

Richmond Board of Trustees
Regular Meeting
Thursday, February 10, 2022
Open Session 6:00 P.M.
The meeting will be held in the **Resource Room**.

The Board of Trustees of the Richmond School District welcomes you to this meeting. Members of the public may be heard on any item on the Board's agenda. Comments of the public on an item that appears on the agenda will be allowed during consideration of that item by the Board. While not required, the Board would appreciate it if you would identify yourself with your name and your address when addressing the Board.

1. **Open Session Call to Order at 6:00 p.m.**
 - 1.1 Flag Salute

2. **Public Comments**

This is an opportunity for any member of the public to address the Governing Board on any matter not on the agenda but which is within the jurisdiction of the Board.

3. **Approval of Agenda**

4. **Reports from Richmond Organizations and Staff**
 - 4.1 **RCA**
 - 4.1.1 RCA Report
 - 4.2 **Superintendent/Principal Report**
 - 4.2.1 Student Body Report
 - 4.2.2 California Healthy Kids Survey (CHKS) PowerPoint
 - 4.2.3 Comprehensive School Safety Plan
 - 4.2.4 Extended Learning Opportunities Program
 - 4.2.5 CSBA Policy Review Dates
 - 4.2.6 Hosting Geography Bowl - April
 - 4.3 **Director of Buildings and Grounds**
 - 4.3.1 Gym Paint Project
 - 4.3.2 Spring Break Projects
 - 4.3.3 Tentative Summer Projects
 - 4.4 **Certificated Staff and Classified Staff Report**
 - 4.4.1 Certificated Staff Report
 - 4.4.2 Classified Staff Report

5. **Curriculum/Student Performance**
 - 5.1 20/21 CAASPP Results Comparisons
 - 5.2 TCI History Curriculum Implementation
6. **Business**
 - 6.1 Approval/Discussion of Year 3 of 3-year contract with Stephen Roatch Accountancy Corporation ACTION
 - 6.2 Approval/Discussion of Consolidated Application ACTION
 - 6.3 Approval/Discussion the hiring of Paraprofessional - Victoria Haproff ACTION
 - 6.4 Approval of the Williams Act Quarterly Statement ACTION
 - 6.5 Approval/Discussion of School Accountability Report Card (SARC) ACTION
 - 6.6 Approval/Discussion of the 2022 Supplement to the Annual Update for 2021-22 Local Control Accountability Plan ACTION
7. **Minutes**
 - 7.1 Approval of minutes of the regular meeting on January 13, 2022 ACTION
8. **Policy**
9. **Warrants**
 - 9.1 Approval of warrant list(s) for February ACTION
10. **Correspondence**

No Correspondence
11. **Information: Comments from Board Members**
12. **Closed Session**

No Closed Session
13. **Adjournment**

Summary 21/22 - Year to Date

7/1/2021 through 2/7/2022

2/7/2022

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Category	7/1/2021- 2/7/2022
INCOME	
General	
Calif Future Busines Leaders of Am...	995.44
Eagle Lake Camp	95.00
Eighth Grade	4,277.82
Fifth Grade	27.31
Gate	759.33
General	5,564.71
Leadership	4,245.18
Seventh Grade	59.18
Sixth Grade	175.00
Sutter's Fort	3,398.23
Third Grade	113.00
Yearbook	3,041.89
TOTAL General	22,752.09
TOTAL INCOME	22,752.09
OVERALL TOTAL	22,752.09

**Smarter Summative ELA and Math
2020-2021
District Comparison**

ELA- Grade 3

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	40.48%	30.95%	16.67%	11.90%	28.57%
Johnstonville	55.00%	10.00%	20.00%	15.00%	35.00%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	n/a	n/a	n/a	n/a	n/a
Richmond	17.65%	11.76%	47.06%	23.53%	70.59%
Shaffer	65.00%	20.00%	10.00%	5.00%	15.00%
Susanville	41.59%	27.43%	18.58%	12.39%	30.97%
Long Valley Susanville	*	*	*	*	*
Statewide					39.79%

Math- Grade 3

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	40.48%	30.95%	26.19%	2.38%	28.57%
Johnstonville	47.37%	15.79%	26.32%	10.53%	36.85%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	n/a	n/a	n/a	n/a	n/a
Richmond	23.53%	35.29%	29.41%	11.76%	41.17%
Shaffer	65.00%	15.00%	20.00%	0.00%	20.00%
Susanville	41.59%	20.35%	28.32%	9.73%	38.05%
Long Valley Susanville	*	*	*	*	*
Statewide					39.74%

ELA- Grade 4

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	48.65%	24.32%	18.92%	8.11%	27.03%
Johnstonville	52.94%	29.41%	11.76%	5.88%	17.64%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	n/a	n/a	n/a	n/a	n/a
Richmond	12.00%	24.00%	20.00%	44.00%	64.00%
Shaffer	33.33%	44.44%	22.22%	0.00%	22.22%
Susanville	40.57%	24.53%	17.92%	16.98%	34.90%
Long Valley Susanville	*	*	*	*	*
Statewide	37.87%	20.64%	20.39%	21.09%	41.48%

Math- Grade 4

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	51.35%	32.43%	16.22%	0.00%	16.22%
Johnstonville	43.75%	37.50%	12.50%	6.25%	18.75%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	n/a	n/a	n/a	n/a	n/a
Richmond	24.00%	40.00%	16.00%	20.00%	36.00%
Shaffer	22.22%	38.89%	33.33%	5.56%	38.89%
Susanville	33.96%	33.96%	25.47%	6.60%	32.07%
Long Valley Susanville	*	*	*	*	*
Statewide	34.93%	29.19%	21.15%	14.72%	35.87%

ELA- Grade 5

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	48.72%	33.33%	15.38%	2.56%	17.94%
Johnstonville	19.05%	9.52%	52.38%	19.05%	71.43%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	41.67%	25.00%	16.67%	16.67%	33.34%
Richmond	13.04%	8.70%	39.13%	39.13%	78.26%
Shaffer	52.17%	34.78%	4.35%	8.70%	13.05%
Susanville	54.84%	20.97%	16.13%	8.06%	24.19%
Long Valley Susanville	*	*	*	*	*
Statewide	33.32%	20.23%	25.47%	20.98%	46.45%

Math- Grade 5

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	63.16%	31.58%	5.26%	0.00%	5.26%
Johnstonville	19.05%	33.33%	28.57%	19.05%	47.62%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	72.73%	27.27%	0.00%	0.00%	0.00%
Richmond	21.74%	21.74%	13.04%	43.48%	56.52%
Shaffer	47.83%	34.78%	8.70%	8.70%	17.40%
Susanville	55.28%	25.20%	11.38%	8.13%	19.51%
Long Valley Susanville	*	*	*	*	*
Statewide	44.10%	25.81%	14.26%	15.83%	30.09%

ELA- Grade 6

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	34.38%	34.38%	18.75%	12.50%	31.25%
Johnstonville	6.67%	46.67%	26.67%	20.00%	46.67%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	n/a	n/a	n/a	n/a	n/a
Richmond	0.00%	17.65%	41.18%	41.18%	82.36%
Shaffer	50.00%	22.22%	27.78%	0.00%	27.78%
Susanville	36.21%	25.86%	28.45%	9.48%	37.93%
Long Valley Susanville	*	*	*	*	*
Statewide	30.41%	26.03%	27.37%	16.20%	43.57%

Math- Grade 6

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	46.88%	40.63%	12.50%	0.00%	12.50%
Johnstonville	33.33%	40.00%	6.67%	20.00%	26.67%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	n/a	n/a	n/a	n/a	n/a
Richmond	0.00%	52.94%	17.65%	29.41%	47.06%
Shaffer	55.56%	22.22%	11.11%	11.11%	22.22%
Susanville	43.10%	35.34%	12.93%	8.62%	21.55%
Long Valley Susanville	*	*	*	*	*
Statewide	41.77%	27.47%	15.67%	15.09%	30.76%

ELA- Grade 7

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	30.00%	32.50%	32.50%	5.00%	37.50%
Johnstonville	15.79%	31.58%	42.11%	10.53%	52.64%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	38.46%	15.38%	30.77%	15.38%	46.15%
Richmond	8.33%	0.00%	54.17%	37.50%	91.67%
Shaffer	38.10%	28.57%	33.33%	0.00%	33.33%
Susanville	55.56%	22.22%	17.95%	4.27%	22.22%
Long Valley Susanville	*	*	*	*	*
Statewide	26.85%	23.19%	33.15%	16.80%	49.95%

Math- Grade 7

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	48.72%	28.21%	17.95%	5.13%	23.08%
Johnstonville	36.84%	36.84%	15.79%	10.53%	26.32%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	53.85%	23.08%	23.08%	0.00%	23.08%
Richmond	8.33%	25.00%	25.00%	41.67%	66.67%
Shaffer	33.33%	23.81%	23.81%	19.05%	42.86%
Susanville	50.43%	24.79%	15.38%	9.40%	24.78%
Long Valley Susanville	*	*	*	*	*
Statewide	38.99%	26.58%	18.09%	16.34%	34.43%

ELA- Grade 8

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	13.33%	23.33%	56.67%	6.67%	63.34%
Johnstonville	18.18%	18.18%	40.91%	22.73%	63.64%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	30.77%	30.77%	30.77%	7.69%	38.46%
Richmond	4.35%	26.09%	47.83%	21.74%	69.57%
Shaffer	20.00%	40.00%	35.00%	5.00%	40.00%
Susanville	30.11%	23.66%	37.63%	8.60%	46.23%
Long Valley Susanville	*	*	*	*	*
Statewide	27.62%	25.01%	31.24%	16.14%	47.38%

Math- Grade 8

<u>School District</u>	<u>Not Met</u>	<u>Nearly Met</u>	<u>Met</u>	<u>Exceeded</u>	<u>Met & Exceeded</u>
Janesville	30.00%	33.33%	23.33%	13.33%	36.66%
Johnstonville	22.73%	40.91%	22.73%	13.64%	36.37%
Long Valley Charter	*	*	*	*	*
Mt. Lassen Charter	53.85%	23.08%	23.08%	0.00%	23.08%
Richmond	13.04%	30.43%	34.78%	21.74%	56.52%
Shaffer	25.00%	20.00%	35.00%	20.00%	55.00%
Susanville	45.16%	27.96%	16.13%	10.75%	26.88%
Long Valley Susanville	*	*	*	*	*
Statewide	46.20%	22.98%	14.01%	16.81%	30.82%

STEPHEN ROATCH ACCOUNTANCY CORPORATION

Certified Public Accountants

Stephen Roatch - President
Habbas Nassar - Vice President

January 19, 2022

Management and Governing Board of
Richmond School District
700-585 Richmond Road E.
Susanville, CA 96130

Year 3 of 3-year contract

This letter confirms that Richmond School District has requested our firm to perform only the audit services described in this letter and has not requested our firm to provide any specific internal control review or fraud audit service. This letter also confirms our understanding of the terms and objectives of our audit engagement and the nature and limitations of the services we will provide.

We are pleased to confirm our understanding of the services we are to provide Richmond School District for the fiscal year ending June 30, 2022. We will audit the financial statements of the governmental activities, each major fund and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Richmond School District as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Richmond School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Government Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Richmond School District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis
2. Budgetary comparison information
3. Schedules of the proportionate share of the net pension liabilities
4. Schedules of contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Richmond School District's financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements. The Schedule of Financial Trends and Analysis will not be subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we will not express an opinion or provide any assurance on it.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Guide for Annual Audits of K-12 Local Educational Agencies and State Compliance Reporting (K-12 Audit Guide)*, prescribed in the *California Code of Regulations*, Title 5, section 19810 and following, and will include tests of the accounting records of Richmond School District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Richmond School District's financial statements. Our report will be addressed to the Governing Board of Richmond School District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Richmond School District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Audit Procedures - General (Concluded)

We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions, as applicable. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform test of Richmond School District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes, management's discussion and analysis, budgetary comparison information, depreciation schedule, schedules of the proportionate share of the net pension liabilities, schedules of contributions, and supplementary schedules and information (nonaudit services), as applicable, of the Richmond School District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of our engagement, we may propose standard, adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of any proposed entries and the impact they have on the financial statements.

Management Responsibilities (Concluded)

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period; and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services (management's discussion and analysis, budgetary comparison information, schedules of the proportionate share of the net pension liabilities, schedules of contributions, and supplementary schedules and information, as applicable) we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and any other nonaudit services we provided and that you have reviewed and approved the financial statements and related notes and any other nonaudit services we provided prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If for whatever reason your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

In accordance with Education Code 41020, audit reports will be filed with the County Superintendent of Schools, the California Department of Education, and the State Controller's Office by December 15th following the close of the fiscal year. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Stephen Roatch Accountancy Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State Controller's Office or its designee, Department of Education, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Stephen Roatch Accountancy Corporation personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the State Controller's Office. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

Stephen Roatch, Certified Public Accountant (CPA) is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for this fee will be rendered each month as work progresses and are payable on presentation. We agree that our all-inclusive fee will be **\$12,450** for the fiscal year ending June 30, 2022. The above fees is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. An additional fee will be charged for attending meetings with the District's Board, if deemed appropriate.

Engagement Administration, Fees, and Other (Concluded)

Either party may terminate this agreement at any time for any reason, providing 30 days written notice is given to the other party. It is understood that payment shall be made for services rendered to the point of termination.

It is agreed that the District will withhold ten (10) percent of the audit fee until the State Controller certifies that the report conforms to the reporting provisions of the *Guide for Annual Audits of K-12 Local Educational Agencies and State Compliance Reporting (K-12 Audit Guide)*.

In accordance with Education Code Section 14505, it is further agreed that the District will withhold fifty (50) percent of the audit fee for any subsequent year of a multi-year contract if the prior year's audit report was not certified as conforming to reporting provisions of the *Guide for Annual Audits of K-12 Local Educational Agencies and State Compliance Reporting (K-12 Audit Guide)*.

The State Controller of California has required that all Districts and auditors contracting for multi-year engagements include a stipulation that the contract is null and void if the auditor is declared ineligible to perform LEA audits.

In the event that the GASB, FASB, AICPA, GAO, OMB, or the Education Audit Appeals Panel's Office issues additional standards or audit procedures that require additional work during the audit period, we will discuss these requirements with you before proceeding further. Before starting the additional work, we will prepare an estimate of the time necessary, as well as the fee for performing the additional work. Our fee for addressing the additional requirements will be our standard hourly rates for each person involved in the additional work.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

In the event we are required to respond to a subpoena, court order or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this engagement, you agree to compensate us at our applicable hourly rates, for the time we expend in connection with such response, and to reimburse us for all of our out-of-pocket costs incurred in that regard.

Management and Governing Board of
Richmond School District
January 19, 2022
Page Eight of Eight

In the event that we are or may be obligated to pay any cost, settlement, judgment, fine, penalty, or similar award or sanction as a result of a claim, investigation, or other proceeding instituted by any third party, then to the extent that such obligation is or may be a direct or indirect result of your intentional or knowing misrepresentation or provision to us of inaccurate or incomplete information in connection with this engagement, and not any failure on our part to comply with professional standards, you agree to indemnify us, defend us, and hold us harmless as against such obligations.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any subsequent peer review reports. We have attached a copy of our latest external peer review report of our firm for your consideration and files. We are very pleased to participate in this review program as continued evidence of our emphasis on providing Richmond School District, the highest quality audit.

This engagement letter is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to Richmond School District and believe this letter accurately summarizes the significant terms of our engagement. If, after full consideration, you agree that the foregoing terms shall govern this engagement, please sign this letter in the spaces provided and return the original signed letter to our office, keeping a fully-executed copy for your records.

Sincerely,

STEPHEN ROATCH ACCOUNTANCY CORPORATION



Stephen Roatch, Certified Public Accountant
President

RESPONSE:

This letter correctly sets forth the understanding of Richmond School District.

Management - Approved by:

Name: _____

Title: _____

Date: _____

Governing Board - Acknowledged by:

Board President



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

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2021-22 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.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

2021-22 Title II, Part A allocation: \$1,251

Transferred-in amount: \$0

Total funds transferred out of Title II, Part A: \$0

Allocation after transfers: \$1,251

Repayment of funds:

2021-22 Total allocation: \$1,251

Administrative and indirect costs:

Equitable services for nonprofit private schools:

2021-22 Title II, Part A adjusted allocation: \$1,251 [Recalculate](#)

Last Saved: Jeanette Goni (jagoni), 1/26/2022 9:24 AM, Draft

[Save](#)[Return to List](#)

Alice Ng (Fiscal), Division Support Office | ANg@cde.ca.gov | 916-323-4636
Lisa Fasset (Program), Professional Learning Support & Monitoring Office | L.Fasset@cde.ca.gov | 916-323-4963
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297



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2021-22 Consolidation of Administrative Funds

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

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

Title I, Part A Basic: ☐
SACS Code 3010

Title I, Part C Migrant Education: ☐
SACS Code 3060

Title I, Part D Delinquent: ☐
SACS Code 3025

Title II, Part A Supporting Effective
Instruction: ☒
SACS Code 4035

Title III English Learner Students - 2%
maximum: ☐
SACS Code 4203

Title III Immigrant Students: ☐
SACS Code 4201

Title IV, Part A Student Support - 2%
maximum: ☐
SACS Code 4127

Title IV, Part B 21st Century Community
Learning Centers: ☐
SACS Code 4124

Last Saved: Jeanette Goni (jagoni), 1/26/2022 9:25 AM, Draft

Hilary Thomson, Fiscal Oversight and Support Office | HThomson@cde.ca.gov | 916-323-0765
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

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2020-21 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 Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

Required fields are denoted with an asterisk (*).

Title II, Part A Transfers

2020-21 Title II, Part A allocation: \$1,359

Transferred to Title I, Part A:

Transferred to Title I, Part C:

Transferred to Title I, Part D:

Transferred to Title III English Learner:

Transferred to Title III Immigrant:

Transferred to Title V, Part B, Subpart 1
Small, Rural School Achievement Grant:

Transferred to Title V, Part B, Subpart 2
Rural and Low-Income Grant:

Total amount of Title II, Part A funds
transferred out:

\$0 [Recalculate](#)

2020-21 Title II, Part A allocation after
transfers out:

\$1,359 [Recalculate](#)

[Save](#)[Return to List](#)

Lisa Fassett, Standards Implementation Support Office | LFassett@cde.ca.gov | 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office | KDonnelly@cde.ca.gov | 916-319-0942
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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2018-19 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, 2018 through September 30, 2021.

Required fields are denoted with an asterisk (*).

2018-19 Title II, Part A allocation: \$1,827

2018-19 Title II, Part A total apportionment issued: \$1,827

Transferred-in amount: \$0

Transferred-out amount: \$0

2018-19 Total allocation: \$1,827 [Recalculate](#)

Professional Development Expenditures

Professional development for teachers: 1827

Professional development for administrators:

All other professional development expenditures:

Recruitment, Training, and Retention Expenditures

Recruitment activities:

Training activities:

Retention activities:

All other recruitment, training, and retention expenditures:

Miscellaneous Expenditures

Class size reduction:

Administrative and indirect costs:

Equitable services for nonprofit private schools:

All other allowable expenditures and encumbrances:

Total expenditures and encumbrances: \$1,827

2018-19 Unspent funds: \$0

Note: CDE will invoice the LEA for the unspent 2018-19 total allocation.

[Save](#)
[Return to List](#)

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
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
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Sacramento, CA 95814

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WILLIAMS LAWSUIT SETTLEMENT
QUARTERLY COMPLAINT SUMMARY FORM

(Per the requirements of the Williams Lawsuit Settlement, each educational agency must report quarterly to its Governing Board and the County Superintendent of Schools any complaints received related to the Williams Lawsuit.)

- ☒ No, our District has not received any complaints relating to the Williams Lawsuit this quarter.
- ☐ Yes, our District has received a complaint(s) relating to the Williams Lawsuit.

If yes, please attach a copy of the complaint to this Summary Form (removing any confidential student information as appropriate). Please explain the District's resolution of the complaint(s)

This Quarterly Complaint Summary Form is for the period ending:

☐ April 2021 ☐ July 2021 ☐ October 2021 ☒ January 2022

District: Richmond ESD Date: 02/10/2022

Superintendent's Signature: _____

Richmond Elementary School

2021 School Accountability Report Card

General Information about the School Accountability Report Card (SARC)

SARC Overview



By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

For more information about SARC requirements and access to prior year reports, see the California Department of Education (CDE) SARC web page at www.cde.ca.gov/ta/ac/sa/

For more information about the LCFF or the LCAP, see the CDE LCFF web page at www.cde.ca.gov/fg/aa/lc/

For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest



DataQuest is an online data tool located on the CDE DataQuest web page at dq.cde.ca.gov/dataquest/ that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

California School Dashboard



The California School Dashboard (Dashboard) www.caschooldashboard.org/ reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

2021-22 School Contact Information

School Name	Richmond Elementary School
Street	700-585 Richmond Rd. E.
City, State, Zip	Susanville, CA 96130
Phone Number	530-257-2338
Principal	Michael Cosgrove
Email Address	mcosgrove@richmondelementary.com
School Website	richmondelementary.com
County-District-School (CDS) Code	18-64170

2021-22 District Contact Information

District Name	Richmond Elementary School District
Phone Number	530-257-2338
Superintendent	Michael Cosgrove
Email Address	mcosgrove@richmondelementary.com
District Website Address	Richmondelementary.com

2021-22 School Overview

The mission of Richmond School is to provide – in a small school atmosphere – the highest possible quality of education; strong community connections; a strong foundation; preparation for each educational level in academics, athletics, the arts, technology, citizenship, enrichment; and the excitement and desire for lifelong learning.

About this School

2020-21 Student Enrollment by Grade Level

Grade Level	Number of Students
Kindergarten	26
Grade 1	24
Grade 2	22
Grade 3	21
Grade 4	25
Grade 5	24
Grade 6	18
Grade 7	23
Grade 8	28
Total Enrollment	211

2020-21 Student Enrollment by Student Group

Student Group	Percent of Total Enrollment
Female	52.6
Male	47.4
American Indian or Alaska Native	1.4
Hispanic or Latino	9
Native Hawaiian or Pacific Islander	0.5
Two or More Races	5.2
White	83.4
Socioeconomically Disadvantaged	10.9
Students with Disabilities	9.5

A. Conditions of Learning

State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Note: For more information refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>

2019-20 Teacher Preparation and Placement

Authorization/Assignment	2019-20
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	
Intern Credential Holders Properly Assigned	
Teachers Without Credentials and Misassignments ("ineffective" under ESSA)	
Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)	
Unknown	
Total Teaching Positions	

Note: The data in this table is based on Full Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned to based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

2019-20 Teachers Without Credentials and Misassignments (considered “ineffective” under ESSA)

Authorization/Assignment	2019-20
Permits and Waivers	
Misassignments	
Vacant Positions	
Total Teachers Without Credentials and Misassignments	

2019-20 Credentialed Teachers Assigned Out-of-Field (considered “out-of-field” under ESSA)

Indicator	2019-20
Credentialed Teachers Authorized on a Permit or Waiver	
Local Assignment Options	
Total Out-of-Field Teachers	

2019-20 Class Assignments

Indicator	2019-20
Misassignments for English Learners (a percentage of all the classes with English learners taught by teachers that are misassigned)	
No credential, permit or authorization to teach (a percentage of all the classes taught by teachers with no record of an authorization to teach)	

2021-22 Quality, Currency, Availability of Textbooks and Other Instructional Materials

Year and month in which the data were collected

August 2020

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption ?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	2016	Yes	0
Mathematics	2014	Yes	0
Science	2020	Yes	0
History-Social Science	K-4 (2006), 5-8 (2021)	Yes	0
Foreign Language	NA		NA
Health	2013	Yes	NA
Visual and Performing Arts	NA		NA
Science Laboratory Equipment (grades 9-12)	NA		n/a

School Facility Conditions and Planned Improvements

Based on the FIT, the overall facility is in good condition. The gym needs exterior paint. The Grade 3 classroom roof needs a leak repaired. Storage spaces were organized.

Year and month of the most recent FIT report

October 2021

System Inspected	Rate Good	Rate Fair	Rate Poor	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	X			100%
Interior: Interior Surfaces	X			100%
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	X			97.06%
Electrical	X			100%
Restrooms/Fountains: Restrooms, Sinks/ Fountains	X			100%
Safety: Fire Safety, Hazardous Materials	X			100%
Structural: Structural Damage, Roofs	X			96.88%
External: Playground/School Grounds, Windows/ Doors/Gates/Fences		X		88.24%

Overall Facility Rate

Exemplary	Good	Fair	Poor
	X		

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

Statewide Assessments

(i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).

SARC Reporting in the 2020-2021 School Year Only

Where the most viable option, LEAs were required to administer the statewide summative assessment in ELA and mathematics. Where a statewide summative assessment was not the most viable option for the LEA (or for one or more grade-level[s] within the LEA) due to the pandemic, LEAs were allowed to report results from a different assessment that met the criteria established by the State Board of Education (SBE) on March 16, 2021. The assessments were required to be:

- Aligned with CA CCSS for ELA and mathematics;
- Available to students in grades 3 through 8, and grade 11; and
- Uniformly administered across a grade, grade span, school, or district to all eligible students.

Options

Note that the CAAs could only be administered in-person following health and safety requirements. If it was not viable for the LEA to administer the CAAs in person with health and safety guidelines in place, the LEA was directed to not administer the tests. There were no other assessment options available for the CAAs. Schools administered the Smarter Balanced Summative Assessments for ELA and mathematics, other assessments that meet the SBE criteria, or a combination of both, and they could only choose one of the following:

- Smarter Balanced ELA and mathematics summative assessments;
- Other assessments meeting the SBE criteria; or
- Combination of Smarter Balanced ELA and mathematics summative assessments and other assessments.

The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

Percentage of Students Meeting or Exceeding the State Standard on CAASPP

This table displays CAASPP test results in ELA and mathematics for all students grades three through eight and grade eleven taking and completing a state-administered assessment.

The 2019-2020 data cells with N/A values indicate that the 2019-2020 data are not available due to the COVID-19 pandemic and resulting summative test suspension. The Executive Order N-30-20 was issued which waived the assessment, accountability, and reporting requirements for the 2019-2020 school year.

The 2020-2021 data cells have N/A values because these data are not comparable to other year data due to the COVID-19 pandemic during the 2020-2021 school year. Where the CAASPP assessments in ELA and/or mathematics is not the most viable option, the LEAs were allowed to administer local assessments. Therefore, the 2020-2021 data between school years for the school, district, state are not an accurate comparison. As such, it is inappropriate to compare results of the 2020-2021 school year to other school years.

Subject	School 2019-20	School 2020-21	District 2019-20	District 2020-21	State 2019-20	State 2020-21
English Language Arts/Literacy (grades 3-8 and 11)	N/A	N/A	N/A	N/A	N/A	N/A
Mathematics (grades 3-8 and 11)	N/A	N/A	N/A	N/A	N/A	N/A

2020-21 CAASPP Test Results in ELA by Student Group

This table displays CAASPP test results in ELA by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment. The CDE will populate this table for schools in cases where the school administered the CAASPP assessment. In cases where the school administered a local assessment instead of CAASPP, the CDE will populate this table with "NT" values, meaning this school did not test students using the CAASPP. See the local assessment(s) table for more information.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	139	129	92.81	7.19	75.97
Female	78	70	89.74	10.26	77.14
Male	61	59	96.72	3.28	74.58
American Indian or Alaska Native	--	--	--	--	--
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Filipino	0	0	0	0	0
Hispanic or Latino	14	12	85.71	14.29	75
Native Hawaiian or Pacific Islander	--	--	--	--	--
Two or More Races	--	--	--	--	--
White	114	106	92.98	7.02	75.47
English Learners	0	0	0	0	0
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	--	--	--	--	--
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	--	--	--	--	--

2020-21 CAASPP Test Results in Math by Student Group

This table displays CAASPP test results in Math by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment. The CDE will populate this table for schools in cases where the school administered the CAASPP assessment. In cases where the school administered a local assessment instead of CAASPP, the CDE will populate this table with "NT" values, meaning this school did not test students using the CAASPP. See the local assessment(s) table for more information.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	139	129	92.81	7.19	51.16
Female	78	70	89.74	10.26	42.86
Male	61	59	96.72	3.28	61.02
American Indian or Alaska Native	--	--	--	--	--
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Filipino	0	0	0	0	0
Hispanic or Latino	14	12	85.71	14.29	50.00
Native Hawaiian or Pacific Islander	--	--	--	--	--
Two or More Races	--	--	--	--	--
White	114	106	92.98	7.02	52.83
English Learners	0	0	0	0	0
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	--	--	--	--	--
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	--	--	--	--	--

2020-21 Local Assessment Test Results in ELA by Student Group

This table displays Local Assessment test results in ELA by student group for students grades three through eight and grade eleven. LEAs/schools will populate this table for schools in cases where the school administered a local assessment. In cases where the school administered the CAASPP assessment, LEAs/schools will populate this table with "N/A" values in all cells, meaning this table is Not Applicable for this school.

*At or above the grade-level standard in the context of the local assessment administered.

2020-21 Local Assessment Test Results in Math by Student Group

This table displays Local Assessment test results in Math by student group for students grades three through eight and grade eleven. LEAs/schools will populate this table for schools in cases where the school administered a local assessment. In cases where the school administered the CAASPP assessment, LEAs/schools will populate this table with "N/A" values in all cells, meaning this table is Not Applicable for this school.

*At or above the grade-level standard in the context of the local assessment administered.

CAASPP Test Results in Science for All Students

This table displays the percentage of all students grades five, eight, and High School meeting or exceeding the State Standard.

The 2019-2020 data cells with N/A values indicate that the 2019-2020 data are not available due to the COVID-19 pandemic and resulting summative testing suspension. The Executive Order N-30-20 was issued which waived the assessment, accountability, and reporting requirements for the 2019-2020 school year.

For any 2020-2021 data cells with N/T values indicate that this school did not test students using the CAASPP Science.

Subject	School 2019-20	School 2020-21	District 2019-20	District 2020-21	State 2019-20	State 2020-21
Science (grades 5, 8 and high school)	N/A	39.13	N/A	39.13	N/A	28.72

2020-21 CAASPP Test Results in Science by Student Group

This table displays CAASPP test results in Science by student group for students grades five, eight, and High School. For any data cells with N/T values indicate that this school did not test students using the CAASPP Science.

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
All Students	51	46	90.20	9.80	39.13
Female	27	23	85.19	14.81	34.78
Male	24	23	95.83	4.17	43.48
American Indian or Alaska Native	--	--	--	--	--
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Filipino	0	0	0	0	0
Hispanic or Latino	--	--	--	--	--
Native Hawaiian or Pacific Islander	0	0	0	0	0
Two or More Races	--	--	--	--	--
White	41	37	90.24	9.76	43.24
English Learners	0	0	0	0	0
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	--	--	--	--	--
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	--	--	--	--	--

B. Pupil Outcomes

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8): Pupil outcomes in the subject area of physical education.

2020-21 California Physical Fitness Test Results

Due to the COVID-19 crisis, the Physical Fitness Test was suspended during the 2020-2021 school year and therefore no data are reported and each cell in this table is populated with "N/A."

Grade Level	Percentage of Students Meeting Four of Six Fitness Standards	Percentage of Students Meeting Five of Six Fitness Standards	Percentage of Students Meeting Six of Six Fitness Standards
Grade 5	N/A	N/A	N/A
Grade 7	N/A	N/A	N/A
Grade 9	N/A	N/A	N/A

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3): Efforts the school district makes to seek parent input in making decisions regarding the school district and at each school site.

2021-22 Opportunities for Parental Involvement

Richmond Elementary and our parents have multiple opportunities to be continuously involved: Richmond Elementary School has an active parent group, Richmond Community Association (RCA), a group of supportive parents who meet monthly to work with teachers and staff to support our many activities, including multiple field trips. Richmond parents can also be a part of our Learning Continuity Accountability Plan (LCAP), which meets monthly. In addition to these groups, parents also form informal grade-level groups and are active in participating in each grade level. Richmond keeps parents informed of school activities through newsletters, emails and texts. Each year Richmond parents participate in the CA Healthy Kids Survey. For more information on how to become involved, please contact Michael Cosgrove, Superintendent/Principal, (530) 257-2338.

2020-21 Chronic Absenteeism by Student Group

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	216	216	24	11.1
Female	112	112	14	12.5
Male	104	104	10	9.6
American Indian or Alaska Native	3	3	1	33.3
Asian	0	0	0	0.0
Black or African American	0	0	0	0.0
Filipino	0	0	0	0.0
Hispanic or Latino	19	19	5	26.3
Native Hawaiian or Pacific Islander	1	1	0	0.0
Two or More Races	11	11	1	9.1
White	181	181	17	9.4
English Learners	0	0	0	0.0
Foster Youth	0	0	0	0.0
Homeless	0	0	0	0.0
Socioeconomically Disadvantaged	30	30	10	33.3
Students Receiving Migrant Education Services	0	0	0	0.0
Students with Disabilities	23	23	3	13.0

C. Engagement

State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

This table displays suspensions and expulsions data collected between July through June, each full school year respectively. Data collected during the 2020-21 school year may not be comparable to earlier years of this collection due to differences in learning mode instruction in response to the COVID-19 pandemic.

Subject	School 2018-19	School 2020-21	District 2018-19	District 2020-21	State 2018-19	State 2020-21
Suspensions	0.44	0.00	0.44	0.00	3.47	0.20
Expulsions	0.00	0.00	0.00	0.00	0.08	0.00

This table displays suspensions and expulsions data collected between July through February, partial school year due to the COVID-19 pandemic. The 2019-2020 suspensions and expulsions rate data are not comparable to other year data because the 2019-2020 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019-2020 school year compared to other school years.

Subject	School 2019-20	District 2019-20	State 2019-20
Suspensions	0.91	0.91	2.45
Expulsions	0.00	0.00	0.05

2020-21 Suspensions and Expulsions by Student Group

Student Group	Suspensions Rate	Expulsions Rate
All Students	0.00	0.00
Female	0.00	0.00
Male	0.00	0.00
American Indian or Alaska Native	0.00	0.00
Asian	0.00	0.00
Black or African American	0.00	0.00
Filipino	0.00	0.00
Hispanic or Latino	0.00	0.00
Native Hawaiian or Pacific Islander	0.00	0.00
Two or More Races	0.00	0.00
White	0.00	0.00
English Learners	0.00	0.00
Foster Youth	0.00	0.00
Homeless	0.00	0.00
Socioeconomically Disadvantaged	0.00	0.00
Students Receiving Migrant Education Services	0.00	0.00
Students with Disabilities	0.00	0.00

2021-22 School Safety Plan

The most recent School Safety Plan was Board adopted in March of 2021. Richmond Elementary is currently in the process of updating the school safety plan and expect it to go to the Board in March 2022.

D. Other SARC Information

Information Required in the SARC

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

2018-19 Elementary Average Class Size and Class Size Distribution

This table displays the 2018-19 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	13	1		
1	20	1		
2	24		1	
3	25		1	
4	23		1	
5	26		1	
6	26		1	

2019-20 Elementary Average Class Size and Class Size Distribution

This table displays the 2019-20 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	11	1		
1	23		1	
2	21		1	
3	26		1	
4	23		1	
5	22		1	
6	24		1	

2020-21 Elementary Average Class Size and Class Size Distribution

This table displays the 2020-21 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	13	1		
1	24		1	
2	22		1	
3	21		1	
4	25		1	
5	24		1	
6	18	1		

2020-21 Ratio of Pupils to Academic Counselor

This table displays the ratio of pupils to Academic Counselor. One full time equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Ratio
Pupils to Academic Counselor	0

2020-21 Student Support Services Staff

This table displays the number of FTE support staff assigned to this school. One full time equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Number of FTE Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	0.1
Library Media Teacher (Librarian)	0
Library Media Services Staff (Paraprofessional)	0.72
Psychologist	0
Social Worker	0
Speech/Language/Hearing Specialist	0
Resource Specialist (non-teaching)	0

2019-20 Expenditures Per Pupil and School Site Teacher Salaries

This table displays the 2019-20 expenditures per pupil and average teach salary for this school. Cells with N/A values do not require data.

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	\$9,723	\$2,052	\$7,671	60,798
District	N/A	N/A		\$55,468
Percent Difference - School Site and District	N/A	N/A		9.2
State			\$8,444	\$72,352
Percent Difference - School Site and State	N/A	N/A	-9.6	-17.4

2020-21 Types of Services Funded

Richmond Elementary is not a Title I school. Therefore, we do not receive Title I funding. We also receive little supplemental funding and no concentration funding. We have a full-time Resource Teacher that works with special education students. Richmond Elementary funds multiple programs and services each year, including State-adopted curriculum taught by highly-qualified and credentialed teachers. These curricula include Reading/ Language Arts, Mathematics, History, Science and Physical Education. In addition to these core services, Richmond Elementary also provided intervention initiated through Student Success Teams (SST) and offers, a robust elective program. Recently, Richmond Elementary has begun using Moby Max, an online adaptive learning program to support our students who have experienced learning loss. Richmond Elementary also funds instructional aides for each grade level to support student learning.

2019-20 Teacher and Administrative Salaries

This table displays the 2019-20 Teacher and Administrative salaries. For detailed information on salaries, see the CDE Certification Salaries & Benefits web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Category	District Amount	State Average for Districts in Same Category
Beginning Teacher Salary	\$38,747	\$47,265
Mid-Range Teacher Salary	\$64,053	\$69,813
Highest Teacher Salary	\$83,704	\$91,237
Average Principal Salary (Elementary)	\$0	\$113,466
Average Principal Salary (Middle)	\$0	\$115,186
Average Principal Salary (High)	\$0	\$0
Superintendent Salary	\$115,000	\$131,359
Percent of Budget for Teacher Salaries	31%	30%
Percent of Budget for Administrative Salaries	12%	7%

Professional Development

The 2021-22 school year is unique as the Richmond Elementary utilized an early release every Wednesday the entire school year to allow for the implementation of Professional Learning Communities (PLC)s. This will provide more than 50 hours of dedicated time during the teachers' work day for implementation.

This table displays the number of school days dedicated to staff development and continuous improvement.

Subject	2019-20	2020-21	2021-22
Number of school days dedicated to Staff Development and Continuous Improvement	6.5	6.5	38

Richmond Elementary School District

2020-21 Local Accountability Report Card (LARC) Addendum

Local Accountability Report Card (LARC) Addendum

2020-21 Local Accountability Report Card (LARC) Addendum Overview



On July 14, 2021, the California State Board of Education (SBE) determined that the California Department of Education (CDE) will use the SARC as the mechanism to conduct a one-time data collection of the LEA-level aggregate test results of all school's local assessments administered during the 2020–2021 school year in order to meet the federal Every Students Succeeds Act (ESSA) reporting requirement for the Local Educational Agency Accountability Report Cards (LARCs).

Each local educational agency (LEA) is responsible for preparing and posting their annual LARC in accordance with the federal ESSA. As a courtesy, the CDE prepares and posts the LARCs on behalf of all LEAs.

Only for the 2020–2021 school year and the 2020–2021 LARCs, LEAs are required to report their aggregate local assessments test results at the LEA-level to the CDE by populating the tables below via the SARC. These data will be used to meet the LEAs' federal requirement for their LARCs. Note that it is the responsibility of the school and LEA to ensure that all student privacy and suppression rules are in place when reporting data in Tables 3 and 4 in the Addendum, as applicable.

The tables below are not part of the SBE approved 2020–2021 SARC template but rather are the mechanism by which these required data will be collected from LEAs.

For purposes of the LARC and the following tables, an LEA is defined as a school district, a county office of education, or a direct funded charter school.

2021-22 District Contact Information

District Name	Richmond Elementary School District
Phone Number	530-257-2338
Superintendent	Michael Cosgrove
Email Address	mcosgrove@richmondelementary.com
District Website Address	Richmondelementary.com

2020-21 CAASPP Test Results in ELA by Student Group

This table displays CAASPP test results in ELA by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment. The CDE will populate this table for schools in cases where the school administered the CAASPP assessment. In cases where the school administered a local assessment instead of CAASPP, the CDE will populate this table with "NT" values, meaning this school did not test students using the CAASPP. See the local assessment(s) table for more information.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	139	129	92.81	7.19	75.97
Female	78	70	89.74	10.26	77.14
Male	61	59	96.72	3.28	74.58
American Indian or Alaska Native	--	--	--	--	--
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Filipino	0	0	0	0	0
Hispanic or Latino	14	12	85.71	14.29	75.00
Native Hawaiian or Pacific Islander	--	--	--	--	--
Two or More Races	--	--	--	--	--
White	114	106	92.98	7.02	75.47
English Learners	0	0	0	0	0
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	--	--	--	--	--
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	--	--	--	--	--

2020-21 CAASPP Test Results in Math by Student Group

This table displays CAASPP test results in Math by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment. The CDE will populate this table for schools in cases where the school administered the CAASPP assessment. In cases where the school administered a local assessment instead of CAASPP, the CDE will populate this table with "NT" values, meaning this school did not test students using the CAASPP. See the local assessment(s) table for more information.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	139	129	92.81	7.19	51.16
Female	78	70	89.74	10.26	42.86
Male	61	59	96.72	3.28	61.02
American Indian or Alaska Native	--	--	--	--	--
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Filipino	0	0	0	0	0
Hispanic or Latino	14	12	85.71	14.29	50.00
Native Hawaiian or Pacific Islander	--	--	--	--	--
Two or More Races	--	--	--	--	--
White	114	106	92.98		52.83
English Learners	0	0	0	0	0
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	--	--	--	--	--
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	--	--	--	--	--

2020-21 Local Assessment Test Results in ELA by Student Group

This table displays Local Assessment test results in ELA by student group for students grades three through eight and grade eleven. LEAs/schools will populate this table for schools in cases where the school administered a local assessment. In cases where the school administered the CAASPP assessment, LEAs/schools will populate this table with "N/A" values in all cells, meaning this table is Not Applicable for this school.

*At or above the grade-level standard in the context of the local assessment administered.

2020-21 Local Assessment Test Results in Math by Student Group

This table displays Local Assessment test results in Math by student group for students grades three through eight and grade eleven. LEAs/schools will populate this table for schools in cases where the school administered a local assessment. In cases where the school administered the CAASPP assessment, LEAs/schools will populate this table with "N/A" values in all cells, meaning this table is Not Applicable for this school.

*At or above the grade-level standard in the context of the local assessment administered.



Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Richmond Elementary School District	Michael Cosgrove Superintendent/Principal	mcosgrove@richmondelementary.com 530-257-2338

California's 2021–22 Budget Act, the federal American Rescue Plan Act of 2021, and other state and federal relief acts have provided local educational agencies (LEAs) with a significant increase in funding to support students, teachers, staff, and their communities in recovering from the COVID-19 pandemic and to address the impacts of distance learning on students. The following is a one-time mid-year report to the local governing board or body and educational partners related to engagement on, and implementation of, these Acts.

A description of how and when the LEA engaged, or plans to engage, its educational partners on the use of funds provided through the Budget Act of 2021 that were not included in the 2021–22 Local Control and Accountability Plan (LCAP).

Richmond Elementary is utilizing the Expanded Learning Opportunity Grant funds to partially fund our professional development for teachers through Solution Tree. The Expanded Learning Opportunity Grant funds are also being used to partially cover the salaries of classified staff and paraprofessionals.

A description of how the LEA used, or plans to use, the additional concentration grant add-on funding it received to increase the number of staff who provide direct services to students on school campuses with an enrollment of students who are low-income, English learners, and/or foster youth that is greater than 55 percent.

N/A

A description of how and when the LEA engaged its educational partners on the use of one-time federal funds received that are intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on pupils.

One-Time Funds are being used to purchase cleaning supplies and disposable masks.

A description of how the LEA is implementing the federal American Rescue Plan Act and federal Elementary and Secondary School Emergency Relief expenditure plan, and the successes and challenges experienced during implementation.

N/A

A description of how the LEA is using its fiscal resources received for the 2021–22 school year in a manner that is consistent with the applicable plans and is aligned with the LEA's 2021–22 LCAP and Annual Update.

Richmond Elementary has followed through on action items from the three goals outlined in the 2021-22 LCAP. Action items are listed below and identified as in progress, completed, or pending.

- Goal 1: High academic expectations
 - Action 1 - PLCs (in progress)
 - Action 2 - Music Teacher for K-8 (in progress) and Art Teacher for K-8 (not found)
 - Action 4 - NWEA MAP (completed)
- Goal 2: School Environment
 - Action 1 - MTSS (pending)
 - Action 2 - Behavior Intervention (in progress)
 - Action 4 - School Counselor (in progress)
 - Action 6 - Family Nights (pending)
- Goal 3: Facilities and Safety
 - Action 1 - TCI History Curriculum (completed)

RICHMOND SCHOOL BOARD OF TRUSTEES
REGULAR MEETING
January 13, 2022
MINUTES

CALL TO ORDER Board President called the meeting to order at 6:00 p.m. Lead the flag salute.

MEMBERS PRESENT Mark Rotlisberger, Sadie Albonico, Tracy Langslet, Adam Runyan, Nick McBride (entered at 6:03)

MEMBERS ABSENT N/A

OTHERS PRESENT Michael Cosgrove, Jeanette Goni, Tim Andersen, Amy Shepherd, Kelley Phan

PUBLIC COMMENT No Public Comment

AGENDA

APPROVAL MSCU (Albonico/Langslet) approved the agenda amending Item 7.3 as "Approval/Discussion hiring Lauren Carlton on a Provisional Internship Permit to teach 2nd Grade". Also deleting Item 4.4.

RCA

RCA REPORT 4.1.1 It was announced that RCA is working on the Energy Raffle packets to distribute to students. Raffle packets should be distributed the week of January 24th.

Superintendent Report

CHKS UPDATE 4.2.1 The Superintendent informed the Board that CHKS results are not yet available from the State.

NCR GRANT 4.2.2 The Superintendent announced that the District has been awarded the NCR Grant to match up to \$10,000. He stated there will be security training available through Keenan.

CSBA TRAINING OPPORTUNITY 4.2.3 The Superintendent informed the Board that there is upcoming training for New Board Members through CSBA offered virtually. Board members expressed interest in participating.

SSDA CONFERENCE 4.2.4 The Superintendent reported he would be attending the SSDA Conference scheduled for March in Sacramento.

IRS MILEAGE RATE 4.2.5 The Superintendent reported the IRS mileage for 2022 is 58.5 cents.

Director of Buildings and Grounds**WATER FILTER
SYSTEM**

- 4.3.1 Tim reported the repair of the filters of the water filtration system.

**WILCZYNSKI
DEDICATION**

- 4.3.2 Tim updated the Board regarding the installation of the new bulletin board at the main office building. There was further discussion of the scheduling the dedication for better weather. It was agreed to discuss again in March.

**GYM FIRE
SYSTEM**

- 4.3.3 Tim reported that he has not yet addressed the issues regarding the Gym Fire System. He stated he would be working on the fire system starting the week January 17th.

Certificated Staff and Classified Staff Report**CERTIFICATED
STAFF**

- 5.1.1 Kelley Phan reported on the activities in 3rd grade and discussed the Christmas Program.

**CLASSIFIED
STAFF**

- 5.1.2 Amy Shepherd reported on behalf of Classified Staff. She reported students are utilizing the new P.E. equipment purchased last year and the success of the Christmas Program.

Curriculum/Student Performance

No Report

Business**20/21 AUDIT
REPORT**

- 7.1 Jeanette provided a summary of the 20/21 Audit Report.

MSCU (Albonico/McBride) accepted the 2020/21 Audit Report by Stephen Roatch Accountancy.

**FORM J-13A
DEC 14TH-16TH**

- 7.2 MSCU (Langslet/McBride) approved filing a J-13A with the State for December 14th through December 16th.

**2ND GRADE
TEACHER**

- 7.3 MSCU (McBride/Langslet) approved hiring Lauren Carlton on a Provisional Internship Permit to teach 2nd Grade.

VOLLEYBALL
COACH

- 7.4 MSCU (McBride/Albonico) approved Carrie Satika as the coach for 7th and 8th Girls' Volleyball.

Minutes

- 8.1 MSCU (McBride/Albonico) approved the minutes of the regular meeting on December 14, 2021.

Policy

No Report

Warrants

- 10.1 MSCU (Albonico/McBride) approved the warrant list(s) for January

General:	\$ 10,803.20
Cafeteria:	7,118.16
Deferred Maintenance:	0.00
Developer Fee:	0.00
Capital Outlay:	<u>0.00</u>
	\$ 17,921.36

Correspondence

No Correspondence

Information: Comments from Board Members

- 12.1 The Board discussed snow on the solar panels from the recent snow storm and process of snow removal.

There was discussion of the school's plan if there should be staff shortage due to COVID. The Superintendent stated that the school has a plan to combine classes, if needed, to keep school open. Should the school need to shut down, grades K-3 would receive packets and grade 4-8 would use Google Classroom/Clever.

The Board congratulated Tim regarding the birth of his new baby.

CLOSED SESSION No Closed Session

ADJOURNMENT

Having no further business, the regular meeting adjourned at 6:38 p.m.

RICHMOND SCHOOL BOARD MEETING
February 10, 2022

BILL WARRANT TOTALS

FEBRUARY Bills – Batch #15

FUND 01	GENERAL	\$ 34,209.83
FUND 13	CAFETERIA	\$ 322.36
FUND 14	DEFERRED MAINTENANCE	\$ 0.00
FUND 25	DEVELOPER FEES	\$ 0.00
FUND 40	CAPITAL OUTLAY	<u>\$ 0.00</u>
TOTAL MONEY PAID		\$ 34,532.19

TOTAL MONEY PAID	\$34,532.19
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Vendor/Addr	Remit name	Req Reference	Date	Description	Tax ID num	Deposit type	Fd-Resc-Y	Objt	ABA num	Account num	EE	ES	E-Term	E-ExtRef
100040/00	C&S WASTE SOLUTIONS OF LASSEN COUNTY P.O. BOX 270780 SUSANVILLE, CA 96127													

220002	PO-220002	01/01/2022	JAN SERVICES				1	01-0000-0-5520-0000-8200-000-00	NN	P	407.16	407.16	407.16	407.16
											TOTAL PAYMENT AMOUNT	407.16	407.16	

100052/00	CAPITAL ONE WALMART PO BOX 60506 CITY OF INDUSTRY, CA 91716													
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PV-220156	01/19/2022	SUPPLIES												85.67
PV-220158	01/19/2022	OFFICE SUPPLIES												4.16
											TOTAL PAYMENT AMOUNT	89.83	89.83	

100976/00	CATAPULTK12 5098 FOOTHILLS BLVD. SUITE 3, #396 ROSEVILLE, CA 95747													
220007	PO-220007	01/01/2022	INV 1045359 JAN WEB SVCS				1	01-0000-0-5800-0000-7200-000-00	NN	P	69.30	69.30	69.30	69.30
											TOTAL PAYMENT AMOUNT	69.30	69.30	

100998/00	CRAIG HARRIS 705 ASH STREET SUSANVILLE, CA 96130													
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220065	PO-220065	01/15/2022	DEC MUSIC SERVICES				1	01-0000-0-5800-1110-1000-000-00	NY	P	562.50	562.50	562.50	562.50
											TOTAL PAYMENT AMOUNT	562.50	562.50	

100244/00	DIAMOND SAW SHOP 100 NORTH FAIRFIELD SUSANVILLE, CA 96130													
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PV-220149	12/27/2021	INV 18944	SNOWBLOWER PARTS											10.70
											TOTAL PAYMENT AMOUNT	10.70	10.70	

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		Fd-Resc-Y-Objt-Goal-Func-Sch-DD	T9MPS	Liq Amt	Net Amount	
100827/00	FGL ENVIRONMENTAL							
	853 CORPORATION STREET							
	SANTA PAULA, CA 93060							
220023	PO-220023	12/14/2021	INV 179627A-WATER TESTING	1	01-8150-0-5800-0000-8100-000-00	NN P	57.00	57.00
220023	PO-220023	12/30/2021	INV 179626A-WATER TESTING	1	01-8150-0-5800-0000-8100-000-00	NN P	27.00	27.00
			TOTAL PAYMENT AMOUNT		84.00 *			84.00
100088/00	FOREST OFFICE EQUIPMENT							
	720 MAIN STREET							
	SUSANVILLE, CA 96130							
220009	PO-220009	01/01/2022	INV SV003332-JAN COLOR COPIER	1	01-0000-0-5800-0000-7200-000-00	NN P	167.20	167.20
220009	PO-220009	01/01/2022	INV SV003332-JAN COLOR COPIER	2	01-0000-0-5800-1110-1000-000-00	NN P	167.20	167.20
			TOTAL PAYMENT AMOUNT		334.40 *			334.40
100879/00	JACKSON'S SERVICE CENTER							
	2000 MAIN STREET							
	SUSANVILLE, CA 96130							
PV-220150	12/23/2021	INV 61563 - FUEL		01-8150-0-4300-0000-8100-000-00	NN			105.10
PV-220151	12/27/2021	INV 61597 - FUEL		01-8150-0-4300-0000-8100-000-00	NN			138.97
PV-220152	01/03/2022	REF 7953 - FUEL		01-8150-0-4300-0000-8100-000-00	NN			112.24
			TOTAL PAYMENT AMOUNT		356.31 *			356.31
100038/00	LASSEN COUNTY OFFICE OF EDUCAT							
	472-013 JOHNSTONVILLE ROAD N							
	SUSANVILLE, CA 96130							
220024	PO-220024	01/03/2022	INV 21/22-181 DEC PHONES	1	01-0000-0-5900-0000-7200-000-00	NN P	250.00	250.00
220075	PO-220075	01/10/2022	INV 21/22-028 GASB 68	1	01-0000-0-5800-0000-7200-000-00	NN F	350.00	350.00
PV-220153	01/05/2022	INV 21/22-186 LIVESCAPS		01-0000-0-5800-0000-7200-000-00	NN			79.00
			TOTAL PAYMENT AMOUNT		679.00 *			679.00
100041/00	MARTIN SECURITY SYSTEMS INC							
	P.O. BOX 47							
	SUSANVILLE, CA 96130							
220008	PO-220008	12/31/2021	INV 41356 JAN COMPUTER LAB	1	01-1100-0-5800-1110-2420-000-00	NN P	51.00	51.00
220008	PO-220008	12/31/2021	INV 41356 JAN FIRE ALARM	2	01-8150-0-5800-0000-8100-000-00	NN P	120.00	120.00
			TOTAL PAYMENT AMOUNT		171.00 *			171.00

ACCOUNTS PAYABLE PRELIST

BATCH: 0015 JAN BILL #15

BATCH: 0015 JAN BILL #15 << Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRe
Reg Reference	Date	Description		Fd-Resc-Y-Objt-Goal-Func-Sch-DD	T9MPS	Liq Amt	Net Amount		
100675/00	MORGAN COMPANY, RAY								
	3131 ESPLANADE								
	CHICO, CA 95973								
220001 PO-220001	01/04/2022	INV 3573718	JAN COPIER	1 01-0000-0-5800-1110-1000-000-00	NN P	122.96	122.96		
220001 PO-220001	01/04/2022	INV 3573718	JAN COPIER MAINT	2 01-0000-0-5800-0000-7200-000-00	NN P	122.96	122.96		
			TOTAL PAYMENT AMOUNT		245.92 *		245.92		
100921/00	NORTHWEST EVALUATION ASSOC								
	121 NW EVERETT STREET								
	PORTLAND, OR 97209								
220038 PO-220038	01/28/2022	20/21-21/22	MAP ASSESSMENTS	1 01-9045-0-5800-1110-2420-000-00	NN F	6,642.00	6,642.00		
			TOTAL PAYMENT AMOUNT		6,642.00 *		6,642.00		
101020/00	PLUMAS-SIERRA TELECOM								
	P.O. BOX 1057								
	PORTOLA, CA 96122-1057								
220003 PO-220003	12/30/2021	JAN BROADBAND SVC		1 01-0000-0-5900-0000-7200-000-00	NN P	96.05	96.05		
			TOTAL PAYMENT AMOUNT		96.05 *		96.05		
100388/00	SCHOOL SPECIALTY								
	P.O. BOX 825640								
	PHILADELPHIA, PA 19182-5640								
220027 PO-220027	08/30/2021	INV 308103845530	SUPPLIES	1 01-0000-0-4300-1110-1000-000-00	NN F	218.73	218.73		
			TOTAL PAYMENT AMOUNT		218.73 *		218.73		
101089/00	SELLA BUILDING & GROUNDS MAINT								
	P.O. BOX 1935								
	SUSANVILLE, CA 96130								
PV-220154	01/27/2022	INV 1-22	WATER SYSTEM SVC	01-8150-0-5800-0000-8100-000-00	NN	150.00	150.00		
			TOTAL PAYMENT AMOUNT		150.00 *		150.00		

ACCOUNTS PAYABLE PRELIST

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BATCH: 0015 JAN BILL #15

Fund : 01 GENERAL FUND

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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd-Resc	Y-Objt	Goal-Func	Sch-DD	T9MPS	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date											Liq Amt			Net Amount
100738/00	SI&A	ACCOUNTS RECEIVABLE													
		5200 GOLDEN FOOTHILL PKWY													
		EL DORADO HILLS, CA 95762													
220074	PO-220074	01/10/2022 21/22 SARC SERVICES			1	01-0000-0-5800-0000-7200-000-00	NN	F		800.00 *		800.00			800.00
		TOTAL PAYMENT AMOUNT													800.00
101076/00		SOLUTION TREE, INC.													
		555 N. MORTON STREET													
		BLOOMINGTON, IN 47404													
220006	PO-220006	01/19/2022 INV S253163 PROF DEV			1	01-7425-0-5800-1110-1000-000-00	NN	P				9,201.60			9,201.60
220006	PO-220006	01/19/2022 INV S253163 PROF DEV			2	01-0000-0-5800-1110-1000-000-00	NN	P				7,838.40			7,838.40
		TOTAL PAYMENT AMOUNT								17,040.00 *					17,040.00
100013/00		SUSANVILLE ACE HARDWARE													
		9045 ADAMS AVENUE													
		HUNTINGTON BEACH, CA 92646													
220037	PO-220037	12/29/2021 INV 498773 SUPPLIES			1	01-8150-0-4300-0000-8100-000-00	NN	P				40.53			40.53
220037	PO-220037	01/05/2022 INV 499007 SUPPLIES			1	01-8150-0-4300-0000-8100-000-00	NN	P				57.23			57.23
		TOTAL PAYMENT AMOUNT								97.76 *					97.76
100036/00		Staub & Sons, ED													
		P.O. BOX 488													
		KLAMATH FALLS, OR 97601-0339													
220051	PO-220051	12/20/2021 6490119 PROPANE			1	01-0000-0-5530-0000-8200-000-00	NN	P				735.31			735.31
220051	PO-220051	12/24/2021 6490124 PROPANE			1	01-0000-0-5530-0000-8200-000-00	NN	P				573.06			573.06
220051	PO-220051	01/02/2022 6561269 PROPANE			1	01-0000-0-5530-0000-8200-000-00	NN	P				585.69			585.69
220051	PO-220051	01/03/2022 6582760 PROPANE			1	01-0000-0-5530-0000-8200-000-00	NN	P				744.35			744.35
		TOTAL PAYMENT AMOUNT								2,638.41 *					2,638.41
100747/00		U.S. BANK CORPORATE PAYMENT													
		P.O. BOX 790428													
		ST. LOUIS, MO 63179-0428													
220077	PO-220077	12/22/2021 ADV. COMFORT CONTROL			1	01-8150-0-5800-0000-8100-000-00	NN	F				2,280.00			2,280.00
	PV-220160	12/22/2021 MUSIC PROGRAM				01-6300-0-4300-1110-1000-000-00	NN								115.89
	PV-220160	12/22/2021 SUPPLIES				01-0000-0-4300-0000-8200-000-00	NN								62.73
	PV-220161	12/22/2021 SUPPLIES				01-0000-0-4300-0000-8200-000-00	NN								22.96
	PV-220162	12/22/2021 SUPPLIES				01-0000-0-4300-0000-8200-000-00	NN								13.00

BATCH: 0015 JAN BILL #15

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Fund : 01 GENERAL FUND

Vendor/Addr	Remit name	Reg Reference	Date	Description	Tax ID num	Deposit type	Fd-Resc	Y-Objt	Goal	Func	Sch	DD	T9MPS	EE	ES	E-Term	E-ExtRef
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														Liq	Ant	Net	Amount		
TOTAL PAYMENT AMOUNT														2,494.58 *				2,494.58	

100736/00 US BANK EQUIPMENT FINANCE
P.O. BOX 790448
ST LOUIS, MO 63179-0448

220013	PO-220013	01/14/2022	462767070	JAN/FEB COPIER	1	01-0000-0-5800-0000-7200-000-00	NN	P						511.09			511.09		
220013	PO-220013	01/14/2022	462767070	JAN/FEB COPIER	2	01-0000-0-5800-1110-1000-000-00	NN	P						511.09			511.09		
TOTAL PAYMENT AMOUNT														1,022.18 *				1,022.18	

TOTAL Fund	PAYMENT	34,209.83 **	34,209.83
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Vendor/Addr	Remit name	Tax ID num	Deposit type	Fq-Resc-Y-Objt-Goal-Func-Sch-DD T9MPS	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description					Liq Amt	Net Amount	
100052/00	CAPITAL ONE								
	WALMART								
	PO BOX 60506								
	CITY OF INDUSTRY, CA	91716							
PV-220155	01/19/2022	FOOD		13-5310-0-4700-0000-3700-000-00 NN					44.07
PV-220157	01/19/2022	FOOD		13-5310-0-4700-0000-3700-000-00 NN					30.52
PV-220159	01/19/2022	SUPPLIES		13-5310-0-4300-0000-3700-000-00 NN					17.07
PV-220159	01/19/2022	FOOD		13-5310-0-4700-0000-3700-000-00 NN					60.82
			TOTAL PAYMENT AMOUNT		152.48 *				152.48
100747/00	U.S. BANK CORPORATE PAYMENT								
	P.O. BOX 790428								
	ST. LOUIS, MO 63179-0428								
PV-220163	12/22/2021	FOOD		13-5310-0-4700-0000-3700-000-00 NN					169.88
			TOTAL PAYMENT AMOUNT		169.88 *				169.88
			TOTAL Fund PAYMENT		322.36 **				322.36
			TOTAL BATCH PAYMENT		34,532.19 ***		0.00		34,532.19
			TOTAL DISTRICT PAYMENT		34,532.19 ****		0.00		34,532.19
			TOTAL FOR ALL DISTRICTS:		34,532.19 ****		0.00		34,532.19

Number of checks to be printed: 23, not counting voids due to stub overflows.