

# BLACK OAK MINE UNIFIED SCHOOL DISTRICT



February 8, 2018

## MEETING OF THE BOARD OF TRUSTEES

Black Oak Mine Unified School District will provide a safe learning environment that challenges all students to achieve academic, excellence, develop their creative potential, and acquire marketable, career, technical, and personal skills.

Superintendent

Jeremy Meyers

Board of Trustees

Bill Drescher

Joe Scroggins

Darcy Knight

Jeff Burch

Ronnie Ebitson



BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
6540 WENTWORTH SPRINGS ROAD  
GEORGETOWN, CALIFORNIA

Black Oak Mine Unified School District will provide a safe learning environment that challenges all students to achieve academic excellence, develop their creative potential, and acquire marketable, career, technical, and personal skills.

REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE: February 8, 2018  
TIME: 4:45 p.m. (Closed)  
7:00 p.m. (Open)  
LOCATION: 6540 Wentworth Springs Road  
Georgetown, CA

Visitors are always welcome at meetings of the Board of Trustees and their suggestions and comments are encouraged. Those wishing to address the Board may do so when the item on the agenda is taken up, prior to action being taken by the Board, or under "Communications". Pursuant to Board Bylaw 9323, at the time of Oral Communications, the Board President will enforce a three minute time limit and will advise the public. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. The agenda packet for this public meeting, as well as agenda documents distributed less than 72 hours prior to this meeting, are available for review at the Black Oak Mine Unified School District Office at the above address. If you are an individual with a disability and need an accommodation, please contact the District Office at 333-8300 at least 48 hours in advance. The Board meetings are taped by the District Office and the tape recordings are destroyed after 30 days. Black Oak Mine Unified School District adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent, (530)333-8300. All efforts will be made for reasonable accommodations.

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1.0 CALL TO ORDER - OPEN SESSION - 4:45 P.M.

2.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA

3.0 CLOSED SESSION TOPICS

The Board of Trustees will review matters pertaining to the following topics as necessary and will announce in public prior to going into Closed Session which topics will be considered in that Closed Session.

- 3.1 Interdistrict Appeal Hearing-Student #005-18
- 3.2 Interdistrict Appeal Hearing-Student #003-18
- 3.3 Interdistrict Appeal Hearing-Student #009-18
- 3.4 Interdistrict Appeal Hearing-Student #001-18
- 3.5 Interdistrict Appeal Hearing-Student #002-18
- 3.6 Interdistrict Appeal Hearing-Student #010-18
- 3.7 Interdistrict Appeal Hearing-Student #006-18
- 3.8 Interdistrict Appeal Hearing-Student #007-18
- 3.9 Interdistrict Appeal Hearing-Student #004-18
- 3.10 Interdistrict Appeal Hearing-Student #008-18
- 3.11 Interdistrict Appeal Hearing-Student #011-18
- 3.12 Letters of Resignation- 3 - 1.0 FTE Custodian I
- 3.13 Public Employee Employment- 2 - 1.0 FTE Custodian I, 1 - .5 FTE Custodian I, and 1 - .18 FTE Mental Health Specialist
- 3.14 Conference with Superintendent Jeremy Meyers, Personnel Services Coordinator Shelly King, and District Labor Negotiator regarding Labor Negotiations, the Black Oak Mine Teachers Association, the California School

Employees Association, Gold Chain Chapter #660, Classified Management, Confidential employees, and Administrative employees.

- 3.15 Superintendents Evaluation
- 4.0 OPEN SESSION - 7:00 P.M.  
The Board of Trustees will reconvene in open session.
- 5.0 DISCLOSURE OF ACTION TAKEN, IF ANY, IN CLOSED SESSION
- 6.0 PLEDGE OF ALLEGIANCE
- 7.0 ADOPTION OF THE AGENDA  
The Board may act upon an item of business not appearing on the posted agenda if, first, the Board publicly identifies the item, and second, one of the following occurs:
- 7.1 The Board, by majority vote of the full Board, decides that an emergency exists, as defined in Govt. Code Section 54956.5;
- 7.2 Upon a decision by a 2/3 vote of the Board members present at the meeting, or if less than 2/3 of the Board members are present, a unanimous vote of those present decides, that there is a need to act immediately and that the need to take action came to the District's attention after the agenda was posted; or
- 7.3 the item was on the agenda of a prior meeting of the Board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.
- M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_
- 8.0 COMMUNICATIONS - 7:10 P.M.
- 8.1 Public Hearing - Tentative Agreement By and Between The Black Oak Mine Unified School District and The Black Oak Mine Teachers Association for the 2016-17, 2017-18, 2018-19 school years (Page 1)
- 8.2 Public Hearing - AB 1200 Disclosure for the Agreement By and Between The Black Oak Mine Unified School District and The Black Oak Mine Teachers Association for the 2016-17, 2017-18, 2018-19 school years (Page 2)
- 8.3 Public Hearing - Tentative Agreement with Black Oak Mine Unified School District and Black Oak Mine Confidential, Classified Management, Mental Health Therapist, and Administrative Employees for the 2016-17, 2017-18, & 2018-19 school years (Page 3)
- 8.4 Public Hearing - AB 1200 Disclosure for the Agreement with Black Oak Mine Unified School District and Black Oak Mine Confidential, Classified Management, Mental Health Therapist, and Administrative Employees for the 2016-17, 2017-18, & 2018-19 school years (Page 4)
- 8.5 Public Hearing - Initial Collective Bargaining Proposal of Black Oak Mine Unified School District with the California School Employees Association, Gold Chain Chapter #660 for the 2017-18 School Year (Page 5)
- 8.6 Written Communications
- 8.7 Oral Communications - Members of the public may address the Board on any items of interest to the public that are within the subject matter jurisdiction of the Board, but are not on the agenda or are on the consent agenda. Each person who addresses the Board must first be recognized by the presiding officer and then give his/her name. Comments must be directed to the Board as a whole and not to individual members or District employees. Individual speakers will be allowed three (3) minutes to address the Board. However, the Board shall not act upon, respond to, or comment on the merits of any item presented during the Oral Communications, although the Board may ask clarifying questions of the presenter or refer the presenter to a District procedure if appropriate. (Government Code Sections 54954.2 and 54954.3) This is also the time to address any items on the consent agenda.
- 9.0 EXCELLENCE IN EDUCATION - 7:20 P.M.

- 10.0 B.O.M.T.A. REPORT - 7:25 P.M.
- 11.0 C.S.E.A. REPORT - 7:30 P.M.
- 12.0 STUDENT REPRESENTATIVE TO THE BOARD REPORT - 7:35 P.M.
- 13.0 FMOTC REPORT- 7:40 P.M.
- 14.0 CBO REPORT- 7:45 P.M.
- 15.0 SITE ADMINISTRATORS REPORT- 7:55 P.M.
- 16.0 SUPERINTENDENT'S REPORT - 8:05 P.M.
- 17.0 INFORMATION & DISCUSSION - 8:10 P.M.

- 17.1 Results of El Dorado County Office of Education 2016-17 First Interim Review (Pages 7-11)

EXPLANATION: The results of El Dorado County Office of Education 2016-17 First Interim Review will be shared with the Board of Trustees.

- 17.2 Initial Collective Bargaining Proposal of Black Oak Mine Union School District with the California School Employee Association, Gold Chain Chapter #660 (Pages 13-14)

EXPLANATION: As required by Government Code Section 3547 prior to engaging in collective bargaining, initial proposals of both the employee organizations and the District must be made public. As well, it is required that the public have an opportunity to express itself regarding the proposals.

- 18.0 NEW BUSINESS - 8:15 P.M.
- 18.1 Local Education Agency Plan (LEAP) Annual Review/Update (Pages 15-50)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the LEAP Annual Review/Update.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 18.2 Tentative Agreement By and Between The Black Oak Mine Unified School District and the Black Oak Mine Teacher Association for the 2016-17, 2017-18, & 2018-19 school years including AB 1200 Disclosure(Pages 51-59)

RECOMMENDATION: It is recommended that the Board of Trustees approve the Agreement between The Black Oak Mine Unified School District and the Black Oak Mine Teachers Association and the AB 1200 Disclosure.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 18.3 Tentative Agreement between the Black Oak Mine Unified School District and the Black Oak Mine Confidential, Classified Management, Mental Health Therapist, and Administrative Employees for the 2016-17, 2017-18, & 2018-19 school years and the AB 1200 Disclosure (Pages 61-71)

RECOMMENDATION: It is recommended that the Board of Trustees approve the Agreement between the Black Oak Mine Unified School District and the Black Oak Mine Confidential, Classified Management, Mental Health Therapist,

and Administrative Employees and the AB 1200 Disclosure.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 18.4 Board Resolution #2018-04 Reduction in Certificated Staff Due to Reduction/Elimination in Particular Kinds of Service (Pages 73-75)

RECOMMENDATION: It is recommended that the Board of Trustees consider adopting Board Resolution #2018-04 Reduction in Certificated Staff Due to Reduction/Elimination in Particular Kinds of Service.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 18.5 El Dorado County School Board Association Annual Awards Dinner (Page 77)

RECOMMENDATION: It is recommended that the Board of Trustees consider nominating candidates in one or all of the four categories for the El Dorado County School Board Association Awards Dinner.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 18.6 E-Rate Bid Proposal (Pages 79-87)

RECOMMENDATION: It is recommended that the Board of Trustees consider approving the E-Rate Bid Proposal.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 19.0 CONSENT AGENDA - 8:35 P.M.

M \_\_\_\_\_ S \_\_\_\_\_ V \_\_\_\_\_

- 19.1 Teacher Appreciation Day (Pages 89-90)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt Board Resolution #2018-01 Teacher Appreciation Day, May 8, 2018.

- 19.2 Day of the School Nurse (Pages 91-92)

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2018-02 Day of the School Nurse, May 8, 2018.

- 19.3 Classified School Employee Week (Pages 93-94)

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2018-03 Classified School Employee Week, May 14-18, 2018.

- 19.4 Consolidated Application (ConApp) (Pages 95-107)

RECOMMENDATION: It is recommended that the Board of Trustees consider approving the updated 2017-18 Consolidated Application for Funding

- 19.5 Second Reading and Adoption of CSBA Updated/Revised Board Policies (Pages 109-128)

RECOMMENDATION: It is recommended that the Board of Trustees consider adopting the CSBA updated/revised Board Policies.

19.6 Minutes – January 11, 2018 (Pages 129-131)

RECOMMENDATION: It is recommended that the Board of Trustees approve the minutes from the regular Board Meeting on January 11, 2018.

19.7 Minutes – January 25, 2018 (Page 133)

RECOMMENDATION: It is recommended that the Board of Trustees approve the minutes from the Special Board Meeting on January 25, 2018.

19.8 Purchase Orders, Warrants, Bids and Quotes (Page 135)

RECOMMENDATION: It is recommended that 2017-18 fiscal year Batch numbers 8044-8051 dated January 4, 2018 to January 29, 2018 for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund, for a total of \$529,933.56, be approved.

19.9 Gifts (Pages 137-141)

RECOMMENDATION: It is recommended that the Board of Trustees accept the gift donated.

19.10 Field Trip (Pages 143-144)

RECOMMENDATION: It is recommended that the Board of Trustees approve the overnight Field Trip request.

20.0 REPORTS OF THE BOARD OF TRUSTEES – 8:40 P.M.

21.0 FUTURE MEETINGS

Special meeting of the Board: Board Retreat - February 22, 2018 6:00 PM

The next regular meeting of the Board is scheduled for Thursday, March 8, 2018 at DO

The next special meeting of the Board is scheduled for Thursday, March 22, 2018 at ARCS

22.0 CLOSED SESSION

The Board will continue review of matters specified under agenda item 3.0 as required.

23.0 ADJOURNMENT





**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

**PUBLIC HEARING  
ON**

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
TENTATIVE AGREEMENT WITH  
BLACK OAK MINE TEACHERS ASSOCIATION  
FOR THE 2016-17, 2017-18, AND 2018-19 SCHOOL  
YEARS**

**February 8, 2018**

**7:00 P.M.**

**DISTRICT OFFICE – BOARD ROOM**

**6540 WENTWORTH SPRINGS ROAD, GEORGETOWN, CA 95634**

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

**PUBLIC HEARING  
ON**

**AB 1200 DISCLOSURE FOR THE AGREEMENT  
BETWEEN BLACK OAK MINE UNIFIED SCHOOL  
DISTRICT AND THE BLACK OAK MINE  
TEACHERS ASSOCIATION FOR THE 2016-17, 2017-  
18, AND 2018-19 SCHOOL YEARS**

**February 8, 2018**

**7:00 P.M.**

**DISTRICT OFFICE – BOARD ROOM**

**6540 WENTWORTH SPRINGS ROAD, GEORGETOWN, CA 95634**

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

**PUBLIC HEARING  
ON**

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
TENTATIVE AGREEMENT WITH  
BLACK OAK MINE CONFIDENTIAL, CLASSIFIED  
MANAGEMENT, MENTAL HEALTH THERAPIST  
AND, ADMINISTRATIVE EMPLOYEES FOR THE  
2016-17, 2017-18, AND  
2018-19 SCHOOL YEARS**

**February 8, 2018**

**7:00 P.M.**

**DISTRICT OFFICE – BOARD ROOM  
6540 WENTWORTH SPRINGS ROAD, GEORGETOWN, CA 95634**

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

**PUBLIC HEARING  
ON**

**AB 1200 DISCLOSURE FOR THE AGREEMENT  
BETWEEN BLACK OAK MINE UNIFIED SCHOOL  
DISTRICT AND THE BLACK OAK MINE  
CONFIDENTIAL, CLASSIFIED MANAGEMENT,  
MENTAL HEALTH THERAPIST, AND  
ADMINISTRATIVE EMPLOYEES FOR THE 2016-  
17, 2017-18, AND 2018-19 SCHOOL YEARS**

**February 8, 2018**

**7:00 P.M.**

**DISTRICT OFFICE – BOARD ROOM  
6540 WENTWORTH SPRINGS ROAD, GEORGETOWN, CA 95634**

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**

**PUBLIC HEARING**

**THE INITIAL COLLECTIVE BARGAINING  
PROPOSAL OF  
BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
WITH CALIFORNIA SCHOOL EMPLOYEES  
ASSOCIATION FOR 2017-18**

**February 8, 2018**

**7:00 P.M.**

**DISTRICT OFFICE – BOARD ROOM**

**6540 WENTWORTH SPRINGS ROAD, GEORGETOWN, CA 95634**

THE UNIVERSITY OF CHICAGO

## PHILOSOPHY

THE UNIVERSITY OF CHICAGO  
PHILOSOPHY  
IN THE DEPARTMENT OF PHILOSOPHY  
AND IN THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES  
AND IN THE FACULTY OF THE DIVISION OF THE SOCIAL SCIENCES

PHILOSOPHY  
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## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 17.1 Results of El Dorado County Office of Education 2017-18  
First Interim Review

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent  
Tricia Kowalski, Chief Business Official

EXPLANATION: The results of El Dorado County Office of Education 2017-18 First  
Interim Review will be shared with the Board of Trustees.

BACKGROUND: In compliance with the provisions of Education Code Section  
42130 et seq., the El Dorado County Office of Education has  
completed its review of our District's 2017-18 First Interim budget  
which was approved by the Board of Trustees at the December 14,  
2017 Board Meeting. This review covers the 2017-18 First Interim  
budget as well as the projections for 2018-19 and 2019-20. The  
County Office is required to issue a letter to the Governing Board  
by January 15, 2018, that indicates agreement (or disagreement)  
with the District's finding of positive, qualified or negative  
budget.



EL DORADO COUNTY  
OFFICE OF EDUCATION

EXCELLENCE IN EDUCATION FOR THE 21ST CENTURY  
Ed Manansala, Ed.D., County Superintendent of Schools

January 12, 2018

Bill Drescher, School Board President  
Black Oak Mine Unified School District  
1378 Hamblen Way  
Cool, CA 95614

Dear Bill Drescher:

In compliance with the provisions of Education Code Section 42130 et seq., our office has completed its "AB 1200 Review" of the 2017-18 First Interim budget adopted by the board in December of 2017. Per E.C. 42131, the district governing board certifies whether or not the district is able to meet its financial obligations for the remainder of the fiscal year (2017-18) and two subsequent years (2018-19 & 2019-20).

The County Office is required to issue a letter to the governing board by January 16, 2018 that indicates our agreement (or disagreement) with the governing board's finding of positive, qualified or negative. Our office has reviewed the data submitted, including the criteria and standards for your district, and **concurs with the qualified certification** finding approved by the district governing board.

*"A positive certification means the district is able to meet its financial obligations for the remainder of the school year and subsequent two years. A qualified certification means the district may not be able to meet its financial obligations for the current year or two subsequent fiscal years. A negative certification means the district will not be able to meet its financial obligations for the remainder of the current year or the subsequent year." (E.C. 42131)*

Although the economy has improved quickly over the last few years, both the Governor and the Department of Finance continue to remind school districts that an economic downturn is inevitable and would negatively affect school funding. Special attention should be paid to multi-year projections and the contributing factors both within and outside the control of district decision makers. As districts build their multi-year projections it is important to recognize that funding increases are expected to be limited as target funding approaches; employer contributions to retirement benefits are scheduled to rise; and requirements to improve academic performance increase.

We understand that the LCFF, LCAP, and accountability system that comes with the funding model have forced many districts to rethink their approach to planning and to allocating resources to align with state and local priorities. We appreciate the board's desire and intent to provide a quality education for its students.

**2017-18 First Interim Review**

The County Office has reviewed the data submitted and performed additional testing of the data as we deemed necessary. This review covers the 2017-18 First Interim budget, as well as the projections for 2018-19 and 2019-20. We have provided any technical comments relative to the report to your district's chief fiscal officer. Based upon our review, we highlight the following items:



- **Local Control Funding**

With the LCFF formula, the district is funded at its historical base, adjusted for average daily attendance (ADA) changes, plus a portion of the difference between the historical level and the LCFF target. This means at first interim the district is funded at 2% below its LCFF target. This gap between the funded and target LCFF is about \$250,000.

Full implementation of the LCFF is anticipated to be complete by 2020-21. While the annual LCFF gap-closure percentage estimates may seem large, the remaining gap to fill has shrunk significantly. For school districts this means that gap-closure percentages may increase, yet result in a smaller actual funding increase.

- **Current Year Deficit Spending**

The 2017-18 First Interim budget shows the district's income/expenditure variance (adjusted for one-time income and expenditures) is approximately \$154,000 which means the district is spending \$154,000 more than current year income.

- **Negotiations**

The 2017-18 First Interim budget reflects the status of negotiations as follows:

Certificated	Unsettled
Classified	Unsettled

At the time of the 2017-18 First Interim budget was adopted, salary negotiations for both certificated and classified were unsettled for the 2016-17 and 2017-18 school years. According to information provided in the First Interim budget, these potential increases have not been included in the budgeted salary and benefit expenditures.

- **Enrollment / ADA (Average Daily Attendance)**

The District experienced declining enrollment in the past few years. Based on a comparison of CBEDS data, in 2017-18 the district experienced a loss of 30 students. Enrollment losses for the next two years are projected at 33 for 2018-19 and flat for 2019-20. This decline in enrollment will lead to lower revenues from sources that are based on enrollment and average daily attendance (ADA). As a declining enrollment district, revenues fall more quickly than expenditures and long-term structural solutions are necessary to bring expenditures in alignment with revenues.

The district is funded in 2017-18 based on 2016-17 ADA, a loss of approximately \$267,000. The district is projecting a loss of over 23 ADA in 2017-18, which will result in over \$167,000 loss in LCFF funding in 2017-18. The district should continue to monitor enrollment projections and adjust staffing and other expenditures accordingly.

- **Reserve Levels**

The district has an economic uncertainty reserve of 5%. The required reserve level for the district is 4%. We recognize that the district maintains additional reserves beyond the minimum.

- **Cash Flow**

The general fund cash flow submitted with the 2017-18 First Interim Report projects that the district will end the budget year with a positive cash balance.

- **Administration Transition**

Leadership *stability* is considered a key fiscal indicator in measuring the financial solvency of districts, while leadership *instability* is one of the primary FCMAT predictors of school agencies needing intervention. The Fiscal Crisis & Management Assistance Team's (FCMAT) Fiscal Health Risk Analysis indicates that a district that has a superintendent and/or a chief fiscal officer that has been with the district less than two years, combined with other key fiscal indicators, may increase the risk of the district's fiscal health.

Within the past few years the district has experienced administration changes that are beginning to stabilize. Four of the five district administrators have been in office for at least two years, including both the Superintendent and Chief Business Official.

- **Multiyear Projections**

The district's multiyear projection reflects assumptions that target LCFF levels will increase by 2.15% in 2018-19 and 2.35% in 2019-20, with district funding at 1% below its LCFF target in 2018-19 and 1% below target in 2019-20.

As CalSTRS and CalPERS employer rates continue to rise, it is important for districts to recognize the impact of these increased rates (as listed in the tables below) in their multiyear projections. The district's multiyear includes both the CalSTRS and CalPERS employer rate increases, which are estimated at \$155,000 in 2018-19 and \$155,000 in 2019-20.

CALSTRS									Projected
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Employer Rate	8.25%	8.88%	10.73%	12.58%	14.443%	16.28%	18.13%	19.10%	19.50%
Increase from Prior Year		0.630%	1.850%	1.850%	1.861%	1.837%	1.850%	0.970%	0.400%

CalPERS						Projected			
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Employer Rate	11.442%	11.771%	11.847%	13.888%	15.531%	18.100%	20.800%	23.800%	25.200%
Increase from Prior Year		0.329%	0.076%	2.041%	1.643%	2.569%	2.700%	3.000%	1.400%

The district's multiyear projection indicates insufficient amounts to meet minimum reserve requirements. The district must implement reductions of (\$551,000) in cuts for 2018-19 and an additional (\$579,000) in cuts for 2019-20 in order to meet their district minimum reserve requirements in 2018-19. The magnitude of these amounts represents necessary spending reductions of 10% across two years given the current level of projected revenues.

The multiyear projection indicates the 2019-20 ending fund balance will have dropped 97% over a two-year period.

### Summary Statement

It is always a delicate balance of maintaining financial responsibility while providing for the education of students. It is therefore critical to recognize that the district projects deficit spending, is experiencing declining enrollment and *needs to implement significant projected reductions in order to maintain reserve levels*. We understand the board will be carefully monitoring the budget in the current and future fiscal years and will make reductions as necessary to ensure the ongoing fiscal solvency of the district.

We appreciate the efforts of the board and district administration as they strive to develop and maintain balanced budgets. We look forward to our continued partnership as we navigate the transition and implementation of the new funding model. Please do not hesitate to contact our office if we can be of assistance and support.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Manansala", written in a cursive style.

Dr. Ed Manansala, County Superintendent of Schools  
El Dorado County Office of Education

cc: Jeremy Meyers, District Superintendent  
Tricia Kowalski, Chief Business Officer  
Robbie Montalbano, EDCOE Deputy Superintendent, Administrative Services  
Roslynn Manansala-Smith, EDCOE Director, External Business



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 17.2 Initial Collective Bargaining Proposal of Black Oak Mine Unified School District with the California School Employees Association, Gold Chain Chapter #660 for the 2017-18

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent  
Shelly King, Personnel Services Coordinator

EXPLANATION: As required by Government Code Section 3547 prior to engaging in collective bargaining, initial proposals of both the employee organizations and the District must be made public. As well, it is required that the public have an opportunity to express itself regarding the proposals.

BACKGROUND: Government Code Section 3547 provides that:

1. All initial proposals must be presented at a public meeting of the school employer and thereafter constitute public record;
2. Meeting and negotiating shall not take place until:
  - (a) A reasonable time has elapsed after submission of the proposal to enable the public to become informed; and,
  - (b) The public has an opportunity to express itself regarding the proposal at a meeting of the public school employer.
3. After the public has had an opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.
4. New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within 24 hours. Moreover, if a vote is taken on such subject by the District, the vote of each voting Board member is also required to be made public within 24 hours.

It should also be noted that before the District may enter into a written agreement with the employee organization, major provisions of the agreement including, but not limited to the cost that would be incurred, must be disclosed at a public meeting. (Legal references: Government Code Sections 3547; 3547.5)

There is no requirement that the Board take action of any sort regarding the initial proposal. It is simply an informational item.



## Black Oak Mine Unified School District

*Jeremy Meyers, Superintendent*

6540 Wentworth Springs Road, Georgetown, California 95634

530-333-8300 (office) ♦ 530-333-8303 (fax)

www.bomusd.org ♦ info@bomusd.org

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### **Initial Proposal for a Successor Agreement from the Black Oak Mine Unified School District to the California School Employees Association (CSEA), Local No. 660**

The Black Oak Mine Unified School District looks forward to collaborative, objective, and reality-based negotiations with CSEA Local No. 660 (CSEA) as we prepare to meet the significant fiscal challenges facing our District.

The District will present proposals regarding the following for the 2017-18 school year:

- Article X – Compensation and Benefits: The District is interested in public funds appropriately being put into salaries
- Article XVIII – Classification, Reclassification, Abolition of Positions:

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 18.1 Local Education Agency Plan (LEAP) Annual Review/Update

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Local Education Agency Plan Annual Review/Update.

BACKGROUND: The No Child Left Behind (NCLB) Act of 2001 mandates local education agencies to develop a Local Education Agency Plan (LEAP) as a requirement for receiving federal funding. The plan describes the actions Districts will take to ensure that programmatic requirements are met. The LEAP is a single, coordinated, and comprehensive plan describing services for all students. The LEAP was intended as a five-year plan, operational from July 1, 2003 through June 30, 2008; it must, however, be annually reviewed and updated with consultation of local advisory groups, including school site councils and the District Advisory Council. Since NCLB has not yet been reauthorized, we are continuing to annually update our LEAP at least until that authorization takes place and we are given new requirements.

Application #	
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No Child Left Behind Act of 2001  
**SINGLE SCHOOL DISTRICT PLAN**

To meet the requirements of the **Local Educational Agency Plan**

**Mail original\* and two copies to:** California Department of Education  
School and District Accountability Division 1430 N  
Street, Suite 6208  
Sacramento, California 95814-5901

(\*subsequent amendments are approved by local board and kept on file; do not submit to CDE)

**SSD Plan Information:**

Name of Local Educational Agency (LEA): **Black Oak Mine Unified School District**

County/District Code:

Dates of Plan Duration (should be five-year plan): **January 25, 2018 – June 30, 2023**

Date of Local Governing Board Approval: **February 8, 2018**

District Superintendent: **Jeremy Meyers**

Address: **6540 Wentworth Springs Road**

City: **Georgetown**

Zip code: **95634**

Phone: **530-333-8300**

Fax: **530-333-8303**

**Signatures** (Signatures must be original. Please use blue ink.)

The superintendent and governing board of the LEA submitting the application sign on behalf of all participants included in the preparation of the plan.

Jeremy Meyers

Printed or typed name of Superintendent

Date

Signature of Superintendent

William Drescher

Printed or typed name of Board President

Date

Signature of Board President



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## FEDERAL AND STATE PROGRAMS CHECKLIST

Check (✓) all applicable programs operated by the LEA. In the "other" category, list any additional programs that are reflected in this Plan.

Federal Programs		State Programs	
X	Title I, Part A		Economic Impact Aid (EIA) – State Compensatory Education
	Title I, Part B, Even Start		EIA – Limited English Proficient
	Title I, Part C, Migrant Education		After-School Education and Safety Programs
	Title I, Part D, Neglected/Delinquent		School and Library Improvement Block Grant
	Title II, Part A, Subpart 2, Improving Teacher Quality		Child Development Programs
	Title II, Part D, Enhancing Education Through Technology		Educational Equity
	Title III, Limited English Proficient	X	Gifted and Talented Education
	Title III, Immigrants		High Priority Schools Grant Program
	Title IV, Part A, Safe and Drug-Free Schools and Communities	X	Tobacco Use Prevention Education (Prop 99)
	Title V, Part A, Innovative Programs – Parental Choice		Immediate Intervention/ Under performing Schools Program
	Adult Education		School Safety and Violence Prevention Act (AB1113, AB 658)
	Career Technical Education		Healthy Start
X	McKinney-Vento Homeless Education		Dropout Prevention and Recovery Act: School Based Pupil Motivation and Maintenance Program (SB 65)
	<i>Individuals with Disabilities Education Act (IDEA), Special Education</i>		English Language Acquisition Program
	21 <sup>st</sup> Century Community Learning Centers		Community Based English Tutoring
	Other (describe):		Art/Music Block Grant
	Other (describe):	X	School Gardens
	Other (describe):		Other (describe):
	Other (describe):		Other (describe):

## DISTRICT BUDGET FOR FEDERAL PROGRAMS

Please complete the following table with information for your district.

Programs	Prior Year District Carryovers	Current Year District Entitlements	Current Year Direct Services to Students at School Sites (\$)	Current Year Direct Services to Students at School Sites (%)
Title I, Part A				
Title I, Part B, Even Start				
Title I, Part C, Migrant Education				
Title I, Part D, Neglected/Delinquent				
Title II Part A, Subpart 2, Improving Teacher Quality				
Title II, Part D, Enhancing Education Through Technology				
Title III, Limited English Proficient				
Title III, Immigrants				
Title IV, Part A, Safe and Drug free Schools and Communities				
Title V, Part A, Innovative Programs - Parental Choice				
Adult Education				
Career Technical Education				
McKinney-Vento Homeless Education				
IDEA, Special Education				
21 <sup>st</sup> Century Community Learning Centers				
Other (describe)				
<b>TOTAL</b>				

## DISTRICT BUDGET FOR STATE PROGRAMS

Please complete the following table with information for your district.

Programs	Prior Year District Carryovers	Current Year District Entitlements	Current Year Direct Services to Students at School Sites (\$)	Current Year Direct Services to Students at School Sites (%)
EIA – State Compensatory Education	0	LCFF	LCFF	
EIA – Limited English Proficient				
School and Library Improvement Block Grant	0	LCFF	LCFF	
After School Education and Safety Program				
Child Development Program				
Educational Equity				
Gifted and Talented Education	0	LCFF	LCFF	
Tobacco Use Prevention Education – (Prop. 99)				
High Priority Schools Grant Program (HPSG)				
School Safety and Violence Prevention Act (AB 1113)				
Healthy Start				
Dropout Prevention and Recovery Act: School-based Pupil Motivation and Maintenance Program (SB 65)				
English Language Acquisition Program				
Community Based English Tutoring				
Other (describe) – Art & Music Block Grant	0	LCFF	LCFF	
<b>TOTAL</b>	<b>0</b>			

## Part I: Descriptions - District Planning

Once local strengths and needs are identified as a result of examining and evaluating current district-level data, specific descriptions can be written of how program goals will be implemented to improve student academic achievement. **On the pages that follow, the LEA will provide descriptions and information about how it plans to address the requirements of NCLB/LCAP based upon results of the needs assessment.**

Collectively, these descriptions, along with the Assurances in Part III of this document, comprise the LEA Plan.

### *District Profile*

#### Mission Statement

***Our mission** is to provide a safe learning environment that challenges all students to achieve academic excellence, develop their creative potential, and acquire marketable career, technical, and personal skills.*

***Our vision** is to provide the opportunity for all students to be healthy, responsible, productive citizens, skilled workers, lifelong learners, and contributors to their local and world communities.*

#### Profile

The Black Oak Mine Unified School District ADA (1070), joins with the Georgetown Divide Community to provide a high quality education in a healthy and safe environment. We are pleased to provide information and resources to the parents and communities we serve, and to those considering moving to the Georgetown Divide. The "Divide" is a landmass dividing the north and south forks of the American River and covers 412 square miles. Currently, B.O.M.U.S.D. is home to six schools, which serve a diverse economic background, Golden Sierra Junior Senior High School (7-12), Northside School and Georgetown School, two elementary schools (Tk-6), American River Charter (TK-12), and Otter Creek, the district's necessary small school (TK-5th). The student demographics include: 1.6% Native American, .8% Asian, .5% Black or African American, 9.8% Hispanic, 85% White and 2.1 % other. 7% of our students are English Learners, 46.5 % of our students are Socioeconomically Disadvantaged and Foster Youth.

Our community is integral to the success of our students and schools. Families are the foundation for student success and as such families are active partners in shared decision making. Black Oak Mine Unified School District's Goals for Excellence in keeping with our mission of preparing students for college and career, our district priorities, actions, and allocation of resources have been inspired by our efforts to identify best practices and close the achievement gap. We have directed professional development toward using data to drive decisions, and provide access to the development of Common Core State Standards (CCSS) for all student groups on key

indicators of student achievement. Embedded in the goals in this document are the following areas of focus.

- Exceptional Citizens-establish partnerships with our families and community to increase academic success through citizenship
- Resourceful Learners- Implement strategies to engage students in their own learning and interventions to eliminate barriers to student success
- Lifelong Learners- increase academic achievement of all students through effective instructional and best practices.
- Curious and Imaginative Learners- increase academic achievement through a challenging and engaging curriculum
- Effective Communicators -
- Healthy Individuals- ensure that all systems are responsive to the needs of our students and their families through the equitable allocation of resources and programs that enable every student to succeed.
- Academically Responsible Students- instill responsibility in our students for their own learning

#### **Data Driven Reform/Fiscal Conditions/ Special Programs**

The educational outreach of the Black Oak Mine Unified School District has been compromised by the fiscal recession of (2008-9) that resulted and continues to effect the progress of K-12 education. B.O.M.U.S.D. has been fortunate that its membership is comprised of staff who continually think outside the box in regards to meeting the diverse needs of an economically challenged population through creative pairings with services in partnering districts and the El Dorado County Office of Education. This approach has been leveraged in order to ensure we continue to educate the whole child in safe and modernized facilities. As a result, we continue to strive to

- Reduce class size
- Offer breakfast and healthy lunches to all students
- Maintain a library program at each school
- Develop a music program and expand the program each year
- Offer technology and keyboarding instruction and develop benchmark standards that reflect this instruction
- Offer academic support and enrichment in before and after school programs
- Offer school garden programs with gardening and nutrition education
- Offer Middle and high school sports athletic programs
- Offer College and Career advisers and access to A-G as well as AP educational options
- Offer Family engagement programs, community building events, and parent education workshops

## **BOMUSD Local Control Accountability Plan (LCAP)**

The Local Control and Accountability (“the Plan”) is mandated by the state as the standardized vehicle for addressing state priorities and local goals, identifying the most effective actions and services to meet those goals, as well as accounting for the LCFF supplemental expenditures and the indicators for monitoring progress. The Plan includes a description of annual goals, for all pupils and for each subgroup of pupils as stipulated in Education Code sections 52060 and 52061 (Plan Section 2).

It is important to note that while the introductory section of this plan provides an overview of the many programs and services available to our students and families, the LCAP is not intended to serve as the district’s strategic plan. Black Oak Mine’s LCAP focuses on the goals and actions steps that expand and improve the programs and services directed to our high-need students, and made possible primarily with the increased allocation of supplemental LCFF funding.

BOMUSD’s Local Control and Accountability Plan strategic district goals are reflected in the following three LCAP Goals

LCAP Goal 1: Ensure all school sites have safe, welcoming and inclusive climates for all students and their families, so that all students are in their classes ready to learn.

LCAP Goal 2: Provide high quality classroom instruction and curriculum with an access to a broad course of study promoting school, college and career readiness.

LCAP Goal 3: Reduce the achievement gap by ensuring that all systems are culturally, linguistically, and equitably responsive to the needs of our students.

## **Parent Involvement and Engagement**

Black Oak Mine Unified School District is committed to providing quality programs and activities that meaningfully engage parents in all facets of their children's education and strengthen school-family partnerships for student learning. Black Oak Mine Unified School District is also committed to supporting school sites with their parent engagement, the district has made family and community involvement a top priority.

Black Oak Mine Unified School District worked with three key stakeholder groups, School Site Councils and Parent Advisory (PTA), Curriculum Council, and Superintendent’s Cabinet. The district convened a series of meetings for these groups to provide input on the services, actions and goals of the Local Control Accountability Plan (LCAP). Community members, parents, educators and students were also provided with opportunities to learn about LCFF.

## **Local Measures of Student Performance** (Other than State-level assessments)

The Black Oak Mine Unified School District (BOMUSD) will continue to implement a consistent process for periodically measuring student progress toward achieving student academic achievement standards. One of the most powerful tools in driving instruction is a balanced assessment framework which includes benchmark and interim assessments. The benchmark/interim assessments assess ELA and mathematics standards of a particular grade given at strategic points throughout the year. These assessments allow teachers to make informed instructional decisions to improve student achievement, they define essential standards to be taught in upcoming units-of- study and provide the opportunity for teachers to reflect on their own instruction and practice to get better results.

The benchmark/interim assessment data coupled with other student performance evidence, inform teachers and staff about the student learning progress. Through the data inquiry at the schools using a collaborative inquiry process, the teachers and staff plan what instructional adaptations need to be taken to promote further learning.

The strategic plan outlines clear strategic objectives, which form the basis of the work at the central office, sites and classrooms. In the area of English Language Arts and Mathematics the following objectives support performance:

- Develop Common Core State Standards (CCSS)-aligned instruction and curriculum in language arts that captures student interest, incorporates an appreciation of diversity, and motivates and challenges each child - regardless of ability level - to higher achievement.
- Develop clear expectations about what students need to know and master at every grade level.
- Develop instruction and curriculum that connects student learning to the real world of work.
- Invest in professional learning for teachers, support staff, and administrators that accelerates student learning by giving children ample opportunities to think critically, work with others, solve problems, struggle with difficult tasks and enjoy school.
- Build teachers' and administrators' capacity to use the formative assessment process to inform teaching and learning.
- Build teachers' and administrators' capacity to develop school/family partnerships that focus on student learning.



## Part II: Needs Assessment

The needs assessments revealed a remarkable concurrence between staff and parent points of view. Both groups indicate support for the overall direction of the district in terms of where we have been putting our attention financially and programmatically. Parents overwhelmingly respond that the schools, a) encourage parent input and participation, b) prepare children to be college and career ready, c) provide schools where their children feel safe and connected, d) have access to a broad course of study, e) provide schools that are in good repair, f) attend schools where good attendance is emphasized, and g) are in classes where teachers use content and performance standards. Although a slight majority of parents feel student achievement to be a primary focus of the schools, this question has far fewer emphatically positive responses. The parents' highest priority for Activities, Services and Expenditures is "improving classroom instructional practices, including training for teachers". The second highest was "tutoring for needy students" followed by "interventions for low-achieving students". All other priorities garner much less support.

Staff indicate strong support for, a) that it is important for students to be college and career ready, b) that students generally feel safe and connected, c) that the schools are in good repair, d) that attendance is very good, e) that teachers use content and performance standards, and f) that student achievement is the primary focus (this item was notably more positive for staff than for parents).

The staff's highest three priorities for Activities, Services and Expenditures were the same as for the parents. For the staff, the fourth highest priority, not too far behind interventions for low-achieving students, was "counseling and other student support services."

This information from the needs assessment, coupled with our student assessment data, provides the key support for our LCAP/ LEA decisions.

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**Performance Goal 1: All students will reach high standards at a minimum, attaining proficiency or better in reading and mathematics.**

**Performance Goal 2: All limited-English-proficient students will become proficient in English and reach high academic standards, at a minimum, attaining proficiency or better in reading and mathematics.**

**Performance Goal 5: All students will graduate from high school.**

LCAP Goal 2: Provide high quality classroom instruction and curriculum with an access to a broad course of study promoting school, college and career readiness.

LCAP Goal 3: Reduce the achievement gap by ensuring that all systems are culturally, linguistically, and equitably responsive to the needs of our students.

Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
Provide Assessment in ELA and Math to determine RTI instructional groups. Substituted teacher coverage will be needed to support professional development.	ELEMENTARY	All ✓ Low Income ✓ English Learners ✓ Foster Youth ✓ Redesignated fluent English proficient ___ Other Subgroups:(Specify)_____	Cost 1000-1999 Certificated Salaries = \$5750; 3000-3999 Employee Benefits=\$905; Funding Source(s): Supp/Conc
Continue differentiation of instruction (core class reduction) for ELA and social science classes to implement new CCSS.	GSJSHS	All ✓ Low Income ✓ English Learners ✓ Foster Youth ✓ Redesignated fluent English proficient ___ Other Subgroups:(Specify)_____	Cost 1000-1999 Certificated Salaries=\$36306; 3000-3999 Employee Benefits=\$10307; 4000-4999 Supplies = \$4996 Services/Other 5000- 5999 Operating Expenditures = \$9595 Funding Source(s): Supp/Conc
Provide English/Language Arts/Literacy intervention through small group instruction.	LEA Wide	All ✓ Low Income ✓ English Learners ✓ Foster Youth ✓ Redesignated fluent English proficient ___ Other Subgroups:(Specify)_____	Cost 2000-2999 Classified Salaries=\$25990; 3000-3999 Employee Benefits=\$16250; Funding Source(s): Supp/Conc/ Other
Provide teachers with high quality math curriculum supports and enhancement materials needed to support students struggling in math at the elementary and middle schools. (STAR 360)	LEA Wide	All ✓ Low Income ✓ English Learners ✓ Foster Youth ✓ Redesignated fluent English proficient ___ Other Subgroups:(Specify)_____	4000-4999 Supplies = \$4996 5000- 5999 Services/Other Operating; Expenditures = \$9595 Funding Source(s): Supp/Conc/

Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
Provide students with high quality curriculum that addresses A through G requirements through Edgenuity to increase access to post-secondary curriculum.	GSJSHS	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Salaries=\$24049; 3000-3999 Employee Benefits=\$4806; 5000- 5999 Services/Other Operating; Expenditures = \$25000 Funding Source(s): Supp/Conc
Provide ongoing professional development workshops in CCSS English Language Arts standards through GLAD and Step UP to Writing.	LEA Wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Salaries=\$1500 3000-3999 Employee Benefits=\$236 4000-4999 Supplies = \$3650 5000- 5999 Services/Other Operating; Expenditures = \$7500 Funding Source(s): Supp/Conc
Provide access to reading analyst services for assessment and diagnostic services.	Elementary	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Salaries=\$3860; 3000-3999 Employee Benefits=\$1490 Funding Source(s): Supp/Conc

Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
Oversee high -risk students to increase access to college and career by providing appropriate academic support programs with Intervention Support. Provide access to programs (Read Naturally, ALEKS, Edgenuity) that close achievement gap.	LEA-Wide	All ✓ Low Income ✓ English Learners ✓ Foster Youth ✓ Redesignated fluent English proficient ___ Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Salaries=\$39167;  3000-3999 Employee Benefits=\$14184;  Services/Other Operating; Expenditures 5000- 5999 = \$12500  Funding Source(s): Supp/Conc

**Performance Goal 3: All students will be taught by highly qualified teachers.**

**Performance Goal 1: All students will reach high standards at a minimum, attaining proficiency or better in reading and mathematics.**

**Performance Goal 2: All limited-English-proficient students will become proficient in English and reach high academic standards, at a minimum, attaining proficiency or better in reading and mathematics.**

LCAP Goal 2: Provide high quality classroom instruction and curriculum with an access to a broad course of study promoting school, college and career readiness.

LCAP Goal 3: Reduce the achievement gap by ensuring that all systems are culturally, linguistically, and equitably responsive to the needs of our students.

Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
Continue to ensure all teachers are qualified and appropriately credentialed by providing Beginning Teacher Support and Assessment (BTSA).	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	Cost 1000-1999 Certificated Salaries = \$13000; 3000-3999 Employee Benefits=\$2072; Funding Source(s): Other
Provide (STEM) and (VAPA) activities and assemblies outside and inside the school day in grades TK-6 through Enrichment days.	Elementary	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	Cost 1000-1999 Certificated Salaries=\$38000; 3000-3999 Employee Benefits=\$5983; 4000-4999 Supplies = \$9200 Services/Other Operating Expenditures 5000-5999 = \$13092 Funding Source(s): Base/Supp/Conc/ Other
Support math teachers in grades TK-12 with the transition to the new Common Core math standards and implementation of standard based CA-CCSS materials for grades TK-12 in mathematics.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	Cost Services/Other Operating Expenditures 5000- 5999 = \$7600 Funding Source(s): Other
Provide student access, instruction and materials in the new Common Core English Language Arts curriculum and for grades TK-6.	Elementary	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	

Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
High-speed internet connection for all school sites and District Office will be procured.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost Services/Other Operating Expenditures 5000- 5999 = \$22000;  Funding Source(s): Base
Apply for E-rate grant to support acquisition of axis points for school wireless service.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Equipment 6000-6999 \$67000  Funding Source(s): Other
Provide a Library clerk for Georgetown Elementary School and Northside Elementary School and Librarian at Golden Sierra.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Salaries=\$24280;  2000-2999 Classified Salaries = \$22314; 3000-3999 Employee Benefits=\$21052;  Services/Other Operating Expenditures 5000- 5999 = \$3000  Funding Source(s): Supp/Conc
Provide instruction to students to learn keyboarding and technology skills through the use of computers that promotes the development of 21 <sup>st</sup> Century College and Career readiness.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Salaries=\$70000;  3000-3999 Employee Benefits=\$21366;  Funding Source(s): Supp/Conc

Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
Provide instruction to students in music curriculum.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	Cost 1000-1999 Certificated Salaries=\$54000; 3000-3999 Employee Benefits=\$18752; Funding Source(s): Base
Provide an Early Education Services Coordinator to connect readiness services within Black Oak Mine Unified School District.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	Cost 1000-1999 Certificated Salaries=\$2000; 3000-3999 Employee Benefits=\$310; Funding Source(s): Supp/Conc
Provide materials and supplies for readiness program classrooms and services including postage.	LEA-wide	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	4000-4999 Supplies = \$500 Services/Other Operating Expenditures 5000- 5999 = \$7000 Funding Source(s): Supp/Conc
Provide support through Release time and support for kinder-camp, professional development in early childhood education and assessments.	Elementary	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	Cost 1000-1999 Certificated Salaries=\$1875; 3000-3999 Employee Benefits=\$300; Funding Source(s): Supp/Conc
Provide transportation for students learning to use the bus.	Elementary	All <input checked="" type="checkbox"/> Low Income <input checked="" type="checkbox"/> English Learners <input checked="" type="checkbox"/> Foster Youth <input checked="" type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify)_____	Services/Other Operating Expenditures 5000- 5999 = \$150 Funding Source(s): Supp/Conc

**Performance Goal 4: All students will be educated in learning environments that are safe, drug free, and conducive to learning.**

LCAP Goal 1: Ensure all school sites have safe, welcoming and inclusive climates for all students and their families, so that all students are in their classes ready to learn.

Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
<p>Train site secretarial and administration and review with others, how to track and monitor all office referrals, suspensions and alternatives to suspensions in the student information system Site personnel data entry will be monitored through a quarterly system audit.</p>	<p>LEA-wide</p>	<p><input checked="" type="checkbox"/> All  <input type="checkbox"/> Low Income <input type="checkbox"/> English Learners  <input type="checkbox"/> Foster Youth  <input type="checkbox"/> Redesignated fluent English proficient  <input type="checkbox"/> Other                      Subgroups:(Specify) _____</p>	<p>Cost                      Salaries=\$250;                      3000-3999                      Employee                      Benefits=\$59;                      Funding                      Source(s):                      Base</p>
<p>Provide coordination of school-based services to develop, train and support sites in the consistent implementation of culturally relevant restorative practices, positive behavioral intervention supports (PBIS) that address the needs of students in danger of suspension. Including (Link Crew, peer advocates- high school transition program that connects freshman to the high school experience).</p>	<p>LEA-wide</p>	<p><input checked="" type="checkbox"/> All  <input type="checkbox"/> Low Income <input type="checkbox"/> English Learners  <input type="checkbox"/> Foster Youth  <input type="checkbox"/> Redesignated fluent English proficient  <input type="checkbox"/> Other                      Subgroups:(Specify) _____</p>	<p>Cost                      1000-1999                      Certificated                      Salaries=\$12900;                      Classified                      Salaries=\$250;                      3000-3999                      Employee                      Benefits=\$2600;                      4000-4999                      Books/Supplies=1                      675;                      5000-5999                      Services/Other                      Operating                      Expenditures=                      \$3125                      Funding                      Source(s):                      Base</p>



Description of Actions/Services	Scope of Service	Pupils to be served within identified scope of service	Funding
Provide counseling services and access at all sites (PIP, ERMHS, Mental Health, and School Counseling) to insure regular, individual and group contact with high-risk students to oversee academic and social environments.	LEA-wide	<input checked="" type="checkbox"/> All <input type="checkbox"/> Low Income <input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Salaries=\$68510; Classified Employees 2000-2999= \$26252 3000-3999 Employee; Benefits=\$31391; 4000-4999 5000- 5999 Services/Other Operating Expenditures=\$40000 Funding Source(s): Base/Other
Provide access and coordination for family engagement for all sites to partner with parents and guardians to support their children's education through collaborative connections (Passport to Success, Family Nights) referrals, and parent education; address particular support (academic and behavioral) for families.	LEA-wide	<input checked="" type="checkbox"/> All <input type="checkbox"/> Low Income <input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 1000-1999 Certificated Employee Salaries=\$68510; Classified Employees 2000-2999= \$26252 3000-3999 Benefits=\$31391; 4000-4999 5000- 5999 Services/Other Operating Expenditures=\$40000 Funding Source(s): Base/Other
Provide replacement furniture/facility repair for all sites at the rate of 10% per year	LEA-wide	<input checked="" type="checkbox"/> All <input type="checkbox"/> Low Income <input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Redesignated fluent English proficient <input type="checkbox"/> Other Subgroups:(Specify) _____	Cost 4000-4999 Books/Supplies=\$2000; Funding Source(s): Base

## **Part III: Assurances and Attachments**

### **ASSURANCES**

To assure the LEA's eligibility for funds included in this Plan, the Superintendent must provide an original signature below attesting to compliance with all of the following statements.

#### **GENERAL ASSURANCES**

1. Each such program will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
2. The LEA will comply with all applicable supplement not supplant and maintenance of effort requirements.
3. (a) The control of funds provided under each program and title to property acquired with program funds will be in a public agency, a non-profit private agency, institution, organization, or Indian tribe, if the law authorizing the program provides for assistance to those entities; (b) the public agency, non-profit private agency, institution or organization, or Indian tribe will administer the funds and property to the extent required by the authorizing law.
4. The LEA will adopt and use proper methods of administering each such program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.
5. The LEA will cooperate in carrying out any evaluation of each such program conducted by, or for, the State educational agency, the Secretary, or other Federal officials.
6. The LEA will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, Federal funds paid to the applicant under each such program.
7. The LEA will: (a) submit such reports to the State educational agency (which shall make the reports available to the Governor) and the Secretary as the State educational agency and Secretary may require to enable the State educational agency and Secretary to perform their duties under each such program; and (b) maintain such records, provide such information, and afford such access to the records as the State educational agency (after consultation with the Governor) or the Secretary may reasonably require to carry out the State educational agency's or the Secretary's duties.

The LEA has consulted with teachers, school administrators, parents, and others in the development of the local consolidated application/LEA Plan to the extent required under Federal law governing each program included in the consolidated application/LEA Plan.

1. Before the application was submitted, the LEA afforded a reasonable opportunity for public comment on the application and considered such comment.
2. 9a. The LEA will provide the certification on constitutionally protected prayer that is required by section 9524.
3. The LEA will comply with the armed forces recruiter access provisions required by section 9528.

## TITLE I, PART A

The LEA, hereby, assures that it will:

1. Participate, if selected, in the State National Assessment of Educational Progress in 4<sup>th</sup> and 8<sup>th</sup> grade reading and mathematics carried out under section 411(b){2} of the National Education Statistics Act of 1994.
2. If the LEA receives more than \$500,000 in Title I funds, it will allow 1 percent to carry out NCLB Section 1118, Parent Involvement, including promoting family literacy and parenting skills; 95 percent of the allocation will be distributed to schools.
3. Inform eligible schools and parents of schoolwide program authority and the ability of such schools to consolidate funds from Federal, State, and local sources.
4. Provide technical assistance and support to schoolwide programs.
5. Work in consultation with schools as the schools develop the schools' plans pursuant to section 1114 and assist schools as the schools implement such plans or undertake activities pursuant to section 1115 so that each school can make adequate yearly progress toward meeting the State student academic achievement standards.
6. Fulfill such agency's school improvement responsibilities under section 1116, including taking actions under paragraphs (7) and (8) of section 1116(b).
7. Provide services to eligible children attending private elementary schools and secondary schools in accordance with section 1120, and timely and meaningful consultation with private school officials regarding such services.
8. Take into account the experience of model programs for the educationally disadvantaged, and the findings of relevant scientifically based research indicating that services may be most effective if focused on students in the earliest grades at schools that receive funds under this part.
9. In the case of an LEA that chooses to use funds under this part to provide early childhood development services to low-income children below the age of compulsory school attendance, ensure that such services comply with the performance standards established under section 641A(a) of the Head Start Act.
10. Work in consultation with schools as the schools develop and implement their plans or activities under sections 1118 and 1119 and *California Education Code Section 64001*.

11. Comply with requirements regarding the qualifications of teachers and paraprofessionals and professional development.
12. Inform eligible schools of the local educational agency's authority to obtain waivers on the school's behalf under Title IX.
13. Coordinate and collaborate, to the extent feasible and necessary as determined by the local educational agency, with the State educational agency and other agencies providing services to children, youth, and families with respect to a school in school improvement, corrective action, or restructuring under section 1116 if such a school requests assistance from the local educational agency in addressing major factors that have significantly affected student achievement at the school.
14. Ensure, through incentives for voluntary transfers, the provision of professional development, recruitment programs, or other effective strategies, that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers.
15. Use the results of the student academic assessments required under section 1111(b)(3), and other measures or indicators available to the agency, to review annually the progress of each school served by the agency and receiving funds under this part to determine whether all of the schools are making the progress necessary to ensure that all students will meet the State's proficient level of achievement on the State academic assessments described in section 1111(b)(3) within 12 years from the baseline year described in section 1111(b)(2)(E)(ii).
16. Ensure that the results from the academic assessments required under section 1111(b)(3) will be provided to parents and teachers as soon as is practicably possible after the test is taken, in an understandable and uniform format and, to the extent practicable, provided in a language or other mode of communication that the parents can understand.
17. Assist each school served by the agency and assisted under this part in developing or identifying examples of high-quality, effective curricula consistent with section 1111(b)(S)(D) and *California Education Code Section 64001*.
18. Ensure that schools in school improvement status spend not less than ten percent of their Title I funds to provide professional development (in the area[s] of identification to teachers and principals) for each fiscal year.
19. Prepare and disseminate an annual LEA report card in accordance with section 1111(h) (2).

20. Where applicable, the applicant will comply with the comparability of services requirement under section 1120A(c). In the case of a local educational agency to which comparability applies, the applicant has established and implemented an agency-wide salary schedule; a policy to ensure equivalence among schools in teachers, administrators, and other staff; and a policy to ensure equivalence among schools in the provision of curriculum materials and instructional supplies. Documentation will be on file to demonstrate that the salary schedule and local policies result in comparability and will be updated biennially.

#### **TITLE I, PART D - SUBPART 2**

1. Where feasible, ensure that educational programs in the correctional facility are coordinated with the student's home school, particularly with respect to a student with an individualized education program under Part B of the Individuals with Disabilities Education Act.
2. Work to ensure that the correctional facility is staffed with teachers and other qualified staffs that are trained to work with children and youth with disabilities taking into consideration the unique needs of such children and youth.
3. Ensure that the educational programs in the correctional facility are related to assisting students to meet high academic achievement standards.

#### **TITLE II, PART A**

1. The LEA, hereby, assures that:
  - The LEA will target funds to schools within the jurisdiction of the local educational agency that:
    - (A) Have the lowest proportion of highly qualified teachers;
    - (B) Have the largest average class size; or
    - (C) Are identified for school improvement under section 111G(b).
  - The LEA will comply with section 9501 (regarding participation by private school children and teachers).
  - The LEA has performed the required assessment of local needs for professional development and hiring, taking into account the activities that need to be conducted in order to give teachers the means, including subject matter knowledge and pedagogy skills, and to give principals the instructional leadership skills to help teachers,

to provide students with the opportunity to meet California's academic content standards. This needs assessment was conducted with the involvement of teachers, including teachers participating in programs under Part A of Title I.

- The LEA will assure compliance with the requirements of professional development as defined in section 9101 (34).

## TITLE II, PART D

1. The LEA has an updated, local, long-range, strategic, educational technology plan in place that includes the following:
  - Strategies for using technology to improve academic achievement and teacher effectiveness.
  - Goals aligned with challenging state standards for using advanced technology to improve student academic achievement.
  - Steps the applicant will take to ensure that all students and teachers have increased access to technology and to help ensure that teachers are prepared to integrate technology effectively into curricula and instruction.
  - Promotion of curricula and teaching strategies that integrate technology, are based on a review of relevant research, and lead to improvements in student academic achievement.
  - Ongoing, sustained professional development for teachers, principals, administrators, and school library media personnel to further the effective use of technology in the classroom or library media center.
  - A description of the type and costs of technology to be acquired with Ed Tech funds, including provisions for interoperability of components.
  - A description of how the applicant will coordinate activities funded through the Ed Tech program with technology-related activities supported with funds from other sources.
  - A description of how the applicant will integrate technology into curricula and instruction, and a timeline for this integration.
  - Innovative delivery strategies - a description of how the applicant will encourage the development and use of innovative strategies for the delivery of specialized or rigorous courses and curricula through the use of technology, including distance learning technologies, particularly in areas that would not otherwise have access to such courses or curricula due to geographical distances or insufficient resources.
  - A description of how the applicant will use technology effectively to promote parental involvement and increase communication with parents.



- Collaboration with adult literacy service providers.
  - Accountability measures - a description of the process and accountability measures that the applicant will use to evaluate the extent to which activities funded under the program are effective in integrating technology into curricula and instruction, increasing the ability of teachers to teach, and enabling student to reach challenging state academic standards.
  - Supporting resources - a description of the supporting resources, such as services, software, other electronically delivered learning materials, and print resources that will be acquired to ensure successful and effective uses of technology.
2. The LEA must use a minimum of 25 percent of their funds to provide ongoing, sustained, and intensive high quality professional development in the integration of advanced technology into curricula and instruction and in using those technologies to create new learning environments.
3. **Any LEA that does not receive services at discount rates under section 254(h)(5) of the Communications Act of 1934 (47 U.S.C. 254(h)(5)) hereby assures the SEA that the LEA will not use any Title II, Part D funds to purchase computers used to access the Internet, or to pay for direct costs associated with accessing the Internet, for such school unless the school, school board, local educational agency, or other authority with responsibility for administration of such school:**
- Has in place a policy of Internet safety for minors that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are obscene, child pornography, or harmful to minors
  - Is enforcing the operation of such technology protection measure during any use of such computers by minors
  - Has in place a policy of Internet safety that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are obscene or child pornography, and is enforcing the operation of such technology protection measure during any use of such computers, and
  - Any LEA that does receive such discount rates hereby assures the SEA that it will have in place a policy of Internet safety for minors required by Federal or State law.

### **TITLE III**

1. The LEA assures that it consulted with teachers, researchers, school administrators, parents, and, if appropriate, with education-related community groups, nonprofit organizations, and institutions of higher education in developing the LEA Plan.
2. The LEA will hold elementary and secondary schools accountable for increasing English language proficiency and for LEP subgroups making adequate yearly progress.
3. The LEA is complying with Section 3302 prior to, and throughout, each school year.
4. The LEA annually will assess the English proficiency of all students with limited English proficiency participating in programs funded under this part.
5. The LEA has based its proposed plan on scientifically based research on teaching limited-English-proficient students.
6. The LEA ensures that the programs will enable to speak, read, write, and comprehend the English language and meet challenging State academic content and student academic achievement standards.
7. The LEA is not in violation of any State law, including State constitutional law, regarding the education of limited-English-proficient students, consistent with Sections 3126 and 3127.

### **TITLE IV, PART A**

1. The LEA assures that it has developed its application through timely and meaningful consultation with State and local government representatives, representatives of schools to be served (including private schools), teachers and other staff, parents, students, community-based organizations, and others with relevant and demonstrated expertise in drug and violence prevention activities (such as medical, mental health, and law enforcement professionals).
2. The activities or programs to be funded comply with the principles of effectiveness described in section 4115{a} and foster a safe and drug-free learning environment that supports academic achievement.
3. The LEA assures that funds under this subpart will be used to increase the level of State, local, and other non-Federal funds that would, in the absence of funds under this subpart, be made available for programs and activities authorized under this subpart, and in no case supplant such State, local, and other non-Federal funds.

4. Drug and violence prevention programs supported under this subpart convey a clear and consistent message that acts of violence and the illegal use of drugs are wrong and harmful.
5. The LEA has, or the schools to be served have, a plan for keeping schools safe and drug-free that includes:
  - Appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students.
  - Security procedures at school and while students are on the way to and from school.
  - Prevention activities that are designed to create and maintain safe, disciplined, and drug-free environments.
  - A crisis management plan for responding to violent or traumatic incidents on school grounds.
  - A code of conduct policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:
    - Allows a teacher to communicate effectively with all students in the class.
    - Allows all students in the class to learn.
    - Has consequences that are fair, and developmentally appropriate.
    - Considers the student and the circumstances of the situation.
    - Is enforced accordingly.
6. The application and any waiver request under section 4115(a)(3) (to allow innovative activities or programs that demonstrate substantial likelihood of success) will be available for public review after submission of the application.

#### **TITLE IV, PART A, SUBPART 3**

1. The LEA assures that it has, in effect, a written policy providing for the suspension from school for a period of not less than one year of any student who is determined to have brought a firearm to school or who possesses a firearm at school and the referral of a student who has brought a weapon or firearm to the criminal or juvenile justice system. Such a policy may allow the Superintendent to modify such suspension requirement for a student on a case-by-case basis.

## TITLE V, PART A

1. The LEA has provided, in the allocation of funds for the assistance authorized by this part and in the planning, design, and implementation of such innovative assistance programs, for systematic consultation with parents of children attending elementary schools and secondary schools in the area served by the LEA, with teachers and administrative personnel in such schools, and with such other groups involved in the implementation of this part (such as librarians, school counselors, and other pupil services personnel) as may be considered appropriate by the LEA.
2. The LEA will comply with this Part, including the provisions of section 5142 concerning the participation of children enrolled in private nonprofit schools,
3. The LEA will keep such records, and provide such information to the SEA, as may be reasonably required for fiscal audit and program evaluation.
4. The LEA will annually evaluate the programs carried out under this Part, and that evaluation:
  - Will be used to make decisions about appropriate changes in programs for the subsequent year;
  - Will describe how assistance under this part affected student academic achievement and will include, at a minimum, information and data on the use of funds, the types of services furnished, and the students served under this part; and
  - Will be submitted to the SEA at the time and in the manner requested by the SEA.

### **New LEAP Assurances**

1. Uniform Management Information and Reporting System: the LEA assures that it will provide to the California Department of Education (COE) information for the uniform management information and reporting system required by No Child Left Behind, Title IV in the format prescribed by COE. That information will include:
  - (i) Truancy rates;
  - (ii) The frequency, seriousness, and incidence of violence and drug-related offenses resulting in suspensions and expulsions in elementary schools and secondary schools in the State;
  - (iii) The types of curricula, programs, and services provided by the chief executive officer, the State educational agency, local educational agencies, and other recipients of funds under this subpart; and

(iv) The incidence and prevalence, age of onset, perception of health risk, and perception of social disapproval of drug use and violence by youth in schools and communities. (Section 4112, General Provisions, Title IV, Part A, PL 107-110)

2. **Unsafe School Choice Policy:** the LEA assures that it will establish and implement a policy requiring that a student attending a persistently dangerous public elementary school or secondary school, as determined by the State, or who becomes a victim of a violent criminal offense, as determined by State law, while in or on the grounds of a public elementary school or secondary school that the student attends, be allowed to attend a safe public elementary or secondary school within the local educational agency, including a public charter school. The LEA will submit on a format to be designated by COE the information the state requires to complete annual federal reporting requirements on the number of schools that have been designated "persistently dangerous" in accordance with California State Board of Education policy. (Section 9532, General Provisions, Title IX, PL 107-110.)

#### **Other**

1. The LEA assures that a minimum of 95 percent of all students and a minimum number of students in each subgroup (at both the school and district levels) will participate in the state's assessments program.

## SIGNATURE PAGE

(Signatures must be original. Please use blue ink.)

The superintendent and governing board of the LEA submitting this Plan must sign on behalf of all participants included in the preparation of the Plan. LEAs in Program Improvement Year 3 assigned or required to access the services of a District Assistance and Intervention Team (DAIT) or other technical assistance provider must also secure signatures from the DAIT leads or other technical assistance provider leads.

Jeremy Meyers

Printed or typed name of Superintendent

Date

Signature of Superintendent

William Drescher

Printed or typed name of Board President

Date

Signature of Board President

***Certification:*** I hereby certify that all of the applicable state and federal rules and regulations will be observed by this LEA and that, to the best of my knowledge, information contained in this Plan is correct and complete. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained onsite. I certify that we accept all general and program specific assurances for Titles I, II, and/or III as appropriate, except for those for which a waiver has been obtained. A copy of all waivers will remain on file. I certify that actual ink signatures for this LEA Plan/Plan Addendum/Action Plan are on file, including signatures of any required external providers, i.e., DAIT or other technical assistance provider.

## APPENDIX A

On May 30, 2002, the California State Board of Education (SBE) adopted the five goals and 12 performance indicators for No Child Left behind (NCLB), as set forth in the Federal Register Notice of May 22, 2002. The SBE's adoption of the specified goals and performance indicators represents California's commitment to the development of an accountability system to achieve the goals of NCLB.

Collectively, NCLB's goals, performance indicators, and performance targets constitute California's framework for ESEA *accountability*. The framework provides the basis for the state's improvement efforts, informing policy decisions by the SBE and implementation efforts by the California Department of Education (COE) to fully realize the system envisioned by NCLB; it also provides a basis for coordination with the State Legislature and the Governor's Office.

### California's NCLB Performance Goals and Performance Indicators

**Performance Goal 1: *All students will reach high standards, at a minimum attaining proficiency or better in reading and mathematics, by 2013-2014.***

- 1.1 **Performance indicator:** The percentage of students, in the aggregate and for each subgroup, who are above the proficient level in reading on the State's assessment. (These subgroups are those for which the ESEA requires State reporting, as identified in section 1111(h)(1)(C)(i). )
- 1.2 **Performance indicator:** The percentage of students, in the aggregate and in each subgroup, who are at or above the proficient level in mathematics on the State's assessment. (These subgroups are those for which the ESEA requires State reporting, as identified in section 1111(h)(C)(i)).
- 1.3 **Performance indicator:** The percentage of Title I schools that make adequate yearly progress.

**Performance Goal 2: *All limited-English-proficient students will become proficient in English and reach high academic standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.***

- 2.1. **Performance indicator:** The percentage of limited-English-proficient students, determined by cohort, who have attained English proficiency by the end of the school year.
- 2.2 **Performance indicator:** The percentage of limited-English-proficient students who are at or above the proficient level in reading/language arts on the State's assessment, as reported for performance indicator 1.1.

- 2.3 **Performance indicator:** The percentage of limited-English-proficient students who are at or above the proficient level in mathematics on the State's assessment, as reported for performance indicator 1.2.

**Performance Goal 3: *By 2005-06, all students will be taught by highly qualified teachers.***

- 3.1 **Performance indicator:** The percentage of classes being taught by "highly qualified" teachers (as the term is defined in section 9101(23) of the ESEA), in the aggregate and in "high-poverty" schools (as the term is defined in section 1111(h)(1)(C)(viii) of the ESEA).
- 3.2 **Performance indicator:** The percentage of teachers receiving high-quality professional development. (See definition of "professional development" in section 9101(34).
- 3.3 **Performance indicator:** The percentage of paraprofessionals (excluding those with sole duties as translators and parent involvement assistants) who are qualified. (See criteria in section 1119(c) and (d).

**Performance Goal 4: *All students will be educated in learning environments that are safe, drug free, and conducive to learning.***

- 4.1 **Performance indicator:** The percentage of persistently dangerous schools, as defined by the State.

**Performance Goal 5: *All students will graduate from high school.***

- 5.1 **Performance indicator:** The percentage of students who graduate from high school, with a regular diploma:
- Disaggregated by race, ethnicity, gender, disability status, migrant status, English proficiency, and status as economically disadvantaged and
  - Calculated in the same manner as used in National Center for Education Statistics reports on Common Core of Data.
- 5.2 **Performance indicator:** The percentage of students who drop out of school:
- Disaggregated by race, ethnicity, gender, disability status, migrant status, English proficiency, and status as economically disadvantaged and



- Calculated in the same manner as used in National Center for Education Statistics reports on Common Core of Data.

## APPENDIX B

### *Links to Data Web sites*

Below is a listing of Web site links for accessing district-level data and information to be used by the LEA in developing this Plan:

- Academic Performance Index (API)  
<http://www.cde.ca.gov/ta/ac/ap/>
- California Basic Educational Data System (CBEDS)  
<http://www.cde.ca.gov/ds/sd/cb/>
- California English Language Development Test (CELDT)  
<http://www.cde.ca.gov/ta/tq/el/>
- California High School Exit Exam (CAHSEE)  
<http://www.cde.ca.gov/ta/tq/hs/>
- California Standardized Test (CST)  
<http://www.cde.ca.gov/ta/tq/sr/quidecst08.asp>
- DataQuest  
<http://data:1.cde.ca.gov/dataquest/>
- School Accountability Report Card (SARC)  
<http://www.cde.ca.gov/ta/ac/sa/>
- Standardized Testing and Reporting (STAR) Program  
<http://www.cde.ca.gov/ta/tq/sr/>

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 18.2 Agreement between the Black Oak Mine Unified School District and the Black Oak Mine Teachers Association for the 2016-17, 2017-18, and 2018-19 school years and the AB 1200 Disclosure

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent  
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees approve the Agreement between the Black Oak Mine Unified School District and the Black Oak Mine Teachers Association for the 2016-17, 2017-18, and 2018-19 school years and the AB 1200 Disclosure.

BACKGROUND: Black Oak Mine Teachers Association negotiating team and the District negotiating team have reached an agreement for the 2016-17, 2017-18, and 2018-19 school years.

MEDIATED TENTATIVE AGREEMENT  
BY AND BETWEEN  
THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
AND THE  
BLACK OAK MINE TEACHERS ASSOCIATION  
January 17, 2018

1. The District shall make necessary changes to the certificated salary schedules and Appendix B in the BOMTA contract as follows:

- a) Effective July 1, 2017, Master's Degree stipend will increase from \$500 to \$1,000 and Doctoral Degree stipend will increase from \$1,000 to \$1,500;
- b) Effective the date of Association ratification, Supplemental and Other Hourly Assignment pay will increase from \$20 and \$25 per hour to \$30 per hour;
- c) Effective the date of Association ratification, Substitute rate of pay for covering classes will be \$40.50 per hour;
- d) The Counselor's Salary Schedule shall be amended to include the District Nurse retroactive to July 1, 2016. The current Nurse's Salary schedule shall be terminated.

2. All Bargaining unit members, in paid status as of July 1, 2017, shall receive a .5% off-schedule payment for regular salary earned in 2016-2017.

3. All bargaining unit members, in paid status as of January 8, 2018, shall receive a 1% on-schedule salary increase retroactive to July 1, 2017.

4. All bargaining unit members who will be employed as of July 1, 2018, shall receive a 1% on-schedule salary increase beginning July 1, 2018.


5. Term of Agreement (Article XXI) – Except as necessary and as jointly agreed for issues having to do with Contract clarity, Parties agree that the term of the agreement shall extend through June 30, 2019. Under these terms, parties agree that negotiations are concluded through term of contract.

DATED: January 17, 2018

SIGNED:



David Delongchamp, BOMTA Lead Negotiator

  
Jeremy Meyers, Superintendent, BOMUSD

**DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**  
 In Accordance with AB1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5; CCR, Title V, Section 15449

The proposed agreement is a 3 year agreement that covers the period beginning 7/01/2016 and ending 06/30/2019, and will be acted upon by the Governing Board at its meeting on February 08, 2018. The General Fund is impacted as follows. Impact on other funds is addressed in the narrative.

**Bargaining Unit Group**  
 (Please use separate disclosure for each group)

- Certificated
- Classified
- Confidential/Management
- Other

Check one	Cost of 1% *
X	40,950

\$41,065 in 16-17

\* includes salary and related benefits, e.g. STRS, PERS, Workers Compensation, Unemployment

**A. Proposed Change in Compensation**

	Compensation	Fiscal Impact of Proposed Agreement			%		
		Year 1 FY - 17-18	Year 2 FY - 18-19	Year 3 FY - 19-20	Year 1 FY - 17-18	Year 2 FY - 18-19	Year 3 FY - 19-20
1	Salary Schedule - Increase(Decrease)	47,206	48,505		1.15%	1.18%	
2	Step and Column - Increase (Decrease) due to movement plus any changes due to settlement	100,685	90,934		2.46%	2.22%	
3	Other Compensation (complete description below)	31,983			0.78%		
4	Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc. (may be included in costs above or shown separately)						
5	Health/Welfare Benefits - Increase (Decrease)	-	-	-			
6	<b>Total Compensation</b>	179,874	139,439	-	4.39%	3.41%	
7	Total Number of Represented Employees	56	56				
8	Total Compensation Average Cost per Employee - Increase (Decrease)	3,226	2,501	-			

**Other Compensation - Increase (Decrease)**

**(Stipends, Bonuses, etc.) Provide Description below:**

BOMTA members employed as of July 1, 2017 will receive an off-schedule payment of .5% on 2016-17 regular salary. In addition, BOMTA members employed as of July 1, 2017 will receive an increase of the Masters Stipend from \$500 to \$1,000 and the Doctoral Degree Stripend from \$1,000 to \$1,500. Hourly assignment pay will increase from \$20 & \$25 to \$30. The BOMTA member substitute rate of pay for covering classes will be \$40.50 per hour.

9 Were any additional steps, columns, or ranges added to the schedules? YES  NO

If yes, please explain:

10 Does this bargaining group have a negotiated cap for Health and Welfare benefits  YES  NO  
 If yes, please indicate the cap amount.

- A. **Proposed change in compensation.** Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary

In addition to the Other Compensation described on page one, all BOMTA members employed as of January 8, 2018 will receive a 1% on schedule salary increase retroactive to July 1, 2017. All BOMTA members employed as of July 1, 2018 will receive a 1% on-going increase to the salary schedule. The counselor salary schedule will be amended to include the District Nurse and is retroactive to July 1, 2016.

- B. **Proposed negotiated changes in non-compensation items** (e.g. class size adjustments, staff development days, teacher prep time, etc.)

N/A

- C. **What are the specific impacts on instructional and support programs to accommodate the settlement?** Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

The district is reviewing all areas of district operations for efficiencies and reductions.

- D. **What contingency language is included in the proposed agreement?** Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

N/A

- E. **Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

N/A

- F. **Will this agreement create, or increase an operating deficit in the current or subsequent year(s)?** An operating deficit is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

The off-schedule payment is funded with budgetary savings from 2016-17 and in the district reserve. The on-going funding increases the operating deficit in which BOMUSD is actively analyzing areas for reduction.

- G. **Source of funding for proposed agreement.**

Current year:  
General fund

How will ongoing cost of the proposed agreement be funded in future years?  
BOMUSD is currently discussing various restructure ideas and reductions for declining enrollment as well as recognizing changing facts in the California Budget. Additionally, attorney/consulting costs that have been budgeted can be reduced since the need for fact-finding has been diverted

If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations).

The compounding affect is accounted in the MYP including updates in projected LCFF funding from the Governor's proposal

For multi-year agreements, please provide a multi-year financial projection covering the term of the agreement. Include all assumptions used in the projections enrollment growth, COLA, deficits, etc.

- H. Describe the financial impact on other funds affected by the proposed settlement - consider Cafeteria, Adult Education, Deferred Maintenance  
N/A

**G. Impact of Proposed Agreement on Current Year Unrestricted Reserves**

1. State Reserve Standard

a. Total expenditures, transfers out, and uses (including cost of proposal)	\$12,427,708
b. State Standard Minimum EUR Percentage for this district	4%
c. State Standard Minimum EUR amount for this district <i>(greater of line 1-c or \$50,000 for districts w/less than 1,001 ADA)</i>	497,108

2. Budgeted Unrestricted reserve (after impact of Proposed Agreement)

a. General Fund budgeted Unrestricted EUR	601,829
b. General Fund budgeted Unrestricted Unappropriated amount	-
c. Special Reserve Fund budgeted EUR	-
d. Special Reserve Fund budgeted Unappropriated amount	-
e. Total District budgeted Unrestricted reserves	\$ 601,829

3. Do Unrestricted reserves meet the state minimum standard amount?

Yes  No



## Disclosure of Collective Bargaining Agreement

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**  
In accordance with E.C. 42142

2017-18

	(Col. 1) Latest Board- approved budget before settlement (as of ) 1st Interim	(Col. 2) Revisions Necessary as a result of proposed settlement	(Col. 3) Other Revisions	(Col. 4) Total impact on budget (col. 1+2+3
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	9,424,891			\$ 9,424,891
Remaining Revenues (8100-8799)	2,343,104		11,518	\$ 2,354,622
<b>TOTAL REVENUES</b>	11,767,995	-	11,518	\$ 11,779,513
<b>EXPENDITURES</b>				
1000 Certificated Salaries	4,236,237	67,177	1,994	\$ 4,305,408
2000 Classified Salaries	2,294,771		10,156	\$ 2,304,927
3000 Employee Benefits	2,855,988	12,012	(8,464)	\$ 2,859,536
4000 Books and Supplies	722,259		24,233	\$ 746,492
5000 Services and Operating Expenses	1,310,499		(69,666)	\$ 1,240,833
6000 Capital Outlay	198,655		(23,526)	\$ 175,129
7000 Other (plus future decreases TBD)	366,625		277	\$ 366,902
<b>TOTAL EXPENDITURES</b>	11,985,034	79,189	(64,996)	\$ 11,999,227
<b>OPERATING SURPLUS (DEFICIT)</b>	-217,039	(79,189)	76,514	\$ (219,714)
Other Sources and Transfers In	4,605			\$ 4,605
Other Uses and Transfers Out	37,331			\$ 37,331
<b>CURRENT YEAR INCREASE (DECREASE)</b>				
<b>IN FUND BALANCE</b>	-249,765	(79,189)	76,514	\$ (252,440)
<b>BEGINNING BALANCE</b>	2,013,923			\$ 2,013,923
<b>ENDING BALANCE</b>	1,764,158			\$ 1,761,483

## Disclosure of Collective Bargaining Agreement

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**  
In accordance with E.C. 42142

2018/19

2019/20

	(Col. 2) Revisions Necessary as a result of proposed settlement	Other Revisions	(Col. 4) Total impact on budget (col. 1+2+3)	Other Revisions	Total impact on budget (col. 1+2+3)
<b>REVENUES</b>					
Revenue Limit Sources (8010-8099)		247,620	\$ 9,672,511	\$ 38,493	\$ 9,711,004
Remaining Revenues (8100-8799)		(275,827)	\$ 2,078,795	\$ (259,425)	\$ 1,819,370
<b>TOTAL REVENUES</b>		(28,207)	\$ 11,751,306		\$ 11,530,374
<b>EXPENDITURES</b>					
1000 Certificated Salaries	40,512	5,242	\$ 4,351,162	\$ 184,745	\$ 4,535,907
2000 Classified Salaries		39,179	\$ 2,344,106	\$ 66,471	\$ 2,410,577
3000 Employee Benefits	7,993	140,176	\$ 3,007,705	\$ 146,101	\$ 3,153,806
4000 Books and Supplies		(159,643)	\$ 586,849	\$ (13,018)	\$ 573,831
5000 Services and Operating Expenses		(396)	\$ 1,240,437	\$ 69,451	\$ 1,309,888
6000 Capital Outlay		(107,716)	\$ 67,413	\$ (67,413)	\$ -
7000 Other (plus future decreases TBD)		57,635	\$ 424,537	\$ (47,959)	\$ 376,578
<b>TOTAL EXPENDITURES</b>	48,505	(25,523)	\$ 12,022,209	\$ 338,378	\$ 12,360,587
<b>OPERATING SURPLUS (DEFICIT)</b>	(48,505)	(2,684)	\$ (270,903)	\$ (338,378)	\$ (830,213)
Other Sources and Transfers In			\$ 4,605	\$	\$ 4,605
Other Uses and Transfers Out		6,902	\$ 44,233	\$ 4,000	\$ 48,233
<b>CURRENT YEAR INCREASE (DECREASE)</b>					
<b>IN FUND BALANCE</b>	(48,505)	(9,586)	\$ (310,531)		\$ (873,841)
<b>BEGINNING BALANCE</b>			\$ 1,761,483		\$ 1,450,951
<b>ENDING BALANCE</b>			\$ 1,450,951		\$ 577,110

**Certification No. 1**

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Black Oak Mine Unified School District, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the California Teachers Association Bargaining Unit, during the term of the agreement from July 1, 2016 to June 30, 2019.

The budget revisions necessary to meet the costs of the agreement in each year of its term will be submitted upon completion of the 2nd interim report.

\_\_\_\_\_  
**District Superintendent  
 (Signature)**

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

\_\_\_\_\_  
**Chief Business Official  
 (Signature)**

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

**Certification #2**

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the *Public Disclosure of Proposed Bargaining Agreement* in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

\_\_\_\_\_  
**District Superintendent (or Designee)  
 (Signature)**

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

\_\_\_\_\_  
**Contact Person**

\_\_\_\_\_  
**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on February 8, 2018, took action to approved the proposed Agreement with the Black Oak Mine Teacher's Association Bargaining Unit.

\_\_\_\_\_  
**President (or Clerk), Governing Board  
 (Signature)**

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

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## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 18.3 Agreement between the Black Oak Mine Unified School District and Black Oak Mine Confidential, Classified Management, Mental Health Therapist, and Administrative Employees for the 2016-17, 2017-18, and 2018-19 school years and the AB 1200 Disclosure

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent  
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees approve the Agreement between the Black Oak Mine Unified School District and Black Oak Mine Confidential, Classified Management, Mental Health Therapist, and Administrative Employees for the 2016-17, 2017-18, and 2018-19 school years and the AB 1200 Disclosure.

BACKGROUND: The Black Oak Mine Confidential, Classified Management, Mental Health Therapist, and Administrative Employees negotiating team and the District negotiating team have reached an agreement for the 2016-17, 2017-18, and 2018-19 school years.

TENTATIVE AGREEMENT  
BY AND BETWEEN  
THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
AND THE  
CONFIDENTIAL AND CLASSIFIED MANAGEMENT GROUPS  
January 29, 2018

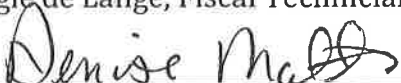
1. Confidential and Classified Management employees, in paid status as of July 1, 2017, shall receive a .5% off-schedule payment for regular salary earned in 2016-2017.
2. Confidential and Classified Management employees, in paid status as of January 8, 2018, shall receive a 1% on-schedule salary increase retroactive to July 1, 2017.
3. Confidential and Classified Management employees who will be employed as of July 1, 2018, shall receive a 1% on-schedule salary increase beginning July 1, 2018.

DATED: January 29, 2018

SIGNED:

  
\_\_\_\_\_  
Shelly King, Personnel Services Coordinator (Confidential)

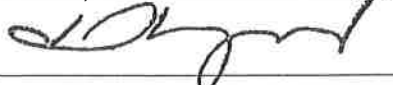
  
\_\_\_\_\_  
Jingle de Lange, Fiscal Technician (Confidential)

  
\_\_\_\_\_  
Denise Malito, Accounting Technician (Confidential)

  
\_\_\_\_\_  
Keely Morales, Superintendent's Secretary (Confidential)

  
\_\_\_\_\_  
Mark Koontz, Director of Maintenance, Facilities, Operations and Transportation  
(Classified Management)

  
\_\_\_\_\_  
Patricia Kowalski, Chief Business Official (Classified Management)

  
\_\_\_\_\_  
Jeremy Meyers, Superintendent, BOMUSD

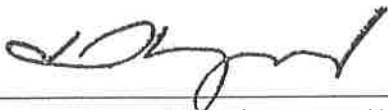
TENTATIVE AGREEMENT  
BY AND BETWEEN  
THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
AND THE  
District Mental Health Therapist  
January 29, 2018

1. The District shall make the following changes to the Mental Health Therapist's salary schedule:
  - a) Effective July 1, 2017, Master's Degree stipend will increase from \$500 to \$1,000 and Doctoral Degree stipend will increase from \$1,000 to \$1,500.
2. All Mental Health Therapists, in paid status as of July 1, 2017, shall receive a .5% off-schedule payment for regular annual salary earned in 2016-2017.
3. All Mental Health Therapists, in paid status as of January 8, 2018, shall receive a 1% on-schedule salary increase retroactive to July 1, 2017.
4. All Mental Health Therapists who will be employed as of July 1, 2018, shall receive a 1% on-schedule salary increase beginning July 1, 2018.

DATED: January 29, 2018

SIGNED:

  
Jennifer Dwight-Frost, Mental Health Therapist

  
Jeremy Meyers, Superintendent, BOMUSD

TENTATIVE AGREEMENT  
BY AND BETWEEN  
THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
AND THE  
BLACK OAK MINE ADMINISTRATORS  
January 29, 2018

1. The District shall make the following changes to the administrator's salary schedule:
  - a) Effective July 1, 2017, Master's Degree stipend will increase from \$500 to \$1,000 and Doctoral Degree stipend will increase from \$1,000 to \$1,500.
2. All administrators, in paid status as of July 1, 2017, shall receive a .5% off-schedule payment for regular annual salary earned in 2016-2017.
3. All administrators, in paid status as of January 8, 2018, shall receive a 1% on-schedule salary increase retroactive to July 1, 2017.
4. All administrators will be employed as of July 1, 2018, shall receive a 1% on-schedule salary increase beginning July 1, 2018.

DATED: January 29, 2018

SIGNED:



Carrie Arnett, Assistant Director of K-6 Education



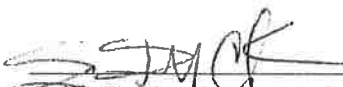
Wendy Westsmith, Director of K-6 Education



Ron Morris, Assistant Director of 7-12 Education



Michelle Cortichiato, District Psychologist



Sally Dyck, Charter School Director



Jeremy Meyers, Superintendent, BOMUSD



**DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**  
 In Accordance with AB1200 (Statutes of 1991, Chapter 1213); G.C. 3547.5; CCR, Title V, Section 15449

The proposed agreement is a 3 year agreement that covers the period beginning 7/01/2016 and ending 06/30/2019, and will be acted upon by the Governing Board at its meeting on February 08, 2018. The General Fund is impacted as follows. Impact on other funds is addressed in the narrative.

**Bargaining Unit Group**  
 (Please use separate disclosure for each group)

- Certificated  
 Classified  
 Confidential/Management/Administration  
 Other

Check one	Cost of 1% *
<input type="checkbox"/>	
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	11,015
<input type="checkbox"/>	

\$11,328 in 16-17

\* includes salary and related benefits, e.g. STRS, PERS, Workers Compensation, Unemployment

**A. Proposed Change in Compensation**

	Compensation	Fiscal Impact of Proposed Agreement		
		Year 1 FY - 17-18	Year 2 FY - 18-19	Year 3 FY - 19-20
1	Salary Schedule - Increase(Decrease)	10,660	11,449	
2	Step and Column - Increase (Decrease) due to movement plus any changes due to settlement	20,882	17,884	
3	Other Compensation (complete description below)	6,192		
4	Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc. (may be included in costs above or shown separately)			
5	Health/Welfare Benefits - Increase (Decrease)	-	-	-
6	Total Compensation	37,734	29,333	-
7	Total Number of Represented Employees	11	11	
8	Total Compensation Average Cost per Employee - Increase (Decrease)	3,430	2,667	-

%		
Year 1 FY - 17-18	Year 2 FY - 18-19	Year 3 FY - 19-20
0.97%	1.04%	
1.90%	1.62%	
0.56%		
3.43%	2.66%	

**Other Compensation - Increase (Decrease)**

**(Stipends, Bonuses, etc.) Provide Description below:**

Group members employed as of July 1, 2017 will receive an off-schedule payment of .5% on 2016-17 regular salary. In addition, administrative members employed as of July 1, 2017 will receive an increase of the Masters Stipend from \$500 to \$1,000 and the Doctoral Degree Stipend from \$1,000 to \$1,500.

9 Were any additional steps, columns, or ranges added to the schedules? YES  NO

If yes, please explain:

10 Does this bargaining group have a negotiated cap for Health and Welfare benefits  YES  NO  
 If yes, please indicate the cap amount.

- A. **Proposed change in compensation.** Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary

In addition to the Other Compensation described on page one, all group members employed as of January 8, 2018 will receive a 1% on schedule salary increase retroactive to July 1, 2017. All group members employed as of July 1, 2018 will receive a 1% on-going increase to the salary schedule.

- B. **Proposed negotiated changes in non-compensation items** (e.g. class size adjustments, staff development days, teacher prep time, etc.)

N/A

- C. **What are the specific impacts on instructional and support programs to accommodate the settlement?** Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

The district is reviewing all areas of district operations for efficiencies and reductions.

- D. **What contingency language is included in the proposed agreement?** Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

N/A

- E. **Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

N/A

- F. **Will this agreement create, or increase an operating deficit in the current or subsequent year(s)?** An operating deficit is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

The off-schedule payment is funded with budgetary savings from 2016-17 and in the district reserve. The on-going funding increases the operating deficit in which BOMUSD is actively analyzing areas for reduction.

- G. **Source of funding for proposed agreement.**

Current year:  
General fund

How will ongoing cost of the proposed agreement be funded in future years?  
BOMUSD is currently discussing various restructure ideas and reductions for declining enrollment as well as recognizing changing facts in the California Budget. Additionally, attorney/consulting costs that have been budgeted can be reduced since the need for fact-finding has been diverted

If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations).

The compounding affect is accounted in the MYP including updates in projected LCFF funding from the Governor's proposal

For multi-year agreements, please provide a multi-year financial projection covering the term of the agreement. Include all assumptions used in the projections enrollment growth, COLA, deficits, etc.

- H. Describe the financial impact on other funds affected by the proposed settlement - consider Cafeteria, Adult Education, Deferred Maintenance  
N/A

**G. Impact of Proposed Agreement on Current Year Unrestricted Reserves**

1. State Reserve Standard

a. Total expenditures, transfers out, and uses (including cost of proposal)	\$12,427,708
b. State Standard Minimum EUR Percentage for this district	4%
c. State Standard Minimum EUR amount for this district <i>(greater of line 1-c or \$50,000 for districts w/less than 1,001 ADA)</i>	497,108

2. Budgeted Unrestricted reserve (after impact of Proposed Agreement)

a. General Fund budgeted Unrestricted EUR	601,829
b. General Fund budgeted Unrestricted Unappropriated amount	-
c. Special Reserve Fund budgeted EUR	-
d. Special Reserve Fund budgeted Unappropriated amount	-
e. Total District budgeted Unrestricted reserves	\$ 601,829

3. Do Unrestricted reserves meet the state minimum standard amount?

Yes  No

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**  
In accordance with E.C. 42142

2017-18

	(Col. 1) Latest Board- approved budget before settlement (as of ) 1st Interim	(Col. 2) Revisions Necessary as a result of proposed settlement	(Col. 3) Other Revisions	(Col. 4) Total impact on budget (col. 1+2+3
<b>REVENUES</b>				
Revenue Limit Sources (8010-8099)	9,424,891			\$ 9,424,891
Remaining Revenues (8100-8799)	2,343,104		11,518	\$ 2,354,622
<b>TOTAL REVENUES</b>	11,767,995		11,518	\$ 11,779,513
<b>EXPENDITURES</b>				
1000 Certificated Salaries	4,236,237	6,835	69,171	\$ 4,312,243
2000 Classified Salaries	2,294,771	7,131	10,156	\$ 2,312,058
3000 Employee Benefits	2,855,988	2,886	3,548	\$ 2,862,422
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6000 Capital Outlay	198,655		(23,526)	\$ 175,129
7000 Other (plus future decreases TBD)	366,625		277	\$ 366,902
<b>TOTAL EXPENDITURES</b>	11,985,034	16,852	14,193	\$ 12,016,079
<b>OPERATING SURPLUS (DEFICIT)</b>	-217,039	(16,852)	(2,675)	\$ (236,566)
Other Sources and Transfers In	4,605			\$ 4,605
Other Uses and Transfers Out	37,331			\$ 37,331
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	-249,765	(16,852)	(2,675)	\$ (269,292)
<b>BEGINNING BALANCE</b>	2,013,923			\$ 2,013,923
<b>ENDING BALANCE</b>	1,764,158			\$ 1,744,631

**IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**  
In accordance with E.C. 42142

2018/19

2019/20

	(Col. 2) Revisions Necessary as a result of proposed settlement	(Col. 3) Other Revisions	(Col. 4) Total impact on budget (col. 1+2+3)	(Col. 3) Other Revisions	Total impact on budget (col. 1+2+3)
<b>REVENUES</b>					
Revenue Limit Sources (8010-8099)		247,620	\$ 9,672,511	\$ 38,493	\$ 9,711,004
Remaining Revenues (8100-8799)		(275,827)	\$ 2,078,795	\$ (259,425)	\$ 1,819,370
<b>TOTAL REVENUES</b>	-	(28,207)	\$ 11,751,306		\$ 11,530,374
<b>EXPENDITURES</b>					
1000 Certificated Salaries	4,149	38,919	\$ 4,355,311	\$ 188,894	\$ 4,544,205
2000 Classified Salaries	5,071	32,048	\$ 2,349,177	\$ 71,542	\$ 2,420,719
3000 Employee Benefits	2,229	148,169	\$ 3,012,820	\$ 148,330	\$ 3,161,150
4000 Books and Supplies		(159,643)	\$ 586,849	\$ (13,018)	\$ 573,831
5000 Services and Operating Expenses		(396)	\$ 1,240,437	\$ 69,451	\$ 1,309,888
6000 Capital Outlay		(107,716)	\$ 67,413	\$ (67,412)	\$ 1
7000 Other (plus future decreases TBD)		57,635	\$ 424,537	\$ (47,959)	\$ 376,578
<b>TOTAL EXPENDITURES</b>	11,449	9,016	\$ 12,036,544	\$ 349,828	\$ 12,386,372
<b>OPERATING SURPLUS (DEFICIT)</b>	(11,449)	(37,223)	\$ (285,238)	\$ (349,828)	\$ (855,998)
Other Sources and Transfers In			\$ 4,605		\$ 4,605
Other Uses and Transfers Out		6,902	\$ 44,233	\$ 4,000	\$ 48,233
<b>CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE</b>	(11,449)	(44,125)	\$ (324,866)		\$ (899,626)
<b>BEGINNING BALANCE</b>			\$ 1,744,631		\$ 1,419,765
<b>ENDING BALANCE</b>			\$ 1,419,765		\$ 520,139

**Certification No. 1**

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Black Oak Mine Unified School District, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Administrative/Management/Confidential group, during the term of the agreement from July 1, 2016 to June 30, 2019.

The budget revisions necessary to meet the costs of the agreement in each year of its term will be submitted upon completion of the 2nd interim report.

\_\_\_\_\_  
District Superintendent  
(Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Business Official  
(Signature)

\_\_\_\_\_  
Date

**Certification #2**

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the *Public Disclosure of Proposed Bargaining Agreement* in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

\_\_\_\_\_  
District Superintendent (or Designee)  
(Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on February 8, 2018, took action to approved the proposed Agreement with the Administrative/Management/Confidential group.

\_\_\_\_\_  
President (or Clerk), Governing Board  
(Signature)

\_\_\_\_\_  
Date





BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 18.4 Resolution #2018-04 Reduction in Certificated Staff Due to Reduction or Elimination of Particular Kinds of Service for the 2018-19 School Year

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent  
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2018-04, Reduction in Certificated Staff Due to Reduction or Elimination of Particular Kinds of Service for the 2018-19 School Year.

BACKGROUND: According to the provisions of the Education Code, certificated staff must be notified prior to March 15<sup>th</sup> if their services will not be required in the following year. Due to a reduction or discontinuance of particular kinds of services, the certificated services listed on Resolution #2018-04 will be reduced.

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**  
**Resolution 2018-04**

**Reduction in Certificated Staff Due  
To Reduction or Elimination of Particular  
Kinds of Service**

---

**WHEREAS**, Sections 44949 and 44955 of the California Education Code require action by the governing board if the services of certificated staff are to be reduced or eliminated in order to permit the layoff of certificated employees.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that:

1. The services set forth in Exhibit "A" shall be reduced or eliminated at the close of the 2017/2018 school year for the 2018/2019 school year.
2. The Board has considered anticipated certificated employee attrition (resignation, retirements, non-reelections, temporary teacher releases, etc.). Nevertheless, it is still necessary to terminate certificated full-time equivalent positions as referenced in Exhibit "A."
3. It will be necessary to retain the services of certificated employees, regardless of seniority, who possess qualifications and competencies needed in the projected educational program for the 2017/2018 school year which are not possessed by more senior employees thereby subject to layoff.
4. The Superintendent, or designee, is authorized and directed to send notice(s) of recommendation of non-reemployment pursuant to Sections 44949 and 44955 of the California Education Code to any employee whose services shall be terminated by virtue of this Resolution.

**THIS RESOLUTION** was passed and adopted by the Board at a regular meeting held on the 8th day of February, 2018 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed and approved by me after its passage.

---

President - Board of Trustees

ATTEST:

---

Clerk - Board of Trustees

**EXHIBIT "A"**  
**TO RESOLUTION 2018-04**

**PARTICULAR KINDS OF SERVICES (PKS) TO BE REDUCED  
OR ELIMINATED  
AT CLOSE OF 2017/2018 SCHOOL YEAR**

<b>Service</b>	<b>Grade Level</b>	<b>Full Time Equivalent</b>
Special Education	K-12	.75
Multiple Subject	K-6	4.0
Math	7-12	1.0
Industrial and Technology Education	7-12	1.0
<b>District Total</b>		<b>6.75</b>

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY

PH.D. THESIS  
BY  
[Name]

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## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 18.5 El Dorado County School Board Association Annual Awards Dinner

MEETING DATE: February 8, 2018

FROM: Mr. Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees consider nominating candidates in one or all of the four categories for the El Dorado County School Board Association Awards Dinner.

BACKGROUND: The El Dorado County School Board Association will be holding their annual dinner meeting and awards program on March 5, 2018. Retired and Outgoing Board Members will be recognized for their service. Additional nominees will be recognized in five categories.

The five categories are:

- Category 1 - Educational Statesmanship - promoting public education in the community, region, etc.
- Category 2 - Leader in Boardsmanship - notable process/behavior in discussion/deliberation/team building/ collaboration - Contribution to board generally. Contribute to Board/Superintendent/Administration relationship.
- Category 3 - Outstanding Community Member or Volunteer OR Outstanding Community Organization OR Outstanding Corporate Organization - Has made a notable contribution to education.
- Category 4 - Dolores Garcia Memorial Spirit of Boardsmanship - Provides community leadership on educational issues and advocates on behalf of students and public education at the local, regional and possibly state level. Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Category 5 - Lifetime Achievement Award- Automatically given to outgoing/retiring board members to recognize their contributions during their career as a trustee (must have served at least eight years on school or county office board.

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## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 18.6 E-Rate Bid Proposal

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees consider approving the E-Rate Proposal from AMS.net.

BACKGROUND: The fiscal year 2018-19 contract between AMS.net and Black Oak Mine Unified School District covers E-Rate category 2 components for expanding broadband internal connections. The contract is up to \$150,196.78 with a 10% contingency fee. The contract is contingent on E-Rate funding which is a partial source of funding. The rest of funding will be from multiple sources such as facility funds, deferred maintenance funds, and the general fund.

CONTRACTOR AGREEMENT

THIS AGREEMENT ("Agreement"), made and entered into this 20<sup>th</sup> day of January 2018, by and between the Black Oak Mine Unified School District, a school district organized and existing under the laws of the State of California ("District"), and AMS, INC., Inc. ("Contractor") for:

RFP NO. 1-2018  
CONTRACTOR AGREEMENT

In consideration of the mutual covenants contained in this Agreement, the District and Contractor agree as follows:

I

TERM

The term of this Agreement shall commence upon execution of this Agreement by all parties and shall continue through acceptance by the District of all required work and final payment to Contractor. All indemnification provisions contained in the Agreement shall survive beyond the expiration of the Agreement. The term of this Agreement shall be from 4/1/2018 through 9/30/2019. Upon mutual agreement by both parties (i.e., Contractor and the District), this Agreement may be renewed for additional one-year terms not to exceed a total of five (5) years.

II

SCOPE OF WORK

The Contractor shall perform the Contract within the time stipulated as herein defined, and shall provide all labor, materials, tools, utility services, and transportation to complete in a workmanlike manner all of the work required in connection with the Contract herein mentioned, in strict compliance with the Contract Documents as specified in Section III below.

III

NON-FUNDING OF E-RATE

The District's obligation to procure services provided under this Contract are contingent upon District receiving a fully funded E-Rate Funding Commitment Decision Letter (FCDL) for each year of eligible services.

IV

NON-APPROPRIATION OF FUNDS

Notwithstanding any other provision to the contrary, if for any fiscal year of this Agreement the Governing Board for any reason fails to appropriate or allocate funds for future payments under this Agreement, the District will not be obligated to pay the balance of funds remaining unpaid beyond the fiscal period for which funds have been appropriated and allocated.

V

TERMINATION

This Agreement may be terminated by the District upon thirty (30) days' written notice to



Contractor. The District's right to terminate under this paragraph shall be in addition to any other rights reserved to District under this Agreement.

## VI

### CONTRACT PRICE

The District shall pay to the Contractor \$ TBD ([AMOUNT SPELLED OUT]) as full consideration for the faithful performance of the Contract, subject to any additions or deductions as provided in the contract documents, and including any applicable sales, use or other taxes or costs as specified in the executed pricing sheet(s) incorporated herein by reference.

## VII

### COMPONENT PARTS OF THE CONTRACT

The Contract entered into by this Agreement consists of the following Contract Documents (referred to herein as the "Contract" or the "Contract Documents"), all of which are component parts of the Contract as if herein set out in full or attached hereto:

- Notice of Request for Proposal
- Introduction
- Information for Proposers
- Contents of Proposals
- Submittal Requirements
- Evaluation and Selection Process
- Agreement
- Proposal Form
- Renewal Clause
- Payment Terms
- Non-Collusion Affidavit
- Workers' Compensation Certificate
- Affirmative Action Program
- Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion
- Drug-Free Workplace Certification
- Fingerprinting/Criminal Background Investigation Certification
- Designated Subcontractors List
- Proposal Quotation Sheet

All of the Contract Documents are intended to be complementary. Work required by one of the Contract Documents and not by others shall be done as if required by all. This Agreement shall supersede any prior agreement of the parties.

## VIII

### THE DISTRICT'S INSPECTOR

All items shall be subject to the inspection of the District. Inspection of the items shall not relieve the Contractor from any obligation to fulfill this Agreement. Defective items shall be made good

by the Contractor, and unsuitable items may be rejected, notwithstanding that such defective work and materials have been previously overlooked by the District and accepted. If any item shall be found defective at any time before final acceptance of the complete delivery, the Contractor shall remedy such defect in a manner satisfactory to the District.

IX  
PROVISIONS REQUIRED BY LAW

Each and every provision of law and clause required to be inserted in this contract shall be deemed to be inserted herein, and this Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either Party the Contract shall be physically amended to make such insertion or correction.

X  
HOLD HARMLESS

Contractor agrees to defend and hold harmless the District, its Governing Board, officers, directors, agents, employees, and independent contractors, individually and collectively, from and against all costs, expenses, losses, claims, demands, suits actions, payments, judgments (including legal and attorney fees), or other liabilities of any nature, arising from death, personal or bodily injuries, property damage or otherwise, however caused, brought or recovered against any of the above-named persons that (a) occur in connection with the performance of the professional services set forth herein by the Contractor or any of its officers, employees, agents, or subcontractors; or (b) arise from any act, omission, or breach by the Contractor or any of its officers, employees, agents, or subcontractors in connection with the professional services set forth herein. The foregoing shall include, without limitation, all claims, demands, actions, liens, judgments, damages, losses, costs or expenses, or other liabilities incurred by reason of:

1) Liability for (a) death or bodily injury to persons; (b) damage or injury to, loss (including theft), or loss of use of, any property; (c) any failure or alleged failure to comply with any provision of law or the contract documents; or (d) any other loss, damage or expense, sustained by any person, firm or corporation or in connection with the work or services called for in the Contract Documents.

2) Any bodily injury to or death of persons or damage to property caused by any act, omission or breach of the Contractor or any person, firm or corporation employed by the Contractor, either directly or by independent contract, including all damages or injury to, loss (including theft), or loss of use of, any property, sustained by any person, firm or corporation, including the District, arising out of or in any way connected with the work or services covered by the contract documents, whether said injury or damage occurs either on or off the District's property.

3) Any dispute between the Contractor and any Subcontractor, supplier, surety or other party, including, without limitation, any failure or alleged failure of the Contractor (or any person hired or employed directly or indirectly by the Contractor) to pay any subcontractor or material suppliers of any tier or any other person employed in connection with the work or services, and/or filing of any stop payment notice or mechanic's lien claims.

4) Breach of any warranty, express or implied.

- 5) Failure of the Contractor or its subcontractors to comply with any applicable governmental law, rule, regulation, or other requirement.
- 6) Products installed in or used in connection with the work or services performed.
- 7) This obligation to defend, indemnify, and hold harmless includes any actions by third parties under Labor Code section 2810.

#### XI

##### ATTORNEYS' FEES

If suit is brought by either party to this Agreement to enforce any of its terms (including all component parts of the contract documents), and the District prevails in such suit, the Contractor shall pay all litigation expenses incurred by the District, including attorneys' fees, court costs, expert witness fees and investigation expenses.

#### XII

##### INSURANCE PERMITS AND LICENSES REQUIRED OF THE CONTRACTOR

The Contractor shall maintain insurance adequate to protect it from claims under workers' compensation acts, and from claims for damages for personal injury, including death and damage to property, which may arise from operations under the Contract in amounts specified in the Information for Proposers. The Contractor shall be required to file with the District certificates of such insurance. The failure to furnish such evidence may be considered default by the Contractor.

The Contractor and all of its employees or agents shall secure and maintain in force such licenses and permits as are required by law in connection with the furnishing of materials, articles, or services covered under this Contract. All operations and materials shall be in accordance with the law.

#### XIII

##### ENTIRE AGREEMENT

The Contract, which consists of all of the documents listed in Section VII above, constitutes the entire agreement between the parties and supersedes any prior or contemporaneous agreement between the parties, oral or written.

#### XIV

##### EXECUTION OF OTHER DOCUMENTS

The parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of the Contract.

#### XV

##### EXECUTION IN COUNTERPARTS

This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, or an original, with all signatures appended together, shall be deemed a fully executed Agreement.

#### XVI

BINDING EFFECT

Contractor, by execution of this Agreement, acknowledges that Contractor has read this Agreement and the other contract documents, understands them, and agrees to be bound by their terms and conditions. The Agreement shall inure to the benefit of and shall be binding upon the Contractor and the District and their respective successors and assigns.

XVII

SEVERABILITY/GOVERNING LAW/CHOICE OF FORUM

If any provision of the contract shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof. The contract shall be governed by the laws of the State of California. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of El Dorado, subject to transfer of venue under applicable State law.

XVIII

AMENDMENTS

The terms of the contract shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by the parties and approved or ratified by the Governing Board.

XIX

AUTHORITY TO EXECUTE

The individual(s) executing this Agreement on behalf of the Contractor is/are duly and fully authorized to execute this Agreement on behalf of Contractor and to bind the Contractor to each and every term, condition and covenant of the Contract Documents.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the District, by order of its Governing Board, has caused this instrument to be duly subscribed by the Secretary of said Board, and the Contractor has caused this instrument to be duly subscribed and executed, all on the date first hereinbefore set forth.

**CONTRACTOR:**

[Contractor Name]

AMS.NET

By:  \_\_\_\_\_  
[Name of Person Signing]

Title: Vice President

Date: January 29, 2018

**DISTRICT:**

Black Oak Mine Unified School District

By:  \_\_\_\_\_  
Jeremy Meyers

Title: Superintendent

Date: 2/2/18

Governing Board Date: \_\_\_\_\_

Item No.: \_\_\_\_\_

(Corporate Seal)

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is:

Contractor's State License Board  
9821 Business Park Drive  
Sacramento, CA 95827  
(916) 255-3900; <http://www2.cscb.ca.gov/>

(Business and Professions Code § 7030)



Project Cost Summary - Black Oak Mine Unified School District

**Project Information**

Black Oak Mine Unified School District E-Rate 21 - Multiple Sites - Structured Cabling - 86146  
 Project # 86146  
 January 29, 2018

**Account Manager**

Jared Bayless  
 jbayless@ams.net  
 (925) 245-6186

AMS Quote #	Description	Products	Labor	Est. Taxes	Total
Q-00022740	Golden Sierra High School - Cabling	\$10,637.43	\$28,486.26	\$764.88	\$39,888.57
Q-00022741	Otter Creek Elementary School - Cabling	\$427.15	\$1,292.88	\$29.86	\$1,749.89
Q-00022742	American River Charter School - Cabling	\$3,539.67	\$17,543.19	\$251.78	\$21,334.64
Q-00022743	Georgetown School/Independent Study - Cabling	\$6,730.13	\$22,128.99	\$482.36	\$29,341.48
Q-00022744	Northside School - Cabling	\$13,892.33	\$27,629.10	\$1,001.42	\$42,522.85
Q-00022745	Divide High - Cabling	\$501.73	\$1,864.32	\$35.22	\$2,401.27
Q-00022746	Drug Free Divide - Cabling NON-RATE	\$1,192.76	\$1,864.32	\$83.76	\$3,140.84
Q-00022747	District Office - Cabling NON-RATE	\$874.65	\$2,435.76	\$61.79	\$3,372.20
Q-00022748	Maintenance Office - Cabling NON-RATE	\$1,181.06	\$1,864.32	\$82.91	\$3,128.29
Q-00022749	Transportation Building - Cabling NON-RATE	\$1,356.64	\$1,864.32	\$95.79	\$3,316.75
<b>Totals</b>		<b>\$40,333.55</b>	<b>\$106,973.46</b>	<b>\$2,689.77</b>	<b>\$150,196.78</b>

Celebrating More Than 25 Years

www.ams.net  
 800-893-3660

**CONTINGENCY FEE AS A STANDARD PRACTICE**

**PROJECT:** 0385-11C.1 District Wide Network Electronics Upgrades for Black Oak Mine Unified School District

**OWNER:** Black Oak Mine Unified School District

The "Owner" establishes a classification "Contingency Fee"; for adds/moves/changes as affected by the construction/funding schedule, changes to campus environment. This classification applies to all construction work. This classification is not based on permanent physical elements of construction. Rather, the classification items are cost components common to construction, project, and program estimates.

Contingency will not be allowed for increases to labor cost, taxes, surcharges, shipping and handling.

Bidder agrees that the contingency will be used for adds, moves and changes requested by the owner during the construction process for eligible services only. If the owner does not request adds, moves or changes the contingency will be given back to the E-rate program.

Please fill in one of the following:

YES AMS.NET (company name) **does include** contingency as a standard business practice as defined above.

If YES please provide the "Contingency Fee" amount in percentage.

Equal to 10 % (not to exceed 15%) of the base bid amount \$ \_\_\_\_\_  
\_\_\_\_\_ Dollars (\$ \_\_\_\_\_), Contingency Amount \$ \_\_\_\_\_  
\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).

-OR-

NO \_\_\_\_\_ (company name) **does not include** contingency as a standard business practice as defined above.

I hereby certify under penalty of the perjury laws of the State of California that the foregoing is true and correct. Executed at Livermore, California, on 1/29, 2018.

Firm Name AMS.NET

By \_\_\_\_\_

Signed Joseph Moommaui

Printed Name Joseph Moommaui

Title Vice President

# THE HISTORY OF THE UNITED STATES

OF THE UNITED STATES OF AMERICA  
FROM THE FIRST SETTLEMENTS TO THE PRESENT TIME  
BY CHARLES C. SMITH

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## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.1 National Teacher Appreciation Day

MEETING DATE: February 8, 2018

FROM: Mr. Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2018-01 National Teacher Appreciation Day.

BACKGROUND: The Day of the Teacher is an annual observance during the month of May. The special day on which to recognize teachers was established several years ago at the State level and the District has traditionally observed the event at the District level by adopting a resolution and at the site level with various activities and/or recognitions. This year the observance is May 8, 2018.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD RESOLUTION 2018-01

CALIFORNIA DAY OF THE TEACHER

WHEREAS, the children of California represent the future of our great state; and

WHEREAS, paramount to their success in tomorrow's world is their effective personal and intellectual development; and

WHEREAS, the educators of the Golden State provide the vital lessons that enable our youth to mature and reach their fullest potential; and

WHEREAS, the guidance, support and inspiration that teachers provide to students is invaluable and contributes tremendously to the well-being of our great state; and

WHEREAS, it is fitting that all Californians pay tribute to our teachers and their lasting achievements on behalf of our children and the future of the Golden State;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees and the District's administrators do hereby proclaim May 8, 2018, as "California Day of the Teacher" in the Black Oak Mine Unified School District and encourage all citizens to join in this very special observance and show their sincere appreciation for our teachers.

Dated this 8<sup>th</sup> day of February, 2018, by order of the Board of Trustees of the Black Oak Mine Unified School District upon a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ noes.

---

Bill Drescher, President  
Board of Trustees

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Darcy Knight, Clerk  
Board of Trustees

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.2 National Day of the School Nurse

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2018-01 National Day of the School Nurse.

BACKGROUND: The National Day of the School Nurse is an annual observance during the month of May. The special day on which to recognize nurses was established several years ago at the State level and the District has traditionally observed the event at the District level by adopting a resolution and at the site level with various activities and/or recognitions. This year the observance is May 8, 2018.

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD RESOLUTION 2018-02**

NATIONAL SCHOOL NURSE DAY

WHEREAS, the children of California represent the future of our great state by investing in them today, we are securing our business, community and state leaders of tomorrow; and

WHEREAS, the physical, mental and emotional well-being of our children is paramount to their growth and development; and

WHEREAS, California's school nurses are dedicated health care professionals who work in collaboration with families, schools and communities to develop and promote comprehensive health care programs for our youth; and

WHEREAS, in addition to providing for students' immediate health needs, school nurses continually promote healthy lifestyles and provide health and safety education to students and staff; and

WHEREAS, Californians are encouraged to promote the good health of our students and recognize school nurses for their contributions to the health of our children;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees and the District's administrators do hereby proclaim May 8, 2018, as "National School Nurse Day" in the Black Oak Mine Unified School District and encourage all citizens to join in this very special observance and show their sincere appreciation for nurse.

Dated this 8<sup>th</sup> day of February, 2018, by order of the Board of Trustees of the Black Oak Mine Unified School District upon a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ noes.

---

Bill Drescher, President  
Board of Trustees

---

Darcy Knight, Clerk  
Board of Trustees

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.3 Classified School Employees Week

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees adopt Board Resolution #2018-03 Classified School Employees Week.

BACKGROUND: Classified School Employees Week is an annual observance during the month of May. The week in which to recognize classified school employees was established many years ago at the State level and the District has traditionally observed the event at the District level by adopting a resolution and at the site level with various activities and/or recognitions. This year the observance is May 14-18, 2018.

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD RESOLUTION 2018-03**

**CLASSIFIED SCHOOL EMPLOYEES WEEK**

WHEREAS, Classified School Employees provide valuable services to Black Oak Mine Unified School District schools; and

WHEREAS, Classified School Employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, Classified School Employees play a vital role in providing for the welfare and safety of Black Oak Mine Unified School District students; and

WHEREAS, the Black Oak Mine Unified School District Board of Trustees recognizes the contribution of Classified School Employees to quality education in our community;

NOW, THEREFORE BE IT RESOLVED that the Black Oak Mine Unified School District joins all other public agencies in California in designating May 14-18, 2018, as Classified School Employees Week.

Dated this 8<sup>th</sup> day of February, 2018, by order of the Board of Trustees of the Black Oak Mine Unified School District upon a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ noes.

---

Bill Drescher, President  
Board of Trustees

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Darcy Knight, Clerk  
Board of Trustees

## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.4 2017-18 Consolidated Application (ConApp)

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent  
Tricia Kowalski, Chief Business Officer

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the updated 2017-18 Consolidated Application (ConApp).

BACKGROUND: The Consolidated Application (ConApp) was updated to include Title IV Funding.

**2017-18 Certification of Assurances**

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca17asstoc.asp>.

**CDE Program Contact:**

Joy Paull, [jpaul@cde.ca.gov](mailto:jpaul@cde.ca.gov), 916-319-0297

**Consolidated Application Certification Statement**

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Patricia Kowalski
Authorized Representative's Signature	
Authorized Representative's Title	Chief Business Official
Authorized Representative Signature Date	05/30/2017

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.



**2017-18 Protected Prayer Certification**

ESSA Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

**CDE Program Contact:**

Franco Rozic, Title I Monitoring and Support Office, [frozic@cde.ca.gov](mailto:frozic@cde.ca.gov), 916-319-0269

**Protected Prayer Certification Statement**

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Jeremy Meyers
Authorized Representative Title	Superintendent
Authorized Representative Signature Date	06/05/2017
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field. (Maximum 500 characters)	

**\*\*\*Warning\*\*\***

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**2017-18 Application for Funding**

**CDE Program Contact:**

Education Data Office, [ConApp@cde.ca.gov](mailto:ConApp@cde.ca.gov), 916-319-0297

**Local Governing Board Approval**

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

Date of approval by local governing board	06/05/2017
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**District English Learner Advisory Committee (DELAC) Review**

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	
DELAC review date	
Meeting minutes web address Please enter the Web address of DELAC review meeting minutes (format <a href="http://SomeWebsiteName.xxx">http://SomeWebsiteName.xxx</a> ). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	
DELAC comment  If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	DELAC not required @ BOMUSD due to our low number of EL students

**Title IV, Part A Addendum**

To apply for Title IV, Part A categorical funds for the fiscal year select "Yes." Only eligible LEAs will receive Title IV, Part A funds.

<b>Title IV, Part A (Student Support)</b>	Yes
ESSA Sec. 1112(b) SACS 4127	
Date of material change approval by local governing board	02/08/2018
Participation is considered a material change per Section 64000, as such, local board approval is required.	

**Application for Categorical Programs**

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

<b>Title I, Part A (Basic Grant)</b>	Yes
--------------------------------------	-----

**\*\*\*Warning\*\*\***

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2017-18 Application for Funding

**CDE Program Contact:**

Education Data Office, [ConApp@cde.ca.gov](mailto:ConApp@cde.ca.gov), 916-319-0297

ESSA Sec. 1111 et seq. SACS 3010	
<b>Title II, Part A (Supporting Effective Instruction)</b>	Yes
ESEA Sec. 2104 SACS 4035	
<b>Title III, Part A Immigrant</b>	No
ESEA Sec. 3102 SACS 4201	
<b>Title III, Part A English Learner</b>	Yes
ESEA Sec. 3102 SACS 4203	

**\*\*\*Warning\*\*\***

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**2017-18 Federal Transferability**

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Subpart 1 Rural Education Achievement Program Flexibility (REAP-Flex) governed by ESEA Section 5211. Funds transferred under REAP-Flex are not to be included on this form.

**CDE Program Contact:**

Juan J. Sanchez, Educator Excellence Office (Title II), [jsanchez@cde.ca.gov](mailto:jsanchez@cde.ca.gov), 916-319-0452  
Tom Herman, Coordinated School Health & Safety (Title IV), [THerman@cde.ca.gov](mailto:THerman@cde.ca.gov), 916-319-0914

<b>Title II, Part A Transfers</b>	
2017-18 Title II, Part A entitlement	\$32,219
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title III, Part A English Learner	
Transferred to Title III, Part A Immigrant	
Transferred to Title IV, Part A	
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	
Total amount of Title II, Part A funds transferred out	\$0
2017-18 Title II, Part A entitlement after transfers out	\$32,219
<b>Title IV, Part A Transfers</b>	
2017-18 Title IV, Part A entitlement	\$10,000
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title II, Part A	
Transferred to Title III, Part A English Learner	
Transferred to Title III, Part A Immigrant	
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	
Total amount of Title IV, Part A funds transferred out	\$0
2017-18 Title IV, Part A entitlement after transfers out	\$10,000

**\*\*\*Warning\*\*\***

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**2017-18 Title I, Part A LEA Allocation**

The purpose of this data collection is to calculate the full Title I, Part A allocation available to the LEA.

**CDE Program Contact:**

Sylvia Hanna, Title I Policy and Program Guidance Office, [shanna@cde.ca.gov](mailto:shanna@cde.ca.gov), 916-319-0948

**Nonprofit Private School Equitable Services Percentage Calculation**

Total participating nonprofit private school low income students	
Total participating attendance area low income students	0
Percent of nonprofit private school low income students for equitable service calculations	0.00%

**Title I, Part A LEA Allocations**

2017-18 Title I, Part A entitlement	\$149,521
Transferred-in amount	\$0
Title I, Part A entitlement after transfers	\$149,521
<b>Note:</b> In order for the 2016-17 allowable carryover amount to be pre-populated, the 2016-17 Title I, Part A Carryover data collection should be completed and saved before beginning data entry on this data collection.	
2016-17 Allowable Carryover (Allowable values are the 12 month 2016-17 carryover amount or, whichever is less either the 15 month 2016-17 carryover amount or 15% of the 2016-17 entitlement plus transferred-in amount)	\$0
Repayment of funds	\$0
2017-18 Total allocation	\$149,521
Nonprofit private school equitable services proportional share amount	\$0
Total allocation after nonprofit private school equitable services proportional share amount	\$149,521
Indirect cost reservation	\$7,607
Administrative reservation	\$11,896
2017-18 Title I, Part A adjusted allocation	\$130,018
<b>Indirect Cost and Administration Calculation Tool</b> To help determine allowable indirect cost and administrative reservations, based on the LEA's approved indirect cost rate, as defined on the Indirect Cost Rates Web page at <a href="http://www.cde.ca.gov/fg/ac/ic/">http://www.cde.ca.gov/fg/ac/ic/</a> , below are recommended values.	
2017-18 Approved indirect cost rate	5.36%
Maximum allowable indirect cost reservation	\$7,607
Recommended administration reservation	\$14,822

**\*\*\*Warning\*\*\***

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**2017-18 Title I, Part A Reservations**

To report LEA required and authorized reservations before distributing funds to schools.

**CDE Program Contact:**

Lana Zhou, Title I Policy and Program Guidance Office, [lzhou@cde.ca.gov](mailto:lzhou@cde.ca.gov), 916-319-0956  
 Rina DeRose, Title I Policy and Program Guidance Office, [RDeroser@cde.ca.gov](mailto:RDeroser@cde.ca.gov), 916-323-0472

**Required Reservations**

Parent and Family Engagement (1% of the entitlement if greater than \$500,000.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$0
Direct or indirect services to homeless children, regardless of their school of attendance	\$5,000
Local neglected institutions Does the LEA have local institutions for neglected children?	No
Local neglected institutions reservation	
Local delinquent institutions Does the LEA have local institutions for delinquent children?	No
Local delinquent institutions reservation	
Public school Choice transportation (Only applies to students previously transferred under NCLB.)	\$0

**Authorized Reservations**

Other authorized activities	
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**Reservation Summary**

Title I, Part A adjusted allocation	\$130,018
Total required reservations	\$5,000
Total authorized reservations	\$0
Allocation after reservations	\$125,018
School parent and family engagement set-aside	\$0
Amount available for Title I, Part A school allocations	\$125,018

**\*\*\*Warning\*\*\***

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**2017-18 Title II, Part A LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II, Part A Preparing, Training, and Recruiting High-Quality Teachers, Principals, and Other School Leaders.

**CDE Program Contact:**

Melissa Flatt, Educator Excellence Office, [mflatt@cde.ca.gov](mailto:mflatt@cde.ca.gov), 916-324-5689  
 Juan J. Sanchez, Educator Excellence Office (Title II), [jsanchez@cde.ca.gov](mailto:jsanchez@cde.ca.gov), 916-319-0452

2017-18 Title II, Part A entitlement	\$32,219
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Total entitlement after transfers	\$32,219
Repayment of funds	
Repayment comment	
Provide an explanation of why repayment dollars were added back to the allocation	
2017-18 Allocation	\$32,219
Administrative and indirect costs	\$4,202
2017-18 Title II, Part A adjusted allocation	\$28,017

**\*\*\*Warning\*\*\***

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**2017-18 Title III, Part A English Learner Student Program Subgrant Budget**

The purpose of this report is to provide a proposed budget for 2017-18 English learner (EL) student program subgrant funds only per the Title III, Part A, English Learner Students Program requirements (ESSA, Title III, Part A, Sections 3114, 3115, & 3116).

**CDE Program Contact:**

Patty Stevens, Language Policy and Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838  
 Geoffrey Ndirangu, Language Policy and Leadership Office, [gndirang@cde.ca.gov](mailto:gndirang@cde.ca.gov), 916-323-5831

**Estimated Entitlement Calculation**

Estimated English learner per student allocation	\$93.37
Estimated English learner student count	10
Estimated English learner entitlement amount	\$934

**Note: Estimated entitlement amount is less than \$10,000**

The estimated entitlement amount does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please contact Geoffrey Ndirangu by phone at 916-323-5831 or by e-mail at [gndirang@cde.ca.gov](mailto:gndirang@cde.ca.gov).

**Budget**

Professional development activities	\$887
Program and other authorized activities	\$0
English Proficiency and Academic Achievement	\$0
Parent, family, and community engagement	\$0
Direct administration costs (Amount cannot exceed 2% of the estimated entitlement)	\$0
Indirect costs (Amount should be calculated using the LEA's approved indirect cost rate)	\$47
Total allocation budget	\$934

**\*\*\*Warning\*\*\***

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**2017-18 Title IV, Part A LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title IV, Part A and to report reservations.

**CDE Program Contact:**

Tom Herman, Coordinated School Health & Safety (Title IV), [THerman@cde.ca.gov](mailto:THerman@cde.ca.gov), 916-319-0914

2017-18 Title IV, Part A entitlement	\$10,000
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2017-18 Title IV, Part A allocation	\$10,000
Indirect cost reservation	\$196
Administrative reservation	\$0
2017-18 Title IV, Part A adjusted allocation	\$9,804

**\*\*\*Warning\*\*\***

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**2017-18 Consolidation of Administrative Funds**

A request by the LEA to consolidate administrative funds for specific programs.

**CDE Program Contact:**

Julie Brucklacher, Financial Accountability and Info Srv Office, [jbruckla@cde.ca.gov](mailto:jbruckla@cde.ca.gov), 916-327-0858

Title I, Part A (Basic) SACS Code 3010	Yes
Title I, Part C (Migrant Education) SACS Code 3060	No
Title I, Part D (Delinquent) SACS Code 3025	No
Title II, Part A (Supporting Effective Instruction) SACS Code 4035	Yes
Title III, Part A (Immigrant Students) SACS Code 4201	No
Title III, Part A (English Learner Students) - 2% maximum SACS Code 4203	No
Title IV, Part A (Student Support) SACS Code 4127	No
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	Yes

**\*\*\*Warning\*\*\***

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**2017-18 Substitute System for Time Accounting**

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

**CDE Program Contact:**

Julie Brucklacher, Financial Accountability and Info Srv Office, [jbruckla@cde.ca.gov](mailto:jbruckla@cde.ca.gov), 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Additional information on the predetermined schedule substitute system of time accounting can be found at <http://www.cde.ca.gov/fg/ac/co/timeaccounting2013.asp>. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the Web at <http://www.cde.ca.gov/fg/ac/sa/>.

2017-18 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

**\*\*\*Warning\*\*\***

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# BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.5 CSBA Board Policy Updates/Revisions

MEETING DATE: January 8, 2018

FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees review the options given under BP 1325 Advertising and Promotion and BP 3100 Budget and consider approving the following CSBA updated/revised Board Policies.

BACKGROUND: BP 0420.4 Charter School Authorization, BP 1325 Advertising and Promotion, BP 3100 Budget, BP 4119.21, 4219.21, and 4319.21 Profession Standards, BP 4200 Classified Personnel.

**CLASSIFIED PERSONNEL**

The Board of Trustees recognizes that classified personnel provide essential services that support and enhance the district's educational program. The Board of Trustees shall fill each of its classified positions with qualified persons, consistent with position requirements.

*(cf. 0200 - Goals for the School District)*  
*(cf. 4211 - Recruitment and Selection)*

The Board shall classify all employees and positions not requiring certification qualifications as the classified service, except for those employees and positions specifically exempt from classified service. (Education Code 45103)

Individuals who possess certification qualifications shall not be prohibited from being employed in a classified position. (Education Code 45104)

*(cf. 4211 - Recruitment and Selection)*  
*(cf. 4212 - Appointment and Conditions of Employment)*

Each classified position shall have a designated title and regular minimum number of assigned hours per day, days per week and months per year.

Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the Board for the position the employee holds, in accordance with applicable job descriptions and collective bargaining agreements.

*(cf. 4141/4241 - Collective Bargaining Agreement)*

Each classified employee shall be held accountable for duties assigned to him/her and shall undergo regular performance evaluations in accordance with collective bargaining agreements.

*(cf. 4215 - Evaluation/Supervision)*

**Substitute and Short-Term Employees**

The district may employ a substitute employee to replace a classified employee who is temporarily absent from duty. (Education Code 45103)

If the district is in the process of hiring a permanent employee to fill a classified position, the Board may fill the vacancy with one or more substitute employees for no more than 60 calendar days, unless the applicable collective bargaining agreement provides for a different period of time. (Education Code 45103)

The district may employ a short-term employee to perform a service for the district

## CLASSIFIED PERSONNEL

when that service or similar services will not be extended or needed on a continuing basis. Before employing a short-term employee, the Board, at a regularly scheduled meeting, shall specify the service required to be performed by the employee and shall certify the ending date of the service. The Board may shorten or extend the ending date, but the date shall not be extended beyond 195 work days per year, including holidays, sick leave, vacation, and other leaves of absence, irrespective of the number of hours worked per day. (Education Code 45103)

*Legal Reference:*

EDUCATION CODE

*45100-45139 Employment of classified staff*

*45160-45169 Salaries and differential compensation*

*45190-45210 Resignation and leaves of absence*

*45220-45320 Merit system*

*49406 Examination for tuberculosis*

*51760-51769.5 Work experience education*

*Management Resources:*

WEB SITES

*California School Employees Association: <http://www.csea.com>*

**ADVERTISING AND PROMOTION**

Community Relations

The Board of Trustees establishes this policy to ensure effective and consistent standards for advertisements and promotions by non-school groups in school-sponsored publications, on district and school web sites, social media, and on school facilities and grounds. Student speech shall be regulated in accordance with BP/AR 5145.2 – Freedom of Speech/Expression.

- (cf. 1113 – District and School Web Sites)*
- (cf. 1114 – District-Sponsored Social Media)*
- (cf. 1330 – Use of School Facilities)*
- (cf. 5145.2 – Freedom of Speech/Expression)*
- (cf. 6145.5 – Student Organizations and Equal Access)*

**OPTION 1: Nonpublic Forum**

The Board believes that in order to maintain focus on academic achievement in district schools, students' exposure to the persuasive influence of marketing should be minimized. The Superintendent or designee shall not allow any advertisement from any non-school group to be included in any district or school-sponsored publication, web site, or social media, or to be posted on any school property such as school buildings, athletic fields, scoreboards, or billboards. In addition, no non-school group's announcement, flyer, or other promotional material shall be disseminated by the district or distributed at any school facility or on school grounds.

**Option 2: Limited Public Forum**

The Board of Trustees desires to promote positive relationships between district schools and the community in order to enhance community partnerships, support, and involvement in the schools. The Superintendent or designee may, consistent with the criteria established in this policy, approve:

1. Distribution of noncommercial materials that publicize services, special events, public meetings or other gatherings of interest to students or parents/guardians

- (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*
- (cf. 6162.8 - Research)*

2. Distribution of promotional materials of a commercial nature to students or parents/guardians

- (cf. 1700 - Relations Between Private Industry and the Schools)*

3. Paid advertisements on school property, including, but not limited to, advertisements on school buildings, athletic fields, scoreboards, and billboards.



**ADVERTISING AND PROMOTION (continued)**

3. Paid advertisements on school property, including, but not limited to, advertisements on school buildings, athletic fields, scoreboards, and billboards.
4. Paid advertisements in school-sponsored publications, yearbooks, announcements and other school communications, including web sites and social media.
5. Products and materials donated by commercial enterprises for educational use, including those that bear the name and/or logo of the donor, as long as they do not unduly promote the donor or any commercial activity or product.

*(cf. 3290 - Gifts, Grants and Bequests)*

*(cf. 6161.11 - Supplementary Instructional Materials)*

Prior to distribution, posting or publishing of any non-school group's promotional materials or advertisement, the Superintendent, principal, or designee shall review the materials or advertisement based on the criteria listed below. He/she may not disapprove materials or advertisement in an arbitrary or capricious manner or in a way that discriminates against a particular viewpoint on a subject that is otherwise allowed by Board policy.

All materials to be distributed shall bear the name and contact information of the sponsoring entity.

As necessary, the Superintendent, principal, or designee shall require a disclaimer on any non-school group's promotional materials to be distributed, posted, or published stating that the distribution, posting, or publishing of the materials does not imply district endorsement of the group's activities, products or services. District and school-sponsored publications shall include a disclaimer stating that the district or school does not endorse any advertised products or services.

**Criteria for Approval**

The Superintendent, principal, or designee shall not accept for distribution, or allow on school property any materials or advertisements that:

1. Are lewd, obscene, libelous or slanderous.
2. Incite students to commit unlawful acts, violate school rules or disrupt the orderly operation of the schools.
3. Promote any particular political interest, candidate, party or ballot measure, unless the candidates or advocates from all sides are provided the opportunity to present their views to the students during school hours or during events scheduled pursuant to the Civic Center Act.

**ADVERTISING AND PROMOTION (continued)***(cf. 1160 - Political Processes)**(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)*

4. Contain prayer or proselytizing language
5. Position the district on any side of a controversial issue

*(cf. 6144 - Controversial Issues)*

6. Discriminate against, attack or denigrate any group on account of any unlawful consideration

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

7. Promote the use or sale of materials or services that are illegal or inconsistent with school objectives, including, but not limited to, materials or advertisements for tobacco, intoxicants, and movies or products unsuitable for children

*(cf. 5131.6 - Alcohol and Other Drugs)**(cf. 5131.62 - Tobacco)*

8. Promote during the school day any food or beverage that does not comply with state nutritional standards pursuant to Education Code 49430-49434, including a corporate incentive program that offers free or discounted foods or beverages that do not meet nutritional standards as rewards for students who reach certain academic goals. This prohibition does not include advertising on clothing with brand images worn on school grounds, advertising contained in product packaging, or advertising of infrequent school fundraising events involving food or beverages that do not meet the nutritional standards. (Education Code 49431.9)

*(cf. 3550 - Food Service/Child Nutrition Program)**(cf. 5030 - Student Wellness)*

9. Solicit funds or services for an organization, with the exception of solicitations authorized in Board policy

*(cf. 1321 - Solicitation of Funds from and by Students)*

10. Distribute unsolicited merchandise for which an ensuing payment is requested

The Superintendent or designee also may consider the educational value of the materials or advertisements, the age or maturity of students in the intended audience, and whether the materials or advertisements support the basic educational mission of the district, directly benefit the students or are of intrinsic value to the students or their parents/guardians.

*(cf. 0000 - Vision)*

**ADVERTISING AND PROMOTION (continued)**

Schools may establish additional criteria pertaining to the content of advertisements in school publications and yearbooks, as deemed appropriate by the Superintendent or designee in accordance with law and Board policy.

*Legal Reference:*

EDUCATION CODE

7050-7058 *Political activities of school officers and employees*

35160 *Authority of governing boards*

35160.1 *Broad authority of school districts*

35172 *Promotional activities*

38130-38138 *Civic Center Act*

49430-49434 *The Pupil Nutrition, Health, and Achievement Act of 2001, especially:*

49431.9 *Advertisement of non-nutritious foods*

BUSINESS AND PROFESSIONS CODE

25664 *Advertisements encouraging minors to drink*

CALIFORNIA CONSTITUTION

*Article 1, Section 2 Free speech rights*

U.S. CONSTITUTION

*Amendment 1, Freedom of speech and expression*

COURT CASES

*Hills v. Scottsdale Unified School District 48, (2003) 329 F.3d 1044*

*DiLoreto v. Downey Unified School District, (1999) 196 F.3d 958*

*Yeo v. Town of Lexington, (1997) U.S. First Circuit Court of Appeals, No. 96-1623*

*Hemry v. School Board of Colorado Springs, (D.Col. 1991) 760 F.Supp. 856*

*Bright v. Los Angeles Unified School District, (1976) 134 Cal. Rptr. 639, 556 P.2d 1090, 18 Cal. 3d 350*

*Lehman v. Shaker Heights, (1974) 418 U.S. 298*

*Management Resources:*

CSBA PUBLICATIONS

*School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006*

WEB SITES

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

Policy  
adopted:

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT**  
Georgetown, California

**BUDGET**

The Board of Trustees recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the district's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The district budget shall guide decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

- (cf. 0000 - Vision)*
- (cf. 0200 - Goals for the School District)*
- (cf. 0400 - Comprehensive Plans)*
- (cf. 0460 - Local Control and Accountability Plan)*
- (cf. 3300 - Expenditures and Purchases)*
- (cf. 3460 - Financial Reports and Accountability)*
- (cf. 9000 - Role of the Board)*

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

**Budget Development and Adoption Process**

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

- (cf. 9320 - Meetings and Notices)*
- (cf. 9322 - Agenda/Meeting Materials)*
- (cf. 9323 - Meeting Conduct)*

The Board shall adopt the district budget on or before July 1 of each year. (Education Code 42127)

At a public meeting held on a date after the public hearing on the budget, the Board shall, following its adoption of the LCAP or an annual update to the LCAP, adopt the budget. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127, 52062)

The budget that is formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

**BUDGET (continued)**

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of Schools the adopted district budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

*(cf. 1340 – Access to District Records)*

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before October 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

**Budget Advisory Committee**

[OPTION 1:] The Superintendent or designee may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

[OPTION 2: The Board may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

OPTION 3: The Board may establish a budget subcommittee composed exclusively of Board members.]

The committee shall submit recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board.

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 2230 - Representative and Deliberative Groups)*

*(cf. 3350 - Travel Expenses)*

*(cf. 9130 - Board Committees)*

*(cf. 9140 - Board Representatives)*

**Budget Criteria and Standards**

The Superintendent or designee shall develop a district budget in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

The district budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students in accordance with 5 CCR 15496. Unduplicated students

**BUDGET** (continued)

are students who are eligible for free or reduced-price meals, English Learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

*(cf. 3553 – Free and Reduced Price Meals)*

*(cf. 6173.1 – Education for Foster Youth)*

*(cf. 6174 – Education for English Language Learners)*

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

*(cf. 2210 - Administrative Discretion Regarding Board Policy)*

*(cf. 3110 - Transfer of Funds)*

**Fund Balance**

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Non-spendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and pre-paid) or that are legally or contractually required to be maintained intact.

2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.

3. Committed fund balance includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period of June 30, although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. Assigned fund balance includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed.

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent may further delegate the authority to assign funds at his/her discretion.

5. Unassigned fund balance includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

**BUDGET (continued)**

The Board intends to maintain a minimum assigned and unassigned fund balance in an amount the Board deems sufficient to maintain fiscal solvency and stability and to protect the district against unforeseen circumstances.

If the assigned and unassigned fund balance falls below the level set by the Board due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

**Reserve Balance**

The district budget shall include a minimum reserve balance for economic uncertainties that is consistent with the percentage or amount specified in 5 CCR 15450.

In any year that the district is notified by the Superintendent of Public Instruction that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds. (Education Code 41202, 42127.01)

**Long-Term Financial Obligations**

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

*(cf. 4141/4241 - Collective Bargaining Agreement)*  
*(cf. 4154/4254/4354 - Health and Welfare Benefits)*  
*(cf. 7210 - Facilities Financing)*  
*(cf. 9250 - Remuneration, Reimbursement and Other Benefits)*

The Board shall approve a plan for meeting the district's long-term obligations to fund non-pension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

**BUDGET (continued)**

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

**Budget Amendments**

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when the collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

*Legal References: see next page*



**BUDGET (continued)***Legal Reference:*EDUCATION CODE

1240 Duties of county superintendent of schools  
 33127-33131 Standards and criteria for local budgets and expenditures  
 41202 Determination of minimum level of education funding  
 42103 Public hearing on proposed budget; requirements for content of proposed budget  
 42122-42129 Budget requirements  
 42130-42134 Financial certifications  
 42140-42141 Disclosure of fiscal obligations  
 42238-42251 Apportionments to district, especially:  
 42238.01 – 42238.07 Local control funding formula  
 42602 Use of unbudgeted funds  
 42610 Appropriation of excess funds and limitation thereon  
 45253 Annual budget of personnel commission  
 45254 First year budget of personnel commission  
 52060-52077 Local control and accountability plan

GOVERNMENT CODE

7900-7914 Appropriations limit

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure  
 15440-15451 Criteria and standards for school district budgets  
 15494-15496 Local control funding formula, expenditures

*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSCalifornia School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Government Finance Officers Association: <http://www.gfoa.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

School Services of California, Inc.: <http://www.sscal.com>

**PROFESSIONAL STANDARDS**

The Board of Trustees expects district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the district, advances the goals of the district's educational programs, and contribute to a positive school climate.

*(cf. 0200 - Goals for the School District)*  
*(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)*  
*(cf. 5131 - Conduct)*  
*(cf. 5137 - Positive School Climate)*

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

*(cf. 2111 - Superintendent Governance Standards)*  
*(cf. 9005 - Governance Standards)*

Each employee is expected to acquire the knowledge and skills necessary to fulfill his/her responsibilities and to contribute to the learning and achievement of district students.

*(cf. 4112.2 - Certification)*  
*(cf. 4131 - Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 4331 - Staff Development)*

**Inappropriate Conduct**

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon.

*(cf. 0450 - Comprehensive Safety Plan)*  
*(cf. 3515.7 - Firearms on School Grounds)*  
*(cf. 4158/4258/4358 - Employee Security)*

2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*  
*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*  
*(cf. 5131.2 - Bullying)*  
*(cf. 5145.3 - Nondiscrimination/Harassment)*  
*(cf. 5145.7 - Sexual Harassment)*

**PROFESSIONAL STANDARDS (continued)**

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child.
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student.
5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time.
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members.
7. Willfully disrupting district or school operations by loud or unreasonable noise or other action.

*(cf. 3515.2 – Disruptions)*

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity.

*(cf. 3513.3 - Tobacco-Free Schools)*

*(cf. 3513.4 – Drug and Alcohol Free Schools)*

*(cf. 4020 - Drug and Alcohol Free Workplace)*

*(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)*

*(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)*

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsification of information in employment records or other school records.
10. Divulging confidential information about students, district employees, or district operations to persons not authorized to receive the information.

*(cf. 3580 - District Records)*

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

*(cf. 5125 - Student Records)*

*(cf. 5125.1 - Release of Directory Information)*

11. Using district equipment or other district resources for the employee's own commercial purposes or for political activities.

*(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)*

**PROFESSIONAL STANDARDS (continued)**

12. Using district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity.

Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of district technological resources at any time without the employee's consent.

*(cf. 4040 - Employee Use of Technology)*

13. Causing damage to or engaging in theft of property belonging to students, staff, or the district.

14. Wearing inappropriate attire.

*(cf. 4119.22/4219.22/4319.22 - Dress and Grooming)*

**Reposts of Misconduct**

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspect child abuse or neglect shall file a report pursuant to the district's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

*(cf. 1312.1 - Complaints Concerning District Employees)*  
*(cf. 5141.4 - Child Abuse Prevention and Reporting)*

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

*(cf. 4117.7 - Employment Status Reports)*  
*(cf. 4118 - Suspension/Disciplinary Action)*  
*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

BP 4119.21(d)  
4219.21  
4319.21

**PROFESSIONAL STANDARDS (continued)**

The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the district's complaint process shall be subject to discipline.

**Notifications**

The section(s) of the district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district web sites. (Education Code 44050)

*(cf. 1113 - District and School Web Sites)*  
*(cf. 5145.6 - Parental Notifications)*

*Legal Reference: See next page*

**PROFESSIONAL STANDARDS (continued)**

*Legal Reference:*

EDUCATION CODE

200-262.4 Prohibition of discrimination

44050 Employee code of conduct; interaction with students

44242.5 Reports and review of alleged misconduct

48980 Parental notifications

PENAL CODE

11164-11174.4 Child Abuse and Neglect Reporting Act

CODE OF REGULATIONS, TITLE 5

80303 Reports of dismissal, resignation and other terminations for alleged misconduct

80331-80338 Rules of conduct for professional educators

*Management Resources:*

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

California Standards for the Teaching Profession, 2009

COUNCIL OF CHIEF STATE SCHOOL OFFICERS PUBLICATIONS

Educational Leadership Policy Standards: ISLLC 2008, 2008

NATIONAL EDUCATION ASSOCIATION PUBLICATIONS

Code of Ethics of the Education Profession, 1975

WESTED PUBLICATIONS

Moving Leadership Standards into Everyday Work: Descriptions of Practice, 2003

WESTED AND ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS

PUBLICATIONS

California Professional Standards for Educational Leaders, 2001

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

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

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Council of Chief State School Officers: <http://www.ccsso.org>

WestEd: <http://www.WestEd.org>

**CLASSIFIED PERSONNEL**

The Board of Trustees recognizes that classified personnel provide essential services that support and enhance the district's educational program. The Board of Trustees shall fill each of its classified positions with qualified persons, consistent with position requirements.

*(cf. 0200 - Goals for the School District)*  
*(cf. 4211 - Recruitment and Selection)*

The Board shall classify all employees and positions not requiring certification qualifications as the classified service, except for those employees and positions specifically exempt from classified service. (Education Code 45103)

Individuals who possess certification qualifications shall not be prohibited from being employed in a classified position. (Education Code 45104)

*(cf. 4211 - Recruitment and Selection)*  
*(cf. 4212 - Appointment and Conditions of Employment)*

Each classified position shall have a designated title and regular minimum number of assigned hours per day, days per week and months per year.

Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the Board for the position the employee holds, in accordance with applicable job descriptions and collective bargaining agreements.

*(cf. 4141/4241 - Collective Bargaining Agreement)*

Each classified employee shall be held accountable for duties assigned to him/her and shall undergo regular performance evaluations in accordance with collective bargaining agreements.

*(cf. 4215 - Evaluation/Supervision)*

**Substitute and Short-Term Employees**

The district may employ a substitute employee to replace a classified employee who is temporarily absent from duty. (Education Code 45103)

If the district is in the process of hiring a permanent employee to fill a classified position, the Board may fill the vacancy with one or more substitute employees for no more than 60 calendar days, unless the applicable collective bargaining agreement provides for a different period of time. (Education Code 45103)

The district may employ a short-term employee to perform a service for the district

**CLASSIFIED PERSONNEL**

when that service or similar services will not be extended or needed on a continuing basis. Before employing a short-term employee, the Board, at a regularly scheduled meeting, shall specify the service required to be performed by the employee and shall certify the ending date of the service. The Board may shorten or extend the ending date, but the date shall not be extended beyond 195 work days per year, including holidays, sick leave, vacation, and other leaves of absence, irrespective of the number of hours worked per day. (Education Code 45103)

*Legal Reference:*

EDUCATION CODE

45100-45139 *Employment of classified staff*

45160-45169 *Salaries and differential compensation*

45190-45210 *Resignation and leaves of absence*

45220-45320 *Merit system*

49406 *Examination for tuberculosis*

51760-51769.5 *Work experience education*

*Management Resources:*

WEB SITES

*California School Employees Association: <http://www.csea.com>*



**MINUTES OF A REGULAR MEETING  
OF THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
January 11, 2018**

<u>CALL TO ORDER</u>	The Regular Meeting of the Board of Trustees was called to order by Board President Bill Drescher at 6:00 P.M. at 6540 Wentworth Springs Road, Georgetown.  Present: Board President Bill Drescher, Vice President Joe Scroggins, Secretary Darcy Knight, Trustee Jeff Burch, Trustee Ronnie Ebitson, and Superintendent Jeremy Meyers
<u>PUBLIC COMMENT CLOSED SESSION ITEMS, IF ANY CLOSED SESSION</u>	None  After Opening the meeting and having no public comments, the Board of Trustees met in Closed Session to discussed: 3.1 Public Employee Resignations 3.2 Negotiations 3.3 Superintendent Evaluation
<u>OPEN SESSION</u>	The Open Session of the Board reconvened at 7:10 P.M. Present: Board of Trustees and members of the audience (including staff/community).
<u>DISCLOSURE OF ACTION TAKEN, IF ANY, IN CLOSED SESSION</u>	3.1 Approved public employee resignations 3.2 No action 3.3 No action
<u>PLEDGE OF ALLEGIANCE</u>	The pledge of Allegiance was led by Board President Bill Drescher
<u>ADOPTION OF THE AGENDA ACTION M-17-01</u>	It was moved by Jeff Burch, seconded by Darcy Knight, and carried unanimously to adopt the agenda. Vote: 5 to 0 Scroggins Y Knight Y Burch Y Drescher Y Ebitson Y
<u>COMMUNICATIONS</u>	
Written Communications	None
Oral Communications	None
<u>EXCELLENCE IN EDUCATION</u>	Jeremy Meyers presented Angela Schroeder, teacher at Golden Sierra High School, with a Certificate for Excellence in Education. Her consistent dedication to the students and community at Golden Sierra is unmeasurable and appreciated.
<u>B.O.M.T.A. REPORT</u>	BOMTA gave a report to Board of Trustees.
<u>C.S.E.A. REPORT</u>	CSEA gave a report to the Board of Trustees.
<u>STUDENT REPRESENTATIVE TO THE BOARD REPORT</u>	Student Representative was absent.
<u>FMOTC REPORT</u>	Director of FMOTC, Mark Koontz, reported to the Board of Trustees: Otter Creek security fence completed and roofing projects completed. Started first phase of Prop 39 ARCS project, scheduling HVAC turnouts and solar carports to go up.
<u>SITE ADMINISTRATORS REPORTS</u>	Georgetown School: Principal Dr. Wendy Westsmith – Curriculum Council next week at Northside, Tinker Night sponsored by Georgetown School PTA is on 1/26/18 at Georgetown School and an online auction and door prizes will be available. Georgetown School’s site council and PTA are working hard to improve academic performance. Northside: Principal Carrie Arnett – Rocky Rangers is the new student leadership team with 47 new students. There are a few upcoming field trips. PBIS: administration and staff will be looking at data collected.

Golden Sierra Junior Senior High School: Principal Jeremy Meyers – Administration and staff continue to work on educating students on the dangers of social media. The school will be participating in a competition of acts of kindness brought forth by the state.

SUPERINTENDEN’S REPORT

Jeremy Meyers reported to the Board of Trustees

NEW BUSINESS

2018-19 Budget Guidelines  
ACTION M-18-01  
It was moved by Joe Scroggins, seconded by Darcy Knight, and carried unanimously to approve the 2017-18 Budget Guidelines.  
Vote: 5 to 0 Scroggins Y Knight Y Burch Y Drescher Y Ebitson Y

2018-19 Budget Calendar  
ACTION M-18-02  
It was moved by Jeff Burch, seconded by Ronnie Ebitson, and carried unanimously to approve the 2017-18 Budget Calendar  
Vote: 5 to 0 Scroggins Y Knight Y Burch Y Drescher Y Ebitson Y

2016-17 District Audit Report  
ACTION M-18-03  
It was moved by Jeff Burch, seconded by Darcy Knight, and carried unanimously to approve the 2017-18 District Audit Report.  
Vote: 5 to 0 Scroggins Y Knight Y Burch Y Drescher Y Ebitson Y

2016-17 Bond Audit Report  
ACTION M-18-04  
It was moved by Darcy Knight, seconded by Joe Scroggins, and carried unanimously to approve the 2017-18 Bond Audit Report.  
Vote: 5 to 0 Scroggins Y Knight Y Burch Y Drescher Y Ebitson Y

OLD BUSINESS

None

INFORMATION & DISCUSSION

2018-19 Budget Assumptions  
Chief Business Officer Tricia Kowalski led a discussion explaining the Budget Assumptions report.

First Read of CSBA Board Policy Updates  
The Board of Trustees will look over the changes before the second read at the February Board Meeting.

SchoolWorks Annual Demographic Study  
Results of the SchoolWorks annual demographic study were presented to the Board of Trustees.

Williams Uniform Complaint Procedures Policy Quarterly Report  
As required by Education Code 35186, the quarterly report of complaints received pursuant to the Williams Uniform Complaint Procedures is provided for the information of the Board of Trustees. There were no complaints for the period October 1, 2017 through December 31, 2017.

Discussion on the Quintette Bus Stop Options  
Per the request of the Board of Trustees at the December Board Meeting, Mark Koontz provided options with detailed information on the costs, viability, and impact on adding and additional bus stop to the Quintette Community.

Governance Calendar  
President Bill Drescher presented a draft governance calendar. This calendar would provide community members, staff, and Board Members with a frame reference and road map, and a sense of strategic planning.

CONSENT AGENDA

ACTION M-18-05  
It was moved by Joe Scroggins, seconded by Jeff Burch, and carried unanimously to approve the Consent Agenda.  
Vote: 5 to 0 Scroggins Y Knight Y Burch Y Drescher Y Ebitson Y

Board Meeting Minutes – December 14, 2017  
Approved the Board Meeting Minutes from the regular meeting on December 14, 2017.

Purchase Orders, Warrants, Bids and Quotes

Approved 2017-18 fiscal year Batch numbers 8038-8043 dated December 6, 2017 to December 20, 2017, for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund, for a total of \$353,018.67.

Gifts

Accepted the gifts donated.

Field Trips

Approved the overnight field trip request.

REPORTS OF THE BOARD

FUTURE MEETINGS

Special Meeting of the Board Thursday, January 25, 2018 at 6PM, Georgetown School  
Regular meeting of the Board Thursday, February 8, 2018 at 7PM, District Office

CLOSED SESSION

ADJOURNMENT

Respectfully submitted,

The meeting was adjourned at 8:51 P.M.

\_\_\_\_\_  
Jeremy Meyers  
Secretary of the Board

\_\_\_\_\_  
Bill Drescher  
President of the Board

\_\_\_\_\_  
Date



**SPECIAL MINUTES OF A REGULAR MEETING  
OF THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
January 25, 2018**

CALL TO ORDER

The Special Meeting of the Board of Trustees was called to order by President Bill Drescher at 6:00PM at Georgetown School, Georgetown, California

Present: Bill Drescher, Joe Scroggins, Jeff Burch, and Jeremy Meyers, Superintendent. Darcy Knight came late and Ronnie Ebitson was not present.

OPEN SESSION

The meeting was called to order at 6:00 PM

PLEDGE OF ALLEGIANCE

The pledge allegiance was led by Joe Scroggins

ADOPTION OF THE AGENDA  
ACTION M-18-01

It was moved by Board President Bill Drescher seconded by Trustee Joe Scroggins, and carried unanimously to adoption of the agenda.  
Vote 3 to 0 Knight AB Scroggins Y Burch Y Drescher Y Ebitson AB

COMMUNICATIONS

Community Member Elizabeth Haines reported that the Sierra Symphony will be performing a concert on the Divide for the first time. On behalf of Music on the Divide, Mrs. Haines asked the Board of Trustees to consider waiving the fees to use the amphitheater.

INFORMATION & DISCUSSION  
LCAP DISCUSSION

Dr. Wendy Westsmith, Principal of Georgetown School, gave a presentation on the LCAP for Georgetown School. The survey and goals were highlighted.  
The meeting was adjourned at 6:35 PM

ADJOURNMENT

Respectfully submitted,

\_\_\_\_\_  
Jeremy Meyers  
Secretary to the Board

\_\_\_\_\_  
Bill Burch  
President of the Board

\_\_\_\_\_  
Date



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.8 Purchase Orders, Warrants, Bids and Quotes

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that 2017-18 fiscal year Batch numbers 8044-8051 dated January 4, 2018 to January 29, 2018 for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund, for a total of \$529,933.56 be approved.

BACKGROUND: Copies of Warrants which are provided under separate cover for Board of Trustees approvals includes the following:

Fund Name and Number	Amount
General Fund 01	\$476,496.74
Charter School Fund 09	\$17,669.33
Cafeteria Fund 13	\$11,984.61
Deferred Maintenance Fund 14	\$5,250.00
Building Fund 21	\$6,157.00
School Facilities Fund 35	\$6,157.00
Enterprise Fund 63	\$5,954.07
Fund 75	\$264.81
Total	\$529,933.56





## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.9 Gifts  
MEETING DATE: February 8, 2018  
FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the board of trustees consider taking action to accept the gifts donated.

BACKGROUND: The following gifts were donated to the District:

- 1) Wells Fargo Matching Gifts donated \$1,000.00 to be used towards Northside School needs.
- 2) Music on the Divide donated a Burswood Acoustic Guitar with an estimated value of \$79.99 to be used for students in a district music program.
- 3) Celeste Jacobson-Ingram donated \$50.00 to be used for student IOU's at Georgetown School,
- 4) Shawn Barnes Construction donated \$3,000.00 to Northside School. \$500.00 is to be used towards Northside's garden program and the rest towards Northside School needs.

Pursuant to District practice, the Board of Trustees may accept on behalf of and for the District, any bequest, gift of money, or gift of property that is presented to the District. The donor may request that the donation be used for a specific program or at a specific school site. A letter of appreciation will be sent to the donor.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

6540 Wentworth Springs Road  
Georgetown, CA 95634  
(530) 333-8300  
Fax: (530) 333-8303  
Website: bomusd.org

Request for Board Acceptance of Gift

To:	Jeremy Meyers, Superintendent
From:	Northside
Re:	Request for Board Acceptance of Gift
Date:	1/9/17
Description of Gift:	✓ for \$1,000.00
Donor Estimated Value:	\$ 1000.00
Donated By:	Wells Fargo Matching Gifts
Mailing Address:	
Donor Requests Gift To Be Used At/For:	School needs

Signature: Carrie Annell

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

6540 Wentworth Springs Road  
Georgetown, CA 95634  
(530) 333-8300  
Fax: (530) 333-8303  
Website: bomusd.org

**Request for Board Acceptance of Gift**

To:	Jeremy Meyers, Superintendent
From:	Divide Music Coalition
Re:	Request for Board Acceptance of Gift
Date:	January 17, 2018
Description of Gift:	Burswood Acoustic Guitar
Donor Estimated Value:	\$ 79.99
Donated By:	Music on the Divide
Mailing Address:	Po Box 1055 Georgetown, CA 95634
Donor Requests Gift To Be Used At/For:	Students in district music program

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

6540 Wentworth Springs Road  
Georgetown, CA 95634  
(530) 333-8300  
Fax: (530) 333-8303  
Website: bomusd.org

**Request for Board Acceptance of Gift**

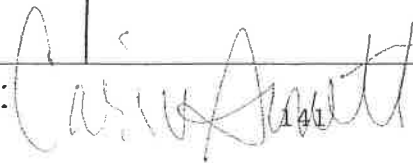
To:	Jeremy Meyers, Superintendent
From:	Wendy Westsmith, Principal <i>WW</i>
Re:	Request for Board Acceptance of Gift
Date:	1/08/2018
Description of Gift:	\$50.00
Donor Estimated Value:	\$50.00
Donated By:	Celeste Jacobson-Ingram
Mailing Address:	444 E. 15 <sup>th</sup> Street Oakland, CA 94606
Donor Requests Gift To Be Used At/For:	Donation for Georgetown School to be used for student IOU's.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

6540 Wentworth Springs Road  
Georgetown, CA 95634  
(530) 333-8300  
Fax: (530) 333-8303  
Website: bomusd.org

Request for Board Acceptance of Gift

To:	Jeremy Meyers, Superintendent
From:	Northside
Re:	Request for Board Acceptance of Gift
Date:	12/22/17
Description of Gift:	✓ for \$3000.00
Donor Estimated Value:	\$ 3000.00
Donated By:	Shawn Barnes Construction
Mailing Address:	2055 Hotchkiss CT Cool CA 95614 530.823.3473
Donor Requests Gift To Be Used At/For:	\$500 for garden program and the rest towards school needs.

Signature: 



## BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: 19.10 Field Trips

MEETING DATE: February 8, 2018

FROM: Jeremy Meyers, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees consider approving the overnight field trips.

BACKGROUND: Field trip request forms for trips over 200 miles radius one way or overnight are due to the district office 45 days prior to requested departure. These trips are required to have board approval.

The following trips are being requested:

American River Charter School is requesting approval for an overnight field trip to Monterey, Ca May 21-24, 2018.

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
FIELD TRIP REQUEST FORM**

FOR LOCAL TRIPS, FORMS ARE DUE TO SCHOOL OFFICE AT LEAST 20 DAYS PRIOR TO DEPARTURE. FORMS FOR TRIPS OVER A 200 MILE RADIUS ONE WAY OR OVERNIGHT ARE DUE 45 DAYS PRIOR TO REQUESTED DEPARTURE. (Exceptions are made for league changes in athletic schedules and playoffs.)

Date leaving: Monday, May 21 Destination: Monterey, CA - aquarium, slough, Bay etc.  
Tuesday, May 22, 2018 Time leaving: 7:00 a.m.  
 Date returning: Thursday, May 24 Est. time of return: 3:00 p.m.  
Friday, May 25, 2018

School: ARCS Dept.: Rm 1 Club or Org.: \_\_\_\_\_

Trip Supervisor: Rose Fabian # of Students: 14 # of Staff: 1 # of Chaperones: 3-5

Place of Departure Print Name ARCS

Mode of Transportation: Walking \_\_\_\_\_ School Bus \_\_\_\_\_ School Van \_\_\_\_\_ Public Transportation \_\_\_\_\_ Private vehicles X

Total Estimated Cost of Trip: 3000-3500 Funding Source: Grant from ABC, fundraising donations. We have \$2752.18 already!

**FOR TRIPS OTHER THAN EXTRA CURRICULAR**

Educational purpose of trip and relationship to class or group curriculum: Like Science standards, DE, Investigation standards, History of Calif Literature - Steinbeck, Environmental Studies, Calyx Toxic, etc. Interview! TOUR MBSU; Tour the Great Pacific Tide Pools with State Parks; hands on investigations Asilomar; Tide Lessons; Sandy Shore labs; Beach Clean up; Monterey Bay Aquarium labs; Cannery Row/Steinbeck History Tour; Astronomy labs; Kayak the Slough with  
 Lead up activities, trip activities, and follow up activities: naturalist tour; Elkhorn Slough journal labs with kids + Wildlife; Whale watching; tour w/ naturalist and fish + wildlife (on bay)  
Some things we will do: study + read Steinbeck, invertebrates vs vertebrates research; Great Pacific Garbage Patch research; Art projects with invertebrates, etc.

**FOR TRIPS USING SCHOOL BUSES**

Itinerary (Please include all stops, approximate times of stops and phone number of destination if bus parking needs to be arranged.) If unanticipated stops are needed, i.e. student sickness, rest stops, etc., bus driver has the authority to change the itinerary. SCHOOL BUSES ARE ALLOWED TO STOP ONLY AT DESIGNATED STOPS AS LISTED IN THE ITINERARY.

For Transportation Department Use Only  
 Driver: \_\_\_\_\_ Van# \_\_\_\_\_ Bus # \_\_\_\_\_  
 Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Leave \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
 Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. Return \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
 Total Hours \_\_\_\_\_ Total Hours \_\_\_\_\_

**ODOMETER READING (MILEAGE)**  
 Ending \_\_\_\_\_  
 Beginning \_\_\_\_\_  
 Total Miles \_\_\_\_\_  
 Total Wages \$ \_\_\_\_\_  
 Total Mileage \$ \_\_\_\_\_  
 TOTAL CHARGES \$ \_\_\_\_\_

**BILLING:**  
 Hours \_\_\_\_\_ O.T. \_\_\_\_\_ Miles \_\_\_\_\_  
 Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_ Rate @ \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Transportation Department Signature: \_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Reason for Denial: \_\_\_\_\_  
 Requested by: Rose Fabian Rose Fabian Date: 1/1/2018  
Print Name Signature

Principal/Site Administrator Signature: S. Muck Date 1/8/18 Approved  Denied \_\_\_\_\_  
 Superintendent's Signature: \_\_\_\_\_ Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Date of Board Action (for overnight trips or over 200 mile radius one way): \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Reason for Denial: \_\_\_\_\_