



**BOARD MEETING OF TRUSTEES AGENDA**

**Topic: 4-14-2022 Board Meeting**

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

**Place: LUSD - Room 8 Computer Lab**

**1.0 OPEN SESSION:**

1.1 Roll Call

**2.0 CONSENT CALENDAR:**

2.1 Approval of the Board Minutes from 3.10.2022

2.2 Approval of the Board Minutes from 3.14.2022

2.3 Approval of the Board Minutes from 4.05.2022

**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 PTO report & ASB report

4.2 Loleta Community Resource Center Report- Marcelina Castillo Director

4.3 Superintendent/Principal Search

4.4 Community Care Grant Report - Jen Fairbanks

4.5 Williams Report

4.6 Superintendent's Report

**5.0 ACTION ITEMS:**

5.1 Final Action on Resolution and Decision Not to Reemploy Certificated Employees for the 2022-2023 School Year

5.2 Final Action on Resolution and Decision Not to Reemploy Classified Employees for the 2022-2023 School Year

5.3 Board Warrants

5.4 CSBA - Run off ballot

5.5 Memorandum of Understanding with HCOE for Interim Superintendent Services

5.6 Contracted Days for Acting/Summer School Principal

5.7 Approval of Bear River ARP Grant for Playground Equipment

**6.0 CLOSED SESSION:**

**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 12, 2022 at 5:30**

**10.0 ADJOURNMENT:**



**BOARD MEETING OF TRUSTEES [Minutes](#)**

**Topic: 3-10-2022 Board Meeting in Multipurpose Room Loleta Union Elementary [5:35](#)**

**1.0 OPEN SESSION: 5:40pm**

1.1 Roll Call CP, BJ, JS [ABSENT GLENN SHREWY AND CHARMIN BAILEY](#)

**2.0 CONSENT CALENDAR:**

2.1 Approval of the Board Minutes from 2-10-2022

[Motion to approve minutes from 2-10-2022: CP](#)

[2nd JS](#)

[All in favor- motion passed](#)

2.2 Approval of the Board Minutes from 2-28-2022

[Motion to approve minutes 2-28-2022: CP](#)

[2nd JS](#)

[All in favor- motion passed](#)

**3.0 PUBLIC COMMENT:**

3.1 Comments are limited to three minutes per speaker and total conversation about any topic shall be limited to 20 minutes per board regulation. [AUTUMN CHAPMAN READ CTA AND CSEA MASK MANDATE RESPONSES. ALL CLASSIFIED AND CERTIFICATED IN FAVOR OF AN OPTIONAL MASK WEARING POLICY AND ENCOURAGED THE BOARD TO VOTE FOR THIS AT THE MONDAY MEETING.](#)

[STAFF MEMBER - REGARDING CAFETERIA UNIVERSAL MEALS AND BOTH BREAKFAST AND LUNCH IS TO BE AVAILABLE ON CAMPUS DAILY AND THAT STAFF MEMBER WILL CONTINUE TO PROVIDE HEALTHY AND SAFE MEALS.](#)

**4.0 INFORMATIONAL ITEMS:**

4.1 Superintendent's Report ([DISCUSSION ON MASKS WILL BE ON MONDAY 3/14/2022 AND VOTED ON](#))

4.2 Stakeholders' Meeting Report

4.3 PTO report : [JS told the Board that the Kiwanis have bought two scanner pens and wish to have Monica come to their meeting to receive them. Next meeting will be on Tuesday March 15 at Peppers in Fortuna- 7:00 am](#)

- 4.4 Native American Education Advisory Council report.
- 4.5 Loleta Community Resource Center Report- Marcelina Castillo Director
- 4.6 FCMAT Presentation of final Fiscal Health Risk Analysis for LUESD- with guests Jennifer Noga and Julie Auvil
- 4.7 Acknowledgement from board of receipt of letter confirming notice to certificated employees for layoffs and supporting documentation. No discussion about contents to happen. [RECEIVED LETTER AND ACKNOWLEDGED](#)
- 4.8 First read for board policy and Administrative Regulations 5131.62 regarding smoking, vaping and e-cigarettes per compliance for TUPE grant. [MOVE TO MONDAY. POLICIES TO BE SENT AND BOARD WILL COME PREPARED TO POSSIBLY VOTE FOR APPROVAL AT THE NEXT MEETING ON MARCH 14.](#)

**5.0 ACTION ITEMS:**

5.1 Warrants

[Motion to approve warrants JS](#)

[2nd CP](#)

[All in favor- motion passed](#)

5.2 Consideration of and Possible Action on Resolution 22-04 regarding the reduction in hours or elimination of permanent classified employee services 10.80 FTE. See recommendation by Superintendent (Exhibit 1)

[Motion to approve Resolution 22-04: CP](#)

[2nd JS](#)

[All in favor- motion passed](#)

5.3 Possible approval of Business Support Services agreement with HCOE for services through the end of fiscal year 2021 - 2022.

[Motion to approve Business Support Services agreement with](#)

[HCOE: JS](#)

[2nd BJ](#)

[All in favor- motion passed](#)

5.4 Possible approval of the second interim with a negative certification

[Motion to approve second interim with a negative certification:](#)

[JS](#)

[2nd CP](#)

[All in favor- motion passed](#)

5.5 Possible approval of appointment of Interim Superintendent-Principal

[MOTION TO POSTPONE UNTIL 3.14.2022 JS](#)

[2ND BJ](#)

[All in favor-motion passed.](#)

**6.0 CLOSED SESSION: 8:11PM**

6.1 Personnel

6.11 Personnel discussion.

6.2 Negotiations update

6.21 Conference with Labor Negotiators (GC section 54957.6)

Agency designated representative: Autumn Chapman, Superintendent, MOU regarding CSEA personnel.

6.3 Board discussion future governance professional development with County Superintendent Michael Davies-Hughes.

**7.0 OPEN SESSION: (Actions made in closed session must be announced) Returned to open session at 8:45**

Motion to approve the Tentative Agreement regarding updates on the job description of Business Services Clerk: JS

2nd BJ

All in favor- motion passed

Motion to approve the MOU between LUESD and CSEA regarding reduction of hours for SCIA's and .5 Head Cook position: JS

2nd CP

All in favor-motion passed.

**8.0 ANNOUNCEMENTS: None**

**9.0 FUTURE AGENDA ITEMS:** Next meeting will be Monday March 14, 2022 at 5:30.

- Revisiting the use of the van to transport children.

**10.0 ADJOURNMENT: 8:55 pm**

Name	Title	Signature	Date
Autumn Chapman	Superintendent		03.10.2022
Charmin Bailey	Board Clerk		3.10.2022



## **BOARD MEETING OF TRUSTEES Board Minutes**

**Location: Loleta Elementary 700 Loleta Drive, Cafeteria**

**Date: March 14, 2022**

**Time: 5:30 PM**

### **1.0 OPEN SESSION:**

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

### **2.0 CONSENT CALENDAR:**

2.1 Approval of the Board Minutes from 3-10-22

MOTION TO APPROVE 3-10-22 MINUTES:JS,

2nd CP,

1 ABSTENTION

3 APPROVE, MOTION PASSES

### **3.0 PUBLIC COMMENT:**

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

CTA - Have a principal five days a week, have a Superintendent 2.5 or 3 days a week with a school survey being done.

### **4.0 INFORMATIONAL ITEMS:**

4.1 Superintendent's Farewell letter

4.2 Receipt of the CALSHAPE Grant for school ventilation project BESC IS THE COMPANY WORKING WITH LOLETA FOR AIR QUALITY IMPROVEMENT WITH THE CALSHAPE GRANT. COREY WEBER WILL BE WORKING WITH BESC TO NEGOTIATE HOW BEST TO MANAGE THE FINANCIAL OBLIGATIONS INCURRED BY

THE GRANT SO AS TO NOT IMPACT THE DISTRICT'S FINANCIAL PLAN AND CASH FLOW.

4.3 Discussion regarding the use of the van to transport students CAN ONLY TRANSPORT MATERIALS, CANNOT TRANSPORT STUDENTS DAILY UNLESS THE SCHOOL TAKES ON THE LIABILITY. VAN CAN BE USED TO TRANSPORT STUDENTS IF A BUS DRIVER DRIVES IT WITH REGULAR LIABILITY. CAN WE ASK DAN TO TAKE ON A VAN RUN AFTER THE TWO BUS RUNS? STUDENTS WILL BE LATE ARRIVING AT SCHOOL. INSURANCE COSTS ARE TOO HIGH FOR INDIVIDUALS TO DRIVE STUDENTS- SIMILAR TO TAXI DRIVER LIABILITIES. STUDENTS CAN BE DRIVEN SPORADICALLY TO SPORTS EVENTS AND SUCH JUST NOT AN EVERYDAY TRANSPORTATION OF STUDENTS. TO NOT PROVIDE TRANSPORTATION RESULTS IN THE POSSIBLE LOSS OF 4 STUDENTS THIS YEAR.

4.4 Discussion regarding the use of Facilities by community groups LOOK FOR BP CREATED IN 2018. NEED TO DEFINE IF ZOOM WHICH IS AN INVITATION TO SELECT PEOPLE WHO CAN CONTROL PARTICIPATING OR NOT, IS CONSIDERED "BROADCASTING" TO THE PUBLIC. NEED CLARIFICATION FROM LEGAL. CONTINUE DISCUSSION NEXT TIME.

**5.0 ACTION ITEMS:** 1 Possible Approval of Board policies around smoking cessation, vaping and e-cigarettes:E1330, BP5131.62, BP3513.3, BP1330, AR5131.62, AR3513.3,AR1330

MOTION TO APPROVE THE ADOPTION OF THE FOLLOWING BOARD POLICIES AND ADMINISTRATIVE REGULATIONS:E1330, BP5131.62, BP3513.3, BP1330, AR5131.62, AR3513.3,AR1330 BY CB

2ND JS

UNANIMOUS MOTION CARRIES

5.2 Possible Approval of new Interim Superintendent/Principal Dave Navarre

MOTION TO APPROVE DAVE NAVARRE AS NEW INTERIM

SUPERINTENDENT/PRINCIPAL CP,

2ND CB

UNANIMOUS MOTION CARRIES

5.3 Possible Approval of adopting an optional mask wearing at the school

MOTION TO APPROVE THE OPTIONAL WEARING OF MASKS AT THE DISTRICT: JS

2ND: CB

UNANIMOUS MOTION CARRIES

5.4 Possible Approval of partnering with HCOE for Superintendent/Principal

search.

MOTION TO APPROVE JS

2ND CB

UNANIMOUS MOTION CARRIES

**6.0 CLOSED SESSION: 6:30**

6. 1 Personnel:

6.11 Acceptance of resignation of 1.0 FTE Certificated

6.2 Negotiations update -none

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

MOTION TO ACCEPT THE RESIGNATION OF SARAH STREHLOW 1.0

FTE CERTIFICATED : JS

2ND CP

UNANIMOUS MOTION CARRIES

**8.0 ANNOUNCEMENTS:**

8.1 Discipline Policy moved to April.

**9.0 FUTURE AGENDA ITEMS: Next Meeting will be APRIL 14, 2022 at 5:30**

- Continue van discussion.
- Address facilities agreement.
- Resolution regarding the removal of 8th grade teacher vacancy.

**10.0 ADJOURNMENT: 6:45**

Name	Title	Signature	Date
	Designee Superintendent		04.14.2022
Charmin Bailey	Board Clerk		04.14.2022





## **SPECIAL BOARD MEETING OF TRUSTEES Minutes**

**Location:** Loleta Elementary 700 Loleta Drive, Cafeteria

**Date:** April 5, 2022

**Time:** 5:30 PM

**1.0 CALL TO ORDER** CP, GS, JS, BJ Present, CB Absent

**2.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS**

**3.0 CLOSED SESSION 6:01PM Ended**

**3.1** Discuss appointment of interim superintendent (Cal. Gov. Code sec. 54957)  
Unanimous to appoint Christine Frazier for Interim Superintendent.

**4.0 OPEN SESSION**

**4.1** Report out on any action taken on closed session items

Report-out from closed session:

The Board took action in closed session to appoint the County Superintendent of Schools, or his delegee, to assume the necessary responsibilities of Loleta's Superintendent through April 14, 2022, which HCOE has agreed to do at no cost. This arrangement will end effective April 14, 2022. Loleta will remain responsible for defending and indemnifying HCOE, the Humboldt County Board of Education, the County Superintendent, and their collective staff during this period in which the County Superintendent is serving as Loleta's acting superintendent, in accord with existing State law for District superintendents.

**5.0 PUBLIC COMMENT:**

**5.1** Comments are limited to three minutes per speaker and total conversation about any topic shall be limited to 20 minutes per board regulation. No PUBLIC COMMENT

**6.0 CONSENT CALENDAR:**

**7.0 INFORMATIONAL ITEMS:**

**7.1** First reading of Board Policies and Administrative Regulations related to our Comprehensive School Safety Plan: BP5141.4, AR5141.4,BP5144.1,AR5144.1,BP4158,AR4158,BP0410,BP5145.3,AR5145.3,BP5142.2,AR 5142.2,BP5144,AR5144,BP5131.2. BP 5131 and AR 5144.2.

**8.0 ACTION ITEMS:**

**8.1** Possible approval of “Childcare Stabilization Grant” from Bear River for playground equipment. [GS Motion to put on the agenda for 4.14.2022 and would like an email from Sarah Sand regarding the use of funds be used on playground equipment and repair. Motion 2nd CP - Unanimous to move to next agenda](#)

**8.2** Action to rescind the appointment of Dave Navarre as Interim Superintendent. [Motion to rescind GS 2nd JS Motion to rescind passed - Unanimous](#)

**8.3** Discussion and possible action regarding the superintendent/principal search process. [Board gave direction to HCOE for Interview Process , Advertising Job for Principal/Superintendent. Job will be posted 4.6.2022, Applications must be in by 5.1.2022, Interviews by 5/14/2022 and possible 5/21/2022. Board would like to hire in the June board meeting and new Superintendent to take over July 1, 2022. HCOE will have community input and then give that input to the board on what the community would like to see in a new Superintendent.](#)

**9.0 ANNOUNCEMENTS:**

**10.0 FUTURE AGENDA ITEMS: Next Meeting will be April 14, 2022 at 5:30**

**11.0 ADJOURNMENT: 7:45 pm**

<b>Charmin Bailey Board Clerk</b>	<b>Signature Date</b>
<b>Superintendent Designee</b>	<b>Signature Date</b>

# *April PTO Report*

A farmer is donating a 400lb pig to PTO for a big fundraiser! We will have kalua pork, rice, and macaroni salad for \$15 at the Fireman's pavilion in May. Deborah, an aide at the school and the farmer's mother, will help us create letters to grocery stores asking to donate some supplies.

The 7th/8th grade class earned their pizza party for filling up February's kindness jar.

We bought cakes for Ms. Strehlow's class to help send her off with well wishes. Other students came in to say goodbye as well.

Crystal, a member of PTO, is creating a flier for a meet and greet so 3rd/4th grade parents can meet their new teacher, Ms. Parshall.

We earned \$321.43 on the Penny War fundraiser! The 3rd/4th grade class earned the most points and earned an ice cream party for April 8th.

# PROVIDENCE – LOLETA COMMUNITY RESOURCE CENTER

## March 2022 Report

<b>Our stats in collaboration:</b>	<b>Distribution/Event</b>	<b>Amount:</b>
First 5 Playgroup & Loleta CRC	Provided services and referrals	26 families enrolled, 65 encounters
Loleta LCRC and community donations	Diapers, hygiene products, PPE, and children's clothing closet, socks	326 items distributed
Food for People, LCRC, Loleta Community Church	Loleta monthly food pantry distribution and LCRC on campus pantry	224 individuals served
Food for People, LCRC, LES:	Food backpack program	115 lunches distributed
Loleta LCRC, Centro del Pueblo, LUES	Visits to the school garden	130 visits
LCRC	Assistance or referrals to health insurance programs and/or patient financial assistance	30 individuals
LCRC	CalFresh assistance and other food referrals	83 individuals
LCRC	School snacks	350
LCRC	Housing/Utilities assistance or referrals	47 individuals
LCRC	Medical, dental, and Mental Health assistance, education, or referrals	31 individuals
LCRC	Gas Vouchers and bus passes	29
LCRC	Referrals to medical transportation services	7
LCRC	Spanish Speaking parent committee: met on 12/14/21	10 attendees



Getting ready for a year of planting! Dan and the LCRC have selected and purchased a variety of seeds including: yellow and white corn, beans, lettuce, snap peas, sunflowers, pumpkins. Can't wait for what the spring, summer, and fall will bring to us.



Fruit trees are in! Feel free to walk down to the field by the greenhouse and welcome our newest fruit trees. We got a variety of apple trees including King, Fuji, and Honeycrisp. We also have D'Anjou pears. So excited for our student generations to enjoy delicious apples and pears!





**Old shoes closet.**

Our new shoes closet is all set up! We are in need of shoes for kids Tk-8<sup>th</sup> grade.



**Our new shoes closet.**



We always have free nonperishable food bags for everybody who needs them.



Parents and their babies are always welcome into the Comité Asesor de Padres de Loleta meetings!

These meetings happen on the 2<sup>nd</sup> Tuesday of every month at 6:00 p.m. via Zoom



A variety of hygiene and cleaning supplies are always available at the Resource Center.



# Loleta

Union Elementary School District



Loleta Union Elementary School District's  
Board of Trustees is seeking a new

## **Superintendent/Principal**

and **we want your input!**

**Come to one of our community forums and  
let us know what is important to you!**

**Thursday, April 28 @ 5pm • Saturday, April 30 @ 10am**

**Loleta Union Elementary • 700 Loleta Drive**

**Questions? Contact Jenny Bowen at [jbowen@hcoe.org](mailto:jbowen@hcoe.org)**



## An Invitation to Apply



On behalf of the Governing Board of the Loleta Union School District, the Humboldt County Office of Education invites qualified applicants to apply for the position of District Superintendent/Principal. The Superintendent/Principal serves as the executive officer of the Board of Trustees and assumes overall leadership in students and personnel management, curriculum and instruction, community relations and finance and budgeting. The Superintendent/Principal will join a team of professional educators committed to an exemplary educational experience for all students.

## The Community & District

Located on the gentle slopes above the mouth of the Eel River, the community of Loleta lies in one of Humboldt County's most scenic areas. Originally called "Swauger's Station" after a pioneer rancher, the town took the name Loleta in 1898. This melodic, Spanish-sounding word is actually three words in the language of the Wiyot Indians: lo-le-tah, meaning "pleasant place at the end of the river." And as you'll see when you visit Loleta, the name is appropriate indeed.

Today the unincorporated town of Loleta is known for its outstanding dairy farms and livestock ranches. It is blessed with the most constant temperatures in the United States. At a mild year-round average of 60 degrees, Loleta offers an ideal climate for living.

Humboldt County is approximately 285 miles north of San Francisco and 85 miles south of the Oregon border. The community and the surroundings are known for hunting, fishing, beach combing, rock climbing, surfing, back packing and camping.



The Loleta Union School District is a K-8 single site district with a total enrollment of about 100 students. We have rich community partners that support various activities and traditions at the school. The district operates an after school program, a mobile medical clinic visits our school and the area hospital, St. Joseph, participates in community outreach activities.

The District is involved in and committed to participation in the Title I, II and III programs supporting Indian Education and English Language Learners. We are a member of the local SELPA offering a rich Special Education program, and we enjoy the diversity of cultures represented at our school. Loleta adopted the Positive Behavior Intervention and Supports

program and has successfully completed the fifth year under the program.

## Desired Qualifications

- Demonstrated success in staff development, student discipline and positive school climate which promotes academic excellence
- Knowledge of specialized programs that benefit the school and students such as Impact Aide Programs, Title VI, and Indian Education funding.
- Experience with implementation and development of Positive Behavioral Intervention and Support program or similar response to intervention behavioral programs.
- Demonstrates a high level of integrity with solid moral and ethical standards
- Demonstrates strong communication and interpersonal skills with staff, parents, the community, the Board of Trustees, and other educators
- Fosters academic excellence by being a mentor to staff and having the ability to motivate and inspire others



- Demonstrates a problem solving leadership style that encourages participation, respects diversity of opinion and promotes involvement of all segments of the school community
- Is willing to enter actively and visibly into the community as an advocate for students and their families



## Education & Experience

- Possess a California Administrative Credential
- Varied supervisory, administrative or team leadership experience desirable
- Minimum of five years education-related experience (K-8 level preferred), including work with special programs

## Salary & Fringe Benefits

- Not less than \$90,000 (negotiable)
- 220 days per year
- Family health, dental, and vision insurance.
- 1 paid professional association membership
- Multi-year contract negotiable.
- Effective date of employment will be July 1, 2022



## Application Procedure

The Board of Trustees encourages applications from within and outside the district and intends to give full consideration to each complete application.

*An application will be considered complete upon receipt of the following documents no later than May 2, 2022, at 4:00 p.m.*

- A letter of intent summarizing one's candidacy, qualifications, and interest in the position
- A professional resume
- A certificated management application form completed as instructed. Applications can be downloaded from the **Humboldt County Office of Education's** website at **hcoe.org** or contact the Personnel Department for application and assistance by calling (707) 445-7039.
- A minimum of 3-5 current letters of recommendation

*All application materials are to be sent to:*

### Jenny Bowen

Director of Personnel Services  
 Humboldt County Office of Education  
 901 Myrtle Avenue  
 Eureka, CA 95501  
[jbowen@hcoe.org](mailto:jbowen@hcoe.org)

## Selection Procedure

Applications received by May 2, 2022 will be screened, and the Board will select and interview the top candidates. The board may choose to make on-site visitations of the top candidates following the first round of personal interviews.

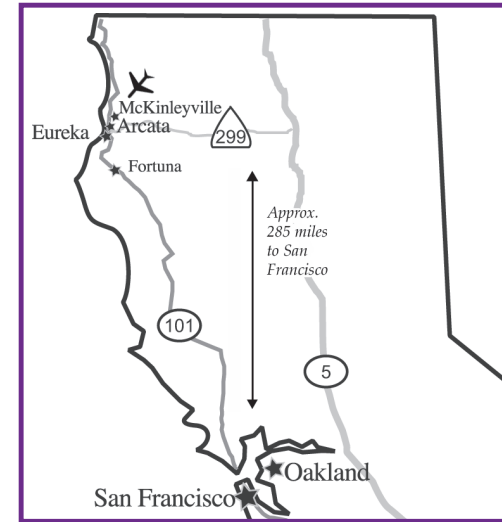
## Board of Education

Board Members	Term Expires
Brenda Juarez, President	2024
Charmin Bailey	2024
Christina Perez	2024
Glen Shewry	2024
John Simmons	2024

For additional information on **HUMBOLDT COUNTY**, please visit these websites:

**Loleta Union School District**  
[loletaschool.org](http://loletaschool.org)

**County of Humboldt**  
[humboldt.gov.org](http://humboldt.gov.org)



**Convention & Visitors Bureau**  
[www.visitredwoods.com](http://www.visitredwoods.com)

**Humboldt County Office of Education**  
[www.hcoe.org](http://www.hcoe.org)

**Cal Poly Humboldt**  
[www.humboldt.edu](http://www.humboldt.edu)

**College of the Redwoods**  
[www.redwoods.edu](http://www.redwoods.edu)



The Board of Trustees of  
**Loleta**  
 Union Elementary School District

Invites Applications for  
**District Superintendent/  
 Principal**

**DEADLINE:**  
**May 2, 2022**

**Form B: Project Abstract**  
**2021–22 California Community Schools Partnership Program:**  
**Implementation Grant**  
**Request for Applications**

**Vision for the proposed continuation or expansion of community schools.**

With support from the California Community Schools Partnership Program, Loleta Union Elementary School (LUES) seeks to continue building a Full Service Community School focused on academic achievement; equitable, whole child development; cradle-to-career supports; strong student and parent engagement; shared governance, and an emphasis on continuous improvement. Our vision is that all LUES students are academically challenged in an affirming and supportive school environment that meets their individual social-emotional, physical, and mental health needs, and creates pathways for their ongoing educational and professional success.

As our community continues to navigate the pandemic and emerge from School Improvement, LUES is seeking support to expand our Community School model to more comprehensively and strategically serve our students, increase student and family voice and engagement, improve school climate, deepen relationships with community partners, expand early childhood learning, and strengthen extended learning and enrichment opportunities. This grant will allow us to hire a Community Schools (CS) Coordinator and a CS Assistant, to implement our vision, and continue building on the important work we began in 2019 to make our school a community hub for students and their families to grow, learn, and access community support and resources. We are fortunate that after 30 years at Humboldt County Office of Education (HCOE) running the county's court and community schools, Jennifer Fairbanks, our current Acting Principal, will serve in this role. Ms. Fairbanks has decades of experience in alternative education and is widely respected throughout the county for her work serving at-risk youth. Community partners committed to this vision include the Loleta Community Resource Center (Providence Health), Centro del Pueblo, Bear River Band of the Rohnerville Rancheria, Table Bluff Reservation, True North Organizing Network, Humboldt County Office of Education, Kiwanis, SMILE Humboldt Dental Services, the ACLU, and the California Partnership for the Future of Learning.

**LEA and participating school sites.**

Loleta Union Elementary School District (LUESD) is the LEA applicant for this CCSPP grant. As is common throughout rural California, LUESD is a single-site school district, composed of Loleta Union Elementary School (LUES), overseen by a combined Principal/Superintendent. LUES is the only participating school for this grant, serving 97 students (2020-21) in grades TK-8. The school is located in Loleta (pop. 632 in 2019), a rural, census-designated place in Humboldt County. LUES primarily serves two Native American communities: the Bear River Band of the Rohnerville Rancheria, and the Wiyot Tribe at Table Bluff. Per Dataquest (2020-21), student demographics include 36% Hispanic/Latino, 35% Native American, 20% White, 4% Two or more races, 3% African American, 1% Asian, and 1% not reported. Many families are mixed race, however, and

approximately 65% of students identify as Native American. 95% qualify for Free and Reduced Price Meals, 6.5% are in foster care, and 20.3% are English Learners (2019). 30% of students have an Individualized Education Plan—almost three times higher than the state average (13%)—largely due to behavioral issues related to childhood and intergenerational trauma. Due to our small size, we have combination classes at most grade levels, with a total of 12 teachers (including resource, music, and Spanish). Our Student Support Team (SST) includes three classified employees, a .25 FTE psychologist/counselor, and a FT social worker.

Since 2019, LUES has been on a School Improvement Plan designed to address chronic absenteeism, high levels of suspension, and low levels of math and English Language Arts acquisition. For instance, in 2018-19, LUES gained the dubious distinction of having the highest rural school suspension rate in the state, (94 per 100 students). Chronic absenteeism was more than twice (26.1%) the state average (12.1%). That year, Loleta placed in the lowest category for student acquisition in Math and English Language Arts on the CA State Dashboard. These conditions existed before the pandemic, which has been extremely challenging for our rural district with limited internet service for remote learning. These challenges, combined with limited access to health care, high levels of community violence, and persistent food insecurity, have further exacerbated students' needs for strong academic and wraparound support.

LUES adopted the Community Schools model in 2019 in a concerted effort to reverse the school's poor academic and behavioral outcomes for students, and increase support for our students' academic, social-emotional, and physical/mental health needs. School climate surveys indicated that students did not feel safe and staff morale was very low. Meetings with community stakeholders, including Bear River and Table Bluff Tribal Councils, English Language Acquisition Council, parents, and staff to exchange ideas about causes and solutions and inform school improvement further revealed that school climate was a major concern. Based on these findings, plans were created to:

Increase social/emotional support for students to address trauma, including developing a culture of restorative practices and support, providing education for students to learn self-regulation; adopting culturally appropriate curriculum; and providing daily enrichment opportunities for students.

Improve student/teacher, staff/community, and student/student interactions by continuing the development of student and teacher awareness and practice of strategies for students' needs for self-regulation; and deepening wraparound services that connect the community, support teams, families, staff, stakeholders, and students to create a seamless support system.

Add enrichment programs to make school more enjoyable and encourage student attendance, such as taking field trips to local nature areas, and taking students to visit local high schools and nearby Humboldt State University.

Provide improved transportation to school to reduce barriers to get to the school.

Close the digital divide, especially during the pandemic.

In response, we expanded our use of Multi-Tiered System of Support (MTSS) by using intensive individualized and targeted group interventions, including creating a Student Support Team focused on SEL. We trained all teachers to administer a universal screening tool to identify student health/wellness needs, increased access to school counselors for social-emotional and academic guidance, implemented PBIS, and

modified our approach to behavioral issues. We hired a full-time Student Support Coordinator to meet students and families in their homes and communities for wraparound support, hired bilingual and Native American staff from the community, increased bus transportation to and from school for unduplicated students and those with disabilities. To address connectivity issues, we provided all students with Chromebooks for home and classroom, and internet hotspots for use at home. We invited tutors from the two local reservations to provide culturally responsive tutoring on campus in math and reading four times/week.

We focused on improving school climate and social-emotional support by creating a Zen Den and sensory room on campus to support students' emotional regulation. Students now have a place to safely and privately express feelings that interfere with learning (e.g., anger, sadness, frustration). To address staff morale, we held three Belong Circles with school staff, and two with community members, to build relationships and trust. Circles were held in partnership with True North Organizing Network, a local organization that seeks to build power and voice for Native American and Latinx communities in Humboldt County.

Based on these changes, we are already seeing improvements. Our suspension rate is down 95% this year (from about 80 to 4). We believe that our community engagement practices (e.g., calling parents as behavioral issues emerge, the expansion of our SST, and increased home visits) are responsible for these changes. Students surveys note greater satisfaction, and students report "feeling safe" on campus and "having a trusted person I can go to." In 2020-21, average daily attendance rates increased to 92%, and family engagement at school events has improved.

### **Programs and services to be added, expanded or provided.**

Moving forward, we will continue strengthening and systematizing the Community School approach, building on the foundation of our equity-based, whole child approach to serving our students and the community. LUES will create two new positions dedicated to enhancing services for students, strengthening relationships with community partners, leveraging resources, overseeing professional development for all site staff, and holding the overall vision for our Community School. The first is a full-time Community Schools Coordinator (CSC), who will lead the school community through visioning, asset mapping/needs assessment, and collaborative strategic planning processes. Working in this model of co-ownership, our incoming CSC, Jennifer Fairbanks will be tasked with maintaining an integrated, school-wide perspective while ensuring strategies are implemented with fidelity. We will also hire a full-time CS Assistant, who will work closely with the CSC, teachers, administrators, and community partners. In addition to supporting the administrative aspects of the CS model, she will focus on expanding restorative practices for students (including professional development for staff) and enhancing our athletic programs.

Integrated student supports: LUES plans to build a COST team (Coordination of Services Team) to meet weekly to discuss services for at-risk students. We will continue to use MTSS to ensure we are meeting individual students' needs and scaffolding their learning in the classroom. When a child is performing above or below standards, teachers are trained to provide classroom instruction to simultaneously keep students engaged in curriculum while helping others approach academic standards.

Social-emotional learning: We have already seen the impact of positive behavior interventions on our discipline and suspension rates which begins with talking to a child, and then with their parents to strategize together. This year we have also changed our staffing model to ensure a counselor and the principal are on site everyday. With our COST team, we will deepen our PBIS/MTSS practices by offering ongoing professional development and certification for all staff. This will include training on conducting whole child observations, trauma-informed instructional approaches, and PBIS to ensure students are well-known and supported.

Academic support: To provide more intensive academic support for students, we plan to provide 1:1 aides for every classroom, as needed, by the end of 2022. We will continue utilizing volunteer tutors from local reservations to provide culturally responsive tutoring in math and reading, and will add a third, Spanish bilingual tutor to work with our Latino and ELL students. As we seek to ensure that all students in our rural community have computer and internet access, we plan to update technology, improve internet access, and extend the use of technology during summer months, which will also improve communication between home-school communities. As learning loss has been a large concern for students and staff, we have used IXL for math and ELA as continuous school-wide assessments. We piloted the ALEK's program to support math learning in grades 7 and 8. Our intention is to fully implement this tool across all grade levels next year. We have also purchased the Response To Intervention (RTI) program for ELA and Spanish support, which identifies children who are struggling, and uses targeted teaching to help them reach grade levels. Our goal is to expand RTI schoolwide. With a dedicated CS Coordinator, we plan to expand training and capacity building to successfully implement these strategies.

Early childhood learning: We are committed to ensuring our children enter school ready to learn. In conjunction with California's universal TK rollout, we are exploring with families how to best meet families' needs. Our combined TK/K classes provide an opportunity for advanced TK students to have access to a more advanced curriculum, promote family engagement, and provide early assessments and targeted interventions to support and retain our early childhood learners. Our psychologist/counselor works in tandem with teachers and families to identify and assess students as early as possible and to prevent students from falling behind due to vision/hearing issues and disabilities that we can mitigate at school.

Expanded learning and enrichment: We currently offer a morning ASES program that serves our most vulnerable students (35% of students), and an afterschool program in which about half of the students participate. We also have an on-site K-5 Special Day Class. We recently hired a music and art instructor to expand these programs, and plan to offer classes in nutrition, gardening, dance, and robotics. Almost one-third of our students participate in summer session, which is currently only two weeks long due to funding constraints. This summer, we plan to add an additional 2 weeks at the end of the school year, and incorporate our SST into summer school. We are committed to each child attending at least two field trips per year, as many students are confined to reservations and do not have the opportunity to explore surrounding areas. Our goal is to increase participation in all of these programs, and expand enrichment opportunities (e.g., Fun Fridays, Kiwanis rebuilding bicycles raffle) that increase student engagement.

Transportation and removing barriers to attendance: Transportation to school is a major issue in our remote region. Starting in 2022-23, we will expand bus service to provide individual transportation for our most at-risk, remote students on the reservations, as well as homeless students.

Nutrition and physical health: Nutrition is a surefire strategy to support student's health and increase their capacity to learn. Our community is plagued by food insecurity. During the pandemic, we made home visits to ensure families had access to food, and since school reopened, we have expanded our commitment to students' nutrition by providing early morning breakfast, classroom snacks, and weekend backpack meals, in addition to school lunch. We are also expanding our school garden program, so students experience growing, harvesting, and eating fresh produce. The newly created CS Aide will add critical support to enable us to expand our recreation program, which currently only consists of basketball and track/field. Next year, we will add volleyball and soccer teams, as both were priorities voiced by families and students.

### **Community engagement.**

With support from this grant, LUES will create a CS Leadership Collaborative, overseen by the CS Coordinator, to guide the implementation of the CSI model. The Collaborative will include teachers, staff, parents, and representatives from the school's three existing advisory committees: Committee de Padres (an ELAC group that focuses on issues for Hispanic students and families); Indian Education Advisory Committee (which advocates for Native American students); and the LUES Advisory Committee (consisting of tribal members, parents, a True North organizer, ACLU, and other stakeholders that meets monthly to discuss school policies and school-based improvements, increase parent voice in decision making, and problem solve). The Collaborative will ensure culturally responsive engagement, stronger MTSS, PBIS, social-emotional learning, and restorative practices, and ensure information is consistently and equitably shared across the school site and with all community stakeholders.

We will continue to solicit student feedback through in-person surveys, with support from the HCOE. These surveys seek to assess changes in school culture and climate. Students are asked questions such as: "Do you feel safe at school?" "Do you feel someone at school you can talk to?" In 2022-23, we will launch an Associated Student Body (ASB), composed of student representation from each classroom, plus four leadership positions across grade levels. Under the advisement of our CS Coordinator, the ASB will plan activities that raise school spirit and create a positive school culture, co-create questions for student and family surveys regarding school climate; create our first yearbook; and help expand 'Cougar Cash' incentives to motivate students to participate in literacy and athletic activities. The ASB will ensure students' voices are heard while fostering leadership among our youngest community members.

We will continue partnering with the Loleta Community Resource Center and many other community partners to expand the number of events and resource fairs that bring community together at the school for seasonal/cultural events (e.g., Harvest Festival, Mexico Independence Day, Native American Day) and include access to community resources (e.g., dental and heart screenings, immigration lawyers).

We will also continue partnering with True North Organizing Network (TN), to build community and collective power on issues of importance to the community. TN will

continue to lead Belong Circles, in which staff, students and community engage in relationship building, storytelling, and naming and repairing harms. Through this process, participants get to know each other on a much deeper level and build a shared vision and goals for the future. Following the five circles recently held with staff and students, TN will hold circles specifically for students and community members, and eventually bring all these groups together to develop common goals.

Finally, LUES will expand professional development for teachers and has already scheduled the HCOE Director of Equity to provide professional development around equity, microaggressions, and intrinsic bias. Our goal is for all teachers and classified staff to receive ongoing training on functional behavioral assessments, which will provide continuous improvement and assure a multi-tiered approach to restorative practices. The CSC Assistant will partner with our SST to plan and implement training.

### **Ongoing reflection, assessment, and continuous improvement.**

To ensure data-informed decision making and continuous improvement, we will partner with Jack Bareilles, Grants and Evaluation Administrator at Northern Humboldt Union High School District, to help the CS Collaborative design and implement ongoing, collaborative assessment of our CS approach that includes students, families, and other stakeholders. Jack has extensive background in Community Schools evaluation and implementation, and over 25 years in Humboldt County public education. We will better align our current systems to include the use of identifying data, behavior tracking forms (PBIS), SWIS, and staff communication via text messages, in-classroom observations, family surveys, and formalized IEP and behavior plans to identify individual and classroom strengths and needs. We will develop COST teams to review individual student needs and collaborate on referrals. The CS Coordinator will be responsible for leading weekly meetings in collaboration with our SST for all identified children; for collecting, monitoring, and evaluating data for staff meetings, progress reports, and annual grant updates; and coordinating with Jack to share data with all school staff.

To measure CS success, we will consider indicators that go beyond test scores. Factors such as attendance, suspension rate, health and wellness as well as the social/emotional benefits will be assessed using tools such as the California Healthy Kids Survey; Family Engagement Survey; and staff surveys. We will develop a longitudinal tool that will follow students from TK throughout their elementary school experiences.

### **Other factors that demonstrate need.**

Our students face enormous challenges to their long-term academic, professional, and personal success. For instance, in 2020-21, only 6.56% of students met ELA standards, and none met math standards. In 2018-19 (prior to the pandemic), these numbers were only slightly higher: 7.69% met or exceeded ELA standards, and 1.49% met math standards. Our Native American communities experience high rates of poverty, unemployment, food insecurity, domestic violence, substance abuse, and criminal justice system involvement due to limited resources and high community rates of intergenerational trauma. These factors all impact students' ability to attend school, concentrate, and learn, and contribute to the high number of students who have IEPs, which are largely addressing trauma-related behavioral issues.



## Loleta Union School District

### Quarterly Report on Williams Uniform Complaints (Education Code §35186)

**Quarterly Reporting Period (please check one)**

- 1st Quarter 2022      January 1 through March 31, 2022
- 2nd Quarter 2022      April 1 through June 30, 2022
- 3rd Quarter 2022      July 1 through September 30, 2022
- 4th Quarter 2022      October 1 through December 31, 2022

**PLEASE CHECK THE BOX THAT APPLIES:**

**No complaints were filed** with any school in the district during the quarter indicated above.

**Yes**, complaints were filed with schools in the district during the quarter indicated above.  
The following chart summarizes the nature and resolution of these complaints.

Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
<b>TOTALS</b>	0		

Christine Frazier

(Print Name of District Superintendent)

Christine Frazier

(Signature of District Superintendent)

Please return hard copy to:  
 Chandler Wilson, School Support  
 Humboldt County Office of Education  
 HYPERLINK "mailto:cwilson@hcoe.org"  
[cwilson@hcoe.org](mailto:cwilson@hcoe.org)

by:    Quarter 1 due:      04/15/2022  
          Quarter 2 due:      07/15/2022  
          Quarter 3 due:      10/15/2022  
          Quarter 4 due:      01/15/2023

**BEFORE THE GOVERNING BOARD**  
**OF THE**  
**LOLETA UNION ELEMENTARY SCHOOL DISTRICT**  
**HUMBOLDT COUNTY, CALIFORNIA**

Resolution and Decision Not to )  
Reemploy Certificated Employees ) **RESOLUTION NO. 22-05**  
\_\_\_\_\_ )

WHEREAS, the Governing Board of the Loleta Union Elementary School District (“District”) adopted a Resolution in the Matter of the Reduction or Discontinuance of Certain Particular Kinds of Services (“Resolution”) on or before March 15, 2022, authorizing and directing the Superintendent or Superintendent’s designee to initiate and pursue procedures necessary not to reemploy the equivalent of 4.85 (F.T.E.) full-time certificated employees of the District pursuant to Education Code sections 44949 and 44955 because of a reduction and/or discontinuance of particular kinds of services; and

WHEREAS, the Superintendent, or Superintendent’s designee, duly and properly served a Notice of Reduction or Discontinuance of Particular Kinds of Services (“Notice”) on the certificated employees listed on Attachment “A” on or before March 15, 2022, indicating that the Governing Board did not intend to reemploy them to the extent indicated in the Resolution and Notice for the 2022-2023 school year; and

WHEREAS, the certificated employees listed on Attachment “A” were informed of their right to request a hearing and that failure to do so in writing by the date specified in the aforementioned

notice would constitute a waiver of the right to a hearing; and

WHEREAS, the certificated employees listed in Attachment “B” either did not submit a timely request for hearing, or submitted a timely request and then rescinded the request. NOW,

THEREFORE, BE IT RESOLVED AND ORDERED that considering the certificated staff requirements of the District for the 2022-2023 school year, as well as the seniority and qualifications of each of the certificated employees of the District, the services of the certificated employees listed on Attachment “C” will not be required for the ensuing school year to the extent indicated in the Resolution and Notice to the employees listed in Attachment “C.” BE IT FURTHER RESOLVED that the Superintendent, or Superintendent’s designee, is authorized and directed to give Final Notice to the certificated employees listed on Attachment “C” that their services will not be required by this District for the 2022-2023 school year. Said notice shall be given by serving upon said persons a true copy of this Resolution and Decision Not to Reemploy Certificated Employees.

BE IT FURTHER RESOLVED that this decision is effective immediately. Duly and regularly adopted this \_\_\_ day of \_\_\_\_\_, 2022, by the following vote: AYES:

\_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Trustees

I, \_\_\_\_\_, Clerk of the Governing Board of the Loleta Union Elementary

School District, do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its meeting held on \_\_\_\_\_, 2022.

---

Clerk, Governing Board

**ATTACHMENT A**

**LOLETA UNION ELEMENTARY SCHOOL DISTRICT**

**LIST OF CERTIFICATED EMPLOYEES SENT  
INITIAL LAYOFF NOTICE**

1. Melissa Cherry
2. Jennifer Fairbanks
3. Kaylyn Fox
4. Mary Gustaveson
5. Candice Hofeldt
6. Emily Parshall

**ATTACHMENT B**

**LOLETA UNION ELEMENTARY SCHOOL DISTRICT**

**LIST OF CERTIFICATED EMPLOYEES WHO EITHER  
DID NOT SUBMIT A TIMELY REQUEST FOR HEARING OR  
REQUESTED A HEARING AND THEN RESCINDED THE  
REQUEST**

1. Melissa Cherry
2. Jennifer Fairbanks
3. Kaylyn Fox

4. Mary Gustaveson
5. Candice Hofeldt
6. Emily Parshall

**ATTACHMENT C**

**LOLETA UNION ELEMENTARY SCHOOL DISTRICT**

**LIST OF CERTIFICATED EMPLOYEES  
TO BE SENT FINAL LAYOFF NOTICE**

1. Melissa Cherry
2. Jennifer Fairbanks
3. Kaylyn Fox
4. Mary Gustaveson
5. Candice Hofeldt
6. Emily Parshall

**BEFORE THE GOVERNING BOARD**  
**OF THE**  
**LOLETA UNION ELEMENTARY SCHOOL DISTRICT**  
**HUMBOLDT COUNTY, CALIFORNIA**

Resolution and Decision Not to )  
Reemploy Classified Employees ) **RESOLUTION NO. 22-06**  
\_\_\_\_\_ )

WHEREAS, the Governing Board of the Loleta Union Elementary School District (“District”) adopted a Resolution in the Matter of the Reduction or Elimination of Certain Positions in the Permanent Classified Service (“Resolution”) on or before March 15, 2022, authorizing and directing the Superintendent or Superintendent’s designee to initiate and pursue procedures necessary not to reemploy the following classified positions:

- 1. Custodial - 1.0 FTE**
- 2. Cook Assistant - 0.5 FTE**
- 3. Office Secretary - 1.0 FTE**
- 4. Student Support Services Coordinator - 0.82 FTE**
- 5. Student Support Specialist - 1.0 FTE**
- 6. Instructional Aide Level 1 - 2.8125 FTE**
- 7. Instructional Aide Level 2 - 0.69 FTE**
- 8. Instructional Aide Level 3 - 2.56 FTE**
- 9. Special Circumstances Instructional Assistants (“SCIAs”) - 0.42 FTE**

WHEREAS the reduction or elimination of the above-listed classified positions was pursuant to Education Code sections 45117, 45298, and 45308 because of a lack of work or lack of funds; and

WHEREAS, the Superintendent, or Superintendent’s designee, duly and properly served a Notice of Layoff Due to Lack of Work and/or Lack of Funds in Compliance with the Seniority

Requirements of the Education Code (“Notice”) on the classified employees listed on Attachment “A” on or before March 15, 2022, indicating that the Governing Board did not intend to reemploy them to the extent indicated in the Resolution and Notice for the 2022-2023 school year; and

WHEREAS, the classified employees listed on Attachment “A” were informed of their right to request a hearing and that failure to do so in writing by the date specified in the Notice would constitute a waiver of the right to a hearing; and

WHEREAS, the classified employees listed in Attachment “B” either did not submit a timely request for hearing, or submitted a timely request and then rescinded the request.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that considering the classified staff requirements of the District for the 2022-2023 school year, as well as the seniority and qualifications of each of the classified employees of the District, the services of the classified employees listed on Attachment “C” will not be required for the ensuing school year to the extent indicated in the Resolution and Notice to the employees listed in Attachment “C.”

BE IT FURTHER RESOLVED that the Superintendent, or Superintendent’s designee, is authorized and directed to give Final Notice to the classified employees listed on Attachment “C” that their services will not be required by this District for the 2022-2023 school year. Said notice shall be given by serving upon said persons a true copy of this Resolution and Decision Not to Reemploy Classified Employees.

BE IT FURTHER RESOLVED that this decision is effective immediately.

Duly and regularly adopted this \_\_\_ day of \_\_\_\_\_, 2022, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Trustees

I, \_\_\_\_\_, Clerk of the Governing Board of the Loleta Union  
Elementary School District, do hereby certify that the foregoing Resolution was regularly  
introduced, passed and adopted by the Governing Board at its meeting held on  
\_\_\_\_\_, 2022.

\_\_\_\_\_  
Clerk, Governing Board



**ATTACHMENT A**

**LOLETA UNION ELEMENTARY SCHOOL DISTRICT**

**LIST OF CLASSIFIED EMPLOYEES SENT**

**INITIAL LAYOFF NOTICE**

1. Virginia Clifton-Fontaine
2. David Collins
3. Ana Maria Diaz Santillan
4. Blake Estes
5. Alexander Greenlee
6. Alynda Lindley
7. Sara McLennan
8. Cathy Nelson
9. Abbie Perrott
10. Kiyara Pugged
11. Taryn Sanborn
12. Stephanie Twaddell

**ATTACHMENT B**

**LOLETA UNION ELEMENTARY SCHOOL DISTRICT  
LIST OF CLASSIFIED EMPLOYEES WHO EITHER  
DID NOT SUBMIT A TIMELY REQUEST FOR HEARING  
OR REQUESTED A HEARING AND THEN RESCINDED  
THE REQUEST**

1. Virginia Clifton-Fontaine
2. David Collins
3. Ana Maria Diaz Santillan
4. Blake Estes
5. Alexander Greenlee
6. Alynda Lindley
7. Sara McLennan
8. Cathy Nelson
9. Abbie Perrott
10. Kiyara Pugeda
11. Taryn Sanborn
12. Stephanie Twaddell

**ATTACHMENT C**

**LOLETA UNION ELEMENTARY SCHOOL DISTRICT**

**LIST OF CLASSIFIED EMPLOYEES  
TO BE SENT FINAL LAYOFF NOTICE**

1. Virginia Clifton-Fontaine
2. David Collins
3. Ana Maria Diaz Santillan
4. Blake Estes
5. Alexander Greenlee
6. Alynda Lindley
7. Sara McLennan
8. Cathy Nelson
9. Abbie Perrott
10. Kiyara Pugeda
11. Taryn Sanborn
12. Stephanie Twaddell

**Checks Dated 03/21/2022 through 04/11/2022**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3000164818	03/24/2022	HOUGHTON MIFFLIN CO.(C)	01-4310		141.48
3000164819	03/24/2022	PG&E	01-5520		3,012.65
3000165539	03/31/2022	Shaw Firm	01-5800		5,700.00
<b>Total Number of Checks</b>			<b>3</b>		<b>8,854.13</b>

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	3	8,854.13
	Total Number of Checks	3	8,854.13
	Less Unpaid Tax Liability		.00
	<b>Net (Check Amount)</b>		<b>8,854.13</b>

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.



**TIME SENSITIVE - REQUIRES BOARD ACTION**  
**DEADLINE: MONDAY, MAY 2, 2022**

April 1, 2022

**MEMORANDUM**

To: All Board Presidents and Superintendents  
CSBA Member Boards of Education in Region 1A

From: Dr. Susan Heredia, CSBA President

Re: 2022 CSBA Delegate Assembly Run-off Elections  
***U.S. Postmark Deadline – Monday, May 2, 2022***

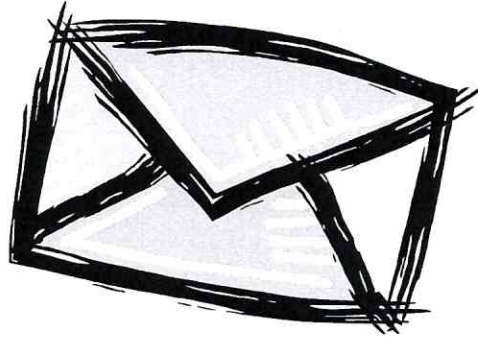
---

The members of the Delegate Assembly Election Committee met on March 28, 2022, to count and certify the ballots for membership on the CSBA Delegate Assembly. A tie vote resulted in a run-off election in your Region.

Enclosed is the run-off ballot material for election of a representative to CSBA Delegate Assembly from your Region. The material consists of the ballot (on turquoise paper) and a list of all current members of the Delegate Assembly from Region 1A effective April 1, 2021. In addition, the candidates' required biographical sketch form and optional resume is provided, along with a "copy" of the run-off ballot on white paper so that it may be included in your board agenda packet. **Only the run-off ballot on turquoise paper is to be completed and returned.**

The board, as a whole, votes using the turquoise ballot. The ballot must be completely filled out, signed by the Superintendent or the Board Clerk, and returned in the enclosed envelope. If the envelope is misplaced, you may use your district's stationery, please write **DELEGATE ELECTION – RUN-OFF BALLOT** and your Region number on the envelope. **Run-off ballots must be postmarked by the U.S. Post Office on or before Monday, May 2, 2022.**

The run-off ballots will be counted by May 10 and candidates will be notified of the results immediately. Should a second tie occur, the Regional Director will cast the tie-breaking vote. All newly elected Delegates will serve terms that will expire on March 31, 2024. The next meeting of the Delegate Assembly is on Saturday, May 21 – Sunday, May 22 and will take place at the Hyatt Regency Hotel, in Sacramento. Please do not hesitate to contact Toya Davis at [TDavis@csba.org](mailto:TDavis@csba.org) should you have any questions. Thank you.



**BALLOTS SHOULD BE RETURNED IN THE  
ENCLOSED ENVELOPE; HOWEVER, SHOULD  
THE ENVELOPE BECOME MISPLACED; PLEASE  
USE YOUR STATIONERY AND RETURN TO:**

**CSBA  
DELEGATE ASSEMBLY ELECTIONS  
3251 BEACON BLVD.  
WEST SACRAMENTO, CA 95691**

**ON THE BOTTOM LEFT CORNER OF THE  
ENVELOPE, WRITE THE REGION OR  
SUBREGION NUMBER (THIS NUMBER APPEARS  
ON THE BALLOT AT THE TOP).**

**REQUIRES BOARD ACTION**

This completed **ORIGINAL RUN-OFF BALLOT** must be **SIGNED** by the Superintendent or Board Clerk and may be returned by email on or before **MONDAY, MAY 2, 2022**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR A LATE BALLOT THAT IS NOT POSTMARKED ON OR BEFORE MAY 2 WILL NOT BE VALID.*

OFFICIAL 2022 DELEGATE ASSEMBLY RUN-OFF BALLOT  
SUBREGION 1-A  
(Del Norte and Humboldt Counties)  
(Vote for no more than 1 candidate)

---

*Delegates will serve two-year terms that will end March 31, 2024*

*\*denotes incumbent*

- Angela Greenough (Del Norte County & USD)
- Lisa Ollivier (Eureka City Schools)\*
- George "Alvin" Sager (McKinleyville Union ESD)

---

*Signature of Superintendent or Board Clerk*

---

*Title*

---

*School District*

---

*Date of Board Action*

***See reverse side for a current list of all Delegates in your Region.***

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN HUMBOLDT COUNTY OFFICE OF EDUCATION AND**  
**LOLETA UNION ELEMENTARY SCHOOL DISTRICT FOR**  
**INTERIM SUPERINTENDENT SERVICES**

**WHEREAS**, Humboldt County Office of Education and the Superintendent of Humboldt County Schools (collectively “HCOE”) may temporarily employ individuals under contract pursuant to Education Code section 1293; and

**WHEREAS**, the former Superintendent of Loleta Union Elementary School District (“District”) resigned from the District effective April 1, 2022, and the Governing Board of the District is conducting a search for a new superintendent, but has not yet hired a superintendent; and

**WHEREAS**, HCOE has offered to hire as a temporary employee, a qualified individual, to serve as an Interim Superintendent for the District through June 30, 2022; and

**WHEREAS**, the District has a need for an Interim Superintendent until such time as it has hired a Superintendent.

**NOW, THEREFORE**, the Parties have agreed to enter into this Agreement to permit the provision of Interim Superintendent services from HCOE to the District.

1. The purpose of this Agreement is to set forth the terms under which District shall contract with HCOE for an Interim Superintendent. Pursuant to Article 3 (commencing with Section 35026) of Chapter 1 of Part 21 of Division 3 of Title 2 of the Education Code, the Interim Superintendent shall be the Chief Executive Officer of the District.

2. In consideration of the further terms of this Agreement, HCOE shall provide an Interim Superintendent who shall:

- A. Perform, at the highest level of competence, all services, duties, and obligations required by (i) this Agreement, (ii) the District Superintendent job description,



(iii) applicable laws and regulations, (iv) Board rules, regulations, and policies and as otherwise directed by Board or HCOE. The Interim Superintendent may delegate his or her duties to a responsible District or HCOE employee at the Interim Superintendent's discretion, unless otherwise stated in applicable laws and regulations, found in Board rules, regulations, and policies, or otherwise prohibited by Board.

- B. The Interim Superintendent will begin work for the District as per Section 3.A of this Agreement, and the Agreement will be terminated after notice is provided, in accord with Paragraph 6, when the Board decides to discontinue the Interim Superintendent's services with HCOE; or when a new Superintendent is hired and on duty; or when HCOE gives notice to the District Board President of the termination of this Agreement; or when the full term of this Agreement is completed as per Section 3.A of this Agreement, whichever is sooner.
- C. The District agrees to pay HCOE for the Interim Superintendent's services at a rate of \$ 150 per hour up to a maximum of 108 hours or \$16,200. Statutory expense borne by HCOE in the employment of Interim Superintendent, including but not limited to, Worker's compensation, social security (where applicable) shall be billed back to District and is not included in the sums set forth in the first paragraph of 2.C.
- D. Benefits: HCOE shall be responsible for any benefits provided to the Interim Superintendent, if any.
- E. Expenses: The District shall pay the actual and necessary expenses for mileage should the Interim Superintendent be required to attend meetings outside of

Humboldt County, meals if needed, and other appropriate expenses, as billed to the District by HCOE, with supporting documentation.

F. HCOE shall not bill District for vacation or holidays during Interim Superintendent's work at District.

3. In consideration of the other terms of this Agreement, HCOE shall:

A. Temporarily employ a qualified individual to act as Interim Superintendent for the District, whose employment will be from the date of Board approval of this Agreement through June 30, 2022, or sooner, as stated above in Section 2.B. of this Agreement.

B. Submit billing invoices on a monthly basis. District shall pay HCOE through a inter-district transfer due within 14 days of the invoice being received by the District.

4. Relationship Between the Parties: The parties are separate legal entities. Neither party shall represent itself or its programs or activities as the others' program or activity. Nothing in this Agreement shall be construed as creating an employment or agency relationship between HCOE or District. Nothing herein contained shall be deemed in any way or have any purpose whatsoever to constitute HCOE or District a partner of the other in its business or otherwise, or a joint venture, or a member of a joint enterprise with the other. Each party shall be responsible for hiring and training its employees (including volunteers, agents or representatives) to provide the services required by that party under this Agreement. Each party shall be responsible for maintaining its own records.

5. Student Records: District designates HCOE as having a legitimate educational interest in Student records shared with the Interim Superintendent, or his/her designees, as necessary to perform his/her duties.

6. Termination of Agreement: Either party may terminate this agreement without cause as set forth in Paragraph 2.B. by providing 14 calendar days' written notice to the other parties.

Notice is considered given either (a) when delivered in person to the recipients named below, or (b) when deposited in the United States mail in a sealed envelope or container, postage and charges prepaid, and addressed as follows:

Michael Davies-Hughes  
Superintendent of Schools  
Humboldt County Office of Education  
901 Myrtle Avenue  
Eureka, CA 95501  
Cc: superintendent@hcoe.org

Brenda Juarez  
Board President  
Loleta Union Elementary School District  
700 Loleta Dr.  
Loleta, CA 95551  
Cc: office@loleta.org

7. Mutual Indemnification: To the full extent permitted by law, HCOE and District shall each defend, indemnify and hold harmless each other as well as their respective officers, agents, employees, volunteers or representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind and description including litigation costs and reasonable attorney's fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising out of or connected with any acts or omissions of that party or its officers, agents, employees, volunteers, or contractors or their subcontractors, when performing any activities or obligations required of that

party under this Agreement. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement, providing that nothing shall require either party to disclose any documents, records or communications that are confidential or privileged by operation of law.

8. The maximum cash settlement that a superintendent may receive shall be either (i) an amount equal to the monthly salary of the superintendent multiplied by the number of months left on the unexpired term of the Contract or (ii) an amount equal to the monthly salary of a superintendent multiplied by twelve (12), whichever is less. This paragraph is set forth herein because it is required by subdivision (a) of Government Code Section 53260. The Parties agree that this provision does not apply to this Agreement, and that the Interim Superintendent is an at-will employee of HCOE, and entitled to no cash settlement upon either Parties' termination of this Agreement.

9. General Provisions:

**A. Governing Law and Venue.** This Agreement, and the rights and obligations of the parties, shall be governed by and construed in accordance with the laws of the State of California. The parties also agree that, in the event of litigation, venue shall be the proper state or federal court located in Humboldt County, California.

**B. Entire Agreement.** This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.

- C. **No Assignment.** HCOE may not assign or transfer any rights granted or obligations assumed under this Agreement.
- D. **Seniority.** The Interim Superintendent shall not be considered a school site administrator of the District, or an employee of the District, for purposes of Education Code Section 44956.5.
- E. **Modification.** This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both of the parties.
- F. **Severability.** If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.

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Michael Davies-Hughes  
Superintendent of Schools  
Humboldt County Office of Education  
Humboldt County, California

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Brenda Juarez  
President of the Board of Trustees of the  
Loleta Union Elementary School District  
Humboldt County, California

**BEAR RIVER BAND of the ROHNERVILLE RANCHERIA**  
266 KEISNER RD LOLETA, CA 95551-9707 PHONE 707-733-1900 FAX 707-733-1723



4/8/22

Dear Jennifer Fairbanks and LUSD,

I wanted to take a moment to assure you that you can use these ARPA funds granted to you by Bear River at your discretion. The categories are meant to be very broad because it is understood the child care centers and after school programs can be very creative and we support that! According to the federal funding allowable uses website:

“Allowable expense categories include: *(includes but is not limited to)*

- personnel costs,
- rent/mortgage and utilities,
- facilities maintenance and insurance (excluding major renovations),
- personal protective equipment (PPE), cleaning, and other health/safety practices,
- equipment and supplies,
- goods and services, and
- mental health support for employees and children.”

The use of money for a playground equipment repair, replacement, or even an entirely new structure would be allowable under equipment and supplies or could be considered Covid response and mitigation practices, as it is an outdoor item and also essential to the program.

I have seen providers use these funds for roof repairs, trainings, HVAC system replacement, credit card bills, past due bills, workers comp insurance payments, employee retention, center expansion, natural playgrounds, and even chicken farming as Covid mitigation under outdoor activities.

Regards,

  
Sarah Sand  
Education, Child Care, and Library Services Director