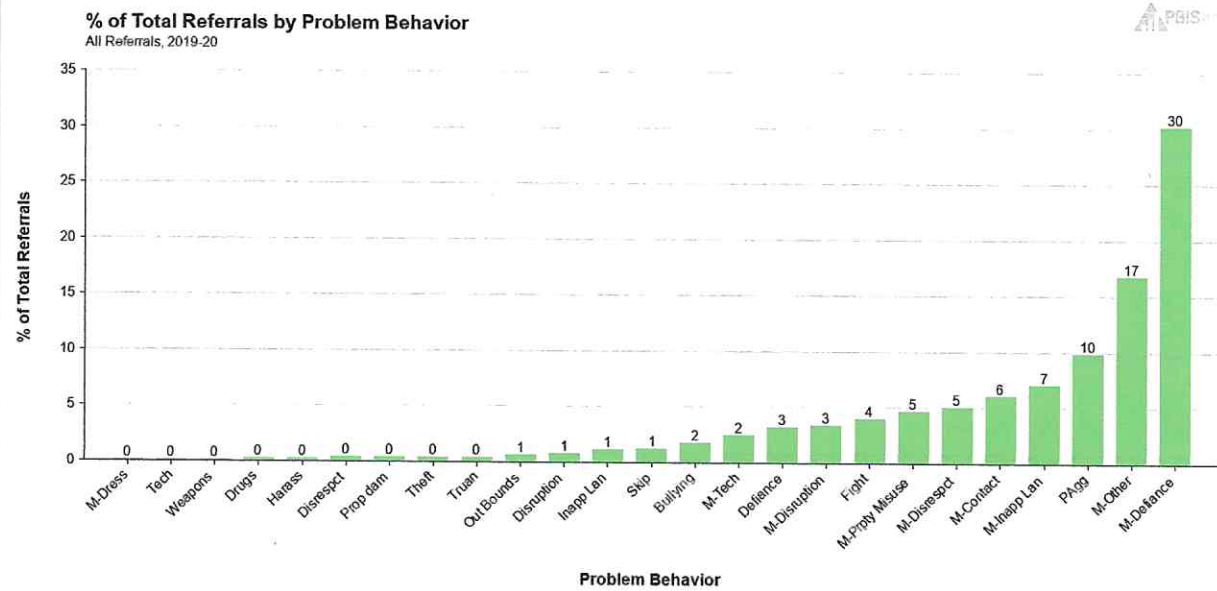
**School Year:** 2019-20  
**Only Show Active Items:** Yes  
**Only Show Items With Data:** Yes  
**Show Values On Graph:** Yes

**Referrals Per 100 Students Per Year - All Referrals****Referrals Per 100 Students Per Year - Major**

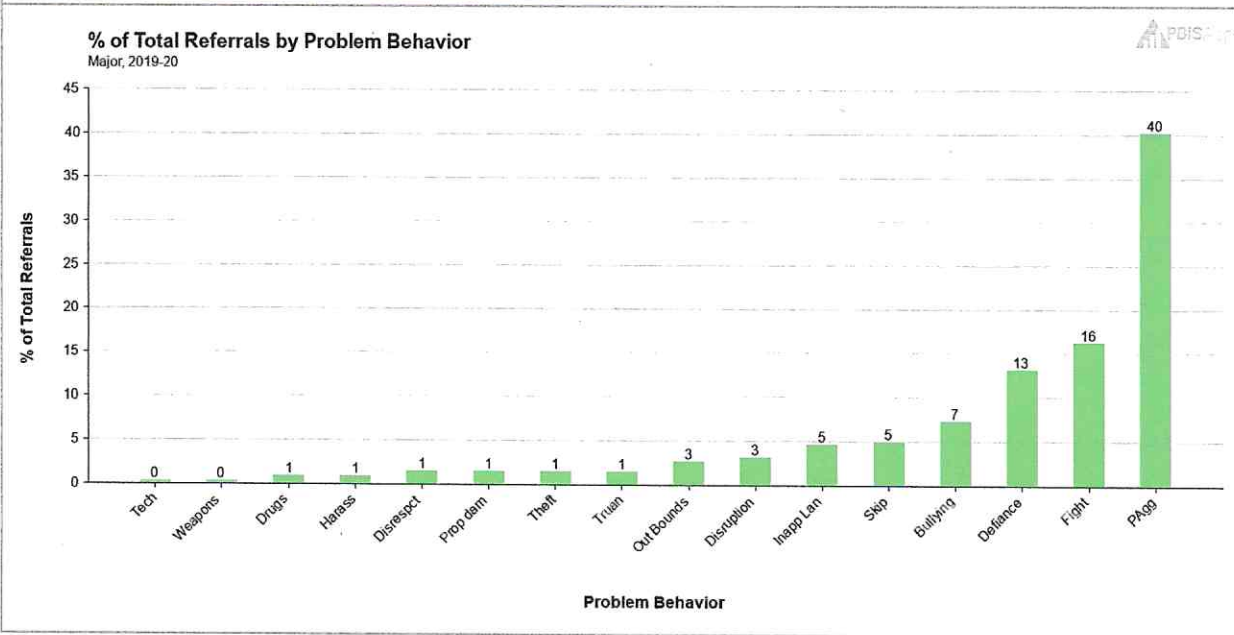
## Referrals Per 100 Students Per Year - Minor



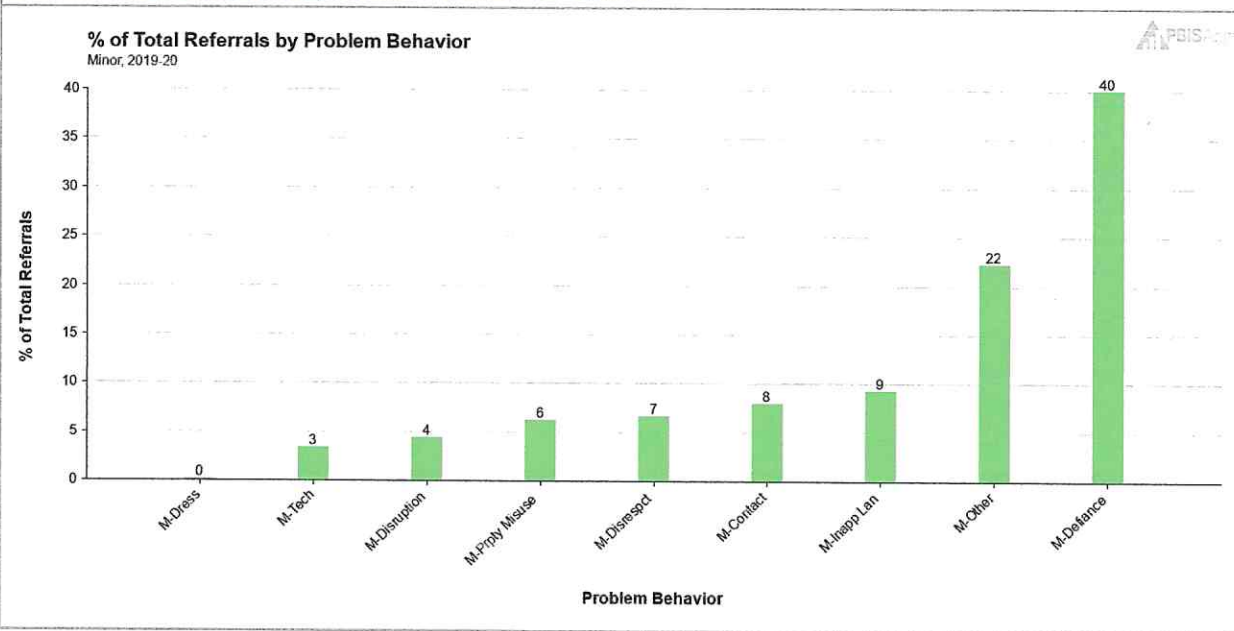
## Proportion of Referrals by Problem Behavior - All Referrals

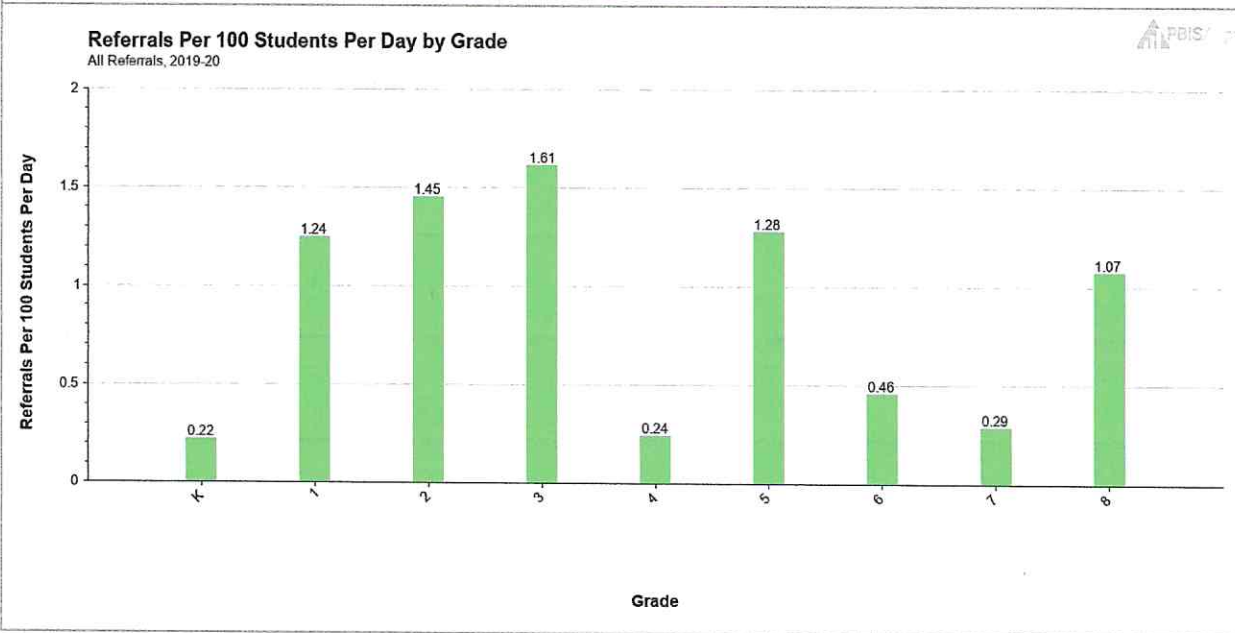
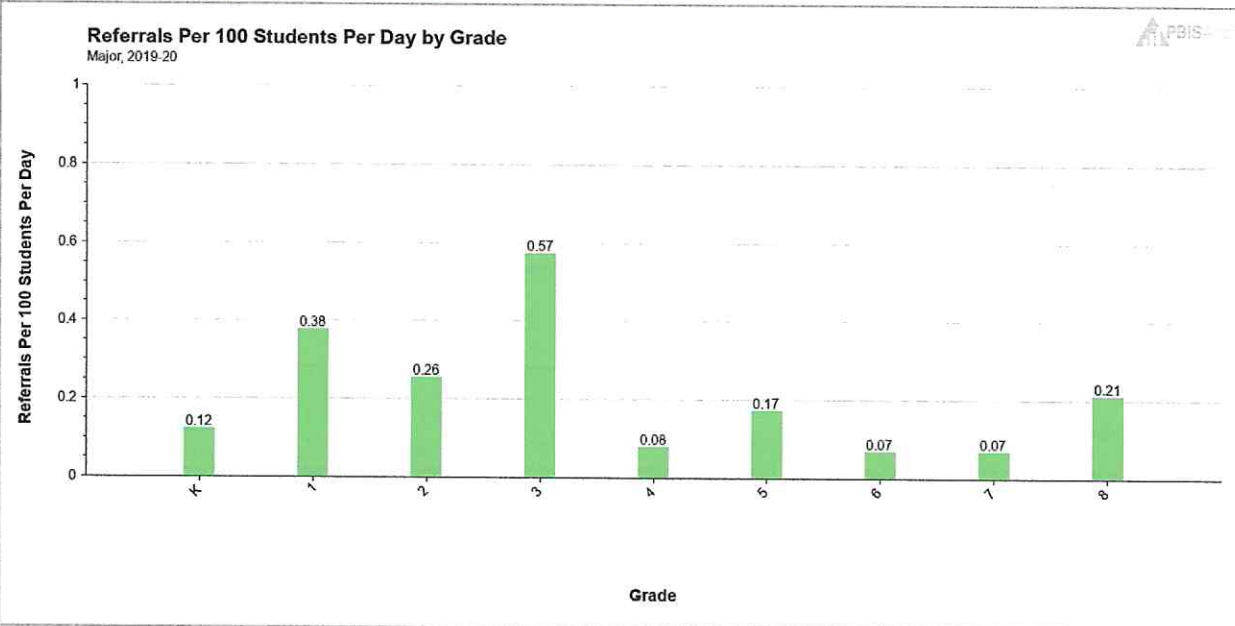


### Proportion of Referrals by Problem Behavior - Major

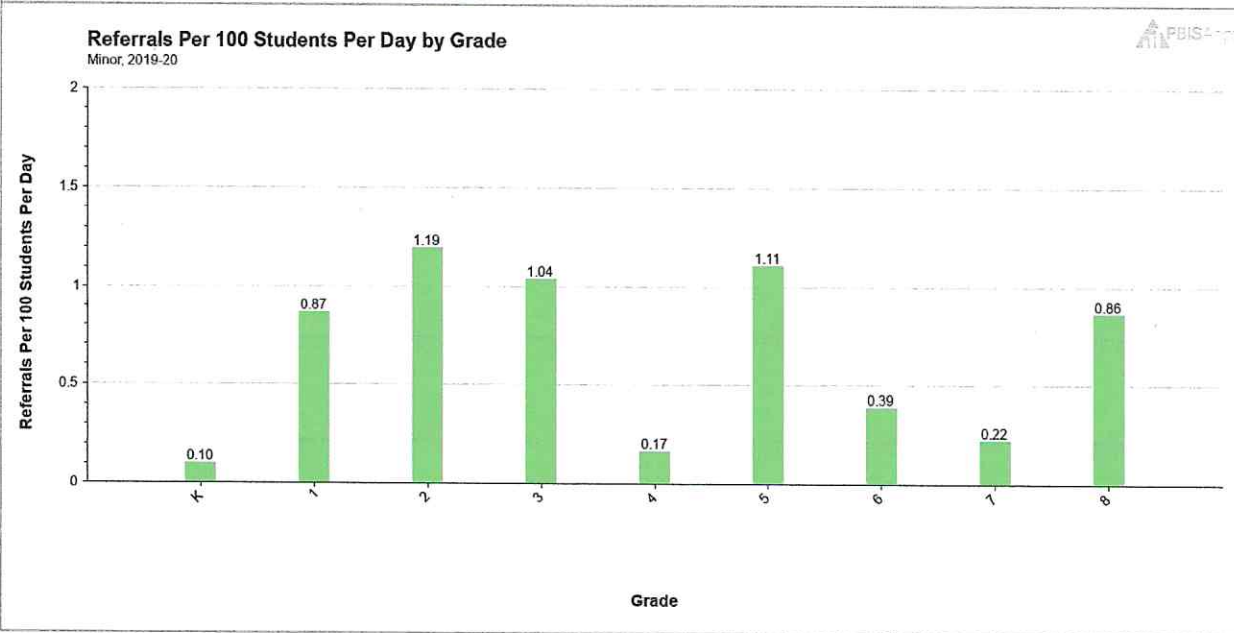


### Proportion of Referrals by Problem Behavior - Minor

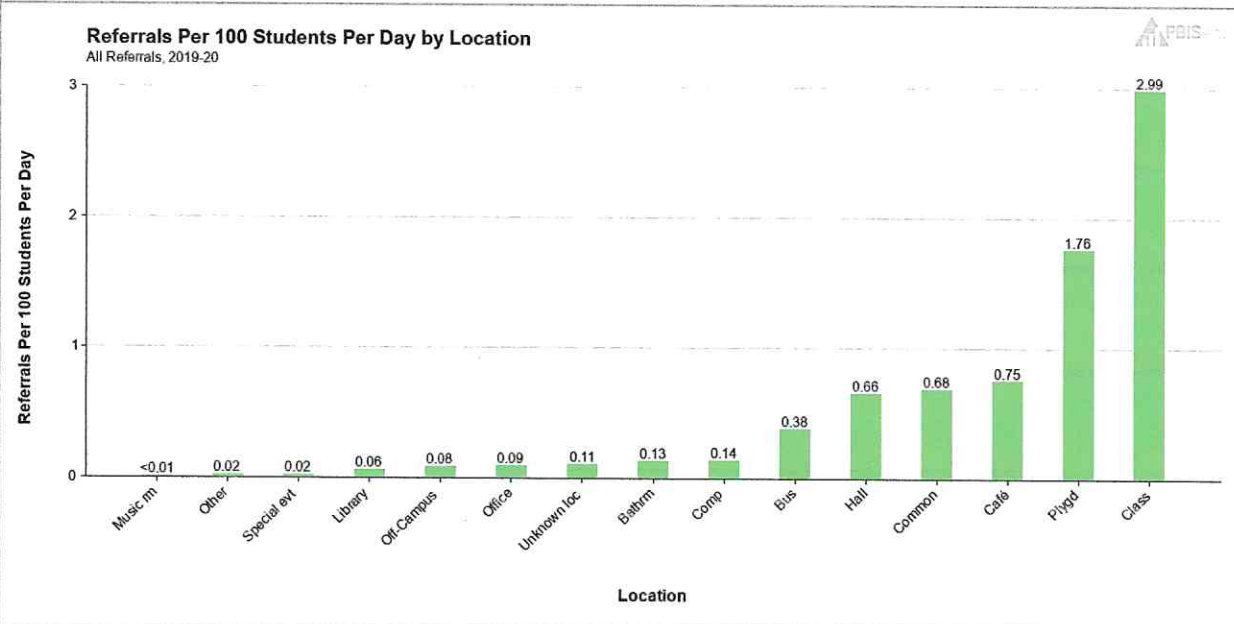


**Referrals Per 100 Students Per Day by Grade - All Referrals****Referrals Per 100 Students Per Day by Grade - Major**

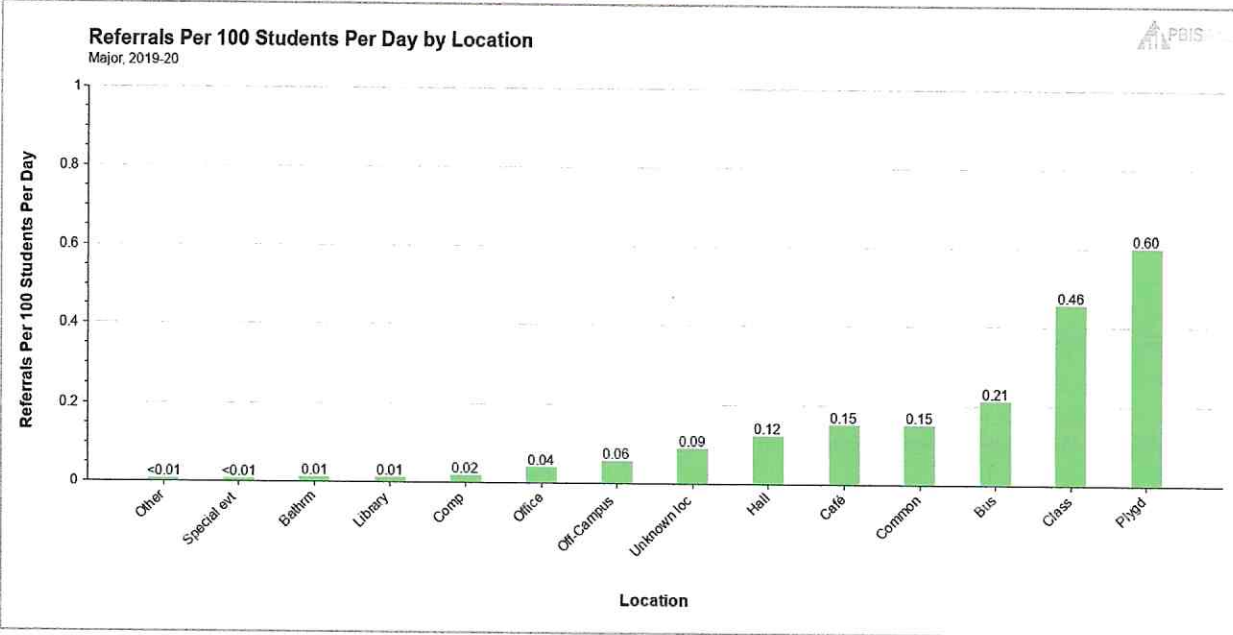
### Referrals Per 100 Students Per Day by Grade - Minor



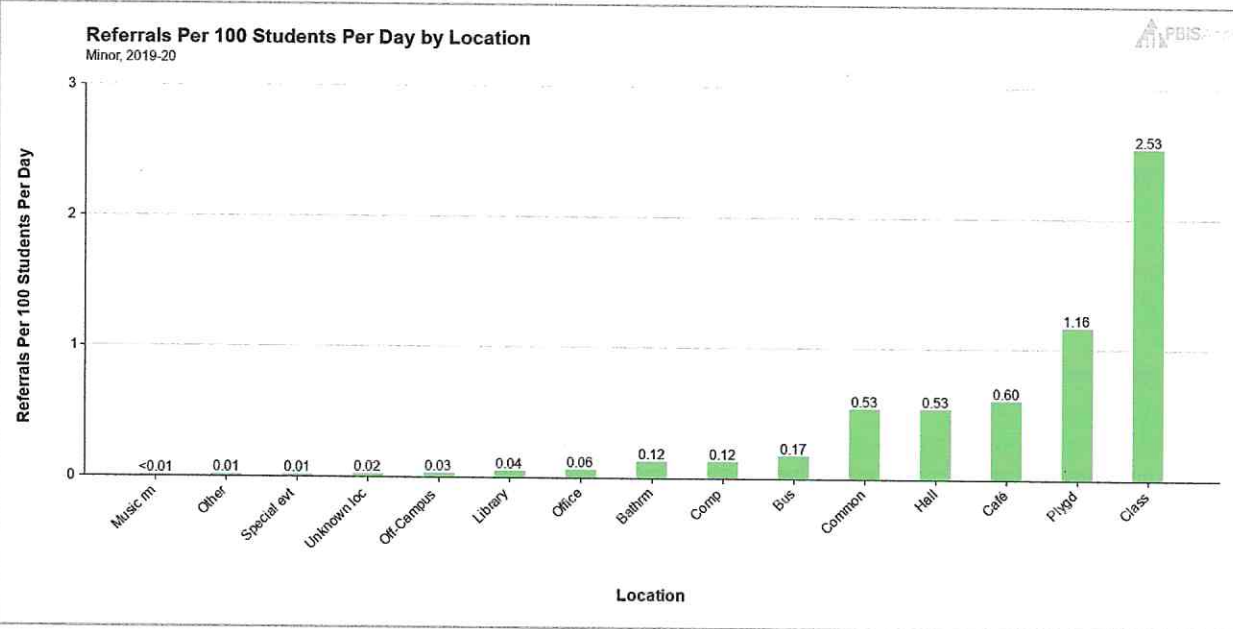
### Referrals Per 100 Students Per Day by Location - All Referrals



## Referrals Per 100 Students Per Day by Location - Major

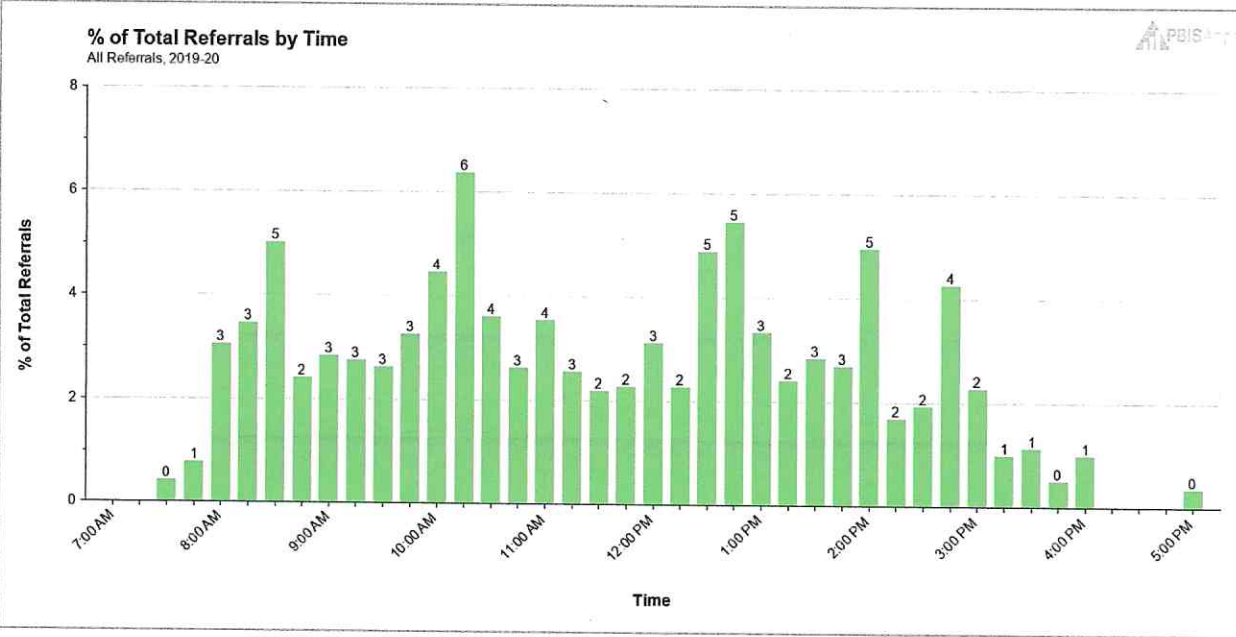


## Referrals Per 100 Students Per Day by Location - Minor

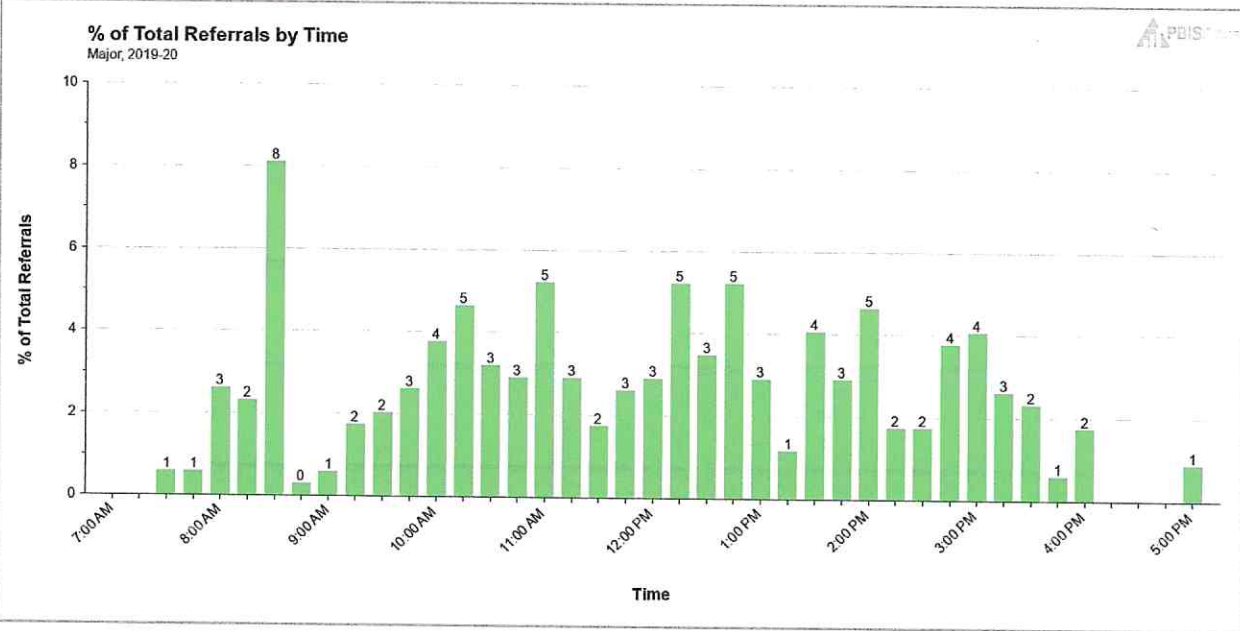




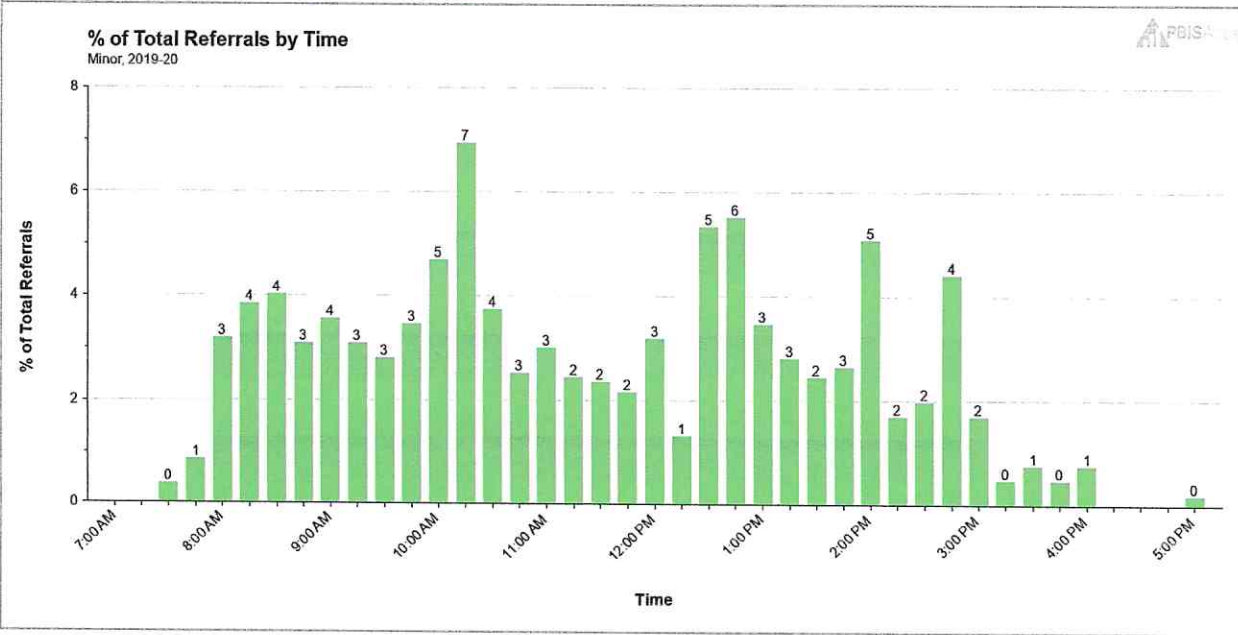
## Proportion of Referrals by Time - All Referrals



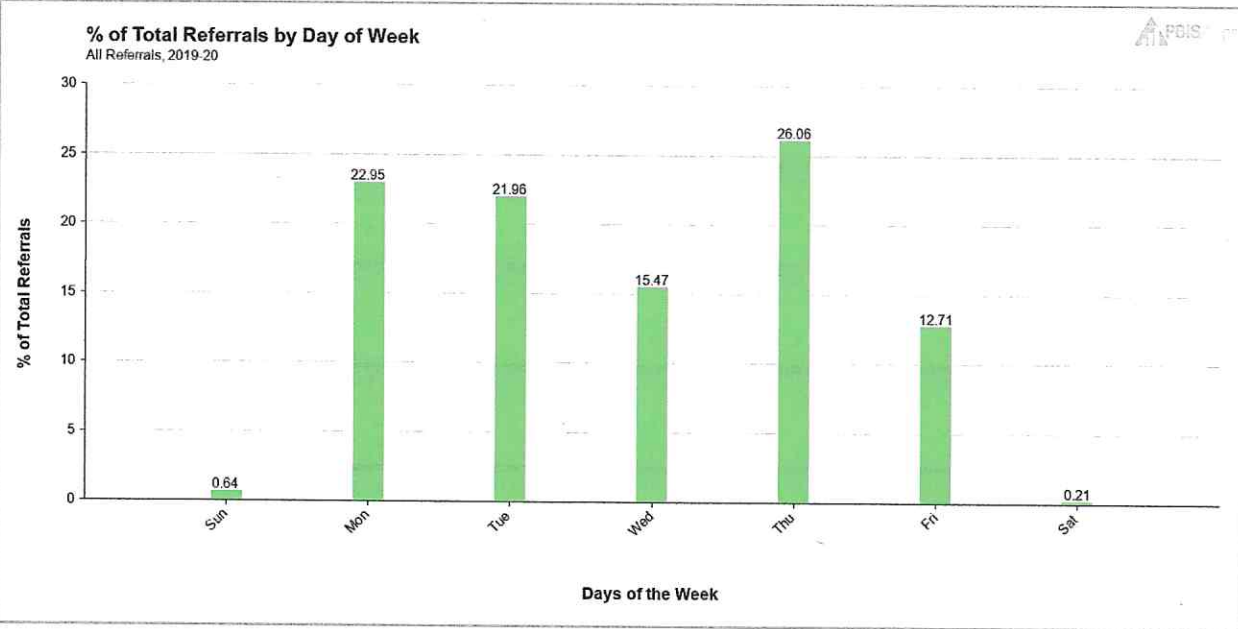
## Proportion of Referrals by Time - Major



### Proportion of Referrals by Time - Minor

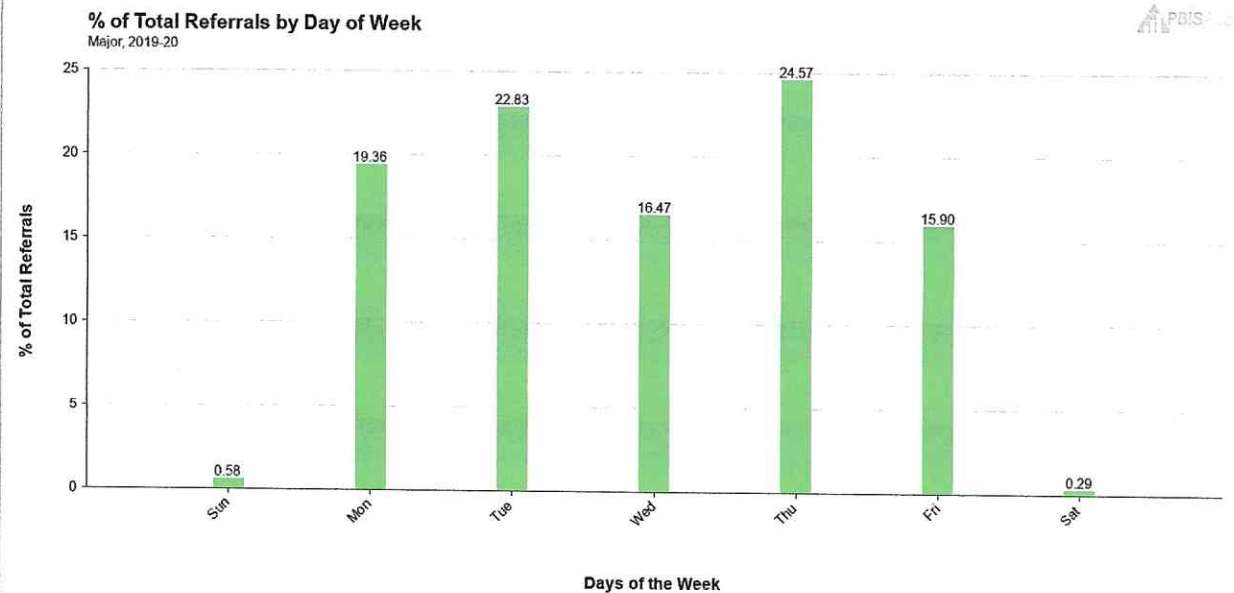


### Proportion of Referrals by Day of Week - All Referrals

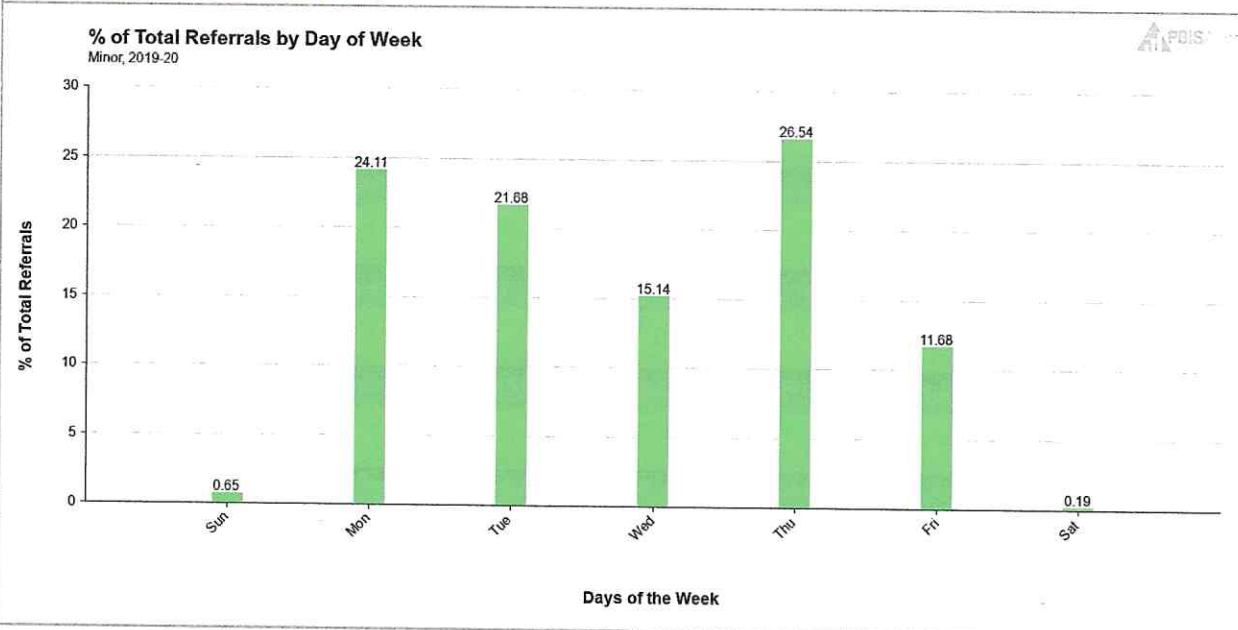




### Proportion of Referrals by Day of Week - Major



### Proportion of Referrals by Day of Week - Minor



### Suspension/Expulsion Report

	Days	Events	Students Contributing	Days Per 100 Students	Events Per 100 Students
In-School Suspension	8.0	8	8	8.00	8.00
Out-of-School Suspension	30.0	32	22	30.00	32.00
Expulsion	0.0	0	0	0.00	0.00
<b>Totals:</b>	<b>38.0</b>	<b>40</b>	<b>30</b>	<b>38.00</b>	<b>40.00</b>

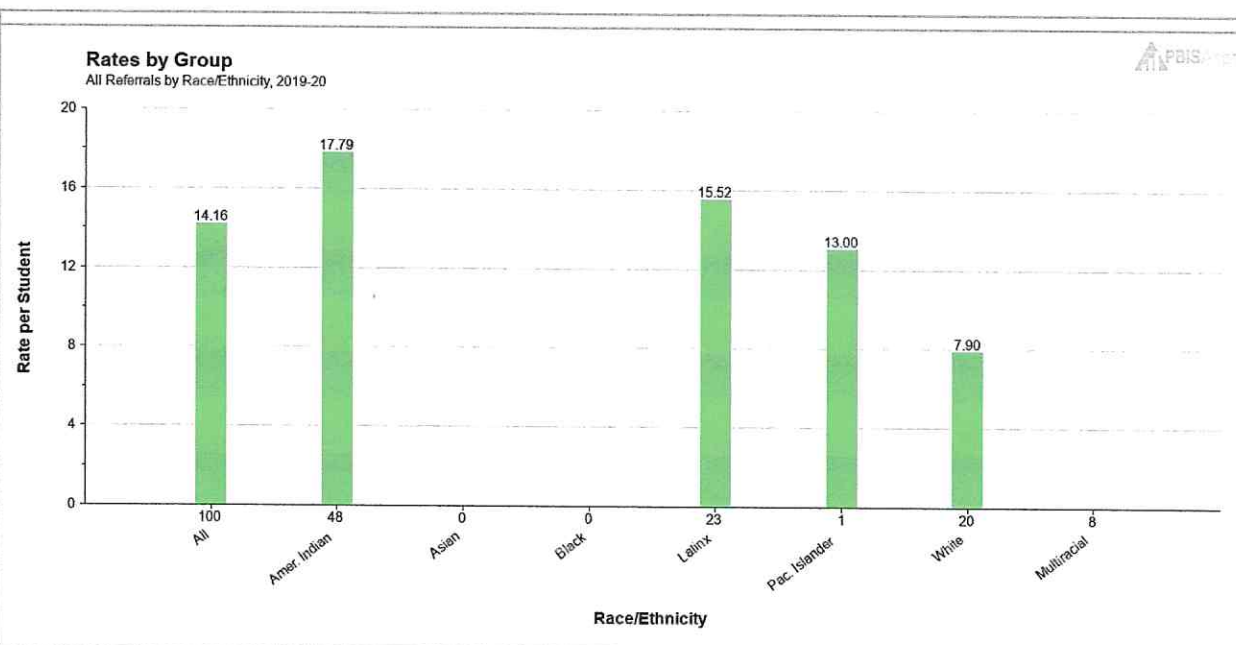
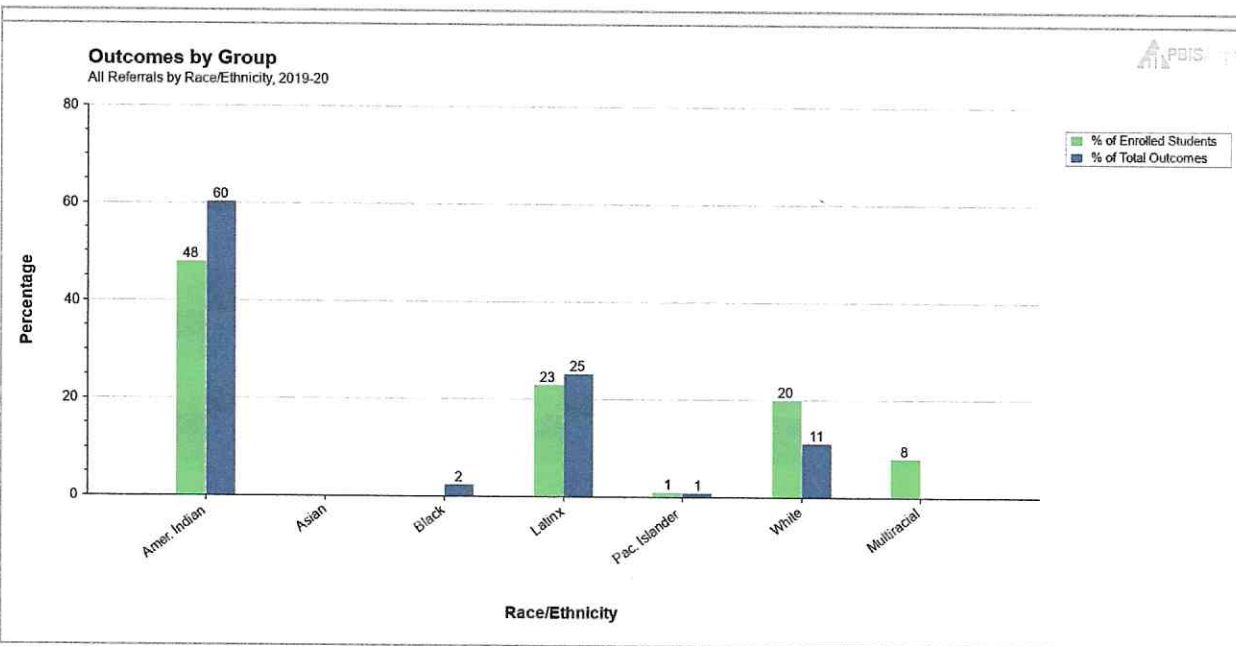
### Referral Rates Per 100 Students Per Day

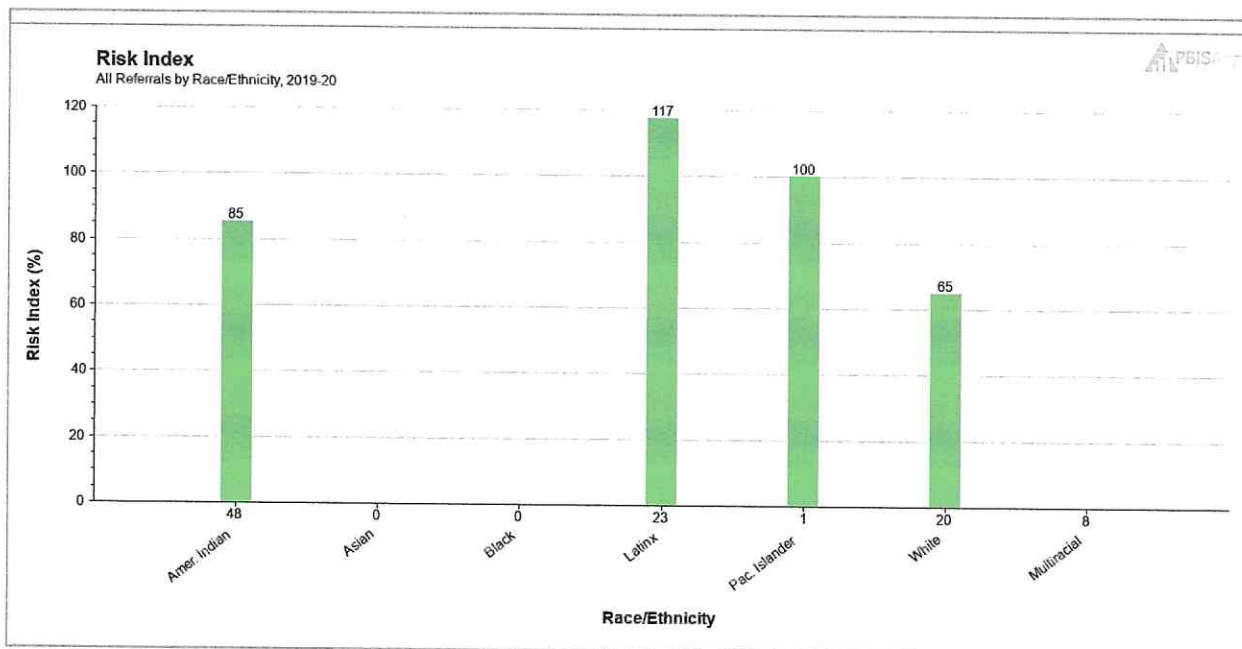
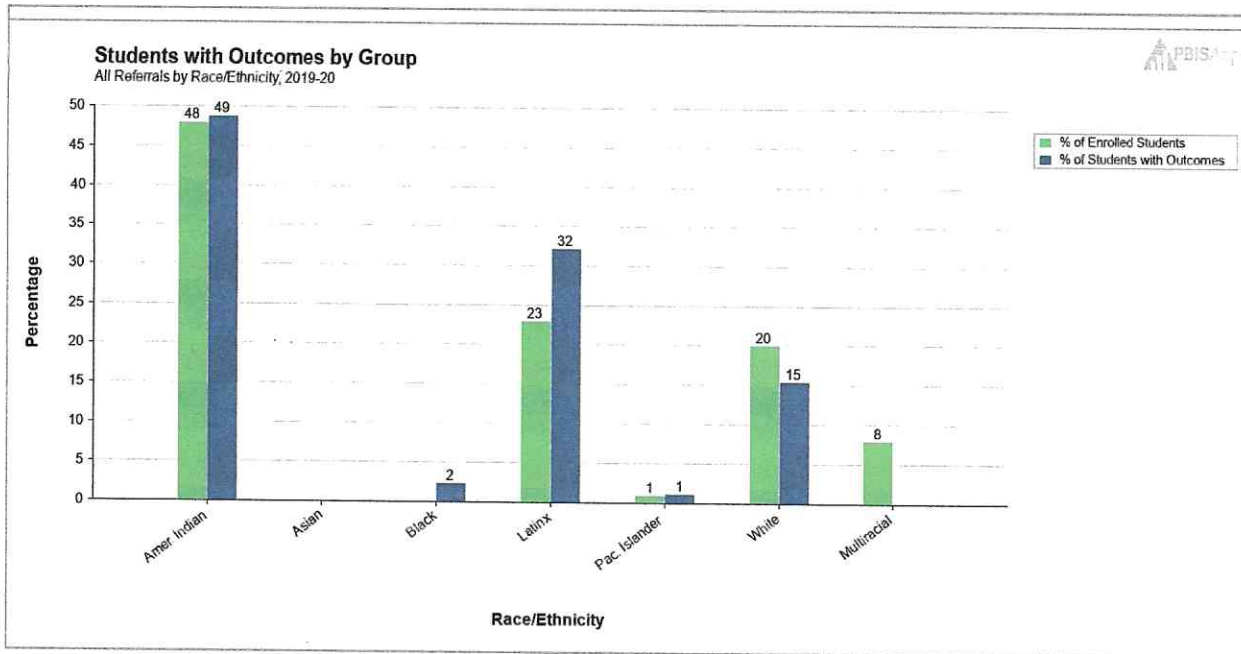
	All Referrals	Major	Minor
All Students	7.87	1.92	5.94
Referrals With IEP's (if student was on an IEP when given referral)	1.36	0.26	1.10
Referrals Without IEP's	6.51	1.67	4.84

Students Currently With IEP's	1.36	0.26	1.10
Students Currently Without IEP's	6.51	1.67	4.84

### Suspension/Expulsion Rates Per 100 Students

	In School Suspensions		Out of School Suspensions		Expulsions		Totals	
	Events	Days	Events	Days	Events	Days	Events	Days
All Students	8.00	8.00	32.00	30.00	0.00	0.00	40.00	38.00
Referrals With IEP's (if student was on an IEP when given referral)	0.00	0.00	7.00	6.50	0.00	0.00	7.00	6.50
Referrals Without IEP's	8.00	8.00	25.00	23.50	0.00	0.00	33.00	31.50
Students Currently With IEP's	0.00	0.00	7.00	6.50	0.00	0.00	7.00	6.50
Students Currently Without IEP's	8.00	8.00	25.00	23.50	0.00	0.00	33.00	31.50





### Ethnicity / Race Data

Ethnicity	# Students Enrolled	# Referrals	# Students With Referrals	% of Enrolled Students	% of Total Referrals	% of Students Within Ethnicity With Referrals	% of Students With Referrals	Risk Index
Hispanic/Latinx	23	357	27	23.00%	23.55%	117.39%	31.76%	1.17
American Indian/Alaska Native	48	854	41	48.00%	56.33%	85.42%	48.24%	0.85
Asian	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00
Black/African American	0	34	2	0.00%	2.24%	0.00%	2.35%	0.00
Multiracial	8	100	1	8.00%	6.60%	12.50%	1.18%	0.13
Native Hawaiian/Other Pacific Islander	1	13	1	1.00%	0.86%	100.00%	1.18%	1.00
White	20	158	13	20.00%	10.42%	65.00%	15.29%	0.65
<b>Totals:</b>	<b>100</b>	<b>1,516</b>	<b>85</b>	<b>100%</b>	<b>100%</b>	<b>380%</b>	<b>100%</b>	

ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Report Cover Sheet

General Settings

Report Name  
Printed  
District  
Logon  
Fiscal Year

ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
4/6/2021 7:57:11 AM  
28  
tzahler  
2021

Filters

Transaction Type:  
Board Meeting Date:  
From Transmittal Number:  
To Transmittal Number:  
Audit Type:  
Fiscal Year:  
Sort By:  
Print Description:  
Include Vendor Address:  
Page Break By Transmittal:  
Include Voided Transmittal:

ALL  
04/08/2021  
21000038  
21000046  
ALL  
2021  
Vendor Name  
Both  
YES  
NO  
NO



HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000038-0 AUDIT

Reference  
PV210428-001

Vendor  
CRYSTAL CREAMERY  
  
DEPT. 33369  
P.O. BOX 44000  
SAN FRANCISCO, CA 94144-3369

Description  
MILK FOR STUDENTS/COVID  
CAFETERIA

Amount  
987.73

Total Payment Amount

987.73

PV210429-001

CRYSTAL SPRINGS CO  
BOTTLED WATER COMPANY  
PO BOX 3786  
EUREKA, CA 95502-3786

WATER FOR STAFF AND STUDENTS  
COVID

8.00

Total Payment Amount

8.00

PV210430-001

DAVID L. MOONIE & CO. LLP  
CERTIFIED PUBLIC ACCOUNTANTS  
325 SECOND STREET, SUITE 301  
EUREKA, CA 95501-0000

AUDIT  
ADMIN

1,500.00

Total Payment Amount

1,500.00

PV210431-001

HUMBOLDT TERMITE & PEST(C)  
5440 ERICSON WAY  
ARCATA, CA 95521-0000

CAMPUS MAINTENANCE  
UTILITIES

35.00

Total Payment Amount

35.00

PV210432-001

INFINITY COMMUNICATIONS INC  
PO BOX 999  
BAKERSFIELD, CA 93302-0999

CONSULTING SERVICES  
ERATE

500.00

Total Payment Amount

500.00

PV210433-001

NILSEN CO  
502 BROADWAY  
PO BOX 563  
EUREKA, CA 95501-0000

SUPPLIES  
MAINTENANCE

24.77

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

28 Loleta Union

Fiscal Year: 2021

Transmittal Number: 21000038-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
PV210434-001	PRESENCE LEARNING INC. PO BOX 743532 LOS ANGELES, CA 90074-3532	SERVICES/ANNUAL FEE CURRICULUM	24.77	2,422.64
PV210435-001	SPORT & CYCLE 475 FORTUNA BLVD FORTUNA,, CA 95540-0000	SUPPLIES-TO BE REIMBURSED BY A PLAY EQUIPMENT	241.68	2,422.64
		Total Payment Amount	241.68	
		Transmittal Total	5,719.82	
		Fund Summary: Fund 01 Fund 13	4,732.09 987.73	
		ART SUPPLIES STAFF REIMB.	19.22	
		Total Payment Amount	19.22	
PV210437-001	CRYSTAL SPRINGS CO BOTTLED WATER COMPANY PO BOX 3786 EUREKA, CA 95502-3786	WATER FOR STAFF AND STUDENTS COVID	14.00	
		Total Payment Amount	14.00	
PV210438-001	DESIGN AIR (C) 2039 EICH ROAD EUREKA, CA 95503-0000	REPAIRS FACILITIES	125.00	
		Total Payment Amount	125.00	

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000039-0 AUDIT

Reference  
PV210439-001

Vendor  
FORBUSCO LUMBER COMPANY  
PO BOX 866  
FORTUNA, CA 95540-0000

Amount  
27.45

Description  
SUPPLIES  
FACILITIES

Total Payment Amount

27.45

PV210440-001

IXL LEARNING  
777 MARINERS ISLAND BLVD  
STE 600  
SAN MATEO, CA 94404-5046

SITE LICENSE  
CURRICULUM

8,325.00

Total Payment Amount

8,325.00

PV210441-001

KERN COUNTY SUPERINTENDENT OF  
OFFICE OF:  
CHRISTINE LIZARDI FRAZIER  
1300 17TH STREET  
BAKERSFIELD, CA 93301-4533

COVID19 RELATED LEAVE WORKSHOP  
TRAINING

160.00

Total Payment Amount

160.00

PV210442-001

RECOLOGY  
PO BOX 188  
SAMOA, CA 95564-0188

GARBAGE & RECYCLE  
UTILITIES

1,078.92

Total Payment Amount

1,078.92

PV210444-001

SFS OF SACRAMENTO INC  
7062 PACIFIC AVENUE  
PLEASANT GROVE, CA 95668

CAFETERIA  
CAFETERIA

550.86

Total Payment Amount

550.86

PV210443-001

STATE OF CALIFORNIA-DOJ  
DEPARTMENT OF JUSTICE  
ACCT OFFICE CASHIER  
PO BOX 944255  
SACRAMENTO, CA 94244-2550

LIVESCAN  
FINGERPRINTING

96.00

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000039-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
PV210445-001	US BANK PO BOX 6335 FARGO, ND 58125-6335	COVID/GEN./CURRIC COVID	96.00	6,891.31
PV210446-001	VALLEY PACIFIC PETROLEUM PO BOX 1245 FRENCH CAMP, CA 95231-1245	GAS UTILITIES	6,891.31	237.90
		Total Payment Amount	237.90	
		Transmittal Total	17,525.66	
		Fund Summary: Fund 01 Fund 13	17,328.13 197.53	
		COPIER LEASE UTILITIES	199.04	
		Total Payment Amount	199.04	
		CAFETERIA CAFETERIA	193.92	
		Total Payment Amount	193.92	
		SYSTEM SERVICES FACILITIES	165.74	
		Total Payment Amount	165.74	
		POSTER GUARD RENEWAL	96.96	

Transmittal Number: 21000040-0 AUDIT

PV210447-001 BCC FUNDING X LLC  
P.O. BOX 844803  
LOS ANGELES, CA 90084-4803

PV210451-001 ECOLAB  
PO BOX 100512  
PASADENA, CA 91189-0512

PV210448-001 EUREKA HUMB FIRE EXT (C)  
1424 11TH ST  
ARCATA, CA 95521-0000

PV210449-001 HRDIRECT

4/6/2021 7:57:14 AM



## Fiscal Year: 2021

Transmittal Number: 21000040-0 AUDIT

Amount

96.96

134.04

134.04

12.96

12.96

1,527.56

1,527.56

787.79

787.79

950.25

950.25

4.068.26

3,808.18  
260.08

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000041-0 AUDIT

Reference  
PV210456-001

Vendor  
ROJO, AMY  
PO BOX 480  
LOLETA, CA 95551-0480

Description	Amount
SETTLEMENT	1,000.00
SETTLEMENT	

Total Payment Amount 1,000.00

Transmittal Total 1,000.00

Fund Summary: Fund 01 1,000.00

Transmittal Number: 21000042-0 AUDIT

PV210457-001

SARA MCLENNAN  
PO BOX 151  
SCOTIA, CA 95565-0151

COVID STUDENT SUPPORT	47.56
MILEAGE REIMB.	

Total Payment Amount 47.56

PV210459-001

SFS OF SCRAMELTO INC  
7062 PACIFIC AVENUE  
PLEASANT GROVE, CA 95668

CAFETERIA	731.28
CAFETERIA/COVID SUPPLIES	

Total Payment Amount 731.28

PV210458-001

SPURR  
PO BOX 45526  
SAN FRANCISCO, CA 94145-0526

NATURAL GAS	673.44
UTILITIES	

Total Payment Amount 673.44

PV210460-001

TRAFERA LLC  
2550 UNIVERSITY AVE W STE 315  
S  
SAINT PAUL, MN 55114-1052

TECHNOLOGY	3,394.13
COVID	

Total Payment Amount 3,394.13

PV210461-001

US BANK  
PO BOX 6335  
FARGO, ND 58125-6335

COVID/GEN./CURRIC.	4,138.02
COVID	

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000042-0 AUDIT

Total Payment Amount	4,138.02
Transmittal Total	8,984.43
Fund Summary:	
Fund 01	8,767.70
Fund 13	216.73

Transmittal Number: 21000043-0 AUDIT

Reference	Vendor	Description	Amount
PV210462-001	ACE HARDWARE-FORTUNA 140 S FORTUNA BLVD FORTUNA, CA 95540-0000	COVID/SUPPLIES/MAIN. FACILITIES	136.94

Total Payment Amount 136.94

PV210463-001	CLENDENEN'S CIDER WORKS 96 12TH ST FORTUNA, CA 95540-9501	CAFETERIA CAFETERIA	202.00
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Total Payment Amount 202.00

PV210464-001	DEBORAH FOGLE	FINGERPRINTS STAFF REIMB	25.00
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Total Payment Amount 25.00

PV210465-001	FERNDAL TECH DITEFANO, DIMETRIUS PO BOX 111 FERNDAL, CA 95536	COVID/COMPUTER REPAIRS TECHNOLOGY	1,333.14
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Total Payment Amount 1,333.14

PV210466-001	HUMMEL TIRE AND WHEEL INC 260 2 FORTUNA BLVD FORTUNA, CA 95540	BUS TIRES UTILITIES	1,341.07
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Total Payment Amount 1,341.07

PV210467-001	JEREMY ZORRES	FINGERPRINTS	25.00
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HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000043-0 AUDIT  
Vendor

		Description	Amount
		STAFF REIMB.	
	<b>Total Payment Amount</b>		25.00
PV210468-001	PRESENCE LEARNING INC. PO BOX 743532 LOS ANGELES, CA 90074-3532	SERVICES/ANNUAL FEE CURRICULUM	2,648.78
	<b>Total Payment Amount</b>		2,648.78
PV210469-001	PROPACIFIC FRESH P.O. BOX 1089 DURHAM, CA 95938-0000	CAFETERIA CAFETERIA/COVID	1,587.45
	<b>Total Payment Amount</b>		1,587.45
PV210470-001	QUILL PO BOX 37600 PHILADELPHIA, PA 19101-0600	SUPPLIES/COVID SUPPLIES	282.23
	<b>Total Payment Amount</b>		282.23
PV210472-001	SCHOOL & COLLEGE LEGAL SERVICE 5350 SKYLANE BLVD SANTA ROSA, CA 95403-1082	COMPLIANCE TRAINING PROFESSIONAL DEVELOPMENT	135.00
	<b>Total Payment Amount</b>		135.00
PV210471-001	SFS OF SACRAMENTO INC 7062 PACIFIC AVENUE PLEASANT GROVE, CA 95668	CAFETERIA CAFETERIA/COVID SUPPLIES	50.91
	<b>Total Payment Amount</b>		50.91
	<b>Transmittal Total</b>		7,767.52
	<b>Fund Summary:</b>	<b>Fund 01</b>	6,721.58
		<b>Fund 13</b>	1,045.94

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000044-0 AUDIT

Reference	Vendor	Description	Amount
PV210473-001	ADVANCED SECURITY SYSTEMS (C) 1336 FOURTH STREET EUREKA, CA 95501-0000	ALARM SYSTEM FACILITIES/SAFETY	156.00

	Total Payment Amount
PV210474-001	156.00
	3,454.43

FERNDAL TECH  
DISTEFANO, DIMETRIUS  
PO BOX 111  
FERNDAL, CA 95536

COVID/COMPUTER REPAIRS  
TECHNOLOGY

	Total Payment Amount
PV210475-001	3,454.43
	234.03

PG&E  
BOX 997300  
SACRAMENTO, CA 95899-7300

ELECTRICITY  
UTILITIES

	Total Payment Amount
PV210476-001	234.03
	2,212.28

PROPACIFIC FRESH  
P.O. BOX 1089  
DURHAM, CA 95938-0000

CAFETERIA  
CAFETERIA/COVID

	Total Payment Amount
	2,212.28
	6,056.74
	4,820.19
	1,236.55

Transmittal Total  
Fund Summary: Fund 01  
Fund 13

Transmittal Number: 21000045-0 AUDIT

PV210477-001	ANGELA SANBORN P.O. BOX 984 FORTUNA, CA 95540	AFTERSCHOOL SUPPLIES STAFF REIMB	150.27
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	Total Payment Amount
PV210478-001	150.27
	68.36

ASAP LOCK & KEY  
581 SOUTH FORTUNA BLVD

KEYS  
FACILITIES



HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000045-0 AUDIT

Reference Vendor  
FORTUNA, CA 95540-0000

	Description	Amount
PV210479-001	COVID/COMPUTER REPAIRS TECHNOLOGY	68.36
	FERNDAL TECH DISTEFANO, DIMETRIUS PO BOX 111 FERNDAL, CA 95536	40.00
	Total Payment Amount	
PV210480-001	LETTRS TRAINING STAFF TRAINING	40.00
	FERNDAL UNIFIED SCHOOL DISTRI 1231 MAIN ST FERNDAL, CA 95536-9416	800.00
	Total Payment Amount	
PV210481-001	ASBESTOS INSPECTION FACILITIES	800.00
	GUZIWEST PO BOX 492770 REDDING, CA 96049-2770	1,000.00
	Total Payment Amount	
PV210482-001	MAINTENANCE FACILITIES	1,000.00
	ROTO ROOTER, INC. P.O. BOX 1326 EUREKA, CA 95502-0000	788.00
	Total Payment Amount	
PV210483-001	STAFF TRAINING TRAINING	788.00
	SMALL SCHOOL DISTRICT ASSOC 925 L ST SACRAMENTO, CA 95814-3702	100.00
	Total Payment Amount	
	Transmittal Total	2,946.63
	Fund Summary: Fund 01	2,946.63

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

Fiscal Year: 2021

28 Loleta Union

Transmittal Number: 21000046-0 AUDIT

Reference	Vendor	Description	Amount
PV210484-001	ACE HARDWARE-FORTUNA 140 S FORTUNA BLVD FORTUNA, CA 95540-0000	COVID/SUPP/MAIN FACILITIES	137.07
		<b>Total Payment Amount</b>	<b>137.07</b>
PV210485-001	LOLETA COMMUNITY SERVICES DIST P.O. BOX 236 LOLETA, CA 95551-0000	WATER/COVID UTILITIES	200.79
		<b>Total Payment Amount</b>	<b>200.79</b>
PV210486-001	MISSION LINEN SERVICE INC 1401 SUMMER ST EUREKA, CA 95501-0000	SUPPLIES CAFETERIA	277.68
		<b>Total Payment Amount</b>	<b>277.68</b>
PV210487-001	MYSTERY SCIENCE INC 1887 WHITNEY MESA DR #9350, AR HENDERSON, NV 89014	SITE MEMBERSHIP CURRICULUM	3,747.00
		<b>Total Payment Amount</b>	<b>3,747.00</b>
PV210488-001	PRESENCE LEARNING INC. PO BOX 743532 LOS ANGELES, CA 90074-3532	SERVICES/ANNUAL FEE CURRICULUM	1,969.13
		<b>Total Payment Amount</b>	<b>1,969.13</b>
PV210489-001	SFS OF SACRAMENTO INC 7062 PACIFIC AVENUE PLEASANT GROVE, CA 95668	CAFETERIA CAFETERIA/COVID SUPPLIES	1,831.52
		<b>Total Payment Amount</b>	<b>1,831.52</b>
		<b>Transmittal Total</b>	<b>8,163.19</b>
	<b>Fund Summary:</b>	<b>Fund 01</b>	<b>7,614.24</b>

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 04/08/2021

28 Loleta Union

Fiscal Year: 2021

Transmittal Number: 21000046-0 AUDIT

Payment Count:	58	Transmittal Count:	9	Grand Total:	62,232.25
				Fund 13	548.95

The above Payable transactions have been issued in accordance with the District's policies and procedures.  
It is recommended that the Board of Trustees approve them.

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Board Approval



Humboldt County Office of Education  
2019-2020 AUDIT EXCEPTION MATRIX

Loleta Union Elementary School District

***CURRENT YEAR RECOMMENDATIONS  
(HCOE OVERSIGHT)***

Total Number of Findings:	3	Williams Findings:	<b>No</b>
Fiscal Impact of Findings:		Finding Number(s):	
2020-001	\$ (1,560)		
	\$		
	\$		
	\$		

Rec. No.	Code No.	Current Year Recommendations	Audit Report Page #	Is There A Financial Impact? (Y/N)	Acceptable Plan? (Y/N)	Comments
1	1000	Attendance Reporting	61-62	Y	Y	Prior year recommendation.
2	4000	Comprehensive School Safety Plan	62-63	N	N	Prior year recommendation. Plan should identify district staff responsible for implementation and ongoing compliance.
3	4000	After School Education and Safety (ASES) Program	63-64	N	N	Prior year recommendation. Plan should identify district staff responsible for reconciliation or resolution.

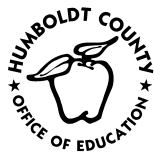
## CDE Audit Resolution

## 2019-2020 AUDIT EXCEPTION MATRIX

Loleta Union Elementary School District

***CURRENT YEAR RECOMMENDATIONS  
(SPI OVERSIGHT)***

[illegible]



## Humboldt County Office of Education

### AUDIT ACTIVITY REPORTING CALENDAR

<u>DATE</u>	<u>RESPONSIBILITY</u>	<u>ACTIVITY</u>
December 15	Auditor	Audit reports shall be submitted to the State Controller, County Office of Education and the districts.
January 31	County Office	On or before this date, the Humboldt County Office of Education will provide to the Districts the Independent Auditor Selection Form.
January 31	District	On or before this date, at a public meeting, the district Board shall review and accept the annual audit (EC 41020.3).
January 31	County Office	The County Office shall provide to the districts the Certification of Corrective Action and specific Audit Findings Corrective Action Forms, which must be adopted by the board and returned to the County Office by April 1.
February 15	District	On or before this date, school districts shall submit to the County Office of Education the Independent Auditor Selection Form for the current fiscal year.
April 1	District	On or before this date, school districts shall submit to the County Office of Education the Certification of Corrective Action and specific Audit finding Corrective Action Forms adopted by their Governing Board.
April 1	District	On or before this date, <b>ONLY</b> school districts <u>that have changed auditing firms and/or the contract commitment</u> must submit to the County Office verification that their Governing Board has approved the new contract for the current fiscal year.
April 30	District	Any additional information required of the school district must be submitted to the County Office by this date.
May 1	County Office	The County Office shall provide for an audit contract for any district that had not secured an auditor for the current fiscal year.
May 15	County Office	The County Office shall certify to the SPI and the State Controller that it has reviewed all audits of school districts and fulfilled the fiduciary required of E.C. 41020.

March 9, 2021

## MEMORANDUM

TO: District Superintendents and Business Managers

FROM: Corey Weber, Director of Fiscal Services

SUBJECT: **RESOLUTION OF 2019-2020 AUDIT FINDINGS AND RECOMMENDATIONS**

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Education Code 41020 et al. requires the County Office of Education to review your independent auditor's audit report, especially audit exceptions, and to determine that your district has either corrected the exception(s) or has an acceptable plan of correction. The shared responsibility between the County Superintendent and the State Superintendent of Public Instruction (SPI) for ensuring that findings and recommendations are corrected is also located in E.C. 41020.

It is important that you implement your auditor's other recommendations quickly to insure district assets are safeguarded. Unresolved or partially implemented prior year findings and recommendations must transfer to oversight of the SPI and, as such, bring a heightened awareness of a district's financial standing to the California Department of Education (CDE).

We have completed our review of your 2019-2020 audit report and have found one or more areas that require further explanation, corrective action or a plan for correction. Please provide clear and concise responses on the attached Corrective Action Form(s) for each finding and recommendation listed on the enclosed Audit Exception Matrix. Please note, Ed Code 41020 (g)(1)(C)(2) specifically states: "...A description of correction or plan of correction shall be incorporated in the audit report, describing the specific actions that are planned to be taken, or that have been taken, to correct the problem identified by the auditor. The descriptions of specific actions to be taken or that have been taken shall not solely consist of general comments such as "will implement," "accepted the recommendation," or "will discuss at a later date." In addition, the corrective action must be specific as to who or what position is responsible for ensuring the finding is corrected. While an auditor may comment on the content of your Corrective Action Plan, it is the fiduciary duty of HCOE to assess and ensure, to the extent possible, these exceptions are adequately resolved.

For your convenience, on subsequent pages we have listed the findings over which the SPI retains oversight responsibility. You should receive correspondence from and respond directly to CDE regarding those audit exceptions.

Resolution of 2019-2020 Audit Findings & Recommendations

Plan to have your Board review and approve your Corrective Action Plans at the April board meeting. The Superintendent and Board President (or designee) should then sign the Certification of Corrective Actions. **Please return the Certification and all of the Corrective Action Plan(s), with supporting documentation as required, to the Business Office by April 30, 2021.**

Also enclosed with this mailing is an Audit Activity Reporting Calendar for your reference. **Please note that once you receive your audit, every district Board shall review and accept the annual audit at a public meeting (EC 41020.3).**

We are required to certify to the State Superintendent of Public Instruction that all required work by you and this office is completed by July 15, 2021.

If you need additional clarification about any of the Findings and Recommendations, please contact your auditor. If you need technical assistance developing acceptable Corrective Action Plans, please do not hesitate to contact Angela West at 441-3946. Thank you.

CW:hg

Enclosures

c: Chris Hartley, Ed. D., Superintendent  
Angela West  
Kelley McNamara  
Jemima West

## 2019-2020 AUDIT FINDING CORRECTIVE ACTION

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**DISTRICT NAME:** \_\_\_\_\_

**FINDING CATEGORY:** \_\_\_\_\_  
(from audit)

**FINDING NUMBER:** \_\_\_\_\_ **AUDIT PAGE NUMBER:** \_\_\_\_\_  
(from matrix)

**Describe below specific corrective action used in resolving audit findings:**

Specifically address each individual item within the finding. Be certain that your responses are specific and concise. You will need to provide **all** documentation which supports the action taken toward resolving the finding such as copies of amended reports and corrective actions.

**ATTACH ALL PERTINENT DOCUMENTATION.**

**Number of pages attached for this finding:** \_\_\_\_\_

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**DISTRICT CERTIFICATION OF CORRECTIVE ACTIONS  
2019-2020 AUDIT FINDINGS AND RECOMMENDATIONS**

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**DISTRICT NAME:** \_\_\_\_\_

☐ **2019-2020 Certification of Corrective Actions is hereby filed by the Governing Board of the school district.**

\_\_\_\_\_  
**President of the Governing Board**

\_\_\_\_\_  
**Date of Meeting**

☐ **2019-2020 Certification of Corrective Action:**

As regards to the 2019-2020 audit, the District Superintendent certifies that all corrective action(s) specified in the attached page(s) have been reviewed by the district's Governing Board and assures that corrective procedures have or will be implemented and will be used in the ensuing years.

\_\_\_\_\_  
**District Superintendent**

\_\_\_\_\_  
**Date**

**Number of corrective actions certified:** \_\_\_\_\_

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**SUPPLEMENTAL INFORMATION**

Date prepared: \_\_\_\_\_

Report prepared by: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

FAX Number: \_\_\_\_\_





PowerSchool Group LLC  
150 Parkshore Dr, Folsom, CA 95630  
Quote #: Q-502488-1  
Quote Expiration Date: 9-APR-2021

Prepared By: Alec Zamet  
Customer Name: Loleta Union Elementary School  
District  
Enrollment: 117  
Start Date: 29-MAR-2021  
End Date: 22-SEP-2021

Customer Contact: Lisa Armstrong  
Title: Confidential Secretary  
Address: PO Box 547  
City: Loleta  
State/Province: California  
Zip Code: 95551  
Phone #: (707) 733-5705

Prorated pricing is reflective of time period from Start Date through  
End Date as outlined above.  
This quote modifies your subscription for the products and services  
set forth below.

Product Description	Current Quantity	Amended Quantity	Unit	Extended Price
Initial Term 29-MAR-2021 - 22-SEP-2021				
License and Subscription Fees				
PD+ Subscription	124		Students	USD 731.51

License and Subscription Totals: **USD 731.51**

#### Quote Total

Initial Term	29-MAR-2021 - 22-SEP-2021
Initial Term Total	USD 731.51

Quote Total is reflective of time period from Start Date through End Date as outlined above.  
For Annual Ongoing Costs after this initial period, please see Annual Ongoing Fees below.

#### Annual Ongoing Fees as of 23-SEP-2021

PD+ Subscription	124	Students	USD 1,500.01
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Annual Ongoing Fees Total: **USD 1,500.01**

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support fees are invoiced at the then current rates and enrollment per terms of the main agreement executed between PowerSchool and Customer ("Main Services Agreement"). Any applicable state sales tax has not been added to this quote. Subscription Start and End Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote. All invoices shall be sent to Customer upon or promptly after execution of this quote, unless otherwise set forth in the applicable statement of work or Main Services Agreement (e.g., services billed on time and material basis will be invoiced when such services are incurred). Payment shall be due to PowerSchool before or on the due date set forth on the applicable invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for confirming this order and its own internal purposes, and no other. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months. Treatment of purchase orders are governed as provided in the Main Services Agreement. By execution of this quote, or its incorporation, this and future purchases of subscriptions or services from PowerSchool are subject to and incorporate the terms and conditions found at: <https://www.powerschool.com/msa/>

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Signature:

A handwritten signature in dark ink, appearing to read "Eric Shander", written over a faint, dotted rectangular box.

Printed Name: Eric Shander

Title: Chief Financial Officer

Date: 29-MAR-2021

Loleta Union Elementary School District

Signature:

Printed Name:

Title:

Date: