

Richmond Board of Trustees
Regular Meeting
Thursday, September 8, 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 Board Training
 - 4.2.2 District Goals Timeline
 - 4.2.3 Crisis Plan
 - 4.2.4 Communication Plan
 - 4.3 **Director of Buildings and Grounds**
 - 4.3.1 Gym Paint Project Update
 - 4.3.2 Facility Project Planning
 - 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 CAASPP Results
6. **Business**
 - 6.1 Approval/Discussion of 6th Grade Camp at Eagle Lake -
October 5th to October 7th

ACTION

- 6.2 Approval/Discussion – **Board Resolution 22/23-2 Approving the Amendments to the NCSIG Bylaws and Restated dated May 26, 2022** ACTION
- 6.3 Approval/Discussion of 22/23 Fundraising Calendar ACTION
- 6.4 Consideration for open public hearing concerning the Sufficiency of Instructional Material for the 2022-23 School Year ACTION
 - 6.4.1 Discussion and Review of Sufficiency of Insurance Material
 - 6.4.2 Input of Community Members, Staff, and Board
 - 6.4.3 Close Public Hearing ACTION
- 6.5 Approval/Discussion – **Board Resolution 22/23-3 Sufficiency of Instructional Material** ACTION
- 6.6 Approval/Discussion of Consolidated Application - CON APP ACTION
- 6.7 Approval/Discussion of Unaudited Actuals ACTION
- 6.8 Approval/Discussion – **Board Resolution 22/23-4 Adopting the Gann Limit** ACTION
- 6.9 Approval/Discussion regarding amending the 2022-23 School Calendar to Include Early Release Days ACTION
- 7. **Minutes**
 - 7.1 Approval of minutes of the regular meeting on August 11, 2022 ACTION
- 8. **Policy**
 - 8.1 Approval/Review of Board Bylaws 9270 – Conflict of Interest ACTION
 - 8.2 1st Reading – **Richmond Elementary School District Board Policies**
- 9. **Warrants**
 - 9.1 Approval of warrant list(s) for September ACTION
- 10. **Correspondence**
- 11. **Information: Comments/Miscellaneous from Board Members**

12. **Closed Session**

12.1 Pursuant to Government Code Section 54957.6, the Board will meet in Closed Session regarding Labor Negotiations for the following:

- Richmond Teachers Association

12.2 Pursuant to Government Code Section 54957, the Board will meet in Closed Session regarding Public Employee Performance Evaluation

- Performance Evaluation of Certificated Staff
- Performance Evaluation of Superintendent

13. **Reconvene to Open Session**

13.1 Announcement of action taken in Closed Session

14. **Adjournment**

LCAP: Goal 1: Priority 4a

California Assessment of Student Performance and Progress (CAASPP)

Percentage of pupils meeting/exceeding grade-level standards – The desired outcome is 80% for ELA and 70% for Mathematics

| 2019 CAASPP Results | 2021 CAASPP Results | 2022 CAASPP Results |
|-----------------------|---------------------|-----------------------|
| ELA | ELA | ELA |
| 3rd Grade: 56.52% | 3rd Grade: 70.59% | 3rd Grade: 30% |
| 4th Grade: 77.28% | 4th Grade: 65.38% | 4th Grade: 60% |
| 5th Grade: 84% Met | 5th Grade: 80% Met | 5th Grade: 64.29% |
| 6th Grade: 83.33% Met | 6th Grade: 73.68% | 6th Grade: 60.87% |
| 7th Grade: 63.33% | 7th Grade: 92% Met | 7th Grade: 83.33% Met |
| 8th Grade: 46.15% | 8th Grade: 69.57% | 8th Grade: 86.96% Met |
| Mathematics | Mathematics | Mathematics |
| 3rd Grade: 56.52% | 3rd Grade: 41.18% | 3rd Grade: 35% |
| 4th Grade: 40.91% | 4th Grade: 34.62% | 4th Grade: 40% |
| 5th Grade: 56% | 5th Grade: 56% | 5th Grade: 39.29% |
| 6th Grade: 58.33% | 6th Grade: 38.10% | 6th Grade: 65.22% |
| 7th Grade: 50% | 7th Grade: 68% | 7th Grade: 55.56% |
| 8th Grade: 46.15% | 8th Grade: 56.52% | 8th Grade: 73.91% Met |

LCAP: Goal 1: Priority 4a

California Assessment of Student Performance and Progress (CAASPP)

Percentage of pupils meeting/exceeding grade-level standards – The desired outcome is 80% for ELA and 70% for Mathematics

CAASPP Results Organized by Cohort

| Class of | ELA | | Math | |
|-------------|--------|--------|--------|--------|
| | 2021 | 2022 | 2021 | 2022 |
| 2027 | | 30.00% | | 35.00% |
| 2026 | 70.59% | 60.00% | 41.18% | 40.00% |
| 2025 | 65.38% | 64.29% | 34.62% | 39.29% |
| 2024 | 80.00% | 60.87% | 56.00% | 65.22% |
| 2023 | 73.68% | 83.33% | 38.10% | 55.56% |
| 2022 | 92.00% | 86.96% | 68.00% | 73.91% |
| 2021 | 69.57% | | 56.52% | |

Richmond School District Exhibit 6153.1
Request for Board Approved School Sponsored Trip

Per policy 6153 those field trips that require to travel overnight must be approved in advance by the Board of Trustees.

| | | | |
|--------------------|-----------------------------|----------------------|---------------------|
| Destination | <u>Eagle Lake Boys Camp</u> | Dates of trip | <u>10/5-10/7/22</u> |
| Teacher | <u>Mrs. Solomon</u> | Grade | <u>6th</u> |

Attach the proposed itinerary. How does it relate to curricular objectives and standards for your grade level?

6th Grade Outdoor Education Camp- enhanced personal and social communication skills. Outdoor learning allows students to put their focus on nature and earth science. The trip will be focused on Earth Sciences which is California State Standard for 6th Grade. We will have a variety of guest speakers to help teach and reinforce said State Standards. I have attached last year itinerary to this request.

Number of students going 27

Number of adults 12-15

Are there any students that cannot go or will need special arrangements? Describe

None are know at this time

Transportation: (circle) Parent Drivers Lassen High Bus Bus line Cost \$0

Overnight Lodging: Describe accommodations Cost \$58

Will stay at the "Boy's Camp" provided by the Lassen County Office of Education for a nominal fee.

Food/meals: Describe arrangements being made for all meals and snacks. Cost \$1,215

We will be serving two breakfasts (breakfast burritos/pancakes,eggs), two lunches (sandwiches), two dinners (spaghetti/hamburgers,hot dogs),and snacks for three days and two nights for 27 students and 12-15 adults.

Fees: List all expected entry fees, registration costs, and ticket prices. Cost _____

Funding: Describe any fundraising that is planned or any student contribution that is needed.

Student contribution - \$45 per student

Total Cost: \$1,273

| | |
|--------------|-------|
| General Fund | _____ |
| Fundraising | _____ |
| Family | _____ |
| (Check One) | |

6th Grade Camp at Eagle Lake September 22-24, 2021

Teacher: Mrs. Solomon/Mrs. Clark

Students: 38 Richmond students

Day 1

Page #'s

| | | | |
|------------|---|----------|---------------|
| 8:00-8:30 | Meet in front of gym, Pack up vehicles | | All |
| 8:30-9:15 | Leave, Travel to drop-off point | | All |
| 9:15-9:30 | Hiking rules & plant key walk/animal evidence | 1, 34-40 | Minette/Tarah |
| 9:30-1:30 | Identify plants & trees as we hike to tunnel | 34-40 | |
| | Predator & Prey Game, Snack/Water | | |
| | Hike to camp | 34-40 | |
| | Lunch | | |
| 1:30 -2:00 | Journal write in camp/Parent meeting | 41-42 | Parents |
| 2:00-2:30 | Move-in, Cabin Time | | Parents |
| 2:30-3:00 | Tour, Crossword Puzzle | 46-54 | Jessica |
| 3:00-5:00 | Presentations: switch after 50 minutes | | Presenters |
| | Groups 1,2 | | |
| | Groups 3,4 | | |
| | Animal Trapper-George/Mrs. Hutchinson | | |
| 4:00-5:15 | <u>Mrs. Solomon-</u> mammal adaptations | 6-11 | Jessica |
| 5:15-5:45 | Set traps | | All |
| 5:45-6:30 | Team building games or Deer/Coyote/Free play | | Parents |
| 6:30-7:00 | Dinner | | Boyer/Parents |
| 6:45-7:15 | Cabin Time | | Parents |
| 7:15-8:00 | Town Hall | | |
| 8:00-9:00 | Campfire/Legends & Skits/Brownies/Cake | | All |
| 9:00-10:00 | Showers/Cabin/Bedtime | | Parents |

Day 2

| | | | |
|-------------|---|------------|-----------------|
| 7:00-7:30 | Wake up, Hot cocoa in kitchen | | Parents |
| 7:30-8:00 | Breakfast | | Boyer/Parents |
| 8:00-8:15 | Cabin Time, Work in journals | | Parents |
| 8:15-9:00 | Check & discuss traps | 16 | All |
| 9:00-12:00 | Presentations: switch after 45 minutes | | Presenters |
| | Mr. Barry - Maps | | |
| | Mrs. Clark - microscopes | | |
| | Mr. Ehler - Birds | | |
| | Mrs. Solomon - scavenger hunt | | |
| 12:00-12:30 | Lunch | | Boyer/Parents |
| 12:30-1:30 | Specimen collection | 17-23 | All |
| 1:30-3:30 | Groups 1,2 - History of Eagle lake/ <u>Mrs. Solomon</u> | 4-29,34-35 | Jessica/Parents |
| | Groups 3,4 - Microscopes with specimens/ <u>Mrs. Clark</u> | | |
| | 45 mins then switch | | |
| 3:30-4:00 | Journal write & snack | | Jessica |
| 4:00-6:15 | Capture the Flag/kick ball | | All |
| 6:15-6:45 | Dinner | | Boyer/Parents |
| 6:45 - 7:15 | Cabin Time | | Parents |

| | | | | |
|--------------|-------------------------------|--|-------|-------------|
| 7:15 - 8:15 | night walk/dessert | | | Bob Nielsen |
| 8:15-9:15 | Star Gazing Discussion | | 30-31 | Bob Nielsen |
| 9:15 - 10:00 | Showers/Cabin/Bedtime | | | Parents |

Day 3

| | | | | |
|-------------|--|----------|-----|---------------|
| 7:00-8:00 | Wake up, Clean cabins, bring luggage to cement pad | | | Parents |
| 8:00-8:30 | Breakfast | | | Boyer/Parents |
| 8:30-9:00 | Clean up camp | | | All |
| 9:00-10:00 | Presentation: | | | Presenter |
| | Animal Evidence Hike/ Mrs. Solomon | | | |
| 10:00-12:00 | Finish any missing pages in handbook | 44,46-55 | All | |
| 12:00-12:45 | Lunch | | | Boyer/Parents |
| 12:45-1:00 | Evaluation | | | Jessica |
| 1:00-2:00 | Leave, Travel to school | | | All |

**RICHMOND SCHOOL
BOARD RESOLUTION 22/23-2**

**AMEND BYLAWS
OF
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP (NCSIG)**

WHEREAS, **Richmond Elementary School District** is a Member of Northern California Schools Insurance Group and the NCSIG Board of Directors reviewed and approved the proposed amendment to the Bylaws of NCSIG on May 26, 2022

NOW THEREFORE BE IT RESOLVED THAT:

The Board of Trustees of **Richmond Elementary School District** hereby approves the Amendments to the NCSIG Bylaws Amended and Restated dated May 26, 2022.

PASSED AND ADOPTED by the Board of Trustees of the

Richmond Elementary School District this **September 8, 2022**, by the following vote:

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA
COUNTY OF LASSEN

I, **Michael Cosgrove**, Secretary of the **Richmond Elementary School District** Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of the resolution adopted by the Board of Trustees at a regularly called and conducted meeting held on said date.

Secretary of Board of Trustees

Northern California Schools Insurance Group

BYLAWS

Rewritten in entirety and approved by NCSIG Board of Directors on December 7, 2017 and approved by two-thirds vote of Membership to be effective March 1, 2018.

Article I Section D. Amended

Approved by Board of Directors May 22, 2019 Ratified by Membership

TABLE OF CONTENTS

| | | |
|---------------|--|----|
| ARTICLE I | BOARD OF DIRECTORS | 3 |
| ARTICLE II | RULES OF THE BOARD OF DIRECTORS | 5 |
| ARTICLE III | OFFICERS..... | 5 |
| ARTICLE IV | EXECUTIVE DIRECTOR..... | 7 |
| ARTICLE V | MEMBERSHIP IN NCSIG | 7 |
| ARTICLE VI | FINANCE | 8 |
| ARTICLE VII | RECEIPT AND DISBURSEMENT OF FUNDS..... | 9 |
| ARTICLE VIII | INVESTMENT OF FUNDS | 9 |
| ARTICLE IX | ACCOUNTS AND RECORDS..... | 9 |
| ARTICLE X | HOLD HARMLESS AND INDEMNIFICATION | 10 |
| ARTICLE XI | RISK MANAGEMENT | 10 |
| ARTICLE XII | WITHDRAWAL FROM OR TERMINATION OF MEMBERSHIP | 11 |
| ARTICLE XIII | DISPOSITION OF PROPERTY AND FUNDS..... | 12 |
| ARTICLE XIV | AMENDMENTS..... | 12 |
| ARTICLE XV | SEVERABILITY..... | 12 |
| ARTICLE XVI | SUBORDINATION..... | 12 |
| ARTICLE XVII | RECORDS RETENTION POLICY..... | 12 |
| ARTICLE XVIII | NOTICES | 13 |
| ARTICLE XIX | EFFECTIVE DATE..... | 13 |
| ARTICLE X | DEFINITIONS | 13 |
| APPENDIX A | NCSIG PRINCIPAL ADDRESS | 15 |

BYLAWS

NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP JOINT POWERS AUTHORITY

PREAMBLE

Northern California Schools Insurance Group ("NCSIG") was established pursuant to the terms of a Joint Powers Agreement ("JPA Agreement") by and among its Public Educational Agencies ("PEA") for the purpose of providing the services and other items necessary and appropriate for the establishment, operation, and maintenance of a joint program for liability and property damage protection for the PEA's who are Members ("Members") hereof, and to provide a forum for discussion, study, development, and implementation of recommendations of mutual interest regarding pooled coverage and group purchase insurance and reinsurance programs. Pursuant to the terms of the JPA Agreement, NCSIG has adopted these Bylaws ("Bylaws") to apply to and govern NCSIG and its Members.

ARTICLE I BOARD OF DIRECTORS

- A. A Board of Directors is hereby established to represent the NCSIG membership.
- B. The Board of Directors shall be formed in the following manner. Each California County in which a majority of Public Educational Agencies in that county are members of NCSIG shall have representation on the Board of Directors. Representation from each county shall be on a weighted basis based on each county's combined Average Daily Attendance (ADA). ADA shall be as determined in the NCSIG Underwriting Policy for purposes of rate setting each year. Should a county's ADA change the county to a different size category, the change in number of Directors shall become effective at the beginning of the next fiscal year beginning July 1. Selection of Directors from each county shall be designated by the county's Superintendent of Schools and must be either a school administrator or a designated confidential employee of a member and shall serve at the pleasure of the Members in that county. Each Director shall be entitled to cast one vote in all matters requiring a vote, except in the case of an actual or potential conflict of interest.

| Total County ADA | | Number of Directors |
|------------------|--------|---------------------|
| 0 - | 7,499 | 2 |
| 7,500 - | 24,999 | 3 |
| 25,000 - | Over | 4 |

- C. If a Public Educational Agency is located in a county where the majority of Public Educational Agencies are not members of NCSIG, the size category and number of votes for that Director shall be as shown in the Table below. The Director would be appointed by the Superintendent of the Public Educational Entity with qualifying ADA. All votes allocated to each Director shall be cast together and cannot be split.

| Individual Member ADA | | Votes Allocated |
|-----------------------|--------|-----------------|
| 0 - | 4,999 | 0 |
| 5,000 - | 7,499 | 2 |
| 7,500 - | 24,999 | 3 |
| 25,000 - | Over | 4 |

- D. Each Director shall designate an alternate representative from their PEA who is employed as a school administrator or a designated confidential employee that is authorized to act in the event of the absence of the appointed Director. Only the designated Director or alternate may serve on the board. Individuals may be appointed to serve as alternates by one or more Authority Members so long as the qualified alternate represents a member PEA from the same county.
- E. The Board of Directors shall hold at least one regular meeting each fiscal year. The date, time, and location for each such regular meeting shall be fixed by the Board of Directors, and shall be publicly noticed prior to the meeting. All meetings of the Board of Directors shall be called, held, and conducted in accordance with the terms and provisions of the Ralph M. Brown Act (Sections 54950, et seq., of the California Government Code), as said Act may be modified by subsequent legislation, and as the same may be augmented by rules of the Board of Directors not inconsistent therewith. The Board may hold additional meetings as determined by the Board and consistent with Brown Act. Except as otherwise provided or permitted by law, all meetings of the Board are open and public. The Board of Directors will cause minutes of its meetings to be kept, and post the true and correct copies of the minutes of such meetings after Board approval.
- F. The principal office for the transaction of business of NCSIG and receipt of all notices is hereby fixed and located as described in Appendix A attached hereto and incorporated herein by reference. The Board of Directors shall have the authority to change the location of the principal office.
- G. The Board of Directors may establish and dissolve operating committees and establish such committees and their operating policies.
- H. The Board of Directors may establish, revise and discontinue policies related to the operation of NCSIG and such approved policies are binding upon the Members unless otherwise specified by policy established by the Board of Directors.
- I. The Board of Directors shall determine Contributions and the method by which Contributions will be paid to NCSIG. The Board of Directors will also provide for additional assessments during the year, if necessary or appropriate, to allow for increased costs and expenses that may occur. The Board of Directors shall insure that a complete and accurate system of accounting of the NCSIG financials are maintained at all times consistent with established auditing standards and accounting procedures.
- J. The Board of Directors shall review coverages that are provided to Members and establish policies and procedures for claims administration.

- K. The Board of Directors shall approve the terms of all related insurance, excess insurance, reinsurance and other agreements, including the terms of coverage, claims services, cost and compensation.
- L. The Board of Directors shall directly or by contract provide for services required to effectively implement all aspects of the Joint Program.
- M. The Board may authorize any Officer or Officers, agent or agents, to enter into any contract or execute any instrument in the name and on behalf of NCSIG, and such authorization may be general or confined to specific instances. Unless so authorized by the Board of Directors, no Officer, agent or employee shall have any authority to bind NCSIG by any contract or to pledge its credit or to render it liable for any purpose.

ARTICLE II RULES OF THE BOARD OF DIRECTORS

- A. The Board of Directors may establish rules governing its own conduct and procedures and have such expressed or implied authority as is not inconsistent with, or contrary to, the laws of the State of California, these Bylaws, or the Joint Powers Agreement.
- B. A quorum for the transaction of business by the Board of Directors shall consist of a majority weighted vote of the Directors or their alternate. All action shall require the approval of a majority weighted vote of the Directors or their alternate present at the meeting, unless a higher percentage vote is required by the Agreement or these Bylaws.
- C. No one serving on the Board of Directors shall receive any salary or compensation from NCSIG.
- D. The Board of Directors may approve reimbursement for expenses incurred.

ARTICLE III OFFICERS

- A. The principal Officers of NCSIG shall be a President, a Vice President, a Secretary/Auditor-Controller, a Treasurer, and a Finance Chair ("Officers").
- B. Election of Officers:
 - 1. The Officers of NCSIG shall be elected by the weighted vote of the Directors or his/her alternate.
 - 2. The Officers of NCSIG shall serve a term of two years, beginning July 1 of even-numbered years.
 - 3. Elections shall take place at the last regularly scheduled Board of Directors meeting prior to the commencement of even-numbered Program Years. Directors may make nominations of individuals who meet the requirements for the office at the time of election. If such nomination is seconded, the nominated individual shall be a candidate

for that office for which the candidate was nominated. The candidate with the greatest number of weighted votes shall be elected to the office.

4. Any person elected as an Officer may be removed at any time, with or without cause, by a majority of the weighted votes of Directors or their alternate present at the Board meeting.
 5. Officers shall at all times during their term be the designated Director of a Member. In the event an Officer is no longer a designated Director of a Member, then such individual shall no longer be an Officer of NCSIG.
 6. All vacancies arising may be filled at any time by the weighted vote of the Directors or their alternate present at that Board of Directors meeting.
- C. The President will preside at all meetings of NCSIG. The President shall appoint the Finance Chair to serve as a NCSIG Officer and members of committees as necessary or appropriate for carrying on the activities of NCSIG. Committees appointed by the President may hold office beyond the President's term subject to the approval of the new President. The President shall execute documents on behalf of NCSIG as authorized by the Board of Directors and shall serve as the back-up liaison to the JPA Manager between this and any other organization. The President shall have authority to approve demands.
- D. The Vice President shall have such powers and perform such duties as may be prescribed from time to time by the Board of Directors or the President. In the absence or disability of the President, the Vice President shall be vested with all the powers and authorized to perform all the duties of the President. The Vice-President shall also serve as the auditor/controller of NCSIG in the absence of the auditor-controller and shall approve demands.
- E. The Secretary shall be present at all meetings of NCSIG to cause minutes to be kept, to maintain or cause to be maintained all accounting and other financial records of NCSIG, to file all financial reports of NCSIG and perform such other duties as the Board may specify. The Secretary shall also serve as the Auditor/Controller of NCSIG and shall approve demands.
- F. The Treasurer shall be those specified in Sections 6505.5 or 6505.6 of the California Government Code, to cause to be received and safe kept all money coming into the treasury, to comply or cause to be complied with all laws governing the deposit and investment of funds, and to cause to be submitted a quarterly report (Treasurer's Report) to the Board summarizing receipts, disbursements, and fund balances, along with a listing of all investments and other duties as specified by the Board. The Treasurer shall have authority to approve demands.
- G. The Board of Directors may appoint or elect such additional Officers, and assign such duties and authorities, as it determines.
- H. The NCSIG Officers shall comprise the Claims Committee and will be subject to the Ralph M. Brown Act (Sections 54950, et seq., of the California Government Code).

ARTICLE IV EXECUTIVE DIRECTOR

All decisions related to NCSIG shall be made by the Board of Directors. NCSIG may contract with a company with demonstrated expertise and experience to assist NCSIG with the management and operation of NCSIG ("Executive Director").

- A. The Executive Director shall provide employees and/or contractors to act as JPA Manager and Associate JPA Manager(s) to:
1. Monitor the status of NCSIG's programs and operations, losses, administrative and operational costs, service companies' and Servicing Agents performance and report to the Board.
 2. Prepare an annual budget.
 3. Assist the Board in selecting brokers, excess insurance companies or excess insurance Joint Powers Authorities.
 4. Assist the Board in selecting claims administrators, risk control consultants and other program services.
 5. Contract for claims audits and actuarial studies to determine cost allocations.
 6. Perform whatever functions are necessary and within the Executive Director's authority to manage the daily activities of NCSIG.
 7. Conduct the business of NCSIG in a manner consistent with the standards set forth by the California Association of Joint Powers Authorities (CAJPA) for their accreditation program.
- B. NCSIG shall compensate the Executive Director for services to NCSIG in such amount and manner as may be fixed from time-to-time by the Board of Directors. Details respecting compensation, termination, and other employment related matters pertaining to the Executive Director shall be governed by the Bylaws and such terms and conditions as the Board shall set forth in a contract or agreement.

ARTICLE V MEMBERSHIP IN NCSIG

- A. Membership in NCSIG shall be open to any California Public Educational Agency which has been duly approved by the Board of Directors. NCSIG shall provide application forms and establish procedures for their completion and submission for review prior to being approved.

- B. Upon approval, a Public Educational Agency may become a Member of NCSIG by executing a copy of the NCSIG Joint Powers Agreement, whereby said Public Educational Agency agrees to comply with the terms of the NCSIG Joint Powers Agreement and these Bylaws, as the same may from time to time be amended and in effect.
- C. NCSIG may establish special rules and terms for membership as defined in NCSIG Policies.

ARTICLE VI FINANCE

- A. NCSIG shall operate on a fiscal year from July 1st through June 30th.
- B. The Board of Directors shall annually and in accordance with Policy adopt a budget showing each of the purposes for which NCSIG will need money and the estimated amount of money that will be needed for each such purpose for the ensuing fiscal year. A copy of the budget shall be provided to each of the Directors.
- C. Each Member shall pay to NCSIG each fiscal year the annual Contribution as calculated and adopted by the Board of Directors pursuant to the following:
 - 1. Each Member's Contribution shall be based upon such Member's retention, selected coverages, ADA, Total Insured Values and other information relative to providing coverage for the Member including rating factors as established by the NCSIG Underwriting Policy.
 - 2. Contributions are due and payable as established by the NCSIG Delinquent Contribution/Termination of Coverage Policy.
- D. Each Program Year shall be accounted for separately from every other Program Year in regard to the accounting for its assets and Obligations.
 - 1. All Contributions, Obligations, expenditures and disbursements of NCSIG that can be separately and distinctly identified by Program Year shall be accounted for separately by each Program Year.
 - 2. Any revenues, Obligations and expenses that cannot be separately and distinctly identified to a specific Program Year may be allocated among Program Years.
 - 3. Should the total Obligations for a Program Year exceed the total assets of that year, the Members participating in such Program Year may be assessed a Pro-Rata Share of the additional contribution required based on actuarial analysis and approved by the Board of Directors.
 - 4. Net Position Funds may be utilized for the benefit of NCSIG as determined and approved by the Board of Directors, including but not limited to a distribution of any positive net position funds to Members.

5. NCSIG's Contingency Reserve must be met before any positive net position funds are eligible to be returned to the Members.
 6. Any unanticipated non-claim expenditures, not incorporated into the current annual budget, will be assessed against the Members, as determined by the Board of Directors. The assessment, if any, will be added to the Member's subsequent Program Year's Contribution.
- E. Any subrogation recoveries received by NCSIG shall be credited to NCSIG with any remaining balance refunded to the member for any incurred Self Insured Retention.
 - F. An account shall be established and maintained to receive monies, pay operating expenses hold reserves and pay claims of NCSIG.

ARTICLE VII RECEIPT AND DISBURSEMENT OF FUNDS

- A. Revenues of NCSIG shall be received at its principal office. The Treasurer shall cause to be safeguarded and invested funds in accordance with NCSIG's current investment policy.
- B. The President, Vice-President, Secretary, Treasurer, Finance Chair, JPA Manager and Associate JPA Managers shall be authorized signatories of NCSIG's checking account. All checks disbursing funds of NCSIG shall be signed as established by action of the Board.
- C. A register of all checks issued since the previous Board meeting shall be provided at each subsequent Board meeting for approval
- D. The JPA Manager shall be authorized to make all expenditures for goods or services without specific approval, to the extent such funds have been included and approved by adoption of the budget or as previously approved by the Board.

ARTICLE VIII INVESTMENT OF FUNDS

NCSIG shall have the power to invest or cause to be invested, in compliance with Section 6509.5 of the California Government Code, such funds as are not necessary for the immediate operation of NCSIG as allowed by Section 53601 of the California Government Code.

ARTICLE IX ACCOUNTS AND RECORDS

- A. NCSIG is strictly accountable for all funds received and disbursed by it and, to that end, NCSIG shall establish and maintain such funds and accounts as may be required by Generally

Accepted Accounting Principles or by any provision of law or any resolution of NCSIG. Books and financial records of NCSIG shall be open to inspection at all reasonable times by representatives of the Members. NCSIG, as soon as practical after the close of each fiscal year, shall give, or cause to be given, a complete written report of all financial activities for such fiscal year to each Member of NCSIG.

- B. The Board of Directors shall make, or contract with a Certified Public Accountant to make, an annual audit of the accounts, records, and financial affairs of NCSIG. In each case the minimum requirements of the audit shall be those prescribed by the State Controller for Special Districts under Section 26909 of the California Government Code and shall conform to Generally Accepted Auditing Standards. When such an audit of accounts and reports is made by a Certified Public Accountant, a report thereof shall be filed within six months of the end of the fiscal year under examination with the State Controller and county auditor. Any costs of the audit, including contracts with, or employment of, Certified Public Accountants in making the audit(s) provided for herein, shall be appropriate administrative charges against the funds of NCSIG.
- C. The Board of Directors shall contract with an independent claims auditor at least every two years to conduct and audit of claims paid by NCSIG and to deliver an audit report to the Board of Directors.

ARTICLE X HOLD HARMLESS AND INDEMNIFICATION

The Board of Directors and the Officers of NCSIG, including former Directors and Officers, shall not be liable to NCSIG, to any Member or Former Member, or to any other person, for actual or alleged breach of duty, mistake of judgment, neglect, error, misstatement, misleading statement, or any other act or omission in the performance of their duties hereunder as provided by California Government, except in the event of fraud, gross negligence, or intentional misconduct of such director or Officer. NCSIG shall defend and shall indemnify and hold harmless its Directors and Officers, including former Directors and Officers, from any claim, demand, cause of action, and damages arising out of their performance of their duties as such Directors or Officers of NCSIG, to the extent authorized by Government Code Section 995. NCSIG may purchase conventional insurance to protect NCSIG, and its participating Members or Former Members, against any such acts or omissions by its Directors and Officers, including former Directors and Officers.

ARTICLE XI RISK MANAGEMENT

The Board of Directors of NCSIG may adopt recommended minimum standards for risk management/loss control practices. These standards and best practices shall be reviewed by each Member as part of each Member's risk management practices.

ARTICLE XII
WITHDRAWAL FROM OR TERMINATION OF MEMBERSHIP

Any Member having completed three complete program years as a Member of NCSIG may withdraw from its status as a Member and party to the Joint Powers Agreement at the end of the fiscal year subject to the following terms and conditions.

- A. Member must submit a written request to NCSIG JPA Manager no later than ~~March 15~~ December 31 of the preceding Program Year.
- B. Termination of participation in future Program years does not relieve the terminated Member of any benefits or obligations of those Program Years in which the Member participated. These obligations including payment of assessments or any other amounts due and payable, and the terminated Member shall participate in all dividends for the Program Years in which the Member participated.
- C. A Member may be involuntarily terminated from membership in NCSIG upon the weighted vote of two-thirds of all the remaining Directors. Such involuntary termination shall become effective at the end of the Program Year in which the action is taken or upon such other date as the Board of Directors may specify, but in no case less than sixty days after notice of involuntary termination is given. As a result of such involuntary termination:
 - a. The incurred claims, incurred but not reported claims, and all Contributions of the terminated Member applicable to Program Years of membership shall stay with NCSIG.
 - b. The terminated Member shall continue to participate in each of the Program Years for which the agency was a Member.
 - c. The terminated Member shall continue to be bound by the JPA Agreement and the Bylaws for the Program Years during which such agency was a Member.
- D. Grounds for involuntary termination include, but are not limited to, the following:
 - a. Failure or refusal to abide by the JPA Agreement or Bylaws;
 - b. Failure or refusal of a Member to abide by an amendment of the JPA Agreement or Bylaws which has been adopted by the Board of Directors or by the Members of NCSIG as provided in the Agreement or these Bylaws;
 - c. Failure or refusal to pay Contributions or assessments to NCSIG as provided in the Agreement or Bylaws;
 - d. Failure to comply with risk management or safety programs implemented by NCSIG; or
 - e. Failure of a Member to disclose a material fact to NCSIG or its JPA Manager.

**ARTICLE XIII
DISPOSITION OF PROPERTY AND FUNDS**

Upon termination of the JPA Agreement, all assets of NCSIG shall be distributed only among the parties that have been participants in the Program, including any of those parties which previously withdrew pursuant to the JPA Agreement, in and proportionate to their Deposit Premiums and Assessments paid during the term of the JPA Agreement. The Board of Directors shall determine such distribution within six months after the last pending claim or loss covered by this JPA Agreement has been finally resolved and there is a reasonable expectation that no new claims will be filed.

The Board is vested with all powers of NCSIG for the purpose of concluding and dissolving the business affairs of NCSIG. These powers shall include the power to require Members, including those which were participants at the time the claim arose or at the time the loss was incurred, to pay their share of any assessments deemed necessary by the Board for final disposition of all claims and losses covered by the JPA Agreement for any program year.

**ARTICLE XIV
AMENDMENTS**

- A. Amendment to these Bylaws may be proposed by any Member of NCSIG.
- B. All amendments to these Bylaws must be approved by a two-thirds (2/3) weighted vote of the members of NCSIG Board of Directors, followed by a 2/3 vote of the entire membership. The effective date of any amendment will be on the first day of the next month following adoption, unless otherwise stated.

**ARTICLE XV
SEVERABILITY**

Should any portion, term, condition or provision of these Bylaws be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

**ARTICLE XVI
SUBORDINATION**

Should any portion, term, condition or provision of these Bylaws be in conflict with the JPA Agreement, the terms of the Bylaws will be subordinate to the JPA Agreement.

**ARTICLE XVII
RECORDS RETENTION POLICY**

NCSIG's records will be retained in accordance with the policy adopted by the Board of Directors.

ARTICLE XVIII NOTICES

- A. Notices to NCSIG shall be in writing and delivered to NCSIG.
- B. Notices to Members shall be in writing and delivered to the Member.
- C. Reportable claims against Members shall be reported to the Member's Servicing Agent and/or the NCSIG Claims Administrator.

ARTICLE XIX EFFECTIVE DATE

The effective date of any amendment will be the first day of the next month following adoption, unless otherwise stated.

ARTICLE XX DEFINITIONS

The terms in these Bylaws shall be as defined herein and in the JPA Agreement creating the Northern California Schools Insurance Group, unless otherwise specified herein.

- A. "Associate JPA Manager" shall be an alternate JPA Manager in the event of a conflict of interest with the JPA Manager, in the absence of the JPA Manager, or for other duties as outlined in NCSIG documents, and will be subject to the direction and control of the Board and Executive Director.
- B. "Board" or "Board of Directors" shall mean the governing body of NCSIG as determined in Article I of the Bylaws.
- C. "Contribution" shall mean the amount determined by the Board of Directors as each Member's share of the cost of each Program Year of the Joint Program.
- D. "Contingency Fund" shall mean the excess by which NCSIG's assets exceed the Obligations for all the Program Years measured at a point in time as determined by the Board of Directors.
- E. "Director" shall be the person(s) appointed to the Board of Directors as provided for in this agreement. The Director shall have the authority to bind the Members on any and all matters relating to the business of NCSIG.
- F. "Excess Insurance" shall mean that insurance purchased by NCSIG either through other Joint Powers Authorities or through commercial insurance companies to cover losses in excess of NCSIG's pooled limits.

- G. "Executive Director" shall be the entity engaged by NCSIG under written contract for the day-to-day administration, management, and operation of NCSIG's programs of risk management and will be subject to the direction and control of the Board.
- H. "JPA Agreement" shall mean the Joint Powers Agreement creating the Northern California Schools Insurance Group.
- I. "JPA Manager" shall be the person (employee or contractor) of the Executive Director responsible for the day-to-day administration, management, and operation of NCSIG's programs of risk management and will be subject to the direction and control of the Board and Executive Director.
- J. "Joint Program" shall mean the coverage for property and liability claims in excess of the Member's retention pursuant to NCSIG's coverage documents along with the purchasing of insurance or reinsurance or the setting aside of funds and reserves to pay for a self-insured retention or for losses not covered by insurance or reinsurance of such claims.
- K. "Servicing Agent" shall be the person or entity designated by the Members to act on their behalf in providing insurance services as determined by the Servicing Agent Policy.
- L. "Member" shall mean any Public Educational Agency who has been approved by the NCSIG Board of Directors for membership in NCSIG and is bound by the NCSIG JPA Agreement, Bylaws and other program policies which may be amended from time to time.
- M. "NCSIG" shall mean the Northern California Schools Insurance Group.
- N. "Obligations" shall mean to include, but not limited to, all payments required by law together with any other legal obligations incurred or potentially payable by NCSIG pursuant to the JPA Agreement or these Bylaws.
- O. "Program Year" shall mean one year of the Joint Program separate from each and every other Program Year and shall operate on fiscal year from July 1st through June 30th, or as otherwise determined by the Board of Directors.
- P. "Pro-Rata Share" shall mean the ratio of each Member's Contribution in proportion to the total of all Members' Contributions for each Program Year.
- Q. "Public Educational Agency" shall include individual school districts, community college districts, Regional Occupational Center or Program, County Superintendent of Schools or Board of Education, Charter Schools sponsored by NCSIG Members, or other Joint Powers Authorities approved by the NCSIG Board of Directors for membership.
- R. "Subrogation" shall mean the recovery of payments which NCSIG has made on behalf of a Member.

APPENDIX “A”

The principal address of the Northern California Schools Insurance Group (NCSIG) for the transaction of business and receipt of all notices shall be:

EXECUTIVE DIRECTOR
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP
310 HEMSTED DRIVE, SUITE 200
REDDING, CA 96002

Name _____

Date _____

Classroom Reflection

Student Directions: As a group, discuss these questions and write down your responses. Be ready to share with the class!

A PHYSICALLY SAFE CLASSROOM . . .

Looks like:

Sounds like:

Feels like:

AN EMOTIONALLY SAFE CLASSROOM . . .

Looks like:

Sounds like:

Feels like:

A RESPECTFUL CLASSROOM . . .

Looks like:

Sounds like:

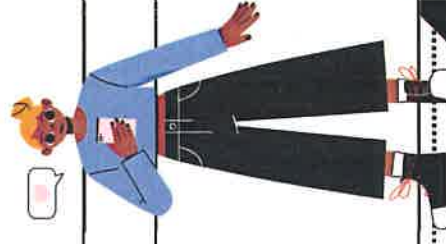
Feels like:

A PRODUCTIVE CLASSROOM . . .

Looks like:

Sounds like:

Feels like:



Fundraising Calendar

22/23 (09/08/2022)

The purpose of this calendar is to provide our families with an idea of what and when they may be solicited for donations or items for sale. Events may be added if the need arises.

| | | |
|--|--|--|
| August/September 8 th Grade Fundraiser (TBD) RCA Spirit Wear Sales** Book Fair Back to School BBQ - 8 th Gr. Back to School Cupcake Sales - 6 th Box Tops - RCA Leadership Fundraiser | October RCA Halloween Carnival 4 th Grade - Mandarin Sales Box Tops - RCA | November Basketball Tourney Concessions - 8 th Gr. Initial yearbook sales Book Fair Box Tops - RCA |
| December Yearbook Sales Box Tops-RCA | January RCA Energy Raffle Yearbook Sales Box Tops - RCA Leadership Fundraiser | February RCA Energy Raffle - (Closing Date TBD) Yearbook Sales Box Tops - RCA |
| March 7 th Grade Dinner - Date TBD Cupcake Sales -- Date TBD -- 6 th Grade Book Fair - Week of March Yearbook Sales Box Tops - RCA | April Yearbook Sales Spring Picture Day Citizenship Activity Box Tops - RCA | May Year Book Sales Box Tops - RCA |

**Richmond T-shirts and Sweatshirts are available in the office and after school for sale throughout the year. Proceeds go to the RCA.

Adopted 09/08/2022

**RICHMOND ELEMENTARY SCHOOL DISTRICT
RESOLUTION 22/23-3**

Certification and Provision of Standards Aligned Instructional Materials

WHEREAS, the governing board of the Richmond Elementary School District, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on **September 8, 2022, at 6:00 PM** which is on or before the eighth week of school (between the first day that students attend school and the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders (if the district or county office has a bargaining unit) in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district/county office of education, and;

WHEREAS, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English Learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

| Subject | Adopted Texts |
|------------------------|--|
| History-Social Science | Studies Weekly – K thru 5 th TCI – 6 th thru 8 th |
| Science | Twig – K thru 5 th Accelerate Learning – Stemsscopes 6 th – 8 th |
| Mathematics | Houghton Mifflin Expressions – K thru 5 th Big Ideas – 6 th thru 8 th |
| Reading/Language Arts | McGraw Hill – Wonders K thru 5 th McGraw Hill – StudySync 6 th thru 8 th |

THEREFORE, it is resolved that for the 22/23 school year, the Richmond Elementary School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED this 8th day of September, 2022, by the Richmond Elementary School District Board of Trustees at Susanville, California, by the following vote:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

I, Michael Cosgrove, Secretary to the Richmond Elementary School District Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by said Board at a regular meeting thereof held on said date.

Michael Cosgrove, Superintendent
Richmond Elementary School District



California Department of
EDUCATION

CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)
[Data Entry Forms](#)
[Certification Preview](#)
[Certify Data](#)
[Reports](#)
[Users](#)
[Contacts](#)
[FAQs](#)
[Program Information Data Entry Instructions](#)

2019–20 Title II, Part A Fiscal Year Expenditure Report, 36 Months

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

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

| | |
|--------------------------------------|--|
| 2019–20 Title II, Part A allocation: | \$1,456 |
| Transferred-in amount: | \$0 |
| Transferred-out amount: | \$0 |
| 2019–20 Total allocation: | \$1,456 <input type="button" value="Recalculate"/> |

Professional Development Expenditures

Professional development for teachers:

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: \$1,456

2019–20 Unspent funds: \$0

Last Saved: Jeanette Goni (jagoni), 9/1/2022 6:07 PM, Draft

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



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)[Data Entry Forms](#)[Certification Preview](#)[Certify Data](#)[Reports](#)[Users](#)[Contacts](#)[FAQs](#)[Program Information](#) [Data Entry Instructions](#)

2020–21 Title II, Part A Fiscal Year Expenditure Report, 24 Months

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

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

| | |
|--------------------------------------|--|
| 2020–21 Title II, Part A allocation: | \$1,377 |
| Transferred-in amount: | \$0 |
| Transferred-out amount: | \$0 |
| 2020–21 Total allocation: | \$1,377 <input type="button" value="Recalculate"/> |

Professional Development Expenditures

| | |
|--|------|
| * Professional development for teachers: | 1377 |
| * Professional development for administrators: | 0 |
| * Consulting/Professional services: | 0 |
| * Induction programs: | 0 |
| * Books and other supplies: | 0 |
| * Dues and membership: | 0 |
| * Travel and conferences: | 0 |

Personnel and Other Authorized Activities

| | |
|---|---|
| * Certificated personnel salaries: | 0 |
| * Classified personnel salaries: | 0 |
| * Employee benefits: | 0 |
| * Developing or improving an evaluation system: | 0 |
| * Recruitment activities: | 0 |
| * Retention activities: | 0 |
| * Class size reduction: | 0 |

Program Expenditures

| | |
|---|--|
| * Direct administrative costs: | 0 |
| * Indirect costs: | 0 |
| * Equitable services for nonprofit private schools: | 0 |
| Total expenditures: | \$1,377 <input type="button" value="Recalculate"/> |
| 2020–21 Unspent funds: | \$0 |

Last Saved: Jeanette Goni (jagoni) 9/1/2022 6:10 PM, Draft



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)
[Data Entry Forms](#)
[Certification Preview](#)
[Certify Data](#)
[Reports](#)
[Users](#)
[Contacts](#)
[FAQs](#)
[Program Information](#) [Data Entry Instructions](#)

2021-22 Title II, Part A Fiscal Year Expenditure Report, 12 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2021 through June 30, 2022.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

| | |
|--------------------------------------|--|
| 2021-22 Title II, Part A allocation: | \$1,270 |
| Transferred-in amount: | \$0 |
| Transferred-out amount: | \$0 |
| 2021-22 Total allocation: | \$1,270 <input type="button" value="Recalculate"/> |

Professional Development Expenditures

| | |
|--|------|
| * Professional development for teachers: | 1270 |
| * Professional development for administrators: | 0 |
| * Consulting/Professional services: | 0 |
| * Induction programs: | 0 |
| * Books and other supplies: | 0 |
| * Dues and membership: | 0 |
| * Travel and conferences: | 0 |

Personnel and Other Authorized Activities

| | |
|---|---|
| * Certificated personnel salaries: | 0 |
| * Classified personnel salaries: | 0 |
| * Employee benefits: | 0 |
| * Developing or improving an evaluation system: | 0 |
| * Recruitment activities: | 0 |
| * Retention activities: | 0 |
| * Class size reduction: | 0 |

Program Expenditures

| | |
|---|--|
| * Direct administrative costs: | 0 |
| * Indirect costs: | 0 |
| * Equitable services for nonprofit private schools: | 0 |
| Total expenditures: | \$1,270 <input type="button" value="Recalculate"/> |
| 2021-22 Unspent funds: | \$0 |

Last Saved: Jeanette Goni (jagoni), 9/1/2022 6:11 PM, Draft

California Department of
EDUCATION

CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)[Data Entry Forms](#)[Certification Preview](#)[Certify Data](#)[Reports](#)[Users](#)[Contacts](#)[FAQs](#)[Program Information](#) [Data Entry Instructions](#)

2022-23 Protected Prayer Certification

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

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

Protected Prayer Certification Statement

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

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

* The authorized representative agrees to the above statement:

☐ No ☒ Yes

Authorized Representative's Full Name:

Michael Cosgrove

Authorized Representative's Title:

Superintendent/Principal

Authorized Representative's Signature
Date:

09/01/2022

(ex. MM/DD/YYYY)

Comment:

If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)

Last Saved: Jeanette Goni (jagoni), 9/1/2022 6:13 PM, Draft

[Save](#)

[Return to List](#)

Miguel Cordova, Title I Policy, Program, and Support Office | MCordova@cde.ca.gov | 916-319-0381
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

[Web Policy](#)



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)
[Data Entry Forms](#)
[Certification Preview](#)
[Certify Data](#)
[Reports](#)
[Users](#)
[Contacts](#)
[FAQs](#)
[Data Entry Instructions](#)

2022–23 Application for Funding

Required fields are denoted with an asterisk (*).

Local Governing Board Approval

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

By checking this box the LEA certifies that ☒ the Local Board has approved the Application for Funding for the listed fiscal year:

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that ☐ parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year:

Application for Categorical Programs

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

* Title I, Part A (Basic Grant): ☒ No ☐ Yes
ESSA Sec. 1111 et seq.
SACS 3010

* Title II, Part A (Supporting Effective Instruction): ☐ No ☒ Yes
ESEA Sec. 2104
SACS 4035

Title II, Part A funds used through the Alternative Fund Use Authority (AFUA): ☒ No ☐ Yes
Section 5211 of ESEA

* Title III English Learner: ☒ No ☐ Yes
ESEA Sec. 3102
SACS 4203

* Title III Immigrant: ☒ No ☐ Yes
ESEA Sec. 3102
SACS 4201

* Title IV, Part A (Student and School Support): ☒ No ☐ Yes
ESSA Sec. 4101
SACS 4127

Title V, Part B Subpart 1 Small, Rural School Achievement Grant: ☒ No ☐ Yes
ESSA Sec. 5211 SACS 5810

Last Saved: Jeanette Goni (jagoni), 9/1/2022 6:16 PM, Draft

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



California Department of
EDUCATION

CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)
[Data Entry Forms](#)
[Certification Preview](#)
[Certify Data](#)
[Reports](#)
[Users](#)
[Contacts](#)
[FAQs](#)
[Program Information](#) | [Data Entry Instructions](#)

2022–23 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

In accordance with the Every Student Succeeds Act (ESSA) sections 1117 and 8501, a local educational agency shall consult annually with appropriate private school officials and both shall have the goal of reaching agreement on how to provide equitable and effective programs for eligible private school children, teachers, and families. This applies to programs under Title I, Part A; Title I, Part C; Title II, Part A; Title III, Part A; Title IV, Part A; Title IV, Part B; and section 4631, with regard to the Project School Emergency Response to Violence Program (Project SERV).

The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information in the Private School Affidavit is not verified, and the California Department of Education takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data and the tax exempt status if it is being used for the purpose of providing equitable services.

Private School's Believed Results of Consultation Allowable Codes

Y1: meaningful consultation occurred

Y2: timely and meaningful consultation did not occur

Y3: the program design is not equitable with respect to eligible private school children

Y4: timely and meaningful consultation did not occur and the program design is not equitable with respect to eligible private school children

Add non-attendance area school(s):

☒ No ☐ Yes

The local educational agency is electing to add nonprofit private schools outside of the district's attendance area.

Last Saved: Jeanette Goni (jagoni), 9/1/2022 6:17 PM, Draft

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

Sylvia Hanna, Title I Policy, Program, and Support Office | SHanna@cde.ca.gov | 916-319-0948
 Rina DeRose, Title I Policy, Program, and Support Office | RDeRose@cde.ca.gov | 916-323-0472
 General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
 1430 N Street
 Sacramento, CA 95814

[Web Policy](#)



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)[Data Entry Forms](#)[Certification Preview](#)[Certify Data](#)[Reports](#)[Users](#)[Contacts](#)[FAQs](#)[Program Information](#) [Data Entry Instructions](#)

2022–23 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

* 2022–23 Request for authorization:

☒ No ☐ Yes

LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system:
(Maximum 500 characters)

Last Saved: Jeanette Goni (jagoni), 9/1/2022 6:17 PM, Draft

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

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

[Web Policy](#)



California Department of
EDUCATION

CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Richmond Elementary (18 64170 0000000)

[Home](#)
[Data Entry Forms](#)
[Certification Preview](#)
[Certify Data](#)
[Reports](#)
[Users](#)
[Contacts](#)
[FAQs](#)
[Program Information](#) [Data Entry Instructions](#)

2021–22 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

Homeless Education Certification

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths;
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
 - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless;
 - b) Includes a dispute resolution process;
 - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison;
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

Homeless Liaison Contact Information

* Homeless liaison first name: Amy

* Homeless liaison last name: Shepherd

* Homeless liaison title: Secretary

* Homeless liaison email address: ashepherd@richmondelementary.com
(Format: abc@xyz.zyx)

* Homeless liaison telephone number: 530-257-2338
(Format: 999-999-9999)

Homeless liaison telephone extension:

* Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education: 0.88
(Format: 0.00)

Homeless Liaison Training Information

* Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years: ☐ No ☒ Yes

Has the homeless liaison provided training to the following personnel:

Principals and other school leaders: ☐ No ☒ Yes

Attendance officers and registrars: ☐ No ☒ Yes

Teachers and instructional assistants: ☐ No ☒ Yes

School counselors: ☐ No ☒ Yes

Homeless Education Policy and Requirements

* Does the LEA have a written homeless education policy:

☐ No ☒ Yes

No policy comment:

Provide an explanation why the LEA does not have a homeless education policy.
(Maximum 500 characters)

Date LEA's board approved the homeless education policy:

12/09/2014

(ex. MM/DD/YYYY)

* Does the LEA meet the above federal requirements:

☐ No ☒ Yes

Compliance comment:

Provide an explanation why the LEA does not comply with federal requirements.
(Maximum 500 characters)

* Does your LEA use a housing questionnaire to assist with the identification of homeless children and youth:

☐ No ☒ Yes

Does the housing questionnaire include best practices, rights, and protections afforded to homeless children and youth:

☐ No ☒ Yes

Is the housing questionnaire made available in paper form:

☐ No ☒ Yes

Did your LEA administer the housing questionnaire to all student body during the school year:

☒ No ☐ Yes

Last Saved: Jeanette Goni (jagoni), 9/1/2022 6:21 PM, Draft

Save

Return to List

Leanne Wheeler, Integrated Student Support and Programs Office | LWheeler@cde.ca.gov | 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office | KBarrales@cde.ca.gov | 916-327-9692
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

Web Policy

**RICHMOND SCHOOL
RESOLUTION 22/23-4
RESOLUTION ADOPTING THE GANN LIMIT
RICHMOND ELEMENTARY SCHOOL DISTRICT**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann amendment, which added Article XIII to the California Constitution; and

WHEREAS, the provisions of the Article establish maximum appropriation limitations, commonly called “Gann Limits,” for public agencies, including school districts; and

WHEREAS, the District must establish a revised Gann Limit for the 20/21 fiscal year and a projected Gann Limit for the 21/22 fiscal year in accordance with the provisions on Article XIII-B and applicable statutory law;

NOW BE IT RESOLVED, by the Governing Board of the Richmond School District that this Board does provide public notice that the attached calculations and documentation of the Gann Limits for the 21/22 and the 22/23 fiscal years do not exceed the limitations imposed by proposition 4;

BE IT FURTHER RESOLVED that the Superintendent/Principal of the Richmond School District provide copies of this resolution along with the appropriate attachments to interested citizens of this district.

September 8, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Michael Cosgrove, Secretary to the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of the resolution passed and adopted by the governing Board at a regularly called and conducted meeting held on September 8, 2022.

Secretary to the Board

RICHMOND SCHOOL BOARD OF TRUSTEES
REGULAR MEETING
August 11, 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, Adam Runyan, Sadie Albonico, Tracy Langslet

MEMBERS ABSENT Nick McBride

OTHERS PRESENT Michael Cosgrove, Jeanette Goni, Tim Andersen, Elise Farris, Tonia Mallory

PUBLIC COMMENT No Public Comment

AGENDA

APPROVAL MSCU (Runyan/Langslet) approved the agenda.

RCA

RCA REPORT 4.1.1 Elise Farris reported that elections for RCA officers would take place during Back to School Night. RCA will be sending out a newsletter to parents. She discussed Yahoo BooHoo was scheduled for the first day of school in the Library. She noted the Halloween Carnival will Friday, October 21st.

Superintendent Report

STUDENT BODY
ACCOUNT

4.2.1 The Superintendent made reference to the summary included in the Board packet. There was further discussion regarding students selling chocolate for the general fund in the Student Body Account.

22/23 TENTATIVE
ENROLLMENT

4.2.2 The 22/23 tentative enrollment is at 190 students.

22/23 STAFFING
LEVELS

4.2.3 The Superintendent reported that an offer was made to hire a 7th grade teacher. He mentioned that this would be discussed later in the agenda.

CSBA POLICY
REVIEW UPDATE

4.2.4 The Superintendent reported on the recent policy review taken place earlier in the summer. CSBA is currently updating GAMUT. The review process was discussed. The Superintendent noted that the 1st Reading should take place at the September meeting and the Final Reading should take place in October.

- ELO UPDATE 4.2.5 The Superintendent discussed the plans under Extended Learning Opportunities (ELO). He reported that Homework Club would be from 7:00 am to 7:30 am with Breakfast following at 7:30 am to 7:55 am. He further discussed that after school interventions would be Tuesdays for ELA and Thursday of Math.

Director of Buildings and Grounds

FACILITY PROJECTS

- 4.3.1 Tim reported the gym paint project was behind schedule and would not be complete until after school starts. He discussed the issues delaying the completion of the project and what the paint contractor was doing to fence off the work area for student safety.

Tim reported the gym fire system work has been completed. He stated piping has been replaced and the sump was lowered with the assistance of Pee Wee Enterprises.

SUMMER PROJECTS

- 4.3.2 Tim reported the office and computer lab have been switched, the kitchen floor was cleaned and waxed, a new additional prep counter was installed, the entrances to classrooms were cleaned and waxed, carpets and rugs were shampooed, carpet replaced in 3rd and 8th grades, and repainted the stalls in little girls restroom.

Certificated Staff and Classified Staff Report

CERTIFICATED STAFF

- 4.4.1 No Certificated Staff Report

CLASSIFIED STAFF

- 4.4.2 Tonia Mallory reported the beginning of year Book Fair would held in the gym.

Curriculum/Student Performance

- CAASPP RESULTS 5.1 The Superintendent reported he is currently compiling the data results. He stated he had completed Grades K through 5. He further stated he would report final results at the September meeting.

Business

- | | | |
|---------------------------------|------|---|
| 7 th GR TEACHER | 6.1 | MSCU (Runyan/Albonico) approved to hire Trudy Detrick - 7 th Grade Teacher |
| HIRE PARA – A. JASO | 6.2 | MSCU (Albonico/Langslet) approved to hire Amanda Jaso - Paraprofessional. |
| HIRE PARA - V. HAPROFF | 6.3 | MSCU (Runyan/Albonico) approved to hire Victoria Haproff - Paraprofessional. |
| RESIGNATION - J. HENRY | 6.4 | MSCU (Langslet/Runyan) accepted the resignation of Jodi Henry - Computer Lab Tech. |
| RESIGNATION - A. TRUAX | 6.5 | MSCU (Albonico/Langslet) accepted the resignation of Amanda Truax - Special Ed Paraprofessional. |
| DECLARATION OF NEED | 6.6 | MSCU (Runyan/Albonico) approved the Declaration of Need for Qualified Educators. |
| RESOLUTION 22/23-1 | 6.7 | MSCU (Runyan/Albonico) approved Board Resolution 22/23-1, the Education Protection Account. |
| CONTRACT W/ CRAIG HARRIS | 6.8 | MSCU (Albonico/Langslet) approved the Contract for Special Services with Craig Harris. |
| LAVA BEDS FIELD TRIP | 6.9 | MSCU (Runyan/Albonico) approved the 5 th Grade Overnight Field Trip to Lava Beds - September 15-16, 2022. |
| CLASSIFIED AGREEMENT | 6.10 | MSCU (Langslet/Albonico) approved the three-year agreement with Classified. |
| 22/23 CLASSIFIED MOU | 6.11 | MSCU (Langslet/Rotlisberger) approved the MOU with Classified for the 22-23 School Year. |
| 22/23 CALENDAR EARLY RELEASE | 6.12 | Discussion took place regarding the Superintendent creating blocks of time during the week that grade cohorts can meet. In turn, it increases prep time for teachers. |

Motion by Tracy Langslet to approval amending the 22/23 calendar to include an early release day on Wednesdays. The motion was seconded by Sadie Albonico.

Ayes – Albonico, Langslet
Noes – Rotlisberger, Runyan

Motion failed to pass due to no majority. Item to be placed on the Board Agenda in September.

Minutes

- 7.1 (Albonico/Langslet) approved the minutes of the special meeting on June 16, 2022.

Ayes - Rotlisberger, Albonico, Langslet
Abstain - Runyan

- 7.2 (Albonico/Rotlisberger) approved the minutes of the regular meeting on June 23, 2022.

Ayes - Rotlisberger, Albonico, Langslet
Abstain - Runyan

Policy

No Report

Warrants

- 9.1 MSCU (Langslet/Runyan) approved the warrant list(s) for July/August

| | |
|-----------------------|---------------------|
| General: | \$192,453.25 |
| Cafeteria: | 1,090.40 |
| Deferred Maintenance: | 0.00 |
| Developer Fee: | 0.00 |
| Capital Outlay: | 0.00 |
| | <u>\$193,543.65</u> |

Correspondence

No Correspondence

Information: Comments from Board Members

Closed Session

- 12.1 Pursuant to Government Code Section 54957.6, the Board met in Closed Session regarding Labor Negotiations for the following:
- Richmond Teachers Association

Reconvene Open Session

- 13.1 No reportable action taken in Closed Session

ADJOURNMENT

Having no further business, the regular meeting adjourned at 8:00 p.m.

CONFLICT OF INTEREST

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

(cf. 9005 - Governance Standards)

The Board shall adopt a resolution that specifies the terms of the district's conflict of interest code, the district's designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code and submit any changes to the code reviewing body.

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

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

(cf. 9320 - Meetings and Notices)

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

(cf. 4117.2/4217.2/4317.2 - Resignation)

(cf. 9222 - Resignation)

Conflict of Interest under the Political Reform Act

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic

CONFLICT OF INTEREST (continued)

interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district. (2 CCR 18702.1)

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

Conflict of Interest under Government Code 1090

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

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

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

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. *Relative* means an adult who is related to the

CONFLICT OF INTEREST (continued)

Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

Common Law Doctrine Against Conflict of Interest

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

Rule of Necessity or Legally Required Participation

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

Incompatible Offices and Activities

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

(cf. 4136/4236/4336 - Nonschool Employment)

Gifts

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

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

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

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

CONFLICT OF INTEREST (continued)

Honoraria

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

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

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

Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office

35107 School district employees

35230-35240 Corrupt practices, especially:

35233 Prohibitions applicable to members of governing boards

41000-41003 Moneys received by school districts

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

81000-91014 Political Reform Act of 1974, especially:

82011 Code reviewing body

87100-87103.6 General prohibitions

87200-87210 Disclosure

87300-87313 Conflict of interest code

87500 Statements of economic interests

89501-89503 Honoraria and gifts

91000-91014 Enforcement

PENAL CODE

85-88 Bribes

CODE OF REGULATIONS, TITLE 2

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

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

CONFLICT OF INTEREST (continued)

Legal Reference: (continued)

COURT DECISIONS

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

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

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

ATTORNEY GENERAL OPINIONS

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

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

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

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

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

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

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

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

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

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

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

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

Management Resources:

CSBA PUBLICATIONS

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

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

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

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

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

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

WEB SITES

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

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

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

CONFLICT OF INTEREST (continued)

**Conflict of Interest Code of the
Richmond Elementary School District**

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Board of Trustees members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. **Category 1:** A person designated Category 1 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.
2. **Category 2:** A person designated Category 2 shall disclose:
 - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
 - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

CONFLICT OF INTEREST (continued)**Designated Positions**

| <u>Designated Position</u> | <u>Disclosure Category</u> |
|-------------------------------------|----------------------------|
| Board of Trustees Members | 1 |
| Superintendent of Schools | 1 |
| Maintenance and Operations Director | 1 |
| Chief Business Officer | 1 |

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent/Principal or designee. The Superintendent/Principal or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18701)

CSBA: MANDATED AND CONDITIONALLY MANDATED POLICY LANGUAGE

The following chart summarizes state and federal laws that mandate districts to adopt policies and regulations on specified topics, and the CSBA policy or regulation that addresses each mandate. It also includes "conditional mandates" that require the adoption of a policy or regulation if the district meets certain conditions or participates in a particular program. This list is available to districts and county offices of education that subscribe to CSBA's policy services, and is a tool for CSBA policy workshops or district self-assessments to determine if policies are in compliance and up to date. Districts may fulfill some of these mandates through means other than the policy manual, such as through the adoption of board resolutions, student or employee handbooks, collective bargaining agreements, operations manuals, or other documents.

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|---|--|--|-----------------|
| BP 0410 | 5/18 | Nondiscrimination in District Programs and Activities <i>MANDATE</i> | EC 234.1 GC 11138 | Rules and regulations to carry out the intent of nondiscrimination provision. | |
| BP 0430 | 5/20 | Comprehensive Local Plan for Special Education <i>CONDITIONAL MANDATE</i> | EC 56195.7 EC 56195.8 | For districts in multi-district SELPA, specified policies for programs and services offered For districts in single-district SELPA, procedure for ongoing program review and correction of identified problems | |
| BP/AR 1312.3 | 12/21 | Uniform Complaint Procedures <i>MANDATE</i> | EC 8212 EC 49013 EC 52075 5 CCR 4621 | Policy and procedures consistent with state's uniform complaint procedures; person(s) responsible to receive and investigate complaints; confidentiality; annual notice; protection against retaliation; complaints re: student fees, local control and accountability plan, and preschool health and safety; right to appeal | |
| AR 1312.4 | 6/22 | Williams Uniform Complaint Procedures <i>MANDATE</i> | EC 35186 | Procedures regarding deficiencies in instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of students or staff, and teacher vacancy or misassignment | |
| BP/AR 1330 | 6/18 | Use of School Facilities <i>MANDATE</i> | EC 38133 EC 38134 | Policy stating which activities shall be charged direct costs; rules for management and control of school facilities; application procedures. | |
| BP/AR 3230 | 3/21 | Federal Grant Funds <i>CONDITIONAL MANDATE</i> | 2 CFR 200.110 2 CFR 200.302 2 CFR 200.318 2 CFR 200.319 | For districts receiving federal formula and/or discretionary grant funds, policy and procedures related to procurement, conflict of interest, cash management, payments, and allowable costs. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|---|-------------------------------|---|-----------------|
| AR 3231 | 5/20 | Impact Aid <i>CONDITIONAL MANDATE</i> | 20 USC 7704; 34 CFR 222.94 | For districts that receive federal Title VII Impact Aid funding based on Indian lands, specific actions the district will take related to consultation/involvement of Indian tribes and parents/guardians of American Indian students | |
| BP/AR 3250 | 5/19 | Transportation Fees <i>CONDITIONAL MANDATE</i> | EC 39807.5 | For districts providing transportation, rules for identifying parents exempt from fees based on financial need. | |
| AR 3311 | 12/16 | Bids <i>MANDATE</i> | GC 54202 | Bidding procedures governing the purchase of equipment and supplies. | |
| AR 3311.2 | 3/21 | Lease-Leaseback Contracts <i>CONDITIONAL MANDATE</i> | EC 17406 | For districts choosing to award lease-leaseback contracts, procedures for evaluating the qualifications of proposers to ensure fair and impartial selection of best value to the district. | |
| BP 3312 | 4/15 | Contracts <i>CONDITIONAL MANDATE</i> | EC 35182.5 | For districts entering into contracts for exclusive sale or advertising of carbonated beverages, policy ensuring "internal controls" to protect integrity of public funds, addressing renewals of contracts for non-nutritious beverages and foods, and ensuring contracts are entered into on a competitive basis. | |
| | | <i>CONDITIONAL MANDATE</i> | EC 49073.1 | For districts entering into contract for digital storage, maintenance, or retrieval of student records, policy authorizing such contracts. | |

EC Education Code
GC Government Code
HSC Health and Safety Code
PRC Public Resources Code
VC Vehicle Code

5 CCR
8 CCR
USC
CFR
USDA

Title 5, California Code of Regulations
Title 8, California Code of Regulations
United States Code
Code of Federal Regulations
U.S. Department of Agriculture

California School Boards Association
Page 2 of 16
June 2022

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|---|----------------------------------|---|-----------------|
| BP 3470 | 12/16 | Debt Issuance and Management <i>CONDITIONAL MANDATE</i> | GC 8855 | Prior to issuing any debt, policy including the purposes for which the proceeds may be used, types of debt that may be issued, relationship of the debt to the district's capital improvement program or budget, policy goals related to the district's planning goals and objectives, and internal control procedures. | |
| BP 3513.3 | 7/16 | Tobacco-Free Schools <i>CONDITIONAL MANDATE</i> | HSC 104420 | For districts receiving TUPE funds, tobacco-free campus policy. | |
| BP 3516 | 5/18 | Emergencies and Disaster Preparedness Plan <i>MANDATE</i> | 5 CCR 560 | Policy for district schools to formulate individual civil defense and disaster preparedness plans. | |
| BP 3541.2 | 5/16 | Transportation for Students with Disabilities <i>MANDATE</i> | EC 56195.8 | Policy describing coordination with regular home-to-school transportation and criteria for meeting special education students' needs; compatibility of mobile seating devices. | |
| AR 3542 | 8/13 | School Bus Drivers <i>CONDITIONAL MANDATE</i> | 5 CCR 14103 EC 56195.8 | For districts providing transportation, rules on bus driver authority; training on proper installation of mobile seating devices. | |
| AR 3543 | 12/18 | Transportation Safety and Emergencies <i>CONDITIONAL MANDATE</i> | VC 34501.6 | For districts providing transportation, procedures to limit bus operations when atmospheric conditions reduce visibility. | |
| BP/AR 3551 | 6/22 | Food Service Operations/Cafeteria Fund <i>CONDITIONAL MANDATE</i> | USDA Memorandum SP 46-2016 | For districts participating in the National School Lunch or Breakfast Program, policy on meal charges. | |
| BP 3553 | 6/22 | Free and Reduced Price Meals <i>CONDITIONAL MANDATE</i> | EC 49558 | For districts authorizing use of program participant information for disaggregation of academic achievement data and other specified purposes, policy authorizing such use. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|--|---------------------|--|--|--|-----------------|
| BP/AR 3554 | BP 11/07 AR 8/14 | Other Food Sales <i>CONDITIONAL MANDATE</i> | 7 CFR 210.11 7 CFR 220.12 | For districts participating in the National School Lunch/Breakfast Program, regulations to control sale of foods in competition with the program and to prohibit sale of food of minimal nutritional value. | |
| BP 4020 | 11/10 | Drug and Alcohol-Free Workplace <i>MANDATE</i> | 41 USC 701 41 USC 702 GC 8355 | Policy demonstrating compliance with Drug-Free Schools and Communities Act. | |
| BP/AR 4030 | BP 3/22 AR 7/20 | Nondiscrimination in Employment <i>MANDATE</i> | GC 11138 2 CCR 11023 34 CFR 106.8 34 CFR 110.25 | Prohibition against discrimination; grievance procedures for prompt and equitable resolution of employee complaints alleging discrimination | |
| BP 4033 | BP 12/19 | Lactation Accommodation | LC 1034 | Policy on lactation accommodation including employee rights and the process to request accommodation | |
| BP 4040 | 7/15 | Employee Use of Technology <i>CONDITIONAL MANDATE</i> | 47 USC 254 20 USC 7131 | For districts receiving E-rate discounts or Title IV, Part A Student Support and Academic Enrichment Grant funds, an Internet safety policy requiring a "technology protection measure." | |
| AR 4112.23 | 5/16 | Special Education Staff <i>MANDATE</i> | EC 56195.8 | Policy or rule related to resource specialists. | |
| BP/AR 4112.42/ 4212.42/ 4312.42 | 6/21 | Drug and Alcohol Testing for School Bus Drivers <i>CONDITIONAL MANDATE - BP</i> <i>CONDITIONAL MANDATE - AR</i> | 49 CFR 382.121 49 CFR 382.601 | For districts providing transportation that choose to establish voluntary self-identification program for drivers who admit alcohol or drug misuse, policy on program requirements For districts providing transportation, regulation detailing contents of driver notification | |
| AR 4113 | 5/20 | Assignment <i>CONDITIONAL MANDATE</i> | EC 44258.3 | For districts assigning teachers to departmentalized classes outside their credential authorization, procedures for verifying subject matter knowledge. | |
| BP/AR 4115 | 7/16 | Evaluation/Supervision <i>MANDATE</i> | EC 35171 | Regulation relating to certificated employees' evaluation. | |

EC Education Code
 GC Government Code
 HSC Health and Safety Code
 PRC Public Resources Code
 VC Vehicle Code

5 CCR
 8 CCR
 USC
 CFR
 USDA

Title 5, California Code of Regulations
 Title 8, California Code of Regulations
 United States Code
 Code of Federal Regulations
 U.S. Department of Agriculture

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|--|----------------|---|--------------------------|---|-----------------|
| AR 4117.11/ 4317.11 | 11/11 | Preretirement Part-Time Employment <i>CONDITIONAL MANDATE</i> | EC 22713 EC 44922 | For districts allowing certificated employees to reduce workload to part time while maintaining retirement benefits as if employed full time, regulation specifying eligibility conditions. | |
| BP/AR 4119.11/ 4219.11/ 4319.11 | 10/20 | Sexual Harassment <i>MANDATE</i> | EC 231.5 | Written policy on sexual harassment. | |
| AR 4119.12/ 4219.12/ 4319.12 | 10/20 | Title IX Sexual Harassment Complaint Procedures <i>MANDATE</i> | 34 CFR 106.8, 106.45 | Procedure for addressing complaints of sexual harassment that meet the federal definition | |
| BP 4136/ 4236/ 4336 | 7/08 | Nonschool Employment <i>MANDATE</i> | GC 1126 | Procedures prohibiting an employee from engaging in any activity which is inconsistent, incompatible, or in conflict with, or inimical to his/her duties. | |
| BP 4156.2/ 4256.2/ 4356.2 | 7/10 | Awards and Recognition <i>CONDITIONAL MANDATE</i> | EC 44015 | For districts that provide awards, rules and regulations to implement award program. | |
| AR 4161.1/ 4361.1 | 3/19 | Personal Illness and Injury Leave <i>MANDATE</i> <i>CONDITIONAL MANDATE</i> | EC 44978 EC 44983 | Regulation requiring proof of illness or injury and prescribing means of verification. Rule for districts that give employees at least 50% of regular salary for absences up to five months. | |
| AR 4161.11/ 4261.11/ 4361.11 | 8/13 | Industrial Accident and Illness Leave <i>MANDATE</i> | EC 44984 EC 45192 | Rules and regulations governing leave for certificated and classified employees. | |
| AR 4161.2/ 4261.2/ 4361.2 | 3/21 | Personal Leaves <i>MANDATE</i> | EC 44981 EC 45207 | Regulation requiring and prescribing the manner of proof of personal necessity for leaves. | |
| AR 4161.9/ 4261.9/ 4361.9 | 5/18 | Catastrophic Leave Program <i>CONDITIONAL MANDATE</i> | EC 44043.5 | For districts offering a catastrophic leave program, regulation specifying program components, maximum time credits, verification requirements, and irrevocability of credit transfer. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|---------------------|---|--------------------------|---|-----------------|
| AR 4200 | 12/18 | Classified Personnel <i>MANDATE</i> | EC 45106 | Rule or regulation making exempt positions subject to certain Education Code provisions. | |
| BP 4216 | 10/19 | Probationary/Permanent Status <i>MANDATE</i> | EC 45113 | Rules establishing period of probationary service for classified employees. | |
| AR 4217.11 | 5/16 | Preretirement Part-Time Employment <i>CONDITIONAL MANDATE</i> | EC 45139 | For districts allowing classified employees to reduce workload to part time while maintaining retirement benefits as if employed full time, regulation specifying eligibility conditions. | |
| BP/AR 4218 | 10/19 | Dismissal/Suspension/Disciplinary Action <i>CONDITIONAL MANDATE</i> | EC 45113 | For districts not using merit system, rules or regulations governing disciplinary action against permanent classified employees. | |
| AR 4261.1 | 3/19 | Personal Illness and Injury Leave <i>MANDATE</i> <i>CONDITIONAL MANDATE</i> | EC 45191 EC 45196 | Regulation regarding proof of illness or injury and prescribing means of verification. Rule crediting employees with at least 100 working days of paid sick leave each year, including current year and accumulated days of leave and providing that employees receive at least 50% of salary during that time after fully paid sick leave is exhausted. | |
| BP 4315 | 8/14 | Evaluation/Supervision <i>MANDATE</i> | EC 35171 | Regulation relating to certificated administrative or supervisory employees' evaluation. | |
| BP/AR 5020 | BP 11/02 AR 3/05 | Parent Rights and Responsibilities <i>MANDATE</i> | EC 51101 | Policy jointly adopted with parents/guardians containing specified components. | |
| BP/AR 5022 | 3/18 | Student and Family Privacy Rights <i>CONDITIONAL MANDATE</i> | 20 USC 1232h | For districts receiving funds administered by USDOE, policy re: administration of surveys, right of parents to inspect instruments, and collection of personal information for marketing purposes. | |
| BP 5030 | 12/16 | Student Wellness <i>CONDITIONAL MANDATE</i> | 42 USC 1758b | For districts participating in a federal meals program, wellness policy with specified components. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|--|----------------------------|--|-----------------|
| BP 5111 | 3/22 | Admission <i>MANDATE</i> | EC 234.7 | Policy requiring that documents authorized to provide proof of age not reveal citizenship status, and prohibiting denial of enrollment if parent/guardian fails to provide student's national origin for compliance with special programs | |
| BP/AR 5111.1 | 5/18 | District Residency <i>CONDITIONAL MANDATE - BP</i> <i>MANDATE - AR</i> | EC 48204.2 EC 234.7 | For districts that authorize investigations of student residency, policy addressing methods, appeal process, and other specified components. Policy or procedures prohibiting the collection of information regarding a student's citizenship or immigration status. For districts that grant student leaves of absence, policy to grant leaves. For districts that permit absences for religious purposes, regulations governing attendance at such exercises and the reporting of these absences. | |
| BP/AR 5112.3 | 7/12 | Student Leave of Absence <i>CONDITIONAL MANDATE</i> | EC 48232 EC 48416 | | |
| AR 5113 | 3/22 | Absences and Excuses <i>CONDITIONAL MANDATE</i> | EC 46014 | | |
| AR 5113.1 | 10/20 | Chronic Absence and Truancy <i>MANDATE</i> | EC 48273 | Regulation for gathering data and making reports to County Superintendent regarding truants. | |
| BP 5116 | 7/06 | School Attendance Boundaries <i>CONDITIONAL MANDATE</i> | GC 53312.7 | For districts forming a Mello-Roos community facilities district, policy granting admission priority to children of residents of the community facilities district that pay taxes to finance school construction. | |
| BP 5116.1 | 12/19 | Intradistrict Open Enrollment <i>MANDATE</i> | EC 35160.5 | Policy establishing open enrollment with specified components. | |
| BP 5116.2 | 12/16 | Involuntary Student Transfers <i>CONDITIONAL MANDATE</i> | EC 48929 | For districts authorizing transfer of students convicted of certain felonies or misdemeanors, policy with specified components. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|---------------------|---|---|--|-----------------|
| AR 5121 | 7/16 | Grades/Evaluation of Student Achievement <i>MANDATE</i> <i>CONDITIONAL MANDATE</i> | EC 49067 EC 49067 | Regulation requiring evaluation of student achievement for each marking period and requiring a conference or written report to parent/guardian whenever student is in danger of failing a course. For districts authorizing teachers to assign failing grades to students for unexcused absences, regulation providing opportunity to the student to explain the absence and method for identifying such failing grades in the student's record. | |
| BP/AR 5123 | BP 7/19 AR 12/13 | Promotion/Acceleration/Retention <i>MANDATE</i> | EC 48011 EC 48070 EC 48070.5 5 CCR 200 | Policy on promotion and retention including identification by grade level of students at risk of retention; opportunities for remedial instruction; appeal process; acceleration to first grade. | |
| BP/AR 5125 | BP 5/18 AR 12/21 | Student Records <i>MANDATE - BP/AR</i> <i>MANDATE - BP/AR</i> | EC 49069 5 CCR 431 EC 234.7 | Policy and procedures re: identification, description, security, and granting of access to records. Policy prohibiting the collection of documents re: citizenship/immigration status of students or their family members and requiring that requests for such information be reported to the board. | |
| | | <i>CONDITIONAL MANDATE - BP</i> | EC 49073.1 | For districts contracting for digital storage, management, and retrieval of student records, policy allowing such contracts. | |

EC Education Code
GC Government Code
HSC Health and Safety Code
PRC Public Resources Code
VC Vehicle Code

Title 5, California Code of Regulations
Title 8, California Code of Regulations
United States Code
Code of Federal Regulations
U.S. Department of Agriculture

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|--------------------|---|--|--|-----------------|
| BP/AR 5125.1 | BP 7/05 AR 5/18 | Release of Directory Information <i>MANDATE - AR</i> <i>MANDATE - AR</i> <i>CONDITIONAL MANDATE - BP</i> | EC 49073 20 USC 1232g EC 234.7 10 USC 503 | Regulation identifying categories of directory information that may be released. Regulation requiring parental notification that citizenship status is not directory information. For districts with grades 9-12 that deny military recruiters access to directory information, policy denying access. | |
| AR 5125.2 | 3/19 | Withholding Grades, Diploma or Transcripts <i>MANDATE</i> | EC 48904 | Regulation regarding procedures for reparation when school property is damaged or lost. | |
| BP/AR 5126 | 12/20 | Awards for Achievement <i>CONDITIONAL MANDATE</i> <i>CONDITIONAL MANDATE</i> | EC 44015 EC 35310 EC 35316 | For districts granting awards to students, rules for awards program. For districts that have established a scholarship and loan fund, rules regarding committee selection and governing applications. | |
| AR 5131.1 | 7/08 | Bus Conduct <i>MANDATE</i> | 5 CCR 14103 | Rules re: bus driver authority, bus conduct and suspension of riding privileges. | |
| BP/AR 5131.2 | 12/19 | Bullying <i>MANDATE</i> | EC 234.1 EC 234.4 | Written policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics; procedures for preventing acts of bullying, including cyberbullying | |
| AR 5131.6 | 10/17 | Alcohol and Other Drugs <i>MANDATE</i> | EC 51203 | Regulation specifying grade level and courses for drug education. | |
| BP 5131.7 | 11/11 | Weapons and Dangerous Instruments <i>MANDATE</i> | 20 USC 7961 | Policy regarding referral of student to law enforcement if firearm brought to school. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|--|------------------------------------|---|-----------------|
| BP 5132 | 10/19 | Dress and Grooming <i>CONDITIONAL MANDATE</i> | EC 35183 | For districts that have adopted a school uniform policy, a statement that no student will be penalized academically, denied attendance, or discriminated against if the parent/guardian chooses not to have the student comply with the uniform policy. | |
| BP 5141.21 | 12/19 | Administering Medication and Monitoring Health Conditions <i>CONDITIONAL MANDATE</i> | EC 49414.1 | For districts that authorize administration of medicinal cannabis at a school site, a policy with specified components | |
| BP 5141.3 | 11/10 | Health Examinations <i>MANDATE</i> | EC 49450 | Rules to ensure confidentiality of results of student health exam. | |
| BP/AR 5141.52 | 6/21 | Suicide Prevention <i>MANDATE</i> | EC 215 | Policy on suicide prevention, intervention, and postvention; any related training to be provided to teachers; needs of specified high-risk groups | |
| BP/AR 5144.1 | 3/20 | Suspension and Expulsion/Due Process <i>MANDATE - BP, AR</i> | EC 48916 EC 48918 EC 48918.5 | Procedures for expulsion; rights of a complaining witness, written notice of expulsion, conduct of expulsion hearing, readmission after expulsion. | |
| | | <i>CONDITIONAL MANDATE - AR</i> | EC 48918 | For districts that use a hearing officer or panel to conduct expulsion hearings, procedures with specified components, including timelines and conduct of hearing. | |
| BP/AR 5144.4 | 4/15 | Required Parental Attendance <i>CONDITIONAL MANDATE</i> | EC 48900.1 | Policy and procedures for required parental attendance at school when student removed from class for specified offenses; meeting with principal after school visit; contacting parent/guardian who does not respond to request. | |
| BP/AR 5145.2 | 11/07 | Freedom of Speech/Expression <i>MANDATE</i> | EC 48907 | Written publications code to guarantee free speech and press rights to students. | |
| BP/AR 5145.13 | 5/18 | Response to Immigration Enforcement <i>MANDATE</i> | EC 234.7 | Policy and procedures consistent with California Attorney General policy limiting immigration enforcement at public schools | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|---------------------|--|---|--|-----------------|
| BP/AR 5145.3 | BP 5/20 AR 12/21 | Nondiscrimination/Harassment <i>MANDATE</i> | EC 234.1 | Written policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics; designation of person(s), position(s), or unit(s) responsible for ensuring compliance with nondiscrimination and investigation of complaints. Policy and procedures consistent with state's uniform complaint procedures; person(s) responsible to receive and investigate complaints; and confidentiality. | |
| BP/AR 5145.7 | 10/20 | Sexual Harassment <i>MANDATE</i> | 5 CCR 4621 | Written policy on sexual harassment for students. | |
| AR 5145.71 | 10/20 | Title IX Sexual Harassment Complaint Procedures <i>MANDATE</i> | EC 231.5 34 CFR 106.8, 106.45 | Procedure for addressing complaints of sexual harassment that meet the federal definition | |
| BP/AR 5148 | 12/21 | Child Care and Development <i>CONDITIONAL MANDATE</i> | WIC 10271 WIC 10292 5 CCR 18066 5 CCR 18105 5 CCR 18114 | For districts offering child care, policy and regulation regarding admission, collection of fees, excused and unexcused absences. If charge fees for diapers or field trips, regulation re: involving parents in decision process. | |
| AR 5148.2 | 12/21 | Before/After School Programs <i>CONDITIONAL MANDATE</i> | EC 8483 EC 8483.1 EC 8483.76 | For districts offering a before- or after-school program, policy regarding reasonable late daily arrival to the before-school program or reasonable early release from the after-school program. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|--|-------------------------|--|-----------------|
| BP/AR 5148.3 | 12/21 | Preschool/Early Childhood Education <i>CONDITIONAL MANDATE - AR</i> | EC 8254 | For districts offering California State Preschool Program (CSPP) and charging fees for field trips or diapers, regulation involving parents in decision process. For districts offering CSPP, written admissions policy and procedures with specified components. | |
| | | <i>CONDITIONAL MANDATE - BP/AR</i> | 5 CCR 18105 | | |
| BP/AR 6020 | 5/20 | Parent Involvement <i>CONDITIONAL MANDATE - BP/AR</i> | EC 11504 | For districts that have one or more schools that do not receive Title I funds or districts that do not receive any Title I funds, parent involvement policy consistent with specified goals. | |
| | | <i>CONDITIONAL MANDATE - BP/AR</i> | EC 11503 20 USC 6318 | For districts receiving Title I funds, parent involvement policy describing how specified components will be addressed by district. | |
| AR 6115 | 5/20 | Ceremonies and Observances <i>CONDITIONAL MANDATE</i> | EC 52720 | For districts maintaining secondary schools, rules regarding implementation of daily patriotic exercises. | |
| BP 6143 | 12/21 | Courses of Study <i>CONDITIONAL MANDATE</i> | EC 51225.4 | For elementary districts, certify to SPI that policy adopted to implement course of instruction that sufficiently prepares students for secondary school course of study. | |
| BP 6145 | 5/17 | Extracurricular and Cocurricular Activities <i>CONDITIONAL MANDATE</i> | EC 35160.5 | For districts offering grades 7-12, policy establishing eligibility requirements for extracurricular activities. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|--|---------------------------------------|---|-----------------|
| BP/AR 6152.1 | 10/18 | Placement in Mathematics Courses <i>CONDITIONAL MANDATE</i> | EC 51224.7 | For districts offering grade 9, policy regarding mathematics placement. | |
| BP/AR 6158 | 12/21 | Independent Study <i>MANDATE</i> | EC 51747 EC 51749.5 5 CCR 11701 | For the 2021-22 school year only all districts, unless a waiver has been obtained, are required to offer independent study to meet the educational needs of students and to adopt policy regarding written agreements, maximum length of time to complete assignments, level of satisfactory educational progress and number of missed assignments allowed, the provision of content aligned to grade level standards, procedures for tiered reengagement, a plan for synchronous and/or daily live interaction, a plan to transition students for return to in-person instruction, notification of option to enroll in in-person or independent study during the 2021-22 school year, the provision of a student-parent-educator conference upon request before signing the written agreement, and if the district offers course-based independent study, compliance with requirements for the course-based program. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|--|--|--|-----------------|
| AR 6159 | 7/20 | Individualized Education Program <i>MANDATE</i> | EC 56195.8 EC 56380 | Procedures/timelines for review of classroom assignment of student when requested by teacher, ensuring IEP team reviews IEP periodically to determine if student achieving annual goals. | |
| BP/AR 6159.1 | 7/20 | Procedural Safeguards and Complaints for Special Education <i>MANDATE</i> | EC 56195.8 20 USC 1415 34 CFR 300.508 | Policy on procedural safeguards; prior written notice; ensuring parent notice in native language; right to initiate due process hearing. | |
| BP 6159.2 | 7/20 | Nonpublic, Nonsectarian School and Agency Services for Special Education <i>MANDATE</i> | EC 56195.8 | Policy for services. | |
| BP/AR 6159.3 | 3/05 | Appointment of Surrogate Parent for Special Education <i>MANDATE</i> | 20 USC 1415(b)(2) | Policy and procedures to protect the rights of students. | |
| AR 6163.2 | 3/11 | Animals at School <i>MANDATE</i> | 28 CFR 35.136 | Policy, procedures, and practices permitting individuals with disabilities to use service animals at school. | |
| BP 6163.4 | 7/15 | Student Use of Technology <i>CONDITIONAL MANDATE</i> | 47 USC 254 20 USC 7131 | For districts receiving E-rate discounts or Title IV, Part A Student Support and Academic Enrichment Grant funds, Internet safety policy with specified components. | |
| BP 6164.4 | 9/21 | Identification and Evaluation of Individuals for Special Education <i>MANDATE</i> | EC 56301 | Policy for continuous child-find system and notification of parent rights. | |
| BP 6164.41 | 9/21 | Children with Disabilities Enrolled by Their Parents in Private School <i>MANDATE</i> | EC 56301 | Policy for child-find system. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|--|----------------------|--|-----------------|
| BP 6171 | 3/18 | Title I Programs <i>CONDITIONAL MANDATE</i> | 20 USC 6321 | For districts receiving Title I funds, policy ensuring comparability of services. | |
| BP/AR 6173 | 3/22 | Education for Homeless Children <i>MANDATE</i> | 42 USC 11432 | Policy to remove barriers to identification, enrollment, and retention of homeless children, ensure homeless students are not segregated or stigmatized, provide for professional development, and ensure transportation is provided to and from school of origin. | |
| AR 6173.4 | 5/20 | Title VI Indian Education Programs <i>CONDITIONAL MANDATE</i> | 20 USC 7424 | For districts receiving federal Title VI Indian education funding, policy to ensure that the program will be operated and evaluated in consultation with parents/guardians and family members of American Indian students and community representatives | |
| BP 6178 | 10/18 | Career Technical Education <i>CONDITIONAL MANDATE</i> | EC 52376 | For districts that receive funding through targeted instructional improvement grants, policy comparing district's program to model curriculum; procedures for systemic review of program. | |
| BP 6178.2 | 7/08 | Regional Occupational Center/Program <i>CONDITIONAL MANDATE</i> | EC 52314 | For districts choosing to enroll adult students in ROC/P courses during the school day on a high school campus, policy authorizing such enrollment. | |
| BP 6179 | 7/19 | Supplemental Instruction <i>MANDATE</i> | EC 48070.5 | Policy identifying manner in which opportunities for remedial instruction will be provided to students recommended or identified as at risk for retention. | |
| BP/AR 6184 | 4/14 | Continuation Education <i>CONDITIONAL MANDATE</i> | EC 48432.5 | For districts offering continuation education, rules and regulation for involuntary or voluntary transfer to continuation school and provisions of notice. | |
| BP/AR 6185 | 10/16 | Community Day School <i>CONDITIONAL MANDATE</i> | EC 48662 | For districts with a community day school, policies and procedures regarding involuntary transfers. | |
| BP 6200 | 5/16 | Adult Education <i>CONDITIONAL MANDATE</i> | EC 52509 EC 52510 | For districts offering adult education, graduation requirements for diploma. | |

| CSBA SAMPLE POLICY NUMBER | DATE ISSUED | TITLE | MANDATED BY | REQUIREMENT | DISTRICT STATUS |
|------------------------------------|----------------|--|------------------------|---|-----------------|
| BP 7150 | 3/02 | Site Selection and Development <i>MANDATE</i> | PRC 21082 | Procedures for evaluation of projects, preparation of environmental impact reports, and negative declarations under CEQA. | |
| BP 7212 | 7/17 | Mello-Roos Districts <i>CONDITIONAL MANDATE</i> | GC 53312.7 | For districts establishing a Mello-Roos district, local goals and policies addressing specified components. | |
| BB 9270 | 5/16 | Conflict of Interest <i>MANDATE</i> | GC 1126 | Procedures prohibiting Board members from engaging in employment and/or activities that are inconsistent, incompatible, or in conflict with or inimical to their duties as Board members. | |
| BB 9320 | 12/21 | Meetings and Notices <i>MANDATE</i> | EC 35140 GC 54954 | Rule and regulation for fixed time and place for regular meetings. | |
| BB 9322 | 3/22 | Agenda/Meeting Materials <i>MANDATE</i> | EC 35145.5 | Regulations re: placement of items on the agenda by the public. | |
| BB 9323 | 10/19 | Meeting Conduct <i>MANDATE</i> | EC 35010 EC 35145.5 | Adoption of rules for governance, including ensuring public can address Board re: agenda items. | |

| | | | | |
|-----|------------------------|-------|---|--|
| EC | Education Code | 5 CCR | Title 5, California Code of Regulations | California School Boards Association Page 16 of 16 June 2022 |
| GC | Government Code | 8 CCR | Title 8, California Code of Regulations | |
| HSC | Health and Safety Code | USC | United States Code | |
| PRC | Public Resources Code | CFR | Code of Federal Regulations | |
| VC | Vehicle Code | USDA | U.S. Department of Agriculture | |
| | | | | |

RICHMOND SCHOOL BOARD MEETING
September 8, 2022

BILL WARRANT TOTALS

AUGUST Bills – Batch #4, #5, #6

| | | |
|-------------------------|----------------------|---------------------|
| FUND 01 | GENERAL | \$133,486.55 |
| FUND 13 | CAFETERIA | \$ 1,788.85 |
| FUND 14 | DEFERRED MAINTENANCE | \$ 0.00 |
| FUND 25 | DEVELOPER FEES | \$ 0.00 |
| FUND 40 | CAPITAL OUTLAY | <u>\$ 0.00</u> |
| TOTAL MONEY PAID | | \$135,275.40 |

| | |
|-------------------------|---------------------|
| TOTAL MONEY PAID | \$135,275.40 |
|-------------------------|---------------------|

| Vendor/Addr | Requit name | Date | 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 | | | | | | | | | | Liq | Ant | Net | Amount |
| 100040/00 | C&S WASTE SOLUTIONS | | | | | | | | | | | | |
| | P O BOX 7428 | | | | | | | | | | | | |
| | PASADENA, CA 91109-7428 | | | | | | | | | | | | |
| 230010 | PO-230010 | 07/27/2022 | 174421531U037 AUG SERVICES | | | 1 01-0000-0-5520-0000-8200-000-00 | NN P | | | 418.48 | | | 418.48 |
| | | | TOTAL PAYMENT AMOUNT | | | | | 418.48 * | | | | | 418.48 |
| 100976/00 | CATAPULTK12 | | | | | | | | | | | | |
| | 5098 FOOTHILLS BLVD. | | | | | | | | | | | | |
| | SUITE 3, #396 | | | | | | | | | | | | |
| | ROSEVILLE, CA 95747 | | | | | | | | | | | | |
| 230009 | PO-230009 | 08/01/2022 | INV 1046049 AUG SERVICES | | | 1 01-0000-0-5800-0000-7200-000-00 | NN P | | | 69.30 | | | 69.30 |
| | | | TOTAL PAYMENT AMOUNT | | | | | 69.30 * | | | | | 69.30 |
| 100923/00 | JEANETTE GONI | | | | | | | | | | | | |
| | P.O. BOX 1033 | | | | | | | | | | | | |
| | SUSANVILLE, CA 96130 | | | | | | | | | | | | |
| 230026 | PO-230026 | 08/09/2022 | RMB CLASSROOM SUPPLIES | | | 1 01-0000-0-4300-1110-1000-000-00 | NN F | | | 476.80 | | | 476.80 |
| | PV-230001 | 08/09/2022 | RMB - CLASSROOM SUPPLIES | | | 01-0000-0-4300-1110-1000-000-00 | NN | | | 127.08 | | | 127.08 |
| | | | TOTAL PAYMENT AMOUNT | | | | | 603.88 * | | | | | 603.88 |
| 100039/00 | LASSEN MUNICIPAL UTILITY DIST | | | | | | | | | | | | |
| | 65 SOUTH ROOF | | | | | | | | | | | | |
| | SUSANVILLE, CA 96130 | | | | | | | | | | | | |
| 230012 | PO-230012 | 07/25/2022 | 45198 STORAGE/PUMP | | | 1 01-0000-0-5510-0000-8200-000-00 | NN P | | | 153.00 | | | 153.00 |
| | 230012 | PO-230012 | 07/25/2022 | 43357 GYMNASIUM | | 1 01-0000-0-5510-0000-8200-000-00 | NN P | | | 59.63 | | | 59.63 |
| | 230012 | PO-230012 | 07/25/2022 | 45197 COMPUTER LAB | | 1 01-0000-0-5510-0000-8200-000-00 | NN P | | | 343.87 | | | 343.87 |
| | 230012 | PO-230012 | 07/25/2022 | 35778 PRIM MODL | | 1 01-0000-0-5510-0000-8200-000-00 | NN P | | | 187.78 | | | 187.78 |
| | | | TOTAL PAYMENT AMOUNT | | | | | 744.28 * | | | | | 744.28 |
| 100119/00 | OFFICE DEPOT | | | | | | | | | | | | |
| | PO BOX 29248 | | | | | | | | | | | | |
| | PHOENIX, AZ 85038 | | | | | | | | | | | | |
| 230019 | PO-230019 | 07/25/2022 | 255747001001 COPIER PAPER | | | 1 01-0000-0-4300-1110-1000-000-00 | NN F | | | 946.10 | | | 946.10 |
| | 230019 | PO-230019 | 07/25/2022 | 255747001001 COPIER PAPER | | 2 01-0000-0-4300-0000-8200-000-00 | NN F | | | 946.11 | | | 946.10 |
| | 230021 | PO-230021 | 07/25/2022 | 256087617001 SUPPLIES | | 1 01-0000-0-4300-1110-1000-000-00 | NN P | | | 29.94 | | | 29.94 |
| | 230021 | PO-230021 | 07/25/2022 | 256065208001 SUPPLIES | | 1 01-0000-0-4300-1110-1000-000-00 | NN F | | | 91.26 | | | 91.26 |
| | 230021 | PO-230021 | 07/25/2022 | 256065208001 SUPPLIES | | 2 01-0000-0-4300-0000-8200-000-00 | NN F | | | 121.18 | | | 121.18 |
| | | | TOTAL PAYMENT AMOUNT | | | | | 2,134.58 * | | | | | 2,134.58 |

014 RICHMOND ELEM SCHOOL DISTRICT J54063

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG BILLS #4
Fund : 01 GENERAL FUND

APY500 L.00.20 08/09/22 16:13 PAGE 2

<< Open >>

| Vendor/Addr | Requit name | Date | Description | Tax ID num | Deposit type | Fd-Resc-Y-Objt-Goal-Func-Sch-DD T9MPS | ABA num | Account num | EE | ES | E-ExtRef |
|---------------|-------------|------|-------------|------------|--------------|---------------------------------------|---------|-------------|-----|----|------------|
| Req Reference | | | | | | | | | Liq | ES | Net Amount |

| | | | | | | | | | | | |
|-----------|------------------------|--|--|--|--|--|--|--|--|--|--|
| 101020/00 | PLUMAS-SIERRA TELECOM | | | | | | | | | | |
| | P.O. BOX 1057 | | | | | | | | | | |
| | PORTOLA, CA 96122-1057 | | | | | | | | | | |

230014 PO-230014 07/29/2022 AUG BROADBAND

| | | | | |
|----------------------|--------------------------------------|---------|-------|-------|
| 1 | 01-0000-0-5900-0000-7200-000-00 NN P | 96.75 * | 96.75 | 96.75 |
| TOTAL PAYMENT AMOUNT | | | 96.75 | 96.75 |

| | | | |
|------------|---------|-------------|----------|
| TOTAL Fund | PAYMENT | 4,067.27 ** | 4,067.27 |
|------------|---------|-------------|----------|

| Vendor/Addr | Remit name | Reg Reference | Date | Description | Tax ID num | Deposit type | Fd-Resc-Y-Objt-Goal-Func-Sch-DD | ABA num | Account num | EE ES | E-Term | E-ExtRef |
|---|----------------------|---------------|------|-------------|------------|--------------|--------------------------------------|---------------|-------------|----------|--------|----------|
| 100055/00 | MORNING GLORY INC | | | | | | | | | | | |
| | PO BOX 189 | | | | | | | | | | | |
| | SUSANVILLE, CA 96130 | | | | | | | | | | | |
| CL-220047 06/30/2022 CAFETERIA - LUNCH PRGM | | | | | | | | | | | | |
| TOTAL PAYMENT AMOUNT | | | | | | | 13-5310-0-4700-0000-3700-000-00 NN F | | | 1,788.85 | | 1,788.85 |
| | | | | | | | | 1,788.85 * | | | | 1,788.85 |
| TOTAL Fund | | | | | | PAYMENT | | 1,788.85 ** | | | | 1,788.85 |
| TOTAL BATCH PAYMENT | | | | | | | | 5,856.12 *** | | 0.00 | | 5,856.12 |
| TOTAL DISTRICT PAYMENT | | | | | | | | 5,856.12 **** | | 0.00 | | 5,856.12 |
| TOTAL FOR ALL DISTRICTS: | | | | | | | | 5,856.12 **** | | 0.00 | | 5,856.12 |

Number of checks to be printed: 7, not counting voids due to stub overflows.

| Vendor/Addr Req Reference | Remit name Date | 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 |
|------------------------------|--|---------------------------------------|------------|----------------------|--|---------|-------------|-----------|--------|------------|
| | | | | | | | | Liq Amt | | Net Amount |
| 101101/00 | CENGAGE LEARNING ORDER FULFILLMENT 10650 TOEBBEN DRIVE INDEPENDENCE, KY 41051 | | | | | | | | | |
| 230008 | PO-230008 | 07/19/2022 78160707 BI MATH 7TH & 8TH | | | 1 01-0000-0-4100-1110-1000-000-00 NN P | | | 1,057.06 | | 1,057.06 |
| | | | | TOTAL PAYMENT AMOUNT | | | 1,057.06 * | | | 1,057.06 |
| 100906/00 | Houghton Mifflin Harcourt 14046 Collections Center Dr. Chicago, IL 60693 | | | | | | | | | |
| 230017 | PO-230017 | 08/19/2022 955617215 MATH EXPRESSIONS | | | 1 01-0000-0-4100-1110-1000-000-00 NN P | | | 2,789.31 | | 2,789.31 |
| | | | | TOTAL PAYMENT AMOUNT | | | 2,789.31 * | | | 2,789.31 |
| 100038/00 | LASSEN COUNTY OFFICE OF EDUCAT 472-013 JOHNSTONVILLE ROAD N SUSANVILLE, CA 96130 | | | | | | | | | |
| PV-230002 | 07/13/2022 INV 22/23-007 LIVESCAN | | | | 01-0000-0-5800-0000-7200-000-00 NN | | | 49.00 | | 49.00 |
| | | | | TOTAL PAYMENT AMOUNT | | | 49.00 * | | | 49.00 |
| 100041/00 | MARTIN SECURITY SYSTEMS INC P.O. BOX 47 SUSANVILLE, CA 96130 | | | | | | | | | |
| 230013 | PO-230013 | 08/01/2022 INV 43132 AUG SERVICES | | | 1 01-1100-0-5800-1110-2420-000-00 NN P | | | 51.00 | | 51.00 |
| 230013 | PO-230013 | 08/01/2022 INV 43132 AUG SERVICES | | | 2 01-8150-0-5800-0000-8100-000-00 NN P | | | 120.00 | | 120.00 |
| | | | | TOTAL PAYMENT AMOUNT | | | 171.00 * | | | 171.00 |
| 101097/00 | MCCARLEY & SON PAINTING P.O. BOX 1518 SHASTA LAKE, CA 96019 | | | | | | | | | |
| 230001 | PO-230001 | 07/24/2022 233 GYM PAINT PROJECT | | | 1 01-0000-0-6200-0000-8500-000-00 NN P | | | 47,986.90 | | 47,986.90 |
| | | | | TOTAL PAYMENT AMOUNT | | | 47,986.90 * | | | 47,986.90 |

BATCH: 0005 AUG BILLS #5

<< Open >>

Fund : 01 GENERAL FUND

| Vendor/Addr | Requit name | Req Reference | Date | 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 |
|-------------|-----------------------------|---------------|------|--------------|--------------------|--------------|---------------------------------------|----------------------|-------------|----------|----|--------|----------|
| 100119/00 | OFFICE DEPOT | | | | | | | | | | | | |
| | PO BOX 29248 | | | | | | | | | | | | |
| | PHOENIX, AZ 85038 | | | | | | | | | | | | |
| 230016 | PO-230016 | 07/15/2022 | INV | 255366791001 | COPIER PAPER | | 1 01-0000-0-4300-1110-1000-000-00 | NN | P | 76.09 | | | 76.08 |
| 230016 | PO-230016 | 07/15/2022 | INV | 255366791001 | | | 2 01-0000-0-4300-0000-8200-000-00 | NN | P | 76.08 | | | 76.08 |
| | | | | | | | | 152.16 * | | | | | 152.16 |
| | | | | | | | | TOTAL PAYMENT AMOUNT | | | | | |
| 100632/00 | QUILL CORPORATION | | | | | | | | | | | | |
| | P.O. BOX 37600 | | | | | | | | | | | | |
| | PHILADELPHIA, PA 19101-0600 | | | | | | | | | | | | |
| 230020 | PO-230020 | 07/21/2022 | INV | 26520862 | CLASSROOM SUPPLIES | | 1 01-0000-0-4300-1110-1000-000-00 | NN | P | 676.20 | | | 676.20 |
| 230020 | PO-230020 | 07/21/2022 | INV | 26520862 | OFFICE SUPPLIES | | 2 01-0000-0-4300-0000-8200-000-00 | NN | P | 676.20 | | | 676.20 |
| 230020 | PO-230020 | 07/25/2022 | INV | 26551745 | CLASSROOM SUPPLIES | | 2 01-0000-0-4300-0000-8200-000-00 | NN | P | 42.99 | | | 42.99 |
| | | | | | | | | | | | | | 1,395.39 |
| | | | | | | | | TOTAL PAYMENT AMOUNT | | | | | |
| 100388/00 | SCHOOL SPECIALTY | | | | | | | | | | | | |
| | P.O. BOX 825640 | | | | | | | | | | | | |
| | PHILADELPHIA, PA 19182-5640 | | | | | | | | | | | | |
| 230015 | PO-230015 | 07/15/2022 | INV | 208130313327 | SUPPLIES | | 1 01-0000-0-4300-1110-1000-000-00 | NN | P | 239.52 | | | 239.52 |
| | | | | | | | | | | | | | 239.52 |
| | | | | | | | | TOTAL PAYMENT AMOUNT | | | | | |
| 100993/00 | STUDIES WEEKLY | | | | | | | | | | | | |
| | 1140 N 1430 W | | | | | | | | | | | | |
| | OREM, UT 84057 | | | | | | | | | | | | |
| 230007 | PO-230007 | 07/07/2022 | INV | 441602 | K-4 SOCIAL SCIENCE | | 1 01-0000-0-4100-1110-1000-000-00 | NN | P | 1,092.61 | | | 1,092.61 |
| | | | | | | | | | | | | | 1,092.61 |
| | | | | | | | | TOTAL PAYMENT AMOUNT | | | | | |
| 100013/00 | SUSANVILLE ACE HARDWARE | | | | | | | | | | | | |
| | 9045 ADAMS AVENUE | | | | | | | | | | | | |
| | HUNTINGTON BEACH, CA 92646 | | | | | | | | | | | | |
| 230018 | PO-230018 | 07/06/2022 | INV | 506090 | SUPPLIES | | 1 01-8150-0-4300-0000-8100-000-00 | NN | P | 37.48 | | | 37.48 |
| 230018 | PO-230018 | 07/13/2022 | INV | 506361 | SUPPLIES | | 1 01-8150-0-4300-0000-8100-000-00 | NN | P | 19.55 | | | 19.55 |
| | | | | | | | | | | | | | 57.03 |
| | | | | | | | | TOTAL PAYMENT AMOUNT | | | | | |

BATCH: 0005 AUG BILLS #5
Fund : 01 GENERAL FUND

Vendor/Addr Remit name Description Tax ID num Deposit type Fd-Resc-Y-Objt-Goal-Func-Sch-DD T9MPS EE ES E-Term E-ExtRef
Req Reference Date

101102/00 TEACHER CREATED RESOURCES 12621 WESTERN AVENUE GARDEN GROVE, CA 92841

230024 PO-230024 08/10/2022 INV T4242265 PRINTING PRACTICE 1 01-0000-0-4100-1110-1000-000-00 NN F 368.81 370.39
TOTAL PAYMENT AMOUNT 370.39 *

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

230005 PO-230005 08/15/2022 477546717 AUG COPIER 1 01-0000-0-5800-0000-7200-000-00 NN P 255.55
230005 PO-230005 07/15/2022 477546717 AUG COPIER 2 01-0000-0-5800-1110-1000-000-00 NN P 255.54
TOTAL PAYMENT AMOUNT 511.09 *

100414/00 ZAENGLES CARPET ONE FLOOR 2800 MAIN STREET SUSANVILLE, CA 96130

PV-230003 07/06/2022 #45629 - FLOORING SUPPLIES 01-8150-0-4300-0000-8100-000-00 NN 148.01
TOTAL PAYMENT AMOUNT 148.01

TOTAL Fund PAYMENT 56,019.47 ** 56,019.47

TOTAL BATCH PAYMENT 0.00 56,019.47

TOTAL DISTRICT PAYMENT 0.00 56,019.47

TOTAL FOR ALL DISTRICTS: 0.00 56,019.47

Number of checks to be printed: 13, not counting voids due to stub overflows. 56,019.47

| Vendor/Addr Req Reference | Remit name Date | Description | Tax ID num | Deposit type | Fd-Resc-Y-Objt-Goal-Func-Sch-DD | ABA num | Account num | EE ES Liq Amt | E-Term E-Term Net Amount |
|------------------------------|---|--|------------|----------------------|--|-------------|-------------|------------------|--------------------------------|
| 100071/00 | CALIFORNIA SCHOOL BOARDS ASSOC C/O WEST AMERICA BANK P.O. BOX 1450 SUISUN, CA 94585-4550 | | | | | | | | |
| 230031 | PO-230031 | 07/01/2022 22/23 MEMBERSHIP | | TOTAL PAYMENT AMOUNT | 1 01-0000-0-5300-0000-7100-000-00 NN F | 2,333.00 * | | 2,333.00 | 2,333.00 2,333.00 |
| 101104/00 | K12 SCHOOL SUPPLIES 108 W STATE STREET O'FALLON, IL 62269 | | | | | | | | |
| CL-220054 | 06/30/2022 | STUDENT SUPPLIES | | TOTAL PAYMENT AMOUNT | 01-0000-0-4300-1110-1000-000-00 NN F | 91.07 * | | 91.07 | 91.07 91.07 |
| 100038/00 | LASSEN COUNTY OFFICE OF EDUCAT 472-013 JOHNSTONVILLE ROAD N SUSANVILLE, CA 96130 | | | | | | | | |
| CL-220053 | 06/30/2022 | LIVESCAPS | | | 01-0000-0-5800-0000-7200-000-00 NN F | | | 416.00 | 416.00 |
| 230032 | PO-230032 | 07/28/2022 JULY PHONES | | TOTAL PAYMENT AMOUNT | 1 01-0000-0-5900-0000-7200-000-00 NN P | 666.00 * | | 250.00 | 250.00 666.00 |
| 101097/00 | MCCARLEY & SON PAINTING P.O. BOX 1518 SHASTA LAKE, CA 96019 | | | | | | | | |
| 230001 | PO-230001 | 08/23/2022 INV 240 - GYM PAINT PROJECT | | TOTAL PAYMENT AMOUNT | 1 01-0000-0-6200-0000-8500-000-00 NN P | 36,162.30 * | | 36,162.30 | 36,162.30 36,162.30 |
| 101080/00 | MICHAEL COSGROVE 507 NORTH STREET SUSANVILLE, CA 96130 | | | | | | | | |
| PV-230004 | 08/11/2022 | RMB - FUEL | | TOTAL PAYMENT AMOUNT | 01-0000-0-4300-0000-8200-000-00 NN | 67.44 * | | 67.44 | 67.44 67.44 |

Vendor/Addr Remit name
Req Reference Date Description Tax ID num Deposit type Fd-Resc-Y-Objt-Goal-Func-Sch-DD T9MPS EE ES E-Term E-ExtRef Liq Amt Net Amount

101076/00 SOLUTION TREE, INC.
555 N. MORTON STREET
BLOOMINGTON, IN 47404

CL-220052 06/30/2022 PROFESSIONAL SERVICES 01-0000-0-5800-1110-1000-000-00 NN F 34,080.00 34,080.00 34,080.00
TOTAL PAYMENT AMOUNT 34,080.00 *

TOTAL Fund PAYMENT 73,399.81 ** 73,399.81
TOTAL BATCH PAYMENT 73,399.81 *** 0.00 73,399.81
TOTAL DISTRICT PAYMENT 73,399.81 **** 0.00 73,399.81
TOTAL FOR ALL DISTRICTS: 73,399.81 ***** 0.00 73,399.81

Number of checks to be printed: 6, not counting voids due to stub overflows.