

Agenda

SUTTER COUNTY BOARD OF EDUCATION

Regular Meeting

Wednesday, July 12, 2023 5:30 p.m.

Sutter County Superintendent of Schools Office

970 Klamath Lane – Board Room

Yuba City, CA 95993

A full Board packet is available for review at the Sutter County Superintendent of Schools Office Reception Desk, 970 Klamath Lane, Yuba City, CA (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding legal holidays) and the Sutter County Superintendent of Schools’ website at www.sutter.k12.ca.us.

5:30 p.m. 1.0 Call to Order

2.0 Pledge of Allegiance

3.0 Roll Call of Members:

June McJunkin, Trustee Area 2, President

Gurv Pamma, Trustee Area 1, Member

Kash Gill, Trustee Area 3, Member

Harjit Singh, Trustee Area 4, Member

Victoria Lachance, Trustee Area 5, Vice President

4.0 Items of Public Interest to Come to the Attention of the Board

Members of the public are given an opportunity to address the Board regarding items not listed on the agenda. *The California Government Code, Section 54954.3(a) states, “.....no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2.*

5.0 Consent Agenda
[Action Item]

5.1 Approval of Minutes of June 14, 2023

5.2 Approval of Minutes of June 22, 2023

The above items are self-explanatory. All items on the Consent Agenda are considered a routine item or one that has been previously discussed. Any Board Member may request that an item be pulled for further discussion.

- 6.0 External Business Department Update
Nic Hoogeveen, Whitney Hardison, Caitlin Welch

- 7.0 Date to Convene Superintendent's Salary Committee – Ron Sherrod

We would like to convene the committee to review the Superintendent's current step placement and consider advancement on the current salary schedule.

- 8.0 Business Services Report
8.1 Monthly Financial Report – June 2023 – Nic Hoogeveen
8.2 Facilities Update – Ron Sherrod

- 9.0 SCSOS Special Education Single Plan for Student Achievement (SPSA)/ Additional Targeted Support and Improvement (ATSI) Plan
Jessica Burrone [**Action Item**]

SCSOS Special Education Department qualified for ATSI based on the performance of six student groups on the California Schools Dashboard. It is the expectation that ATSI plans are fully developed and approved at the local level (schools and LEA) no later than the first day of the 2023-2024 school year. This will ensure that students and the school receive a full year of intervention and support consistent with the ATSI plan for that school.

- 10.0 Sutter County Board of Education Strategic Plan and Goals

The Sutter County Board of Education Strategic Plan and Goals was last revised by the Board at the August 10, 2022, Board Meeting. This is a time for the Board to review the Strategic Plan and Goals and make recommendations for revisions and will be brought back for approval at the August Board Meeting.

- 11.0 Disclosure of Collective Bargaining Agreement for Sutter County Superintendent of Schools Employee Association (CSEA), Chapter #634 – Ron Sherrod

The disclosure of Collective Bargaining Agreement is a statement of costs associated with the agreement with the Sutter County Superintendent of Schools Employee Association (CSEA), Chapter #634 for July 1, 2022, through June 30, 2023.

- 12.0 2022-23 Consolidated Application – Winter Release
Nic Hoogeveen

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from

various state and federal programs to county offices, school districts and direct-funded charter schools throughout California.

13.0 Section 218 Agreement – Employee Social Security Benefits
Ron Sherrod

A section 218 Agreement is a voluntary agreement between the Social Security Administration (SSA) and the State to provide Social Security for local government employees.

This request allows a vote by CalPERS members to authorize continued participation in the Social Security program.

14.0 First Reading of the Following Policy and Administrative Regulation
Brian Gault

- SP/BP 6161.1 Selection and Evaluation of Instructional Materials
- AR 6161.1 Selection and Evaluation of Instructional Materials

This policy and Administrative Regulation were developed to provide clarity on the process used to select and evaluate instructional materials in Sutter County.

15.0 The following Board Bylaws are presented for a second reading and Board approval
Superintendent Reusser **[Action Item]**

- Board Bylaw 9270 Conflict of Interest
- Board Bylaw 9320 Meeting and Notices

16.0 Items from the Superintendent/Board

17.0 Adjournment

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board Meeting room, to access written documents being discussed at the Board Meeting, or to otherwise participate at Board Meetings, please contact the Superintendent's Office at 530-822-2900 for assistance. Notification at least 48 hours prior to the meeting will enable the Superintendent's Office to make reasonable arrangements to ensure accessibility to the Board Meeting and to provide any required accommodations, auxiliary aids or services.

All Open Session Agenda related documents, including materials distributed less than 72 hours prior to the scheduled meeting, are available to the public for viewing at the Sutter County Superintendent of Schools Office located at 970 Klamath Lane, Yuba City, CA 95993.

BOARD AGENDA ITEM: Consent Agenda

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Maggie Nicoletti

SUBMITTED BY:

Tom Reusser

PRESENTING TO BOARD:

Tom Reusser

BACKGROUND AND SUMMARY INFORMATION:

The following items will appear under the Consent Agenda for Board approval:

1. Minutes of the June 14, 2023, Board Meeting
2. Minutes of the June 22, 2023, Board Meeting

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Regular Meeting
June 14, 2023

1.0 Call to Order

A regular meeting of the Sutter County Board of Education was called to order by President McJunkin at 5:30 p.m., June 14, 2023, at the Sutter County Superintendent of Schools Office, 970 Klamath Lane, Yuba City, California.

2.0 Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Pamma.

3.0 Roll call of Members

June McJunkin, President – Present
Victoria Lachance, Vice President – Present
Gurv Pamma, Member – Present
Harjit Singh, Member - Absent
Kash Gill, Member – Present

Superintendent Tom Reusser, Ex-officio Secretary – Present

Staff Members Present: Ron Sherrod, Nic Hoogeveen, Brian Gault, Kristi Johnson, Chris Reyna, Karisa Williams and Maggie Nicoletti.

4.0 Items of Public Interest to come to the attention of the Board

5.0 Consent Agenda

5.1 Approval of Minutes of May 10, 2023

5.2 Acceptance of donation of \$8,817.93, from the Sutter Buttes Swim Team, to be used for SCSOS CTE/ROP Scholarships

A motion was made to approve the Consent Agenda

Motion: Gill

Seconded: Pamma

Action: Motion Carried

Ayes: 4 (Gill, Pamma, McJunkin and Lachance)

Noes: 0

Absent: 1 (Singh)

Abstain: 0

6.0 Public Hearing on the Sutter County Superintendent of Schools' 2023-2024 Local Control Accountability Plan (LCAP) and Annual Update

President McJunkin declared the Public Hearing open at 5:31 p.m.

Brian thanked the team that worked on the LCAP. Brian presented the LCAP and asked if there were any questions from the Board Members. June appreciated the ease of reading the report this year.

There being no further comments, President McJunkin declared the Public Hearing closed at 5:33 p.m.

- 7.0 Public Hearing on the Pathways Charter Academy 2023-2024 Local Control Accountability Plan (LCAP) and Annual Update
President McJunkin declared the Public Hearing open at 5:34 p.m.

Brian again thanked the team for working on this report. He stated that FRA is growing and will continue to grow and thanked Chris Reyna for his leadership along with the rest of the team. Brian reviewed the document with the Board Members.

There being no further comments, President McJunkin declared the Public Hearing closed at 5:35 p.m.

- 8.0 Public Hearing on Proposed 2023-2024 Sutter County Superintendent of Schools' Budget
President McJunkin declared the Public Hearing open at 5:35 p.m.

Nic reviewed the budget report with the Board. Nic informed the Board that four districts are in differentiated assistance. Discussion continued with pertinent questions being asked and answered.

There being no further comments, President McJunkin declared the Public Hearing closed at 5:45 p.m.

- 9.0 Public Hearing on Sutter County Superintendent of Schools' Education Protection Account (EPA)
President McJunkin declared the Public Hearing open at 5:45 p.m.

Nic reviewed the 2023-2024 Education Protection Account with the Board and stated this is an annual agenda item. These funds are brought to the Board to inform them of how the money will be spent. Auditors will review this and make sure the funds were spent properly.

There being no further comments, President McJunkin declared the Public Hearing closed at 5:47 p.m.

- 10.0 Adoption of Resolution No. 22-23-VII – Education Protection Account (EPA)
A motion was made to adopt Resolution No. 22-23-VII – Education Protection Account (EPA).

Roll Call: McJunkin aye; Singh absent; Lachance aye; Gill aye; Pamma aye.

Motion: Pamma

Seconded: Lachance

Action: Motion Carried

A motion was made to change the date of the June 21, 2023, Board Meeting to June 22, 2023, 5:30 p.m., Board Room, 970 Klamath Lane, Yuba City, CA 95993.

Motion: Gill *Seconded:* Lachance
Action: Motion Carried
Ayes: 4 (Gill, Lachance, Pamma and McJunkin)
Noes: 0
Absent: 1 (Singh) *Abstain:* 0

14.0 Items from the Superintendent/Board

Superintendent Reusser reported on the following:

- He just finished with all graduation ceremonies. He complimented all the staff at the various schools that participated in the graduation events.

June stated she attended the Advisory Commission on Charter Schools Meeting regarding the denial of the petition for the New Pacific School Yuba City. She spoke for about one minute at the meeting and indicated why the Sutter County Board of Education denied the petition. She said she was told that the Board abused their power. June stated she is hoping for more direction from the state to guide the county Board through this process. The Charter School Committee has referred this to the State Board and the meeting will be held in July 2023.

Each of the Board members attended several graduations.

Vicky indicated that a letter from CSBA was sent to the Board Members regarding funds for juvenile court and community schools.

15.0 Adjournment

A motion was made to adjourn the meeting at 6:05 p.m.

Motion: Gill *Seconded:* Lachance
Action: Motion Carried
Ayes: 4 (Gill, Lachance, Pamma and McJunkin)
Noes: 0
Absent: 1 (Singh) *Abstain:* 0

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Regular Meeting
June 22, 2023

1.0 Call to Order

A regular meeting of the Sutter County Board of Education was called to order by President McJunkin at 5:30 p.m., June 22, 2023, at the Sutter County Superintendent of Schools Office, 970 Klamath Lane, Yuba City, California.

2.0 Pledge of Allegiance

The Pledge of Allegiance was led by Trustee Kash Gill.

3.0 Roll call of Members

June McJunkin, President – Present
Victoria Lachance, Vice President – Present
Gurv Pamma, Member – Present
Harjit Singh, Member - Absent
Kash Gill, Member – Present

Tom Reusser, Ex-officio Secretary – Present

Staff Members Present: Ron Sherrod, Nic Hoogeveen, Brian Gault, Kristi Johnson, Chris Little and Maggie Nicoletti

4.0 Items of Public Interest to come to the attention of the Board

None

5.0 Shady Creek Outdoor School Update

Chris Little, Director of Shady Creek Outdoor School, presented a PowerPoint outlining the functions of Shady Creek, the students that were served during the last year, the Event Center and improvements that have been made to the school and are planned to be done in the near future. Trustee Gill asked about holding retreats for organizations other than school related functions. Discussion continued with pertinent questions being asked and answered.

6.0 Universal Pre-Kindergarten (UPK) Mixed Delivery Grant

Brian Gault introduced Tonya Byers and provided background on Tonya's career and her involvement in the Child Care Planning Council of Yuba and Sutter Counties. Tonya also gave a brief history of her background and stated she is the LPC/QCC Coordinator. Tonya reviewed the PowerPoint presentation titled "Yuba-Sutter UPK Mixed Delivery Grant" that was included in the Board Packet which outlined the UPK Mixed Delivery Grant.

7.0 2023-2024 SCSOS Annual Plan for Support

Brian stated that the plan basically outlines the support from SCSOS to the districts. Kristi reviewed the SCSOS Annual Plan for Support with the Board. This plan is updated annually and submitted to CDE. The funds will be used to provide support for improvement to all districts including professional development, PLCs, curriculum breakfasts, etc. Kristi stated that the plan looks very different that it has in the past.

8.0 Pathways Charter Academy 2022/2023 Local Indicators

Brian reviewed the PCA 2022/2023 Local Indicators with the Board and stated this is an annual requirement.

9.0 Sutter County of Schools 2022/2023 Local Indicators

Kristi reviewed the Sutter County Superintendent of Schools 2022/2023 Local Indicators with the Board and stated this is an annual requirement.

10.0 Adoption of Sutter County Superintendent of Schools' 2023-2024 Local Control and Accountability Plan (LCAP)

A motion was made to adopt the Sutter County Superintendent of Schools' 2023-2024 Local Control and Accountability Plan (LCAP).

Motion: Gill *Seconded:* Lachance
Action: Motion Carried
Ayes: 4 (Gill, Lachance, Pamma, and McJunkin)
Noes: 0
Absent: 1 (Singh) *Abstain:* 0

11.0 Adoption of Pathways Charter Academy 2023-2024 Local Control and Accountability Plan (LCAP)

A motion was made to adopt the Pathways Charter Academy 2023-2024 Local Control and Accountability Plan (LCAP)

Motion: Gill *Seconded:* Pamma
Action: Motion Carried
Ayes: 4 (Gill, Pamma, Lachance and McJunkin,)
Noes: 0
Absent: 1 (Singh) *Abstain:* 0

12.0 Adoption of the 2023-2024 Sutter County Superintendent of Schools' Budget

A motion was made to adopt the 2023-2024 Sutter County Superintendent of Schools' Budget.

Motion: Lachance *Seconded:* Pamma
Action: Motion Carried
Ayes: 4 (Lachance, Pamma, Gill and McJunkin)
Noes: 0
Absent: 1 (Singh) *Abstain:* 0

13.0 Annual Declaration of Need for Fully Qualified Educators (2023-2024)

Superintendent Reusser stated this is brought to the Board on an annual basis and must be on file with the Commission on Teacher Credentialing before emergency permits can be issued to the Sutter County Superintendent of Schools Office.

14.0 Business Services Report

14.1 Quarterly Report of Surplus Property

Ron reviewed the Quarterly Report of Surplus Property with the Board. He stated the vehicles listed on the report were being surplused because they were intended for Special Education and they were basically not being used.

15.0 Request for Allowance of Attendance Form J-13A

Ron stated that the J-13A is for the 2021-2022 school year due to the COVID-19 emergency, resulting in school absences during this period.

A Motion was made to approve Request for Allowance of Attendance Form J-13A.

Motion: Gill *Seconded:* Pamma
Action: Motion Carried
Ayes: 4 (Gill, Pamma, Lachance and McJunkin)
Noes: 0
Absent: 1 (Singh) *Abstain:* 0

16.0 The following Board Bylaws are Presented for a First Reading

- Board Bylaw 9270, Conflict of Interest
- Board Bylaw 9320, Meeting Notices

Maggie stated that the revisions suggested are displayed in red text for easy distinction. The policies will be brought back to the July Board Meeting for a second reading and Board approval.

17.0 Items from the Superintendent/Board

Superintendent Reusser stated that this is Maggie's last Board Meeting as she is retiring. He thank her for her years of service and her support as his Executive Assistant.

18.0 Adjournment

A motion was made to adjourn the meeting at 6:36 p.m.

Motion: Gill *Seconded:* Pamma
Action: Motion Carried
Ayes: 4 (Gill, Pamma, Lachance and McJunkin)
Noes: 0
Absent: 1 (Singh) *Abstain:* 0

BOARD AGENDA ITEM: External Business Department Update

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

External Business

Reports/Presentation

SUBMITTED BY:

Information

External Business

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Nic Hoogeveen

BACKGROUND AND SUMMARY INFORMATION:

Nic Hoogeveen will present an External Business Department overview to the Board.

BOARD AGENDA ITEM: To convene the Superintendent's Salary Committee

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Ron Sherrod

SUBMITTED BY:

Ron Sherrod

PRESENTING TO BOARD:

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

Education Code Section 1209 states that a county superintendent of schools shall not increase his or her salary, financial remuneration, benefits, or pension in any manner or for any reason without bringing the matter to the attention of the county board of education for its discussion at a regularly scheduled public meeting of the board and without the approval of the county board of education.

We would like to convene the committee to review the Superintendent's current step placement and consider advancement on the current salary schedule.

BOARD AGENDA ITEM: Business Services Report

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Nicolaas Hoogeveen

SUBMITTED BY:

Nicolaas Hoogeveen

PRESENTING TO BOARD:

Nicolaas Hoogeveen

BACKGROUND AND SUMMARY INFORMATION:

The monthly financial report for June will be reviewed.

Summary Report of Revenues, Expenditures and Changes in Fund Balance (Unrestricted and Restricted Combined)

June 2023

05/16/23-06/15/23

Description	Account Codes	Original Budget	Operating Budget	Actuals to Date	Projected Yr Totals	Difference (Col D - B)	2022-23 % Actuals as a % of Budget
		7/1/22 (A)	5/15/23 (B)	6/15/23 (C)	6/15/23 (D)	(E)	
A. Revenues							
1. Local Control Funding Formula	8010-8099	\$ 9,778,465	\$ 10,573,568	\$ 8,013,695	\$ 10,573,568	-	75.8%
2. Federal Revenues	8100-8299	\$ 4,895,206	\$ 5,365,092	\$ 2,578,003	\$ 5,366,721	1,629 A	48.1%
3. Other State Revenues	8300-8599	\$ 14,004,106	\$ 15,621,643	\$ 11,910,805	\$ 15,705,422	83,779 B	76.2%
4. Other Local Revenues	8600-8799	\$ 12,255,528	\$ 14,038,966	\$ 10,456,950	\$ 14,040,617	1,651 C	74.5%
5. TOTAL REVENUES		\$ 40,933,305	\$ 45,599,269	\$ 32,959,453	\$ 45,686,328	\$ 87,059	72.1%
B. Expenditures							
1. Certificated Salaries	1000-1999	\$ 9,388,755	\$ 10,021,435	\$ 8,858,949	\$ 10,027,702	6,267 E	88.4%
2. Classified Salaries	2000-2999	\$ 11,149,653	\$ 12,527,877	\$ 10,295,808	\$ 12,508,592	(19,285) F	82.2%
3. Employee Benefits	3000-3999	\$ 9,588,122	\$ 10,144,518	\$ 7,929,312	\$ 10,140,454	(4,064) G	78.2%
4. Books and Supplies	4000-4999	\$ 1,075,493	\$ 1,535,939	\$ 765,304	\$ 1,572,551	36,612 H	49.8%
5. Services, Other Operation	5000-5999	\$ 5,944,845	\$ 8,091,403	\$ 5,386,804	\$ 7,919,320	(172,083) I	66.6%
6. Capital Outlay	6000-6999	\$ 511,989	\$ 718,313	\$ 474,803	\$ 824,443	106,130 J	66.1%
7. Other Outgo	7100-7299	\$ 467,846	\$ 458,659	\$ 370,023	\$ 458,659	-	80.7%
8. Direct Support/Indirect	7300-7399	\$ (116,949)	\$ (107,740)	\$ (69,961)	\$ (108,193)	(453) K	64.9%
9. Debt Service	7400-7499	\$ -	\$ -	\$ -	\$ -	-	0.0%
10. TOTAL EXPENDITURES		\$ 38,009,754	\$ 43,390,404	\$ 34,011,042	\$ 43,343,528	(46,876)	78.4%
C. Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses (A5-B10)							
		\$ 2,923,551	\$ 2,208,865	\$ (1,051,589)	\$ 2,342,800	\$ 133,935	-44.9%
D. Other Financing Sources/Uses							
1. Transfers In	8910-8979	\$ 50,000	\$ 49,363	\$ -	\$ 49,363	-	N 0.0%
2. Transfer Out	7610-7629	\$ 2,589,923	\$ 4,191,826	\$ -	\$ 4,191,826	-	O 0.0%
3. Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -	-	P 0.0%
Total, Other Fin Sources/Uses		\$ (2,539,923)	\$ (4,142,463)	\$ -	\$ (4,142,463)	\$ -	0.0%
E. Net Change to Fund Balance							
		\$ 383,628	\$ (1,933,598)	\$ (1,051,589)	\$ (1,799,663)	\$ 133,935	
F. Fund Balance (Fund 01 only)							
1. Beginning Balance		\$ 16,969,611	\$ 17,820,597	\$ 17,820,597	\$ 17,820,597	-	
2. Adjustments/Restatements		\$ -	\$ -	\$ -	\$ -	-	
Ending Balance		\$ 17,353,239	\$ 15,886,999	\$ 16,769,008	\$ 16,020,934	\$ 133,935	
G. Components of Ending Fund Balance							
Designated Amounts	9711-9730	\$ 10,500	\$ 10,500	\$ -	\$ 10,500	\$ -	
Legally Restricted	9740-9760	\$ 5,721,404	\$ 5,276,054	\$ -	\$ 5,499,646	\$ -	
Assigned	9780	\$ 9,591,351	\$ 8,221,334	\$ -	\$ 8,134,020	\$ -	
Restricted Economic Uncertainty	9789	\$ 2,029,984	\$ 2,379,112	\$ -	\$ 2,376,768	\$ -	
Unassigned/Unappropriated	9790	\$ -	\$ -	\$ -	\$ -	\$ -	

Explanation of Differences
Net Change in Current Year Budget June Board Report
05/16/23-06/15/23

	<u>Amount</u>	<u>Explanation of Differences</u>
A <u>Federal Revenues (8100-8299)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ 2,029	<i>Adjusting budget to match updated Title III grant award amount</i>
Feather River Academy (FRA)	\$ 8,144	<i>Moving Title I budget from Pathways Charter Academy to Feather River Academy</i>
Pathways Charter Academy	\$ (8,544)	<i>Moving Title I budget from Pathways Charter Academy to Feather River Academy</i>
	<u>\$ 1,629</u>	
B <u>Other State Revenues (8300-8599)</u>		
Student Support and Outreach (SSO)	\$ (16,221)	<i>Moving contingency to 23/24 budget</i>
Shady Creek Outdoor School	\$ 100,000	<i>Establish budget for kitchen infrastructure grant</i>
	<u>\$ 83,779</u>	
C <u>Other Local Revenues (8600-8799)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ (3,070)	<i>Adjusting revenue to match district expenses within the ELO-P consortium</i>
Shady Creek Outdoor School	\$ 4,578	<i>Increasing revenue to align with actual revenues</i>
Various Departments	\$ 143	<i>Miscellaneous Adjustments</i>
	<u>\$ 1,651</u>	
E <u>Certificated Salaries (1000-1999)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ 6,028	<i>Adjusting budget to align with revised distribution, offsetting entry will be made in the future</i>
Feather River Academy (FRA)	\$ 265	<i>Net effect of moving Title I budget to Feather River Academy and transfer budget to replace smartboards with TVs</i>
Various Departments	\$ (26)	<i>Miscellaneous Adjustments</i>
	<u>\$ 6,267</u>	
F <u>Classified Salaries (2000-2999)</u>		
Student Support and Outreach (SSO)	\$ (15,982)	<i>Reduce placeholder to align with plan, will be expended in 23/24</i>
Shady Creek Outdoor School	\$ 2,108	<i>Realign actuals for end of year</i>
Pathways Charter Academy	\$ (4,710)	<i>Moving Title I budget from Pathways Charter Academy to Feather River Academy</i>
Various Departments	\$ (701)	<i>Miscellaneous Adjustments</i>
	<u>\$ (19,285)</u>	
G <u>Employee Benefits (3000-3999)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ 1,183	<i>Adjusting budget to align with updated salary schedule</i>
Shady Creek Outdoor School	\$ (4,223)	<i>Realign actuals for end of year</i>
Pathways Charter Academy	\$ (1,704)	<i>Moving Title I budget from Pathways Charter Academy to Feather River Academy</i>
Various Departments	\$ 680	<i>Miscellaneous Adjustments</i>
	<u>\$ (4,064)</u>	
H <u>Books and Supplies (4000-4999)</u>		
County Office	\$ 1,640	<i>Increasing budget for Flushometer expenses</i>
One Stop	\$ (9,501)	<i>Moving WIOA WAF Participant budget from Supplies to Services</i>
Curriculum, Instruction, and Accountability (CIA)	\$ 3,635	<i>Increasing budget for AVT expenses</i>
Shady Creek Outdoor School	\$ 26,602	<i>Net effect of establishing budget for kitchen infrastructure and establishing budget for non-cap equipment and supplies from donation</i>
Regional Occupation Program (ROP)	\$ 1,800	<i>Adjusting budget for culinary events</i>

**Explanation of Differences
Net Change in Current Year Budget June Board Report
05/16/23-06/15/23**

	<u>Amount</u>	<u>Explanation of Differences</u>
Feather River Academy (FRA)	\$ 13,009	<i>Increase budget to balance resource</i>
Various Departments	\$ (573)	<i>Miscellaneous Adjustments</i>
	<u>\$ 36,612</u>	
I		<u>Services, Other Operations (5000-5999)</u>
County Office	\$ 2,586	<i>Adjusting budget for Feather River Academy parking lot</i>
Special Education	\$ 36,428	<i>Increasing budget to match actuals for contracted employment</i>
One Stop	\$ 10,001	<i>Moving WIOA WAF Participant budget from Supplies to Services</i>
Curriculum, Instruction, and Accountability (CIA)	\$ (3,576)	<i>Reducing budget to balance resource</i>
Feather River Academy (FRA)	\$ (219,344)	<i>Reduce Learning Recovery Grant</i>
Pathways Charter Academy	\$ (1,360)	<i>Moving unused Title I budget from Pathways Charter Academy to Feather River Academy</i>
Special Education Local Plan Area (SELPA)	\$ 2,431	<i>Adjusting budget to align with actuals for professional development</i>
Various Departments	\$ 751	<i>Miscellaneous Adjustments</i>
	<u>\$ (172,083)</u>	
J		<u>Capital Outlay (6000-6999)</u>
County Office	\$ 5,879	<i>Adjusting budget for Feather River Academy carpet replacement</i>
Feather River Academy (FRA)	\$ (27,199)	<i>Removing Learning Recovery budget</i>
Shady Creek	\$ 127,450	<i>Establish budget for kitchen infrastructure grant and wheel chairs</i>
	<u>\$ 106,130</u>	
L		<u>Direct Support / Indirect (7300-7399)</u>
County Office	\$ 22,377	<i>Adjusting budget to align with removal of Learning Recovery budget</i>
Feather River Academy (FRA)	\$ (21,992)	<i>Removing Learning Recovery budget</i>
Various Departments	\$ (838)	<i>Miscellaneous Adjustments</i>
	<u>\$ (453)</u>	
Net Change in Current Year Budget	\$ 133,935	

BOARD AGENDA ITEM: Facilities Update

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

Ron Sherrod

SUBMITTED BY:

Ron Sherrod

PRESENTING TO BOARD:

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

A monthly update on facilities will be presented to the Board.

BOARD AGENDA ITEM: SCSOS Special Education Single Plan for Student Achievement (SPSA)/Additional Targeted Support and Improvement (ATSI) Plan

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

x Action

Jessica Burrone

 Reports/Presentation

SUBMITTED BY:

 Information

Jessica Burrone

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Jessica Burrone

BACKGROUND AND SUMMARY INFORMATION:

SCSOS Special Education qualified for ATSI based on the performance of six student groups on the California School Dashboard. Schools are eligible if one or more student groups meet one of the following criteria; all indicators at the lowest status level, or all indicators at the lowest status level but one indicator at another status level. SCSOS student groups meeting the criteria included Asian, English Learners, Hispanic, Socioeconomically Disadvantaged, Students with Disabilities and White.

Pursuant to Every Student Succeeds Act (ESSA), Section 1111(d)(2)(B): Each school receiving an ATSI-eligibility notification from its LEA, in partnership with educational partners shall develop and implement a school-level targeted support and improvement plan to improve student outcomes based on the indicators in the statewide accountability system for each student group that was the subject of notification.

Education Code (EC) Sections 64001–65001 streamlines state and federal planning processes and allows the SPSA to meet Every Student Succeeds Act (ESSA) requirements for ATSI. The CDE has developed a SPSA template that, if completed consistent with the provided instructions and is implemented with fidelity, meets all ATSI planning requirements.

It is the expectation that ATSI plans are fully developed and approved at the local level (school and LEA) no later than the first day of the 2023–24 school year. This will ensure that students and the school receive a full year of intervention and support consistent with the ATSI plan for that school.

The SPSA template is being presented tonight for Board approval.

School Plan for Student Achievement (SPSA) Template

Instructions and requirements for completing the SPSA template may be found in the SPSA Template Instructions.

School Name	County-District-School (CDS) Code	Schoolsite Council (SSC) Approval Date	Local Board Approval Date
Sutter County Superintendent of Schools Special Education	51-10512-6069454	N/A	

Purpose and Description

Briefly describe the purpose of this plan (Select from Schoolwide Program, Comprehensive Support and Improvement, Targeted Support and Improvement, or Additional Targeted Support and Improvement)

Additional Targeted Support and Improvement to address Chronic Absenteeism and ELA and Math for the following subgroups; Asian, English Learners, Hispanic, Socioeconomically Disadvantaged, Students with Disabilities and White.

Briefly describe the school's plan for effectively meeting the ESSA requirements in alignment with the Local Control and Accountability Plan and other federal, state, and local programs.

The SCSOS Special Education program will meet ESSA requirements to support academic achievement so that all students, particularly the lowest achieving student groups, demonstrate proficiency on the State's academic standards and California Dashboard Indicators. The SCSOS Special Education SPSA is aligned with the SCSOS LCAP Goal 2- focused on planning programs, developing plans, and providing data from assessments that will maximize student outcomes and Goal 3- designed to promote student engagement and a school culture conducive to learning.

Stakeholder Involvement

How, when, and with whom did the school consult as part of the planning process for this SPSA/Annual Review and Update?

Involvement Process for the SPSA and Annual Review and Update

- Parents and Staff input through IEP process (SST, parent teacher conferences and outside agency collaboration)
- Monthly Staff meetings which include site and program principals, special education staff and general education teachers
- Regular collaboration with Outside agencies which include ALTA, Social Services, Medical providers, Law enforcement, Advocacy Partners and District of Residence administration

- Monthly SELPA collaboration with district partner

Resource Inequities

Briefly identify and describe any resource inequities identified as a result of the required needs assessment, as applicable.

Resources are regularly evaluated and determined through the SELPA funding model through the Local SELPA Budget Plan. Projected special education budget funding, revenues, and expenditures by LEAs are specified in Attachments II–V of the SELPA Local Plan. This includes supplemental aids and services provided to meet the needs of students with disabilities as defined by the Individuals with Disabilities Education Act (IDEA) who are placed in regular education classrooms and environments, and those who have been identified with low incidence disabilities who also receive special education services.

Goals, Strategies, Expenditures, & Annual Review

Complete a copy of the Goal table for each of the school's goals. Duplicate the table as needed.

Goal: Decrease chronic absenteeism by 50% by end of 23-24 school year

Identified Need

2022 California State Dashboard data indicates a very high chronic absenteeism rate for all Sutter County Special Education student groups (75%)

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
CA Dashboard Chronic Absenteeism Indicator (Grades K-8)	All SPED Students - 75% Asian - 73.5% EL - 73.8% Hispanic - 75.3% SED - 76% White - 73.8%	All Student Groups 38% or less chronic absenteeism rate
Chronic Absenteeism Rate (Grades 9 - 12) Local Data % of students w/ 10% or more absences	All SPED Students <u>75</u> % Asian - <u>73.5</u> % EL - <u>73</u> % Hispanic <u>75.3</u> % SED - <u>76</u> % White 73.8 %	All Student Groups 38% or less chronic absenteeism rate
Absence Type AERIES	All SPED Students (K-12) Unexcused - 3,328 Excused - 5,257 Unverified - 2,611	All Student Groups unexcused absence will decrease by 20%

Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Strategy/Activity 1

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

Sutter County Special Education Students K-12

Strategy/Activity

Unverified absences will be addressed on the day of the absence by school staff. Parent contact will be made and documented in Aeries

Strategy/Activity

Absences longer than three days will be addressed via a parent teacher conference and or IEP if there is a medical or behavioral component impacting student attendance

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
\$0	N/A

Goal: Improve student outcomes in Math and ELA

Identified Need

2022 California State Dashboard data indicates a below standard of 158.6 points with a total of 104 for all Sutter County Special Education student groups

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
CA Dashboard ELA Academic Indicator (Grades 3-8 and 11)	All SPED Students - 127.5 points below standard EL - 131.6 points below standard Hispanic - 133.7 points below standard SED - 125.2 points below standard White - 135.5 points below standard	All SPED Students - <u>117</u> points below standard EL - <u>121.6</u> points below standard Hispanic - <u>123.7</u> points below standard SED - <u>115.2</u> points below standard White - <u>125.5</u> points below standard

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
CA Dashboard Math Academic Indicator (Grades 3-8 and 11)	All SPED Students - 158.6 points below standard EL - 162.1 points below standard Hispanic - 151.8 points below standard SED - 158.0 points below standard White - 174.6 points below standard	All SPED Students - <u>148.6</u> points below standard EL - <u>152.1</u> points below standard Hispanic - <u>141.8</u> points below standard SED - <u>148.0</u> points below standard White - <u>164.6</u> points below standard
Participation Rate on ELA and Math	All SPED Students 3-8,11 ELA - 81% Math - 77%	All SPED Students 3-8,11 ELA - 95% Math - 95%
Any other local data that is collected?	Establish baseline with EOY 23/24 using measurable IEP goals	All Sped Students ELA and math goals will make progress towards goals or meet established benchmarks towards goal met

Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Strategy/Activity 1

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

Sutter County Special Education Students.

Strategy/Activity

Establish a system to collect and track progress on core academic ELA and Math goals (met or not met) through the IEP goal benchmarks and progress monitoring

Strategy/Activity

Inventory students to ensure students that are supposed to take the CAA are and those that aren't have the appropriate accommodations that are practiced regularly.

Strategy/Activity

Review instructional materials from all districts to determine which materials are appropriate for each student.

Strategy/Activity

Coordination with YCUSD to provide paraprofessionals training

Strategy/Activity

Action specific to increasing participation rate - consider flyers, auto dialers Campaign to discourage opting out

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
\$0	N/A

Budget Summary

Complete the table below. Schools may include additional information. Adjust the table as needed. The Budget Summary is required for schools funded through the ConApp, and/or that receive funds from the LEA for Comprehensive Support and Improvement (CSI).

Budget Summary

DESCRIPTION	AMOUNT
Total Funds Provided to the School Through the Consolidated Application	\$0
Total Federal Funds Provided to the School from the LEA for CSI	\$0
Total Funds Budgeted for Strategies to Meet the Goals in the SPSA	\$ 0

Other Federal, State, and Local Funds

List the additional Federal programs that the school is including in the schoolwide program. Adjust the table as needed. If the school is not operating a Title I schoolwide program this section is not applicable and may be deleted.

Federal Programs	Allocation (\$)
[List federal program here]	[\$[Enter amount here]
[List federal program here]	[\$[Enter amount here]
[List federal program here]	[\$[Enter amount here]

Federal Programs	Allocation (\$)
[List federal program here]	[\$[Enter amount here]]
[List federal program here]	[\$[Enter amount here]]

Subtotal of additional federal funds included for this school: \$ [Enter federal funds subtotal here]

List the State and local programs that the school is including in the schoolwide program. Duplicate the table as needed.

State or Local Programs	Allocation (\$)
[List state or local program here]	[\$[Enter amount here]]
[List state or local program here]	[\$[Enter amount here]]
[List state or local program here]	[\$[Enter amount here]]
[List state or local program here]	[\$[Enter amount here]]
[List state or local program here]	[\$[Enter amount here]]

Subtotal of state or local funds included for this school: \$ [Enter state or local funds subtotal here]

Total of federal, state, and/or local funds for this school: \$[Enter total funds here]

Instructions

The School Plan for Student Achievement (SPSA) is a strategic plan that maximizes the resources available to the school while minimizing duplication of effort with the ultimate goal of increasing student achievement. SPSA development should be aligned with and inform the Local Control and Accountability Plan process.

The SPSA consolidates all school-level planning efforts into one plan for programs funded through the consolidated application (ConApp), and for federal school improvement programs, including schoolwide programs, Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), and Additional Targeted Support and Improvement (ATSI), pursuant to California *Education Code (EC)* Section 64001 and the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act (ESSA). This template is designed to meet schoolwide program planning requirements. It also notes how to meet CSI, TSI, or ATSI requirements, as applicable.

California's ESSA State Plan supports the state's approach to improving student group performance through the utilization of federal resources. Schools use the SPSA to document their approach to maximizing the impact of federal investments in support of underserved students. The implementation of ESSA in California presents an opportunity for schools to innovate with their federally-funded programs and align them with the priority goals of the school and the LEA that are being realized under the state's Local Control Funding Formula (LCFF).

The LCFF provides schools and LEAs flexibility to design programs and provide services that meet the needs of students in order to achieve readiness for college, career, and lifelong learning. The SPSA planning process supports continuous cycles of action, reflection, and improvement. Consistent with *EC 65001*, the Schoolsite Council (SSC) is required to develop and annually review the SPSA, establish an annual budget, and make modifications to the plan that reflect changing needs and priorities, as applicable.

For questions related to specific sections of the template, please see instructions below:

Instructions: Table of Contents

The SPSA template meets the requirements of schoolwide planning (SWP). Each section also contains a notation of how to meet CSI, TSI, or ATSI requirements.

[Stakeholder Involvement](#)

[Goals, Strategies, & Proposed Expenditures](#)

[Planned Strategies/Activities](#)

[Annual Review and Update](#)

[Budget Summary](#)

[Appendix A: Plan Requirements for Title I Schoolwide Programs](#)

[Appendix B: Plan Requirements for Schools to Meet Federal School Improvement Planning Requirements](#)

[Appendix C: Select State and Federal Programs](#)

For additional questions or technical assistance related to LEA and school planning, please contact the Local Agency Systems Support Office, at LCFF@cde.ca.gov.

For programmatic or policy questions regarding Title I schoolwide planning, please contact the local educational agency, or the CDE's Title I Policy and Program Guidance Office at TITLEI@cde.ca.gov.

For questions or technical assistance related to meeting federal school improvement planning requirements (for CSI, TSI, and ATSI), please contact the CDE's School Improvement and Support Office at SISO@cde.ca.gov.

Purpose and Description

Schools identified for Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), or Additional Targeted Support and Improvement (ATSI) must respond to the following prompts. A school that has not been identified for CSI, TSI, or ATSI may delete the Purpose and Description prompts.

Purpose

Briefly describe the purpose of this plan by selecting from Schoolwide Program, Comprehensive Support and Improvement, Targeted Support and Improvement, or Additional Targeted Support and Improvement)

Description

Briefly describe the school's plan for effectively meeting ESSA requirements in alignment with the Local Control and Accountability Plan and other federal, state, and local programs.

Stakeholder Involvement

Meaningful involvement of parents, students, and other stakeholders is critical to the development of the SPSA and the budget process. Schools must share the SPSA with school site-level advisory groups, as applicable (e.g., English Learner Advisory committee, student advisory groups, tribes and

tribal organizations present in the community, as appropriate, etc.) and seek input from these advisory groups in the development of the SPSA.

The Stakeholder Engagement process is an ongoing, annual process. Describe the process used to involve advisory committees, parents, students, school faculty and staff, and the community in the development of the SPSA and the annual review and update.

[This section meets the requirements for TSI and ATSI.]

[When completing this section for CSI, the LEA shall partner with the school in the development and implementation of this plan.]

Resource Inequities

Schools eligible for CSI or ATSI must identify resource inequities, which may include a review of LEA-and school-level budgeting as a part of the required needs assessment. Identified resource inequities must be addressed through implementation of the CSI or ATSI plan. Briefly identify and describe any resource inequities identified as a result of the required needs assessment and summarize how the identified resource inequities are addressed in the SPSA.

[This section meets the requirements for CSI and ATSI. If the school is not identified for CSI or ATSI this section is not applicable and may be deleted.]

Goals, Strategies, Expenditures, & Annual Review

In this section a school provides a description of the annual goals to be achieved by the school. This section also includes descriptions of the specific planned strategies/activities a school will take to meet the identified goals, and a description of the expenditures required to implement the specific strategies and activities.

Goal

State the goal. A goal is a broad statement that describes the desired result to which all strategies/activities are directed. A goal answers the question: What is the school seeking to achieve?

It can be helpful to use a framework for writing goals such as the S.M.A.R.T. approach. A S.M.A.R.T. goal is one that is **S**pecific, **M**easurable, **A**chievable, **R**ealistic, and **T**ime-bound. A level of specificity is needed in order to measure performance relative to the goal as well as to assess whether it is reasonably achievable. Including time constraints, such as milestone dates, ensures a realistic approach that supports student success.

A school may number the goals using the "Goal #" for ease of reference.

[When completing this section for CSI, TSI, and ATSI, improvement goals shall align to the goals, actions, and services in the LEA LCAP.]

Identified Need

Describe the basis for establishing the goal. The goal should be based upon an analysis of verifiable state data, including local and state indicator data from the California School Dashboard (Dashboard) and data from the School Accountability Report Card, including local data voluntarily collected by districts to measure pupil achievement.

[Completing this section fully addresses all relevant federal planning requirements]

Annual Measurable Outcomes

Identify the metric(s) and/or state indicator(s) that the school will use as a means of evaluating progress toward accomplishing the goal. A school may identify metrics for specific student groups. Include in the baseline column the most recent data associated with the metric or indicator available at the time of adoption of the SPSA. The most recent data associated with a metric or indicator includes data reported in the annual update of the SPSA. In the subsequent Expected Outcome column, identify the progress the school intends to make in the coming year.

[When completing this section for CSI the school must include school-level metrics related to the metrics that led to the school's identification.]

[When completing this section for TSI/ATSI the school must include metrics related to the specific student group(s) that led to the school's identification.]

Strategies/Activities

Describe the strategies and activities being provided to meet the described goal. A school may number the strategy/activity using the "Strategy/Activity #" for ease of reference.

Planned strategies/activities address the findings of the needs assessment consistent with state priorities and resource inequities, which may have been identified through a review of the local educational agency's budgeting, its local control and accountability plan, and school-level budgeting, if applicable.

[When completing this section for CSI, TSI, and ATSI, this plan shall include evidence-based interventions and align to the goals, actions, and services in the LEA LCAP.]

[When completing this section for CSI and ATSI, this plan shall address through implementation, identified resource inequities, which may have been identified through a review of LEA- and school-level budgeting.]

Students to be Served by this Strategy/Activity

Indicate in this box which students will benefit from the strategies/activities by indicating "All Students" or listing one or more specific student group(s) to be served.

[This section meets the requirements for CSI.]

[When completing this section for TSI and ATSI, at a minimum, the student groups to be served shall include the student groups that are consistently underperforming, for which the school received the TSI or ATSI designation. For TSI, a school may focus on all students or the student group(s) that led to identification based on the evidence-based interventions selected.]

Proposed Expenditures for this Strategy/Activity

For each strategy/activity, list the amount(s) and funding source(s) for the proposed expenditures for the school year to implement these strategies/activities. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal, identify the Title and Part, as applicable), Other State, and/or Local.

Proposed expenditures that are included more than once in a SPSA should be indicated as a duplicated expenditure and include a reference to the goal and strategy/activity where the

expenditure first appears in the SPSA. Pursuant to Education Code, Section 64001(g)(3)(C), proposed expenditures, based on the projected resource allocation from the governing board or governing body of the LEA, to address the findings of the needs assessment consistent with the state priorities including identifying resource inequities which may include a review of the LEA's budgeting, its LCAP, and school-level budgeting, if applicable.

[This section meets the requirements for CSI, TSI, and ATSI.]

[NOTE: Federal funds for CSI shall not be used in schools identified for TSI or ATSI. In addition, funds for CSI shall not be used to hire additional permanent staff.]

Annual Review

In the following Analysis prompts, identify any material differences between what was planned and what actually occurred as well as significant changes in strategies/activities and/ or expenditures from the prior year. This annual review and analysis should be the basis for decision-making and updates to the plan.

Analysis

Using actual outcome data, including state indicator data from the Dashboard, analyze whether the planned strategies/activities were effective in achieving the goal. Respond to the prompts as instructed. Respond to the following prompts relative to this goal. If the school is in the first year of implementing the goal the Annual Review section is not required and this section may be deleted.

- Describe the overall implementation of the strategies/activities and the overall effectiveness of the strategies/activities to achieve the articulated goal.
- Briefly describe any major differences between either/or the intended implementation or the budgeted expenditures to implement the strategies/activities to meet the articulated goal.
- Describe any changes that will be made to the goal, expected annual measurable outcomes, metrics/indicators, or strategies/activities to achieve this goal as a result of this analysis and analysis of the data provided in the Dashboard, as applicable. Identify where those changes can be found in the SPSA.

[When completing this section for CSI, TSI, or ATSI, any changes made to the goals, annual measurable outcomes, metrics/indicators, or strategies/activities, shall meet the CSI, TSI, or ATSI planning requirements. CSI, TSI, and ATSI planning requirements are listed under each section of the Instructions. For example, as a result of the Annual Review and Update, if changes are made to a goal(s), see the Goal section for CSI, TSI, and ATSI planning requirements.]

Budget Summary

In this section a school provides a brief summary of the funding allocated to the school through the ConApp and/or other funding sources as well as the total amount of funds for proposed expenditures described in the SPSA. The Budget Summary is required for schools funded through the ConApp and that receive federal funds for CSI. If the school is not operating a Title I schoolwide program this section is not applicable and may be deleted.

From its total allocation for CSI, the LEA may distribute funds across its schools that meet the criteria for CSI to support implementation of this plan. In addition, the LEA may retain a portion of its total

allocation to support LEA-level expenditures that are directly related to serving schools eligible for CSI.

Budget Summary

A school receiving funds allocated through the ConApp should complete the Budget Summary as follows:

- Total Funds Provided to the School Through the Consolidated Application: This amount is the total amount of funding provided to the school through the ConApp for the school year. The school year means the fiscal year for which a SPSA is adopted or updated.
- Total Funds Budgeted for Strategies to Meet the Goals in the SPSA: This amount is the total of the proposed expenditures from all sources of funds associated with the strategies/activities reflected in the SPSA. To the extent strategies/activities and/or proposed expenditures are listed in the SPSA under more than one goal, the expenditures should be counted only once.

A school receiving federal funds for CSI should complete the Budget Summary as follows:

- Total Federal Funds Provided to the School from the LEA for CSI: This amount is the total amount of funding provided to the school from the LEA.

[NOTE: Federal funds for CSI shall not be used in schools eligible for TSI or ATSI. In addition, funds for CSI shall not be used to hire additional permanent staff.]

Appendix A: Plan Requirements

Schoolwide Program Requirements

This School Plan for Student Achievement (SPSA) template meets the requirements of a schoolwide program plan. The requirements below are for planning reference.

A school that operates a schoolwide program and receives funds allocated through the ConApp is required to develop a SPSA. The SPSA, including proposed expenditures of funds allocated to the school through the ConApp, must be reviewed annually and updated by the SSC. The content of a SPSA must be aligned with school goals for improving student achievement.

Requirements for Development of the Plan

- I. The development of the SPSA shall include both of the following actions:
 - A. Administration of a comprehensive needs assessment that forms the basis of the school's goals contained in the SPSA.
 1. The comprehensive needs assessment of the entire school shall:
 - a. Include an analysis of verifiable state data, consistent with all state priorities as noted in Sections 52060 and 52066, and informed by all indicators described in Section 1111(c)(4)(B) of the federal Every Student Succeeds Act, including pupil performance against state-determined long-term goals. The school may include data voluntarily developed by districts to measure pupil outcomes (described in the Identified Need); and
 - b. Be based on academic achievement information about all students in the school, including all groups under §200.13(b)(7) and migratory children as defined in section 1309(2) of the ESEA, relative to the State's academic standards under §200.1 to—
 - i. Help the school understand the subjects and skills for which teaching and learning need to be improved; and
 - ii. Identify the specific academic needs of students and groups of students who are not yet achieving the State's academic standards; and
 - iii. Assess the needs of the school relative to each of the components of the schoolwide program under §200.28.
 - iv. Develop the comprehensive needs assessment with the participation of individuals who will carry out the schoolwide program plan.
 - v. Document how it conducted the needs assessment, the results it obtained, and the conclusions it drew from those results.
 - B. Identification of the process for evaluating and monitoring the implementation of the SPSA and progress towards accomplishing the goals set forth in the SPSA (described in the Expected Annual Measurable Outcomes and Annual Review and Update).

Requirements for the Plan

- II. The SPSA shall include the following:

- A. Goals set to improve pupil outcomes, including addressing the needs of student groups as identified through the needs assessment.
- B. Evidence-based strategies, actions, or services (described in Strategies and Activities)
 - 1. A description of the strategies that the school will be implementing to address school needs, including a description of how such strategies will--
 - a. provide opportunities for all children including each of the subgroups of students to meet the challenging state academic standards
 - b. use methods and instructional strategies that:
 - i. strengthen the academic program in the school,
 - ii. increase the amount and quality of learning time, and
 - iii. provide an enriched and accelerated curriculum, which may include programs, activities, and courses necessary to provide a well-rounded education.
 - c. Address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards, so that all students demonstrate at least proficiency on the State's academic standards through activities which may include:
 - i. strategies to improve students' skills outside the academic subject areas;
 - ii. preparation for and awareness of opportunities for postsecondary education and the workforce;
 - iii. implementation of a schoolwide tiered model to prevent and address problem behavior;
 - iv. professional development and other activities for teachers, paraprofessionals, and other school personnel to improve instruction and use of data; and
 - v. strategies for assisting preschool children in the transition from early childhood education programs to local elementary school programs.
- C. Proposed expenditures, based on the projected resource allocation from the governing board or body of the local educational agency (may include funds allocated via the ConApp, federal funds for CSI, any other state or local funds allocated to the school), to address the findings of the needs assessment consistent with the state priorities, including identifying resource inequities, which may include a review of the LEAs budgeting, it's LCAP, and school-level budgeting, if applicable (described in Proposed Expenditures and Budget Summary). Employees of the schoolwide program may be deemed funded by a single cost objective.
- D. A description of how the school will determine if school needs have been met (described in the Expected Annual Measurable Outcomes and the Annual Review and Update).
 - 1. Annually evaluate the implementation of, and results achieved by, the schoolwide program, using data from the State's annual assessments and other indicators of academic achievement;
 - 2. Determine whether the schoolwide program has been effective in increasing the achievement of students in meeting the State's academic standards, particularly for those students who had been furthest from achieving the standards; and

3. Revise the plan, as necessary, based on the results of the evaluation, to ensure continuous improvement of students in the schoolwide program.
- E. A description of how the school will ensure parental involvement in the planning, review, and improvement of the schoolwide program plan (described in Stakeholder Involvement and/or Strategies/Activities).
- F. A description of the activities the school will include to ensure that students who experience difficulty attaining proficient or advanced levels of academic achievement standards will be provided with effective, timely additional support, including measures to
 1. Ensure that those students' difficulties are identified on a timely basis; and
 2. Provide sufficient information on which to base effective assistance to those students.
- G. For an elementary school, a description of how the school will assist preschool students in the successful transition from early childhood programs to the school.
- H. A description of how the school will use resources to carry out these components (described in the Proposed Expenditures for Strategies/Activities).
- I. A description of any other activities and objectives as established by the SSC (described in the Strategies/Activities).

Authority Cited: S Title 34 of the Code of Federal Regulations (34 CFR), sections 200.25-26, and 200.29, and sections-1114(b)(7)(A)(i)-(iii) and 1118(b) of the ESEA. *EC* sections 6400 et. seq.

Appendix B:

Plan Requirements for School to Meet Federal School Improvement Planning Requirements

For questions or technical assistance related to meeting Federal School Improvement Planning Requirements, please contact the CDE's School Improvement and Support Office at SISO@cde.ca.gov.

Comprehensive Support and Improvement

The LEA shall partner with stakeholders (including principals and other school leaders, teachers, and parents) to locally develop and implement the CSI plan for the school to improve student outcomes, and specifically address the metrics that led to eligibility for CSI (Stakeholder Involvement).

The CSI plan shall:

1. Be informed by all state indicators, including student performance against state-determined long-term goals (Goal, Identified Need, Expected Annual Measurable Outcomes, Annual Review and Update, as applicable);
2. Include evidence-based interventions (Strategies/Activities, Annual Review and Update, as applicable) (For resources related to evidence-based interventions, see the U.S. Department of Education's "Using Evidence to Strengthen Education Investments" at <https://www2.ed.gov/policy/elsec/leg/essa/guidanceuseseseinvestment.pdf>);
3. Be based on a school-level needs assessment (Goal, Identified Need, Expected Annual Measurable Outcomes, Annual Review and Update, as applicable); and
4. Identify resource inequities, which may include a review of LEA- and school-level budgeting, to be addressed through implementation of the CSI plan (Goal, Identified Need, Expected Annual Measurable Outcomes, Planned Strategies/Activities; and Annual Review and Update, as applicable).

Authority Cited: Sections 1003(e)(1)(A), 1003(i), 1111(c)(4)(B), and 1111(d)(1) of the ESSA.

Targeted Support and Improvement

In partnership with stakeholders (including principals and other school leaders, teachers, and parents) the school shall develop and implement a school-level TSI plan to improve student outcomes for each subgroup of students that was the subject of identification (Stakeholder Involvement).

The TSI plan shall:

1. Be informed by all state indicators, including student performance against state-determined long-term goals (Goal, Identified Need, Expected Annual Measurable Outcomes, Annual Review and Update, as applicable); and
2. Include evidence-based interventions (Planned Strategies/Activities, Annual Review and Update, as applicable). (For resources related to evidence-based interventions, see the U.S. Department of Education's "Using Evidence to Strengthen Education Investments" <https://www2.ed.gov/policy/elsec/leg/essa/guidanceuseseseinvestment.pdf>.)

Authority Cited: Sections 1003(e)(1)(B), 1003(i), 1111(c)(4)(B) and 1111(d)(2) of the ESSA.

Additional Targeted Support and Improvement

A school identified for ATSI shall:

1. Identify resource inequities, which may include a review of LEA- and school-level budgeting, which will be addressed through implementation of its TSI plan (Goal, Identified Need, Expected Annual Measurable Outcomes, Planned Strategies/Activities, and Annual Review and Update, as applicable).

Authority Cited: Sections 1003(e)(1)(B), 1003(i), 1111(c)(4)(B), and 1111(d)(2)(c) of the ESSA.

Single School Districts and Charter Schools Identified for School Improvement

Single school districts (SSDs) or charter schools that are identified for CSI, TSI, or ATSI, shall develop a SPSA that addresses the applicable requirements above as a condition of receiving funds (EC Section 64001[a] as amended by Assembly Bill [AB] 716, effective January 1, 2019).

However, a SSD or a charter school may streamline the process by combining state and federal requirements into one document which may include the local control and accountability plan (LCAP) and all federal planning requirements, provided that the combined plan is able to demonstrate that the legal requirements for each of the plans is met (EC Section 52062[a] as amended by AB 716, effective January 1, 2019).

Planning requirements for single school districts and charter schools choosing to exercise this option are available in the LCAP Instructions.

Authority Cited: *EC* sections 52062(a) and 64001(a), both as amended by AB 716, effective January 1, 2019.

Appendix C: Select State and Federal Programs

For a list of active programs, please see the following links:

Programs included on the Consolidated Application: <https://www.cde.ca.gov/fg/aa/co/>

ESSA Title I, Part A: School Improvement: <https://www.cde.ca.gov/sp/sw/t1/schoolsupport.asp>

Available Funding: <https://www.cde.ca.gov/fg/fo/af/>

Developed by the California Department of Education, January 2019

Agenda Item No. 10.0

BOARD AGENDA ITEM: Sutter County Board of Education Strategic Plan & Goals

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Maggie Nicoletti

SUBMITTED BY:

Superintendent Tom Reusser

PRESENTING TO BOARD:

Superintendent Tom Reusser

BACKGROUND AND SUMMARY INFORMATION:

The Sutter County Board of Education Strategic Plan and Goals was revised by the Board on August 10, 2022.

Sutter County Board of Education

Mission

The mission of the Sutter County Board of Education is to do what is best for our students.

Vision

The Sutter County Board of Education, as a premier board, provides a unified voice for students, staff, and community through the following:

- Support for county office programs and districts to ensure excellence in education;
- A system of checks and balances for budget;
- Local Control and Accountability Plan (LCAP);
- Adoption of courses of study;
- Collaboration with the superintendent and engagement of the community to promote the mission and vision of the county office; and
- A plan for providing safe state-of-the-art facilities.

Collective Commitments

The Sutter County Board of Education commits to:

- Act collectively and openly as a cohesive board;
- Be guided by community interest;
- Be informed by recommendations of the superintendent and professional staff;
- Advocate for students, staff and community;
- Be knowledgeable about California Constitution;
- Ensure fiscal stability;
- Fulfill legal mandates; and
- Be visible in the community.

Goals

The Sutter County Board of Education has adopted the following goals aligned with our vision and mission:

- Remain current regarding knowledge of budget, LCAP, and programs through Board Meetings and annual reports from county office departments and programs;
- Be visible in the community by providing student scholarships, attending programs, school events, and district board meetings;
- Promote the Sutter County Superintendent of Schools' mission and vision;
- Collaborate with the County Superintendent to review and update the facilities plan; and
- Develop and update board bylaws.

Agenda Item No. 11.0

BOARD AGENDA ITEM: Disclosure of Collective Bargaining Agreement for Sutter County Superintendent of Schools Employee Association (CSEA), Chapter #634

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Paramjeet Kaur

SUBMITTED BY:

Paramjeet Kaur

PRESENTING TO BOARD:

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

The disclosure of Collective Bargaining Agreement is a statement of costs associated with the agreement with the Sutter County Superintendent of Schools Employee Association (CSEA), Chapter # 634 for July 1, 2022 through June 30, 2023.

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and GC 3547.5

Sutter County Superintendent of Schools

School District

Name of Bargaining Unit: California Schools Employee Association, Chapter #634 (CSEA)

Certificated _____ Classified X

The proposed agreement covers the period beginning July 1, 2022 and ending June 30, 2023 and will be acted upon by the Governing Board at its meeting on

July 12, 2023

A. Proposed Change in Compensation

Compensation		Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year Increase/Decrease 2022-23	Year 2 Increase/Decrease 2023-24	Year 3 Increase/Decrease 2024-25
1.	Salary	\$ 7,382,568	\$ 470,885		
			6.38%	0.00%	0.00%
2.	Other Compensation Stipends, Bonuses, etc.		\$ -	\$ -	\$ -
	Description of Other Compensation Off schedule 1%		\$ 67,561	\$ (67,561)	
3.	Statutory Benefits STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 2,614,735	\$ 228,205	\$ (7,303)	\$ -
			8.73%	-0.28%	0.00%
4.	Health/Welfare Plans	\$ 1,774,435	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
5.	Total Compensation Add items 1 thru 4 to equal 5	\$ 11,771,738	\$ 766,651	\$ (7,303)	\$ -
			6.51%	-0.06%	0.00%
6.	Step and Column Due to movement plus any changes due to the settlement. This is a subset of Item No. 1		\$ -	\$ -	\$ -
7.	Total Number of Represented Employees (Use FTEs if appropriate)		188	188	188
8.	Total Compensation Cost for Average Employee	\$ 62,615.63	\$ 4,077.93	\$ (39)	\$ -
			6.51%	-0.06%	0.00%

Disclosure of Collective Bargaining Agreement
Page 2

9. Were any additional steps, columns, or ranges added to the schedules? If yes, please explain.

No

10. Are staffing adjustments necessary for the district to implement the proposed agreement?
If yes, please provide details.

No.

11. Describe any contingency language included in the proposed agreement (e.g. reopeners, etc.).

None.

12. Will this agreement create, increase, or decrease deficit spending in the current or subsequent two years?

Increase deficit spending in current year (2022-23)

13. Please identify the source of funding for the proposed agreement for the current year.

Increased costs will be absorbed by programs by either decreasing expenditures or increasing revenue within the general fund.

14. If this is a single-year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e. what will allow the district to afford this contract beyond the current year)?

General Fund unrestricted for programs that are not self-balancing.

15. If this is a multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years?

16. Based on the district's multi-year projection, do unrestricted reserves continue to remain at, or above, the State's required minimum reserve level in the current and two subsequent years? If no, how does the district plan to restore its unrestricted reserves?

Yes.

17. Other

Disclosure of Collective Bargaining Agreement
Page 3

B. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

	Column 1 Latest Board- Approved Budget Before Settlement Second Interim	Column 2 Adjustments as a Result of Settlement	Column 3 Other Revisions	Column 4 Total Current Budget (Columns 1+2+3)
REVENUES				
LCFF (8010-8099)	\$ 10,468,338	\$ -	\$ -	\$ 10,468,338
Remaining Revenues (8100- 8799)	\$ 35,134,952	\$ -	\$ -	\$ 35,134,952
TOTAL REVENUES	\$ 45,603,290	\$ -	\$ -	\$ 45,603,290
EXPENDITURES				
1000 Certificated Salaries	\$ 10,017,938	\$ -	\$ -	\$ 10,017,938
2000 Classified Salaries	\$ 12,487,863	538,446	\$ -	\$ 13,026,309
3000 Employee Benefits (Stat.)	\$ 8,433,113	\$ 228,205	\$ -	\$ 8,661,318
Health & Welfare	\$ 1,706,821	\$ -	\$ -	\$ 1,706,821
4000 Books and Supplies	\$ 1,661,986	\$ -	\$ -	\$ 1,661,986
5000 Services and Operating Expenses	\$ 7,995,598	\$ -	\$ -	\$ 7,995,598
6000 Capital Outly	\$ 1,079,582	\$ -	\$ -	\$ 1,079,582
7000 Other	\$ 362,975	\$ -	\$ -	\$ 362,975
TOTAL EXPENDITURES	\$ 43,745,876	\$ 766,651	\$ -	\$ 44,512,527
OPERATING SURPLUS (DEFICIT)	\$ 1,857,414	\$ (766,651)	\$ -	\$ 1,090,763
OTHER SOURCES AND TRANSFERS IN	\$ 79,657	\$ -	\$ -	\$ 79,657
OTHER USES AND TRANSFERS OUT	\$ (4,303,459)	\$ -	\$ -	\$ (4,303,459)
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(2,366,388)	\$ (766,651)	\$ -	\$ (3,133,039)
BEGINNING BALANCE	\$ 17,820,597	\$ -	\$ -	\$ 17,820,597
ENDING BALANCE	\$ 15,454,209	\$ (766,651)	\$ -	\$ 14,687,558

BOARD AGENDA ITEM: 2022-23 Consolidated Application - Winter Release

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Nicolaas Hoogeveen

SUBMITTED BY:

Nicolaas Hoogeveen

PRESENTING TO BOARD:

Nicolaas Hoogeveen

BACKGROUND AND SUMMARY INFORMATION:

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California.

Annually, each local educational agency (LEA) submits the winter release of the application for data collection in these Federal programs.

2022–23 Federal Transferability

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and/or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Fund Use Authority (AFUA) governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B AFUA are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963
 Kevin Donnelly, Rural Education and Student Support Office, TitleIV@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

2022–23 Title II, Part A allocation	\$13,163
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title IV, Part A	\$0
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title II, Part A funds transferred out	\$0
2022–23 Title II, Part A allocation after transfers out	\$13,163

Title IV, Part A Transfers

2022–23 Title IV, Part A allocation	\$10,000
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title II, Part A	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title IV, Part A funds transferred out	\$0
2022–23 Title IV, Part A allocation after transfers out	\$10,000

*****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.

2022–23 Title I, Part A LEA Allocation and Reservations

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

CDE Program Contact:

Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948
 Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

2022–23 Title I, Part A LEA allocation (+)	\$102,540
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2022–23 Title I, Part A LEA available allocation	\$102,540

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$0
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	
Direct or indirect services to homeless children, regardless of their school of attendance	\$200

Authorized Reservations

Public school Choice transportation	
Other authorized activities	
2022–23 Approved indirect cost rate	10.78%
Indirect cost reservation	\$9,978
Administrative reservation	\$5,403

Reservation Summary

Total LEA required and authorized reservations	\$15,581
School parent and family engagement reservation	\$0
Amount available for Title I, Part A school allocations	\$86,959

*****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.

2022–23 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

2022–23 Title II, Part A allocation	\$13,163
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
2022–23 Total allocation	\$13,163
Administrative and indirect costs	\$1,280
Reservation for equitable services for nonprofit private schools	\$0
2022–23 Title II, Part A adjusted allocation	\$11,883

*****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.

2022–23 Title III English Learner LEA Allocations and Reservations

The purpose of this data collection is to show the total allocation amount available to the local educational agency (LEA) for the Title III English Learner (EL) student program and to report required reservations.

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Total Allocation

2022–23 Title III EL student program allocation	\$55,073
Transferred-in amount	\$0
Repayment of funds	\$0
2022–23 Total allocation	\$55,073

Allocation Reservations

Professional development activities	\$53,994
Program and other authorized activities	\$0
English proficiency and academic achievement	\$0
Parent, family, and community engagement	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$1,079
Total allocation reservations	\$55,073

*****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.

2022–23 Title III English Learner YTD Expenditure Report, 6 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2022 through December 31, 2022.

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2022–23 Title III EL student program allocation	\$55,073
Transferred-in amount	\$0
2022–23 Total allocation	\$55,073
Object Code - Activity	
1000–1999 Certificated personnel salaries	\$8,108
2000–2999 Classified personnel salaries	\$0
3000–3999 Employee benefits	\$2,913
4000–4999 Books and supplies	\$259
5000–5999 Services and other operating expenditures	\$354
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$233
Total year-to-date expenditures	\$11,867
2022–23 Unspent funds	\$43,206

*****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.

2022–23 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the allocation available to the local educational agency (LEA) and report reservations of Title IV, Part funds.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , TitleIV@cde.ca.gov, 916-319-0942

2022–23 Title IV, Part A LEA allocation	\$10,000
Funds transferred-in amount	\$0
Funds transferred-out amount	\$0
2022–23 Title IV, Part A LEA available allocation	\$10,000

Reservations

Indirect cost reservation	\$973
Administrative reservation	\$0
Equitable services for nonprofit private schools	\$0
2022–23 Title IV, Part A LEA adjusted allocation	\$9,027

*****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.

2022–23 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

Title I, Part A Basic SACS Code 3010	No
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	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

*****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.

2022-23 Title I, Part A School Student Counts

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility and ranking for Title I, Part A school allocations.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

School ranking options Within the LEA

Select the highest to lowest school ranking method

Select a low income measure FRPM

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students counts, were pre-populated with PRIOR year (Fiscal Year 2021-22) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Student Enrollment	Eligible Low Income Students
Feather River Academy	0114207	7	12	3	43	35
Pathways Charter Academy	0140152	K	12	3	22	18
Sutter County Special Education	6069454	K	12	3	311	268

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.

2022–23 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)
Feather River Academy	0114207	Y	95.00	06/17/2008	
Pathways Charter Academy	0140152	N			
Sutter County Special Education	6069454	N			

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.

2022–23 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

LEA meets small LEA criteria.

A local educational agency (LEA) is defined as a small LEA if, based on the school list and the data entered in Title I, Part A School Student Counts, the LEA meets one or both of the following:

- Is a single school LEA
- Has enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

- a - Below LEA average and at or above 35% student low income
- d - Waiver for a desegregation plan on file
- e - Grandfather provision
- f - Feeder pattern

Low income measure	FRPM
Ranking Schools Highest to Lowest	Within the LEA
LEA-wide low income %	85.37%
Available Title I, Part A school allocations	\$86,959
Available parent and family engagement reservation	\$0

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2021–22 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Sutter County Special Education	6069454	3	311	268	86.17	*	*	1	0.00	0.00			0.00	
Pathways Charter Academy	0140152	3	22	18	81.82	*	*	2	0.00	0.00			0.00	

*****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.

2022–23 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2021–22 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Feather River Academy	0114207	3	43	35	81.40	*	*	3	2484.54	86958.90			86958.90	

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.

2021–22 Title I, Part A LEA Carryover

Report only expenditures and obligations made through September 30 for fiscal year 2021–22 allocation to determine funds to be carried over.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

Carryover Calculation

2021–22 Title I, Part A LEA allocation	\$103,424
Transferred-in amount	\$0
2021–22 Title I, Part A LEA available allocation	\$103,424
Expenditures and obligations through September 30, 2022	\$91,885
Carryover as of September 30, 2022	\$11,539
Carryover percent as of September 30, 2022	11.16%

*****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.

2021–22 Title III English Learner YTD Expenditure Report, 18 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2021 through December 31, 2022.

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

2021–22 Title III EL student program allocation	\$42,411
Transferred-in amount	\$0
2021–22 Total allocation	\$42,411
Object Code - Activity	
1000–1999 Certificated personnel salaries	\$16,503
2000–2999 Classified personnel salaries	\$0
3000–3999 Employee benefits	\$4,923
4000–4999 Books and supplies	\$19,868
5000–5999 Services and other operating expenditures	\$285
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$832
Total year-to-date expenditures	\$42,411
2021–22 Unspent funds	\$0

*****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.

2021–22 Title IV, Part A LEA Use of Funds and Carryover

The purpose of this data collection is to report year-to-date expenditures, by activity, and calculate Title IV, Part A carryover funds.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , TitleIV@cde.ca.gov, 916-319-0942

2021–22 Title IV, Part A LEA allocation	\$10,000
Funds transferred-in amount	\$0
Funds transferred-out amount	\$0
2021–22 Title IV, Part A LEA available allocation	\$10,000

Expenditures

Administrative and indirect costs	\$983
Well-Rounded Educational Opportunities activities	\$7,213
Safe and Healthy Students activities	\$1,804
Effective Use of Technology activities	\$0
Technology Infrastructure	\$0
Total expenditures	\$10,000
Carryover as of September 30, 2022	\$0

*****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.

2020–21 Title II, Part A Fiscal Year Expenditure Report, Closeout 27 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2020 through September 30, 2022.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

2020–21 Title II, Part A allocation	\$12,692
2020–21 Title II, Part A total apportionment issued	\$12,692
Transferred-in amount	\$0
Transferred-out amount	\$0
2020–21 Total allocation	\$12,692

Use of Funds

Class size reduction	No
Induction programs	No
Professional development for teachers	Yes
Professional development for administrators	Yes
Recruitment activities	No
Retention activities	No
Tuition reimbursement	No

Program Expenditures

4200–4299 Books and reference materials	\$0
4300–4399 Material and supplies	\$1,941
5100–5199 Subagreements for services	\$0
5200–5299 Travel and conferences	\$9,184
5300–5399 Dues and membership	\$0
5800–5899 Consulting/Professional services	\$0

Personnel Expenditures

1000–1999 Certificated personnel salaries	\$165
2000–2999 Classified personnel salaries	\$0
3000–3999 Employee benefits	\$33

Operational Expenditures

Direct administrative costs	\$0
Indirect costs	\$1,369

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.

2020–21 Title II, Part A Fiscal Year Expenditure Report, Closeout 27 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2020 through September 30, 2022.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636
 Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

Equitable services for nonprofit private schools	\$0
Total expenditures	\$12,692
2020–21 Unspent funds	\$0
Note: CDE will invoice the LEA for the unspent 2020–21 total allocation	

*****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.

2020–21 Title III English Learner YTD Expenditure Report, Closeout 27 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through September 30, 2022.

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

2020–21 Title III EL student program allocation	\$42,088
2020–21 Title III EL total apportionment issued amount	\$42,088
Transferred-in amount	\$0
2020–21 Total allocation	\$42,088
Object Code - Activity	
1000–1999 Certificated personnel salaries	\$7,371
2000–2999 Classified personnel salaries	\$0
3000–3999 Employee benefits	\$1,493
4000–4999 Books and supplies	\$23,750
5000–5999 Services and other operating expenditures	\$8,649
Direct administrative costs (amount cannot exceed 2% of the total apportionment issued amount plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$825
Total year-to-date expenditures	\$42,088
2020–21 Unspent funds	\$0
Note: CDE will invoice the LEA for the unspent 2020–21 total allocation	

*****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.

2020–21 Title IV, Part A LEA Closeout Report

The purpose of this data collection is to report final expenditures, by activity, and calculate Title IV, Part A unspent funds.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , TitleIV@cde.ca.gov, 916-319-0942

2020–21 Title IV, Part A LEA allocation	\$10,000
Funds transferred-in amount	\$0
Funds transferred-out amount	\$0
2020–21 Title IV, Part A LEA available allocation	\$10,000

Final Expenditures

Administrative and indirect costs	\$1,079
Well-Rounded Educational Opportunities activities	\$7,137
Safe and Healthy Students activities	\$1,784
Effective Use of Technology activities	\$0
Technology Infrastructure	\$0
Total expenditures	\$10,000
Amount of unspent funds	\$0
Note: CDE will invoice the LEA for the unspent funds	

*****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.

2019–20 Title II, Part A Fiscal Year Expenditure Report, Closeout 39 Months

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2019 through September 30, 2022.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

2019–20 Title II, Part A allocation	\$14,049
2019–20 Title II, Part A total apportionment issued	\$14,049
Transferred-in amount	\$0
Transferred-out amount	\$0
2019–20 Total allocation	\$14,049

Use of Funds

Class size reduction	No
Induction programs	No
Professional development for teachers	Yes
Professional development for administrators	Yes
Recruitment activities	No
Retention activities	No
Tuition reimbursement	No

Program Expenditures

4200–4299 Books and reference materials	\$0
4300–4399 Materials and supplies	\$161
5100–5199 Subagreements for services	\$0
5200–5299 Travel and conferences	\$12,071
5300–5399 Dues and membership	\$0
5800–5899 Consulting/Professional services	\$155

Personnel Expenditures

1000–1999 Certificated personnel salaries	\$0
2000–2999 Classified personnel salaries	\$0
3000–3999 Employee Benefits	\$0

Operational Expenditures

Direct administrative costs	\$0
Indirect costs	\$1,662

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.

2019–20 Title II, Part A Fiscal Year Expenditure Report, Closeout 39 Months

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2019 through September 30, 2022.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636
 Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

Equitable services for nonprofit private schools	\$0
Total expenditures and encumbrances	\$14,049
2019–20 Unspent funds	\$0
Note: CDE will invoice the LEA for the unspent 2019–20 total allocation	

*****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.

2019–20 Title III English Learner YTD Expenditure Report, Closeout 39 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2019 through September 30, 2022.

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2019–20 Title III EL student program allocation	\$38,095
2019–20 Title III EL total apportionment issued amount	\$38,095
Transferred-in amount	\$0
2019–20 Total allocation	\$38,095
Object Code - Activity	
1000–1999 Certificated personnel salaries	\$15,673
2000–2999 Classified personnel salaries	\$0
3000–3999 Employee benefits	\$3,290
4000–4999 Books and supplies	\$15,882
5000–5999 Services and other operating expenditures	\$2,503
Direct administrative costs (amount cannot exceed 2% of the total apportionment issued amount plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$747
Total year-to-date expenditures	\$38,095
2019–20 Unspent funds	\$0
Note: CDE will invoice the LEA for the unspent 2019–20 total allocation	

*****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.

2019–20 Title IV, Part A LEA Closeout Report

The purpose of this data collection is to report final expenditures, by activity, and calculate Title IV, Part A unspent funds.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , TitleIV@cde.ca.gov, 916-319-0942

2019–20 Title IV, Part A LEA allocation	\$10,000
Funds transferred-in amount	\$0
Funds transferred-out amount	\$0
2019–20 Title IV, Part A LEA available allocation	\$10,000

Final Expenditures

Administrative and indirect costs	\$1,183
Well-Rounded Educational Opportunities activities	\$7,053
Safe and Healthy Students activities	\$1,764
Effective Use of Technology activities	\$0
Technology Infrastructure	\$0
Total expenditures	\$10,000
Amount of unspent funds	\$0
Note: CDE will invoice the LEA for the unspent funds	

*****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.

Agenda Item No. 13.0

BOARD AGENDA ITEM: Section 218 Agreement – Employee Social Security Benefits

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Chelsey McGraw

SUBMITTED BY:

Nicolaas Hoogeveen

PRESENTING TO BOARD:

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

A section 218 Agreement is a voluntary agreement between the Social Security Administration (SSA) and the State to provide Social Security for local government employees.

This request allows a vote by CalPERS members to authorize continued participation in the Social Security program.

**Please staple on top of your correspondence.
This will ensure expedited delivery to our office.
Mail documents to either:**

Overnight Mail Service

California Public Employees' Retirement System
Social Security Program, EAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Social Security Program, EAMD
PO BOX 720720
Sacramento, CA 94229-0720

SOCIAL SECURITY DOCUMENTS

**CalPERS Mailroom: Please route the original
documents to Social Security Program, EAMD**

CalPERS ID #	20456A0472
Agency Name	Sutter County Schools County office of Education



**Official State Social Security Administrator
California Public Employees' Retirement System**

P.O. Box 720720, Sacramento, CA 94229-0720 | Phone: (916) 795-0810 | Fax: (916) 795-3005
888 CalPERS (or **888-225-7377**) | TTY: (877) 249-7442 | www.calpers.ca.gov/sssa

May 2, 2023

CalPERS ID No.: 2045640472

Chelsey Mcgraw
Payroll Coordinator
Sutter County Schools
970 KLAMATH LANE
YUBA CITY, CA 95993

Dear Chelsey Mcgraw,

Thank you for contacting the State Social Security Administrator's Office (State Administrator) regarding Social Security coverage for your agency.

Based on the information provided by the agency in the Coverage Questionnaire, the Sutter County Schools desires to conduct a majority vote election for employee social security benefits.

In a majority vote election, each employee who is a member of the California Public Employees' Retirement System will vote in the election. If a majority of the members vote in favor of Social Security coverage, all employees occupying positions covered under the retirement system will be covered under Social Security, including those who voted "no."

The first step is for the Sutter County Schools to adopt a resolution to request permission to conduct an election among eligible members of the California Public Employees' Retirement System. To do so, please complete and return the enclosed resolution and certification.

These documents should not be modified in any way as only the content included in the documents provided by this office will be accepted.

If you have any questions regarding the enclosed information, call us at (916) 795-0810.

Sincerely,

Veronica Silva-Gil
State Social Security Administrator Program

Enclosures

RESOLUTION 22-23-53

WHEREAS, Sutter County Schools hereinafter designated as "Public Agency", desires to include services performed by its employees in positions covered by California Public Employees' Retirement System in the California State Social Security Agreement of March 9, 1951, providing for the coverage of public employees under the old age, survivors, disability and health insurance system established by the Federal Social Security Act, as amended; and

WHEREAS, State and Federal laws require, as a condition of such coverage, that an election first be authorized by the Board of Administration, Public Employees' Retirement System, and conducted among the "eligible employees" (as defined in Section 218(d)(3) of the Social Security Act) of the Public Agency; and

WHEREAS, it is necessary that the "Public Agency" now designate any classes of positions covered by said retirement system which it desires to exclude from coverage under said insurance system;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Administration, Public Employees' Retirement System be, and hereby is requested to authorize the foregoing election; and

BE IT FURTHER RESOLVED, that upon receipt of authorization from the Board of Administration, an election shall be conducted in accordance with the requirements of Section 218(d) of the Social Security Act, and applicable State and Federal laws and regulations;

that such election shall be held on the question of whether service in positions covered by said retirement system should be excluded from or included under an agreement under the insurance system established under the Social Security Act, as hereinbefore provided, with such coverage effective as to services performed on and after May 1, 1980; and

BE IT FURTHER RESOLVED, that the following classes of positions covered by said retirement system of the "Public Agency" shall be excluded from coverage under said agreement:

1. All services excluded from coverage under the agreement by Section 218 of the Social Security Act; and
2. Services excluded by option of the Public Agency (**Check a or b; fill in b if checked**):
 - a. No optional exclusions desired.
 - b. Service performed: _____

BE IT FURTHER RESOLVED, that not less than ninety days' notice of such election be given to all "eligible employees" as hereinabove provided; and that Ron Sherrod, Assistant Superintendent of Business is hereby designated and appointed to conduct such election on behalf of the "Public Agency" in accordance with law, regulations, and this resolution, including the giving of proper notice thereof to all such "eligible employees"; and

BE IT FURTHER RESOLVED, that with respect to eligible members thereof, the benefits and contributions of the said retirement system shall not be modified in any way and

BE IT FURTHER RESOLVED, that the Public Agency will pay and reimburse the State at such time and in such amounts as may be determined by the State the approximate cost of any and all work and services relating to such election.

Ron Sherrod
Presiding Officer

Sutter County Schools
Official Name of Public Agency

6-22-23
Date

CERTIFICATION

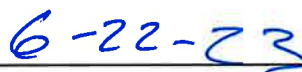
I, Tom Reusser, Superintendent of the Sutter County Schools, State of California, do hereby certify the foregoing to be a full, true, and correct copy of Resolution No. ~~22-13-53~~ adopted by the Governing Body of the Sutter County Schools at the regular/special meeting held on the 22 day of June, 2023, as the same appears of record in my office.



Signature

Superintendent

Title



Date

BOARD AGENDA ITEM: SP/BP and AR 6161.1 Selection and Evaluation of Instructional Materials- First Read

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

Brian Gault and Elizabeth Bhatti

Reports/Presentation

SUBMITTED BY:

Information

Brian Gault

Public Hearing

PRESENTING TO BOARD:

Other (specify)

Brian Gault

BACKGROUND AND SUMMARY INFORMATION:

SP/BP and AR 6161.1 were developed to provide clarity on the process used to select and evaluate instructional materials in Sutter County. These policies are new and added in response to recent guidance from CSBA related to the possibility of requests to remove or ban materials from classroom or libraries. This Superintendent/Board Policy has been approved by Cabinet and is being submitted for a first reading.

**Policies and Regulations Manual
Sutter County Superintendent of Schools *and* Sutter County Board of Education**

Series 6000- Instruction

Selection and Evaluation of Instructional Material

The Sutter County Superintendent of Schools (“SCSOS”) desires that SCSOS’ instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect and value society's diversity, and enhance instructors' ability to educate all students through the use of multiple teaching strategies and technologies. The Superintendent, subject to the approval of the Sutter County Board of Education (“Board”), shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and SCSOS’s curriculum to ensure that they effectively support the SCSOS’s adopted courses of study.

The Superintendent shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or that have, during the SCSOS’s review process, been determined to be aligned with the state academic content standards adopted by SBE. (Education Code 60200, 60210)

The Superintendent shall select instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and the accompanying administrative regulation. (Education Code 60400)

In selecting or adopting instructional materials, the Superintendent shall consider the recommendation of the SCSOS staff member(s) or designee(s) and/or an advisory committee established to review the materials.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of SCSOS’s selected instructional materials, including textbooks, technology-based materials, other educational materials, and tests. Technology-based materials include, but are not limited to, software programs, video disks, compact disks, optical disks, video and audio tapes, lesson plans, databases, and the electronic equipment required to make use of those materials by students and teachers as a learning resource. (Education Code 60010, 60119)

The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall

Policies and Regulations Manual
Sutter County Superintendent of Schools *and* Sutter County Board of Education

Series 6000- Instruction

post a notice in three public places within SCSOS containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks or other instructional materials that are aligned to the content standards adopted by SBE and consistent with the content and cycles of the curriculum framework adopted by SBE in each of the following subjects: (Education Code 60119)

1. Mathematics
2. Science
3. History-social science
4. English language arts, including the English language development component of an adopted program
5. World language
6. Health

The Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks or other instructional materials to use in class and to take home. This does not require that each student have two sets of materials. However, materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

If materials are in a digital format, they shall be considered sufficient as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in SCSOS, and has the ability to use and access them at home. (Education Code 60119)

If the Board determines that there are insufficient textbooks or other instructional materials, SCSOS shall

Policies and Regulations Manual Sutter County Superintendent of Schools *and* Sutter County Board of Education

Series 6000- Instruction

provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks or instructional materials. The Board shall take any action to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

The degree to which every student has sufficient access to standards-aligned instructional materials shall be included in SCSOS's local control and accountability plan. (Education Code 52060)

Complaints

Complaints concerning instructional materials shall be handled in accordance with BP/AR 1312.2 - Complaints Concerning Instructional Materials or AR 1312.4 - Williams Uniform Complaint Procedures, as applicable

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Management Resources

California Department of Education
Publication

Description

Standards for Evaluating Instructional Materials for Social
Content, 2013

California Department of Education
Publication

Instructional Materials FAQ

California Department of Education
Publication

01-05 Guidelines for Piloting Textbooks and Instructional
Materials, rev. January 2015

Website

[CSBA](#)

Website

[California Department of Education](#)

Website

[California Academic Content Standards Commission, Common](#)

Policy Approved:

Sutter County Superintendent of Schools and Sutter County Board of Education

**Policies and Regulations Manual
Sutter County Superintendent of Schools *and* Sutter County Board of Education**

Series 6000- Instruction

	Core State Standards
Website	Association of American Publishers
State	Description
5 CCR 9505-9530	Instructional materials
Ed. Code 1240	County superintendent of schools, duties
Ed. Code 220	Prohibition of discrimination
Ed. Code 33050-33053	General waiver authority
Ed. Code 33126	School accountability report card
Ed. Code 35272	Education and athletic materials
Ed. Code 44805	Enforcement of course of studies; use of textbooks, rules and regulations
Ed. Code 49415	Maximum textbook weight
Ed. Code 51501	Prohibited means of instruction
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 60000-60005	Instructional materials, legislative intent
Ed. Code 60010	Instructional materials, definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60060-60063.5	Requirements for publishers and manufacturers
Ed. Code 60070-60076	Prohibited acts (re instructional materials)
Ed. Code 60110-60115	Instructional materials on alcohol and drug education
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60200-60210	Elementary school materials

Policies and Regulations Manual
Sutter County Superintendent of Schools *and* Sutter County Board of Education

Series 6000- Instruction

Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60350-60352	Core reading program instructional materials
Ed. Code 60400-60411	Instructional materials, high schools
Ed. Code 60510-60511	Donation for sale of obsolete instructional materials
Ed. Code 60605	State-adopted content and performance standards in core curricular areas
Ed. Code 60605.8	Common Core standards
Ed. Code 60605.86-60605.88	Supplemental instructional materials aligned with Common Core State Standards

Policies and Regulations Manual
Sutter County Superintendent of Schools and Sutter County Board of Education

6000 Instruction

Selection and Evaluation of Instructional Materials

Sutter County Superintendent of School's (SCSOS) review process for evaluating instructional materials shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members in accordance with Education Code 60002. The review process may also involve administrators, other staff who have subject-matter expertise, and students as appropriate. The Superintendent or designee shall seek input from stakeholders with diverse backgrounds and perspectives.

If SCSOS is considering the use of instructional materials for grades K-8 that have not been adopted by the State Board of Education (SBE), the Superintendent or designee shall ensure that a majority of the participants in the SCSOS's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

The Superintendent or designee may establish an advisory committee to conduct the review of instructional materials.

The Superintendent or designee shall present to the Sutter County Board of Education (the "Board") recommendations for instructional materials and documentation that supports the recommendations.

All recommended instructional materials shall be available for public inspection, for 10 days, at the SCSOS office.

When possible, SCSOS may pilot instructional materials in a representative sample of classrooms for a specified period of time during a school year, in order to determine the extent to which the materials support the SCSOS's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Criteria for Selection and Adoption of Instructional Materials

In recommending instructional materials for approval by the Board, the Superintendent or designee shall ensure that the materials:

1. Are aligned to the content standards adopted by SBE and consistent with the content and cycles of the curriculum framework adopted by SBE

For grades K-8, only instructional materials on the list of materials adopted by SBE and/or other instructional materials that have not been adopted by SBE but are aligned with the state academic content standards or the Common Core State Standards may be recommended for selection.
(Education Code 60200, 60210)

Policies and Regulations Manual
Sutter County Superintendent of Schools *and* Sutter County Board of Education

6000 Instruction

For grades 9-12, instructional materials in history-social science, mathematics, English/language arts, and science shall be reviewed using a standards map in order to determine the extent to which the materials are aligned to state academic content standards.

2. Do not reflect adversely upon persons because of any characteristic specified in law and BP 0410 - Nondiscrimination in County Programs and Activities, nor contain any sectarian or denominational doctrine or propaganda contrary to law (Education Code 51501, 60044)
3. To the satisfaction of the Superintendent, are accurate, objective, current, and suited to the needs and comprehension of SCSOS students at their respective grade levels (Education Code 60045)
4. With the exception of literature and tradebooks, use proper grammar and spelling (Education Code 60045)
5. Do not expose students to a commercial brand name, product, or corporate or company logo unless the Superintendent makes a specific finding that the use is appropriate based on one of the following: (Education Code 60048, 60200)
 - a. The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by SBE.
 - b. The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration.
6. Meet the requirements of Education Code 60040-60043 for specific subject content, including, but not limited, accurately portraying society's cultural and racial diversity
7. Support the SCSOS's adopted courses of study and curricular goals
8. Contribute to a comprehensive, balanced curriculum

Policies and Regulations Manual
Sutter County Superintendent of Schools and Sutter County Board of Education

6000 Instruction

9. Demonstrate reliable quality of scholarship as evidenced by:
 - a. Accurate, up-to-date, and well-documented information
 - b. Objective presentation of diverse viewpoints
 - c. Clear, concise writing and appropriate vocabulary
 - d. Thorough treatment of subject matter
10. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels
11. Stimulate discussion of contemporary issues and improve students' thinking and decision-making skills
12. As appropriate, have corresponding versions available in languages other than English
13. Include high-quality teacher's guides
14. When available, include options for lighter weight materials in order to help minimize any injury to students by the combined weight of instructional materials

In addition to meeting the above criteria as applicable, technology-based materials shall:

1. Be both available and comparable to other, equivalent instructional materials (Education Code 60052)
2. Be accessible to all students, including economically disadvantaged students, students with disabilities, and English learners
3. Protect the privacy of student data

Conflict of Interest

To ensure integrity in the evaluation and selection of instructional materials, individuals who are

Policies and Regulations Manual
Sutter County Superintendent of Schools and Sutter County Board of Education

6000 Instruction

participating in the evaluation of instructional materials and are not otherwise designated in the SCSOS's conflict of interest code shall sign a disclosure statement indicating that they:

1. Will not accept any emolument, money, or other valuable thing or inducement to directly or indirectly introduce, recommend, vote for, or otherwise influence the adoption or purchase of any instructional material (Education Code 60072)

Sample copies of instructional materials are excepted from this prohibition. (Education Code 60075)

2. Are not employed by nor receive compensation from the publisher or supplier of the instructional materials or any person, firm, organization, subsidiary, or controlling entity representing it
 3. Do not have an interest as a contributor, author, editor, or consultant in any textbook or other instructional material submitted to SCSOS
-

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Management Resources

California Department of Education
Publication

Description

Standards for Evaluating Instructional Materials for Social
Content, 2013

California Department of Education
Publication

Instructional Materials FAQ

California Department of Education
Publication

01-05 Guidelines for Piloting Textbooks and Instructional
Materials, rev. January 2015

Website

[CSBA](#)

Website

[California Department of Education](#)

Website

[California Academic Content Standards Commission, Common](#)

Policy Approved:

Sutter County Superintendent of Schools and Sutter County Board of Education

Policies and Regulations Manual
Sutter County Superintendent of Schools *and* Sutter County Board of Education

6000 Instruction

	Core State Standards
Website	Association of American Publishers
State	Description
5 CCR 9505-9530	Instructional materials
Ed. Code 1240	County superintendent of schools, duties
Ed. Code 220	Prohibition of discrimination
Ed. Code 33050-33053	General waiver authority
Ed. Code 33126	School accountability report card
Ed. Code 35272	Education and athletic materials
Ed. Code 44805	Enforcement of course of studies; use of textbooks, rules and regulations
Ed. Code 49415	Maximum textbook weight
Ed. Code 51501	Prohibited means of instruction
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 60000-60005	Instructional materials, legislative intent
Ed. Code 60010	Instructional materials, definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60060-60063.5	Requirements for publishers and manufacturers
Ed. Code 60070-60076	Prohibited acts (re instructional materials)
Ed. Code 60110-60115	Instructional materials on alcohol and drug education
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60200-60210	Elementary school materials

Policies and Regulations Manual
Sutter County Superintendent of Schools *and* Sutter County Board of Education

6000 Instruction

Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60350-60352	Core reading program instructional materials
Ed. Code 60400-60411	Instructional materials, high schools
Ed. Code 60510-60511	Donation for sale of obsolete instructional materials
Ed. Code 60605	State-adopted content and performance standards in core curricular areas
Ed. Code 60605.8	Common Core standards
Ed. Code 60605.86-60605.88	Supplemental instructional materials aligned with Common Core State Standards

Agenda Item No. 15.0

BOARD AGENDA ITEM: Second Reading and Board Approval of Revisions to Board Bylaws

BOARD MEETING DATE: July 12, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Maggie Nicoletti

SUBMITTED BY:

Maggie Nicoletti

PRESENTING TO BOARD:

Superintendent Reusser

BACKGROUND AND SUMMARY INFORMATION:

The following Board Bylaws, with revisions, are presented to the Board for a second reading and Board approval:

- Board Bylaw 9270 – Conflict of Interest
- Board Bylaw 9320 – Meetings and Notices

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

Conflict of Interest

The Sutter County Board of Education (Board) desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the county and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

~~(cf. 9005—Governance Standards)~~

Upon direction by the code reviewing body (Sutter County Board of Supervisors), the Board shall review the Sutter County Superintendent of Schools (county) conflict of interest code and submit any changes to the code reviewing body.

When a change in the county's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the county's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

~~(cf. 9320—Meetings and Notices)~~

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the county's conflict of interest code. A Board member who leaves office or a designated employee who leaves county employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or county employment. (Government Code 87302, 87500)

~~(cf. 4117.2/4217.2/4317.2—Resignation)~~

~~(cf. 9222—Resignation)~~

Conflict of Interest under the Political Reform Act

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the county to any course of action, or enters into any contractual agreement on behalf of the County **Board**. (2 CCR ~~18702.4~~ 18704)

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. He/she may remain on the dais, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR ~~18702.1-18700~~)

Additional Requirements for Boards that Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following: (Government Code 87105; 2 CCR 18702.5)

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

However, the Board member may speak on the issue during the time that the general public speaks on it and may leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public.

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

4. If the Board's decision is made during closed session, disclose his/her interest orally during the open session preceding the closed session. This disclosure shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. He/she shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recording or any other nonpublic information regarding the Board's decision.

~~(cf. 3430 – Investing)~~

Conflict of Interest from Campaign Contributions

To avoid improper influence over the County Board's decision-making involving the issuance of a license, permit, or the other entitlements for use, including a contract, COE officers, which includes County Board members or agency heads, shall comply with Government Code 84308, including the following: (Government Code 84308)

1. A COE officer is prohibited from accepting, soliciting, or directing a contribution of more than \$250 from any party or participant to a proceeding involving a license, permit, or other entitlement for use, including a contract, or from that person's agent, while the proceeding is pending before the County Board and for 12 months following the date a final decision is rendered in the proceeding, if the County Board member knows or has reason to know that the party or participant has a financial interest in the County Board's decision.
2. Any COE officer who received a contribution of more than \$250 from a party or participant in the preceding 12 months shall disclose that fact on the record of the proceeding prior to the County Board rendering a decision in the proceeding. If the COE officer willfully or knowingly received the contribution and knows or has reason to know that the participant has a financial interest in the County Board's decision, the COE officer shall not make, participate in making, or in any way attempt to use the official position to influence the County Board's decision.

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

3. A COE officer who receives a contribution that would otherwise require disqualification as described in Item #2 above may participate in the proceeding if the contribution is returned within 30 days from the time the COE officer knows or should have known about the contribution and the proceeding.
4. A COE officer who unknowingly accepts, solicits, or directs a contribution of more than \$250 during the 12 months after the date of the County Board's final decision on the proceeding may cure the violation by returning the contribution, or the portion exceeding \$250, within 14 days of accepting, soliciting, or directing the contribution, provided the COE officer did not knowingly or willfully accept, solicit, or direct the prohibited contribution. The COE officer shall maintain records of curing the violation.

The provisions in Government Code 84308 as specified above do not apply to labor contracts, competitively bid contracts, and personal employment contracts. (Government Code 84308)

Conflict of Interest under Government Code 1090

Board members, employees, or county consultants shall not be financially interested in any contract made by the Board on behalf of the county, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the county is barred from entering into the contract. (Government Code 1090) ~~Klistoff v. Superior Court, (2007) 157 Cal.App. 4th 469)~~

A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a county employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)

A Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. (Government Code 1091)

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

To avoid the appearance of impropriety, County Board members may decide not to participate in any discussion or action involving contracts where the County Board member's interest is a "noninterest" or "remote interest" as described in Education Code 1091 and 1091.5.

Common Law Doctrine Against Conflict of Interest

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

Rule of Necessity or Legally Required Participation

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

Incompatible Offices and Activities

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the county. (Government Code 1099, 1126)

~~(cf. 4136/4236/4336 – Non-school Employment)~~

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the county for Board members and designated employees. (Government Code 89506)

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term honorarium does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the county for donation into the general fund without being claimed as a deduction from income for tax purposes

Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office

35107 School district employees

35230-35240 Corrupt practices, especially:

35233 Prohibitions applicable to members of governing boards

41000-41003 Moneys received by school districts

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

81000-91014 Political Reform Act of 1974, especially:

82011 Code reviewing body

87100-87103.6 General prohibitions

87200-87210 Disclosure

87300-87313 Conflict of interest code

87500 Statements of economic interests

89501-89503 Honoraria and gifts

91000-91014 Enforcement

PENAL CODE

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

85-88 Bribes

CODE OF REGULATIONS, TITLE 2

18110-18997 Regulations of the Fair Political Practices Commission, especially:

18702.5 Public identification of a conflict of interest for Section 87200 filers

COURT DECISIONS

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops.Cal.Atty.Gen. 26 (2009)

92 Ops.Cal.Atty.Gen. 19 (2009)

89 Ops.Cal.Atty.Gen. 217 (2006)

86 Ops.Cal.Atty.Gen. 138(2003)

85 Ops.Cal.Atty.Gen. 60 (2002)

82 Ops.Cal.Atty.Gen. 83 (1999)

81 Ops.Cal.Atty.Gen. 327 (1998)

80 Ops.Cal.Atty.Gen. 320 (1997)

69 Ops.Cal.Atty.Gen. 255 (1986)

68 Ops.Cal.Atty.Gen. 171 (1985)

65 Ops.Cal.Atty.Gen. 606 (1982)

63 Ops.Cal.Atty.Gen. 868 (1980)

Management Resources:

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEB SITES

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

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

Series 9000 – Board Bylaws

**Attachment A
Designated Positions**

The Government Code requires the conflict of interest code to identify positions which involve making or participating in decisions which may affect financial interests. For each position so designated, the code also must specify what category or categories of financial interests are to be reported.

1. Persons occupying the following positions are designated employees and must disclose financial interests in Category 1, Category 2, Category 3 and Category 4 defined in Attachment B.

Governing Board Members
Superintendent of Schools
Deputy Superintendent
Assistant Superintendents
Directors
Principals

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

Attachment B
Disclosure Categories

Category 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency.

(Government Code § 82035)

Persons shall not be required to disclose property used primarily as their residence.

(Government Code § 87206(f))

Category 2

Persons in this category shall disclose all investments. “Investment” means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments, and any partnership or other ownership interest owned directly, indirectly, or beneficially by the officer or employee, or his or her immediate family, if the business entity or any parent, subsidiary, or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any disclosure statement is required under this Code. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term “investment” does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or debt instrument issued by any government or government agency. Investments of an individual include, a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly, or beneficially, a ten percent (10%) interest or greater. (Government Code § 82034)

Category 3

Persons in this category shall disclose all income except as provided in subsection (b).

(a) “Income” means, except as provided in subdivision (b), as payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverages, loan, forgiveness or payment of indebtedness received by the officer or employee, reimbursement for expenses, per

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse. Income also includes an outstanding loan. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly, or beneficially, a ten percent (10%) interest or greater.

“Income,” other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time a disclosure statement is required.

(b) “Income” also does not include:

(1) Campaign contributions required to be reported under Chapter 4 of Title 9 [of the Government Code], commencing with § 84100.

(2) Salary and reimbursement for expenses or per diem received from a state, local, or federal government agency, and reimbursement for travel expenses and per diem received from a bona fide nonprofit entity exempt from taxation under § 501(c)(3) of the Internal Revenue Code.

(3) Any devise or inheritance.

(4) Interest, dividends, or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt instrument issued by any government or governmental agency.

(5) Dividends, interest, or any other return on a security which is registered with the Securities and Exchange Commission of the United States government or a commodity future registered with the Commodity Futures Trading Commission of the United States government, except proceeds from the sale of these securities and commodities futures.

(6) Redemption of a mutual fund.

(7) Alimony or child support payments.

(8) Any loan or loans from a commercial lending institution which are made in the lender’s regular course of business on terms available to members of the public without regard to official status.

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

(9) Any loan from or payments received on a loan made to an individual's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt, or first cousin, or the spouse of any such person, provided that a loan or loan payment received from any such person shall be considered income if he or she is acting as an agent or intermediary for any person not covered by this paragraph.

(10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status.

(11) Payments received under a defined benefit pension plan qualified under Internal Revenue Code § 401(a).

(12) Proceeds from the sale of securities registered with the Securities and Exchange Commission of the United States government or from the sale of commodities futures registered with the Commodity Futures Trading Commission of the United States government if the officer or employee sells the securities or the commodities futures on a stock or commodities exchange and does not know or have reason to know the identity of the purchaser. (Government Code § 82030)

Category 4

Persons in this category shall disclose the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's or officer's position with the business entity. (2 California Code Regulations § 18730(b)(7)(D))

Policies and Regulations Manual Sutter County Board of Education

Series 9000 – Board Bylaws

Meetings and Notices

Meetings of the County Board of Education are conducted for the purpose of accomplishing County Board business. In accordance with state open meeting laws (Brown Act), the County Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, County Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the County Board's bylaws, policies, and administrative regulations.

A County Board meeting exists whenever a majority of County Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

A majority of the County Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the County Board. However, the County Superintendent of Schools or a county office of education (COE) employee or official may engage in separate conversations with County Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the County Board, as long as that person does not communicate the comments or position of any County Board members to other County Board members. (Government Code 54952.2)

In order to help ensure the participation of individuals with disabilities at County Board meetings, appropriate disability-related accommodations or modifications shall be provided upon request in accordance with the Americans with Disabilities Act. **Any doubt about a request for accommodation shall be resolved in favor of accessibility.** (Government Code 54953, 54953.2, 54954.1, 54954.2)

Regular Meetings

The County Board shall hold one regular meeting(s) each month according to a schedule adopted by the Board at its Annual Organizational Meeting. In no case will there be less than one regular meeting of the Board per month. If a regular meeting falls on a holiday, the meeting will be rescheduled. The schedule of meeting dates and times will be distributed annually.

Meetings, unless otherwise specified, shall be held in the Board Room at the Sutter

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

County Superintendent of Schools Office, 970 Klamath Lane, Yuba City, CA 95993.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the County Board's and/or COE's web site. (Government Code 54954.2)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the County Board less than 72 hours before the meeting, the secretary to the County Board or his/her designee shall make the materials available for public inspection at a public office or location designated for that purpose at the time the materials are distributed to all or a majority of the County Board. (Government Code 54957.5)

Special Meetings

Special meetings of the County Board may be called by the board president when exigencies require them to be held, or whenever any three members of the County Board make a written request for such a meeting. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the County Superintendent. (Education Code 1012; Government Code 54956)

Written notice of special meetings shall be delivered personally or by any other means to all County Board members and the local media who have requested such notice in writing. The notice also shall be posted on the County Board's and/or COE's web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and location of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Government Code 54956)

Any County Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the secretary of the County Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the County Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the County Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The County Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the County Board
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the County Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the County Board

Except in the case of a dire emergency, the County Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the County Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the County Board. In the case of a dire emergency, the County Board president or designee shall give such notice at or near the time he/she notifies the other members of the County Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the County Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the County Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment.

Policies and Regulations Manual Sutter County Board of Education

Series 9000 – Board Bylaws

Less than a quorum of the County Board may adjourn such a meeting. If no County Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The County Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The County Board may also convene a retreat or discussion meeting to discuss County Board roles and relationships.

Public notice shall be given in accordance with law when a quorum of the County Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within the county. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of County Board members at any of the following events is not subject to the Brown Act provided that a majority of the County Board members do not discuss specific County Board business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the County Board or COE to address a topic of local community concern
3. An open and noticed meeting of another body of the COE
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

6. An open and noticed meeting of a standing committee of the County Board, provided that the County Board members who are not members of the standing committee attend only as observers.

Individual contacts or conversations between a County Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

Meetings shall be held within the county, except to do any of the following:
(Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the COE is a party
2. Inspect real or personal property which cannot conveniently be brought into the county, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the COE has no meeting facility within its boundaries or if its principal office is located outside the county
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the COE over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the COE but located outside the county, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the County Board's legal counsel for a closed session on

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

pending litigation, when doing so would reduce legal fees or costs

8. Interview residents of another county or district regarding the County Board's potential employment of an applicant for interim County Superintendent

Meetings exempted from the boundary requirements, as specified in items #1-8 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the County Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the County Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the County Board in which County Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the County Board, including the right to address the County Board directly at each teleconference location. (Government Code 54953)

The County Board may use teleconferences for all purposes in connection with any meeting within its subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the County Board shall participate from locations within the County. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the County Board, including the right to address the County Board directly at each teleconference location. (Government

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

Code 54953)

All County Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The County Board secretary or designee shall facilitate public participation in the meeting at each teleconference location.

Teleconferencing During a Personal Emergency

Until January 1, 2026, with approval from the majority of the County Board, a County Board member may be permitted to participate in a meeting remotely when a physical or family medical emergency prevents the County Board member from attending in person. The County Board member requesting to appear remotely shall notify the County Board of the emergency situation as soon as possible and provide a concise general description of the circumstances relating to the County Board member's need to appear remotely. The County Board member shall not be required to disclose any disability, medical diagnosis, or personal medical information exempt under existing law. (Government Code 54953)

A County Board member may not appear remotely under emergency circumstances for more than 20 percent of the County Board's regular meetings or for more than three consecutive months. (Government Code 54953)

When a County Board member is approved to participate remotely due to emergency circumstances, the County Board member is not required to participate from a location which is accessible to the public and the location does not need to be identified on the agenda. (Government Code 54953)

If permitted to participate remotely, the County Board member shall utilize both audio and visual technology and publicly disclose, before any action is taken, whether any other individuals 18 years or older are present in the remote location with the County Board member, and the general nature of the member's relationship with such individuals. (Government Code 54953)

The COE shall also provide public access to the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with public comment being allowed via the remote platform as well as in person and the public shall be able to offer comments in real time. The agenda shall include information describing how members of the public can access the platform. (Government Code 54953)

If a disruption prevents broadcasting the meeting to members of the public using the call-in option or internet-based service option, or a disruption that is within the County

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

Board's control prevents members of the public from offering public comments using the call-in option or internet-based service option, the County Board shall not take action on agenda items until public access to the meeting is restored. (Government Code 54953)

Teleconferencing for "Just Cause"

A County Board member may be permitted to appear remotely, pursuant to the provisions below, for just cause for no more than two meetings per calendar year. A County Board member appearing for just cause shall notify the County Board at the earliest possible opportunity of the need to participate in the meeting remotely, including at the start of a regular meeting. (Government Code 54953)

Just Cause may exist for any of the following: (Government Code 54953)

1. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a County Board member to participate remotely
2. A contagious illness prevents a County Board member from attending in person
3. A County Board member has a need related to a physical or mental disability not otherwise reasonably accommodated
4. A County Board member is traveling while on official business of the County Board or another state or local agency

When a County Board member participates remotely for just cause, the County Board member is not required to participate from a location which is accessible to the public and the location does not need to be identified on the agenda. (Government Code 54953)

If the County Board member participates remotely, the County Board member shall utilize both audio and visual technology and publicly disclose, before any action is taken, whether any other individuals 18 years or older are present in the remote location with the County Board member, and the general nature of the member's relationship with such individuals. (Government Code 54953)

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

The COE shall also provide public access to the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with public comment being allowed via the remote platform as well as in person and the public shall be able to offer comments in real time. The agenda shall include information describing how members of the public can access the platform. (Government Code 54953)

If a disruption prevents broadcasting the meeting to members of the public using the call-in option or internet-based service option, or a disruption that is within the County Board's control prevents members of the public from offering public comments using the call-in option or internet-based service option, the County Board shall not take action on agenda items until public access to the meeting is restored. (Government Code 54953)

Teleconferencing During a Proclaimed State of Emergency

Until January 1, 2024, the County Board may conduct County Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for members of the public to address the County Board directly at each teleconference location, and ensuring that at least a quorum of the County Board participate from locations within COE boundaries, during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. State or local officials have imposed or recommended measures to promote social distancing
2. For the purpose of determining, by majority vote, whether as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees
3. When it has been determined, by majority vote as described in Item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

To conduct a teleconference meeting for these purposes, the following requirements shall be satisfied: (Government Code 54953)

1. The notice and agenda shall be as given and posted as otherwise required by the Brown Act

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

2. The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option

Members of the public may be required to register to log in to a meeting when making public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the County Board. “In accordance with California Government Code 54953.3 SCBOE itself shall not require a member of the public, as a condition to attendance at a meeting or making of public comments, to register his or her name, to provide other information, to complete a questionnaire, or otherwise to fulfill any condition precedent to his or her attendance or making of comment.”

3. Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the County Board directly pursuant to Government Code 54954.3
4. Members of the public shall not be required to submit public comments in advance of a County Board meeting and shall be provided an opportunity to address the County Board and offer comments in real time
5. Public comment periods shall not be closed until the timed public comment period, if such is offered by the County Board, has elapsed or, if not timed, until a reasonable amount of time per agenda item has been allowed
6. If during a County Board meeting a disruption occurs which prevents the COE from broadcasting the meeting to members of the public or for members of the public to offer public comments, the County Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored

The COE may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953)

The County Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

1. The state of emergency continues to directly impact the ability of the County Board to meet safely in person
2. State or local officials continue to impose or recommend measures to promote social distancing

Federal	Description
1009	<u>Annual organizational meeting; date and notice</u>
1010	<u>County Superintendent- ex-officio secretary and executive officer</u>
1011	<u>Time and place of meetings</u>
1012	<u>Special meetings</u>
1040-1042	<u>Duties and responsibilities of county boards</u>
11135	<u>Nondiscrimination in programs or activities funded by state</u>
12101-12213	<u>Americans with Disabilities Act</u>
28 CFR 35.160	<u>Effective communications</u>
28 CFR 36.303	<u>Auxiliary aids and services</u>
35.160	<u>Communications, general</u>
3511.1	<u>Local agency executives</u>
36.303	<u>Auxiliary aids and services</u>
42 USC 12101-12213	<u>Americans with Disabilities Act</u>
54950-54963	<u>Brown Act, especially</u>
54953	<u>Meetings to be open and public; attendance</u>
54954	<u>Time and place of regular meetings; special meetings; emergencies</u>
54954.2	<u>Agenda posting requirements, county board actions</u>
54956	<u>Special meeting notices</u>
54956.5	<u>Emergency meeting notices</u>
78	<u>Ops.Cal.Atty.Gen. 327 (1995)</u>
79	<u>Ops.Cal.Atty.Gen. 69 (1996)</u>
84	<u>Ops.Cal.Atty.Gen. 181 (2001)</u>
88	<u>Bribery, forfeiture from office</u>

Management Resources	Description
Attorney General Opinion	<u>88 Ops.Cal.Atty.Gen. 218 (2005)</u>

**Policies and Regulations Manual
Sutter County Board of Education**

Series 9000 – Board Bylaws

Attorney General Opinion	<u>84 Ops.Cal.Atty.Gen. 30 (2001)</u>
Attorney General Opinion	<u>84 Ops.Cal.Atty.Gen. 181 (2001)</u>
Attorney General Opinion	<u>79 Ops.Cal.Atty.Gen. 69 (1996)</u>
Attorney General Opinion	<u>78 Ops.Cal.Atty.Gen. 327 (1995)</u>
Court Decision	<u>Wolfe v. City of Fremont, (2006) 144 Cal.App. 544</u>
CSBA Publication	<u>The Brown Act: School Boards and Open Meeting Laws, rev. 2014</u>
Institute for Local Government Publication	<u>The ABCs of Open Government Laws</u>
League of California Cities Publication	<u>Open and Public IV: A Guide to the Ralph M. Brown Act, 2nd Ed., 2010</u>
Website	<u>League of California Cities</u>
Website	<u>Institute for Local Government</u>
Website	<u>CSBA</u>
Website	<u>California Attorney General's Office</u>

State	Description
Ed. Code 35140	<u>Time and place of meetings</u>
Ed. Code 35143	<u>Annual organizational meetings; date and notice</u>
Ed. Code 35144	<u>Special meeting</u>
Ed. Code 35145	<u>Public meetings</u>
Ed. Code 35145.5	<u>Agenda; public participation; regulations</u>
Ed. Code 35146	<u>Closed sessions; student matters</u>
Ed. Code 35147	<u>Open meeting laws exceptions</u>
Gov. Code 11135	<u>Nondiscrimination in programs or activities funded by state</u>
Gov. Code 3511.1	<u>Local agency executives</u>
Gov. Code 54950-54963	<u>The Ralph M. Brown Act</u>
Gov. Code 54953	<u>Oral summary of recommended salary and benefits of superintendent</u>
Gov. Code 54954	<u>Time and place of regular meetings</u>
Gov. Code 54954.2	<u>Agenda posting requirements, board actions</u>
Gov. Code 54956	<u>Special Meetings</u>
Gov. Code 54956.5	<u>Emergency meetings</u>