

**BOARD OF TRUSTEES REGULAR BOARD MEETING
GUSTINE UNIFIED SCHOOL DISTRICT
1500 MEREDITH AVENUE
GUSTINE, CA 95322
WEDNESDAY, SEPTEMBER 9, 2026
Closed Session – 6:00 p.m. Open Session – 7:00 p.m.**

I. CALL TO ORDER - 6:00 p.m. – OPEN SESSIONS OF THIS MEETING WILL BE RECORDED

A. Roll Call

Mr. Gary Silva, President
Mr. Kevin Cordeiro, Board Member
Mr. Zachery Ramos, Clerk
Trustee Area 4 - Vacant
Trustee Area 5 - Vacant
Miss Elizabeth Meza, Student Board Member

B. Public Comment

The public may comment on any closed-session agenda item.

II. CLOSED SESSION

A. Public Employee Discipline/Dismissal/Release [Gov't Code Section 54957]

B. Conference with Labor Negotiator Bryan Ballenger, Superintendent – GRTA/CSEA (Govt. Code 54954.5 (f) pursuant to Govt. Code 54957.6)

III. RECONVENE TO OPEN SESSION

A. Pledge of Allegiance

B. Report from Closed Session

C. Revision/Ordering of Agenda

D. Adoption of Agenda

E. Disability-Related Modifications

Requests for any disability-related modification or accommodation, including auxiliary aids or services in order to participate in the public meeting, may be made by contacting the Gustine Unified School District Office at (209) 854-3784 as soon as possible. Agendas and other writings may also be requested in alternative formats, as outlined in Section 12132 of the Americans with Disabilities Act.

IV. REPORTS AND PRESENTATIONS

A. Student ASB Reports

B. Student Board Member Report – Miss Elizabeth Meza

C. Board Reports

D. Superintendent Report

V. CONSENT AGENDA

Items under Consent are considered as a group. Only one motion is necessary to approve these items. Consent items are of a routine nature and for which the Superintendent recommends approval. In accordance with the law, the public has a right to comment on any agenda item. At the request of any member of the Board, any item of the Consent Agenda shall be removed and given individual consideration for action as a regular action item on the agenda.

A. Personnel

1. Zea, Katherine – Resignation, College and Career Technician, GHS
2. Viorato, Monica – Hire Instructional Aide – Yard Duty, GES
3. Price, Tanya – Hire Temporary College and Career Technician, GHS
4. Camacho, Janette – Hire Cafeteria Lead Food Services, RES
5. Gonzalez, Karla – Hire Food Service Worker, RES

B. Minutes

1. August 12, 2026, Special Meeting
2. August 12, 2026, Regular Meeting

C. Yearly Renewals and Contracts

1. OnScene Technologies, Inc (Renewal)
2. Instructure Inc. formally known as Parchment 3 YR Contract (Renewal)
3. SmartSign2Go (Renewal)
4. MCSBA Annual Dues (Renewal)

D. Business Services

1. GASB 101 Actuarial Valuation

E. Donations

1. MidValley – Lunch Box with goodies, Owala Water Bottle, & Starbucks Gift Card to Welcome Back Staff Breakfast

VI. INFORMATION/DISCUSSION/REPORT

A. None

VII. COMMUNICATION FROM THE PUBLIC

Members of the public may bring before the Board matters that are not listed on the agenda. The Board may refer such a matter to the Superintendent or designee or take it under advisement but shall not take action at that time. Comments will be accepted during this time concerning any action item on the agenda. The Board will consider all comments prior to taking action on the item as listed on the agenda in the Action Item section. (Gov. Sec. 54954.3) Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item (BP 9323).

VIII. ACTION

A. Warrants

Recommendations:

It is recommended that the Board of Trustees ratify the warrants.

B. 2025-2026 Unaudited Actuals

Recommendations:

It is recommended that the Board of Trustees approve the 2025-2026 Unaudited Actuals.

C. Gann Limit Public Hearing/Resolution NO. 2026-27-02

Recommendations:

1. It is recommended that the Board of Trustees hold a public hearing on the Gann Limit Resolution NO. 2026-27-02.
2. It is recommended that the Board of Trustees waive the reading on the Gann Limit Resolution NO. 2026-27-02.
3. It is recommended that the Board of Trustees approve the Gann Limit Resolution NO. 2026-27-02.

D. Sufficiency of Instructional Materials Public Hearing/Resolution 2026-27-03

Recommendations:

1. It is recommended that the Board of Trustees hold a public hearing on the Sufficiency of Instructional Materials Resolution NO. 2026-27-03.
2. It is recommended that the Board of Trustees waive the reading of the Sufficiency of Instructional Materials Resolution NO. 2026-27-03.
3. It is recommended that the Board of Trustees approve the Sufficiency of Instructional Materials Resolution NO. 2026-27-03.

E. Preventive Maintenance Contract – Vierra’s Heating and Air Conditioning LLC

Recommendations:

It is recommended that the Board of Trustees approve the Preventive Maintenance Contract with Vierra’s Heating and Air Conditioning LLC.

F. Approve RAISE Network MOU

Recommendations:

It is recommended that the Board of Trustees approve the RAISE Network MOU.

G. Gustine Adult School Technology Purchase

Recommendations:

It is recommended that the Board of Trustees approve the Gustine Adult School Technology Purchase.

H. Agreement with Lopes Poultry

Recommendations:

It is recommended that the Board of Trustees approve the Agreement with Lopes Poultry.

I. Patient Care Pathway Certifications

Recommendations:

It is recommended that the Board of Trustees approve the HIPAA, First Aid and OSHA-10 Patient Care Pathway Certifications.

J. Update Board Regulation 3350 Travel Expenses, Second Reading

Recommendations:

1. It is recommended that the Board of Trustees waive the reading of Update Board Regulation 3350 Travel Expenses.
2. It is recommended that the Board of Trustees approve Updating Board Regulation 3350 Travel Expenses.

K. GHS Precalculus Curriculum Adoption of Math Medic

Recommendations:

It is recommended that the Board of Trustees approve the GHS Precalculus Curriculum Adoption of Math Medic.

L. GMS Suite 360 Purchase

Recommendations:

It is recommended that the Board of Trustees approve the purchase of the Suite 360 Purchase.

M. Dual Enrollment Data Sharing MOU with Modesto Junior

Recommendations:

It is recommended that the Board of Trustees approve the Dual Enrollment Data Sharing MOU with Modesto Junior College.

N. Board Policy Update August 2026, First Reading

Recommendations:

It is recommended that the Board of Trustees waive the reading of Board Policy Update August 2026.

O. Gustine High School Band Booster Club Approval

Recommendations:

It is recommended that the Board of Trustees approve the Gustine High School Band Booster Club fundraising activities for the 26-27 school year.

IX. ADVANCED PLANNING

- A. Reg. Board Mtg. October 14, 2026, @ 7:00 p.m. @ DO
- B. Reg Board Mtg. Student Achievement Study Session October 21, 2026 @ 5:00 p.m. @ DO
- C. MCSBA Fall Conference October 23-25, 2026 in Monterey, CA
- D. Future Agenda Items

X. ADJOURN TO CLOSED SESSION (If needed)

XI. RECONVENE TO OPEN SESSION

XII. REPORT FROM CLOSED SESSION

XIII. ADJOURNMENT

**REPORTS
AND
PRESENTATIONS**

Romero Elementary School
13500 W. Luis Road
Santa Nella, CA 95322
(209) 854-6177 Office
(209) 826-6858 Fax



Nicholas Freitas
Principal
nfreitas@gustineusd.org

Mariana Franco
Bilingual Liaison
Attendance Clerk
mfranco@gustineusd.org

Jacqueline Garcia
School Secretary
jagarcia@gustineusd.org

Joanna Martinez
Health Services Aide
jgonzalez@gustineusd.org

Administrative Report to the Gustine Unified School District Board

September 2026

Name: Nicholas Freitas – Principal

School Enrollment: 195

Monthly Highlights:

I am pleased to report that the Romero staff and students have made an exceptionally positive start to the academic year. Our team of dedicated educators has been diligently working to establish effective routines and procedures that foster an environment conducive to learning. The enthusiasm of our students is palpable as they return to campus, eager and ready to engage in their educational journey.

In our commitment to promoting a positive school culture, the Romero leadership team successfully hosted a lively PBIS (Positive Behavioral Interventions and Supports) assembly. During this event, we reviewed our site's PBIS matrix to reinforce expectations and celebrate positive behaviors. A highlight of the assembly was a friendly competition in which staff and students showcased their creativity and teamwork in a game of Pictionary, further strengthening our school community ties.



Additionally, we held our first Principal's Coffee on September 4th, which was well attended by parents and guardians. This gathering provided an opportunity for families to connect with the administration, ask questions, and share their insights. The positive engagement from our community underscores our collective commitment to our students' success.

We are enthusiastic about the month ahead and remain committed to fostering an enriching and supportive environment for our students, staff, and community. Thank you for your continued support.

Upcoming Events:

Sept. 4th - Principal's Coffee

Oct. 2nd - Principal's Coffee



GUSTINE ELEMENTARY SCHOOL

"Home of the Red-Tailed Hawk"

2806 Grove Avenue • Gustine, CA 95322

(209) 854-6496 • FAX (209) 854-9165

Renee Bergendahl, Principal & Blaine Ball, Assistant Principal

Administrative Report to the Gustine Unified School District

Name: Renee Bergendahl

School Site: Gustine Elementary School

Position: Principal

School Enrollment: TK-5 (453 Students)

Executive Summary of Monthly Highlights September 2026

Monthly Highlights: School Routines are back in full swing at Gustine Elementary. This includes PE, Art, Library Time, Interventions, PBIS, ASB Events, and Hawk of the Week Awards.

We had our Fire Inspection and our Williams Visit all in the same day, and did great on both. We have a safe and clean school, with enough curriculum for all students.

Student Achievement: Students are enjoying the new math curriculum and teachers are already seeing growth.

For the month of August we reached our 98% Attendance Goal!

Mrs. Costa's 5th Grade Class was the first to reach our Perfect Attendance as a class. They had eleven days with every student in class present, and will be getting a Crumbl Cookie Party on Friday, September 4, 2026.

Professional Development: Safety Care Training for Yard Duties and Aides (Aug/Sep)

Safety-Care training is an evidence-based, prevention-first crisis de-escalation and behavioral safety program designed to minimize restraint use and prevent injuries. Throughout August and September, Instructional Aides and Yard Duties are attending training.

CAASPP/TOMS Training

Our Instructional Coaches are conducting a CAASPP workshop for all teachers who will be participating in state testing, including Math, Science, ELA, and ELPAC teachers.

During the workshop, they will discuss:

- Standardized versus non-standardized assessments
- Accommodations versus designated supports
- How to look up students with IEPs in TOMS through the CAASPP website

Community Engagement: Coffee With the Principal

On August 28, 2026 we held our first Coffee with the Principal meeting. At the meeting, we enjoyed coffee, juice, and a light breakfast served by our Nutrition Services. We had six parents attend.



GUSTINE ELEMENTARY SCHOOL

"Home of the Red-Tailed Hawk"

2806 Grove Avenue • Gustine, CA 95322

(209) 854-6496 • FAX (209) 854-9165

Renee Bergendahl, Principal & Blaine Ball, Assistant Principal

Topics that were covered in the meeting:

- Campus Highlights
- Site Goals
 - Attendance - Importance of Attendance and When to Keep Your Kids Home
 - Academics - New Math Curriculum and Intervention
 - School Culture - PBIS and SEL
 - Parent Engagement - School Events, Committees, Coffee with the Principal, Board Meetings
- Counselor Update - Counseling services, Paradigm, Parent Resources, Attendance Parties
- Upcoming Events
- Parent requests - Incentives for students and parents that attend meetings

On September 3, 2026 we will be holding our first School Site Council Meeting. At this meeting we will be voting in new members, completing a SSC Training, and reviewing/approving our School Parent Compact and Parent Engagement Policy. Immediately after the School Site Council Meeting, we will be holding ELAC where we will also be voting in new members, reviewing the purpose of ELPAC, and discussing the process of Uniform Complaints.

Future Events:

- School Site Council/ELAC Meeting #1 9/3/2026
- Rock, Paper, Scissors Challenge 9/4/26
- 9-11 Garden Dedication and Flag Salute 9/11/26
- Grandparents Day 9/14/26
- Trimester 1 Rally 9/18/26
- Coffee With the Principal Meeting 9/25/26
- Hispanic Heritage Recess Activity 9/30/26



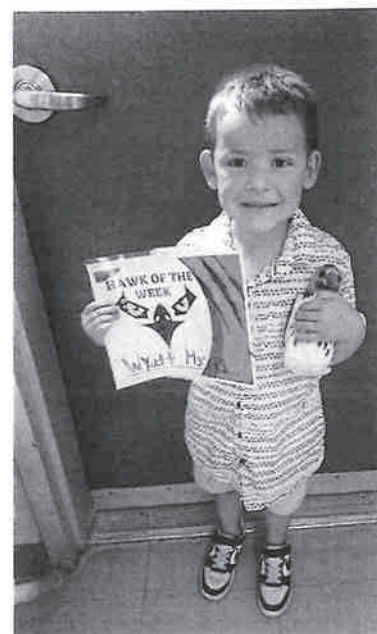
GUSTINE ELEMENTARY SCHOOL

"Home of the Red-Tailed Hawk"

2806 Grove Avenue • Gustine, CA 95322

(209) 854-6496 • FAX (209) 854-9165

Renee Bergendahl, Principal & Blaine Ball, Assistant Principal



AT GUSTINE ELEMENTARY, OUR GOAL IS

98% ATTENDANCE!

August				
Monday	Tuesday	Wednesday	Thursday	Friday
94.1%	96.22%	96.4%	95.3%	91.33%
92.6%	93.79%	96.89%	95.58%	91.92%
92.7%				





Gustine Middle School

Get ready. Maintain Respect. Show responsibility

Peter Duenas, Principal
Blaine Ball, Assistant Principal

28075 Sullivan Road
Gustine, CA 95322

Phone: (209) 854-5030
Fax: (209) 854-9592

Administrative Report to the Gustine Unified School District

September, 2026: School Enrollment: 6th – 8th (347 Students)

It has been an exciting start to the school year at Gustine Middle School! Over the past several weeks, our staff has been working intentionally to establish strong classroom expectations, build meaningful relationships with students, and create a positive foundation for a successful year. Our teachers have also been assessing students to better understand their individual needs and provide targeted support in core classes, intervention, and English Language Development (ELD).

We are grateful for the continued partnership and support of our MCOE Math and Science coaches. Their ongoing work with our teachers is helping strengthen first instruction and ensure that our students receive engaging, meaningful, and high-quality learning experiences in mathematics and science.

School spirit is also in full swing! On September 4, 2026, our ASB will host a School Rally for our 6th, 7th, and 8th grade students. This will be a wonderful opportunity for students to celebrate being Braves, show their class pride, and enjoy some friendly competition through fun games and challenges. We look forward to seeing our students come together, cheer one another on, and build lasting memories.

Our GMS library is receiving some exciting updates as well. We are very thankful for the dedication and creativity of our librarian, Mrs. Marina Garcia, and support from Mrs. Chloe Martin. Their efforts are creating a more inviting and student-friendly space where students can easily discover books, explore new interests, and simply relax with a great story. We are excited to see our students enjoying this special space throughout the year.

Our girls' volleyball team will officially begin its season on September 3, 2026, with a game against Mountain View. We are excited to cheer on our student-athletes as they represent Gustine Middle School with pride, teamwork, and determination. Best of luck to our Braves!

Most importantly, every day at GMS, our staff is working together to make a positive difference in the lives of our students. We know that student success is a shared responsibility, and we are proud of the commitment, care, and dedication our teachers, staff, families, and community bring to our school.

When we work together, we create opportunities, build confidence, and help our students see what is possible for their future. Together, we are making a difference—and together, we are helping our Braves thrive!

Thank you for your continued support of Gustine Middle School, our staff, and, most importantly, our students.
Go Braves!



Gustine High School

Phone: (209) 854-6414 Fax: (209) 854-1955 Web: www.ghs.gustineusd.org

Principal: Brittney Bloom Assistant Principal: Stacy Lopes

Counselors: Ashley Ramirez, Daisy Zagazeta & Alondra Roman Silva

September 1st, 2026

Board Summary - September 2026

Gustine High School has had a busy and successful start to the 2026-2027 school year. Over the past few weeks, we have focused on welcoming students and families, establishing strong instructional routines, and creating opportunities for students to get involved and connected on campus.

Back to School Night

Gustine High School hosted Back to School Night on August 25. Families had the opportunity to visit classrooms, meet teachers, and learn more about classroom expectations. The evening also included our Title I meeting and Club Rush, providing families with information about programs, clubs, and activities available to students.

Campus & Instruction

GHS successfully completed its Williams inspection in August. We appreciate the efforts of our staff and district personnel in ensuring our classrooms and campus were prepared and welcoming for students.

Administration has also begun regular classroom visits and has seen great student-to-student and student-to-teacher discussions. Teachers continue to collaborate weekly in their departments, focusing on student data, instructional practices, and ways to support student learning.

Athletics & Student Involvement

Fall athletics are in full swing, with football, girls flag football, and volleyball competing throughout the first few weeks of school. One of the highlights of the start of the season was our annual GHS vs. OHS Rivalry Football Game. Our football athletes played hard from start to finish in a competitive game that remained close throughout the night, with a final score of **21-13**. We are proud of the effort, determination, and sportsmanship our student-athletes demonstrated.

Club Rush and other beginning-of-the-year activities have also helped connect students with clubs, organizations, athletics, and additional opportunities to become involved on campus.

Upcoming Events

- **September 10** - Home Volleyball vs. Mariposa | JV 5:00 p.m. and Varsity 6:00 p.m.
- **September 23** - Home Girls Flag Football vs. Riverbank | 6:00 p.m.
- **September 24** - First ELAC/SSC Meeting | 3:30 p.m.
- **September 25** - Second Cup of Coffee with the Principal | 8:30 a.m.
- **October 9** - Homecoming Football Game | 7:00 p.m.

We are excited to bring back, Second Cup of Coffee with the Principal beginning September 25. This will provide another opportunity for parents and families to connect with school administration, ask questions, receive school updates, and engage in conversations about Gustine High School.

Our first ELAC/SSC meeting will be held on September 24, providing an important opportunity for parents, staff, and school representatives to collaborate and provide input on programs and services that support our students.

We look forward to continued opportunities to engage our students, families, and community throughout the school year.



Angelica Escareno
Gustine High school
2026-2027 Commissioner of Academics
Fall 2026

September 2026 Board Report

ASB: Now that our first month of the school year is over here is what ASB has done. First, ASB has helped with the round up and helped the students find their classes. Second, we had back to school night and club rush. At club rush ASB tried motivating students to find clubs that were of their interest and at back to school night ASB helped set everything in the quad up. Now for rivalry week ASB came up with fun ideas for the dress up days. On Monday: Adam Sandler, Tuesday: Open toe shoes, Wednesday: Camo, Thursday: Mismatch clothes, Friday: Wear red

FFA: And now, here is what FFA has done for the first month of the school year. FFA hosted a BBQ meeting on August 26th, 2026 in the auditorium. They gave food, chips and drinks, such as hamburgers and hotdogs to everyone who attended. They also had yard games such as volleyball, and cornhole.

Athletics: for athletics, Football practice has started for upcoming freshmen on June 12, 2026. The football season started on Monday, August 3. Then later the scrimmage happened on August 21, 2026. Soccer had started practice as well! Volleyball had their first game. Football was very spirited for the first game against OHS during rivalry week.

September 2026 Board Report



Good afternoon,

The school year has just begun, and we are excited to learn and create new memories. We had our Back to School Rally that was hosted by our Leadership team and advisors. We introduced all the teachers to the students and went over school rules, our PRIDE matrix, and our attendance competitions.

For our attendance incentives, we are doing a class competition. The first class to spell out "ATTEND TO WIN" will win the reward. Our first reward was a Crumbl Cookie party. Congratulations to Mrs. Waltman's class for reaching the goal! Our next reward for the class competition will be a Starbucks Party.

This month, we are also having an individual attendance party. Students who have perfect attendance the entire month of May will earn an ice cream sundae party.

This month, we will be celebrating grandparent's day. Grandparents can come and have a POPisicle and some GRAHAM crackers with their grandchildren.



Miley Palomino
Gustine Middle School
ASB President
2026-2027

September 2026 Board report

ASB: Our first month of our 2026-2027 school year has come to an end. These first school year activities were really fun. The first school activity we had was Back to School night on August 20, when we went with our parents around campus to meet our teachers. We had food vendors like Cafecito Coffee House, El Azteca Taco Truck, and Kona Ice. September 4 was our Back-to-School/8th Grade Walk In Rally, which went very well. We played Teacher vs. Student Balloon Stomp, Wig Snatch, and a Fruit Roll Up Eating Competition while also learning about rewards and expectations for the school year.

ASB is also preparing for the rest of Fall semester. We are planning our Fall Activity, a community service activity, and our participation in GHS's Homecoming parade. Stay tuned...

Athletics: The Girls Volleyball team had their tryouts and it went great. Thursday, September 3 is the first home game of the season. The next games are away on September 8th and September 10th. Good luck to our volleyball team!

Board report

September 2026

ELIZABETH MEZA

GUSTINE HIGH SCHOOL

Throughout the month of August; Gustine High school has had a series of events that bring together our student community. Starting the year off strong, Seniors had their Senior Sunrise where parents donated lots of goods such as speakers, earphones, and gift cards. Gustine High was decorated with spirit as one of our beloved traditions, OHS rivalry week, came into play. Our students participated in an entire week of dress up days, along with game activities in the quad. Following the week, Gustine High hosted the Traditional game of Orisistimba vs Gustine.. where we sadly lost but nonetheless put up a good fight.

Prior to the Game, there was back to school night & Club rush which gave students chances to get involved. These events allowed parents and students, to see the clubs our campus has to offer, as well as speak to our dedicated staff.

GUSTINE & ROMERO ELEMENTARY SCHOOL

Gustine Elementary school has a series of events this month, including a linguica take out, 1st semester rally, and coffee with the principal , but they are especially looking forward to Grandparents day.

Romero Elementary had the yearly Williams visit from the county, and they are looking forward to new events.

CONSENT AGENDA

MINUTES

**MINUTES OF THE SPECIAL MEETING GOVERNING BOARD
GUSTINE UNIFIED SCHOOL DISTRICT
AUGUST 12, 2026**

TIME AND PLACE

The special meeting of the Gustine Unified School District Board of Education was held on Wednesday, August 12, 2026. The meeting was held in the Board Room, 1500 Meredith Avenue, Gustine, California.

CALL TO ORDER

The meeting was called to order by Board President Gary Silva at approximately 5:45 p.m.

BOARD MEMBERS PRESENT

Mr. Gary Silva, Board President, Mr. Kevin Cordeiro, and Mr. Zachery Ramos. Board Member Miss Elizabeth Meza was present.

APPROVAL OF AGENDA

Mr. Cordeiro made a motion to approve the agenda as presented, seconded by Mr. Ramos. Motion carried, 3-0.

CONSENT AGENDA

Mr. Ramos made a motion to approve the Consent Agenda, seconded by Mr. Cordeiro. Motion carried, 3-0.

COMMUNICATION FROM THE PUBLIC

None

ACTION ITEMS

- A. Agreement with Redwood Health Services – Mr. Cordeiro made a motion to approve Agreement with Redwood Health Services, seconded by Mr. Ramos. Motion carried, 3-0.
- B. Agreement with Gingerich Insurance Solutions, Inc. – Mr. Ramos made a motion to approve Agreement with Gingerich Insurance Solutions, Inc., seconded by Mr. Cordeiro. Motion carried, 3-0.

ADJOURNMENT

Mr. Ramos made a motion to adjourn the special meeting, seconded by Mr. Cordeiro. Motion carried, 3-0. Meeting adjourned at 5:53 p.m.

APPROVED AND ADOPTED

Zachery Ramos, Clerk of the Board

**MINUTES OF THE REGULAR MEETING GOVERNING BOARD
GUSTINE UNIFIED SCHOOL DISTRICT
AUGUST 12, 2026**

TIME AND PLACE

The regular meeting of the Gustine Unified School District Board of Education was held on Wednesday, August 12, 2026. The meeting was held in the Board Room, 1500 Meredith Avenue, Gustine, California.

CALL TO ORDER

The meeting was called to order by Board President Gary Silva at approximately 6:03 p.m. The Board went into Closed Session and reconvened to Open Session at approximately 7:03 p.m.

BOARD MEMBERS PRESENT

Mr. Gary Silva, Board President, Mr. Kevin Cordeiro, and Mr. Zachery Ramos. Student Board Member Miss Meza was present during open session.

BOARD ORGANIZATION NOMINATION FOR BOARD CLERK

Mr. Silva nominated Mr. Ramos as Board Clerk, seconded by Mr. Cordeiro. Motion carried, 3-0.

SWEARING IN STUDENT BOARD MEMBER

Dr. Ballenger administered the Oath of Office to Miss Elizabeth Meza, the newly elected student board member who will serve during the 2026-2027 school year.

REPORT FROM CLOSED SESSION

Nothing to report.

REVISION/ORDERING OF AGENDA

Dr. Ballenger amended the agenda with the following changes: Under V. Consent Agenda A. Personnel, add #34 Bloom, Brittney – Hire Principal, GHS.

APPROVAL OF AGENDA

Mr. Ramos made a motion to approve the amended agenda, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.

REPORTS AND PRESENTATIONS

A. Student Board Member Report – Miss Elizabeth Meza – She presented her report to the Board on various ongoing activities at Gustine High School.

B. Board Reports – Mr. Ramos welcomed everyone back to a new school year. He helped decorate the GES Library with theme Falling in Love with Reading. He also received a grant for an American Flag Garden Project in remembrance of 9-11 for GES.

Mr. Cordeiro too welcomed everyone back. He is excited for this school year. He apologized for not being able to attend the Staff Welcome Back Breakfast due to having a prior commitment.

Mr. Silva also welcomed everyone back, new and former employees. He also welcomed back the students to a new school year.

- C. **Superintendent Report** – Dr. Ballenger thanked the employees of the district for the hard work they did to get the schools ready for the first day of school. The custodial and maintenance crew did a great job, the facilities look as great as they ever looked. Everything is nice and clean. Some structures have been modernized. Some money went into fixing some trip hazards at GES. He also thanked the district office staff for getting everybody hired so today could be a great day for the students. He is looking forward to a great year and thinks the changes have been great. He is so excited and cannot wait to get into classrooms to see staff work with the students so that they can be the best version of themselves they can be.

CONSENT AGENDA

Mr. Cordeiro made a motion to approve the amended Consent Agenda, seconded by Mr. Ramos. Student Representative Preferential Vote: Aye. Motion carried, 4-0.

COMMUNICATION FROM THE PUBLIC

None

ACTION ITEMS

- A. **Warrants** – Mr. Ramos made a motion to ratify the warrants, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- B. **2026–2027 Gustine Unified School District Governance Handbook** – Mr. Cordeiro made a motion to approve the 2026–2027 Gustine Unified School District Governance Handbook, seconded by Mr. Ramos. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- C. **Update Board Regulation 3350 Travel Expenses, First Reading** – Mr. Cordeiro made a motion to waive the reading of Update Board Regulation 3350 Travel Expenses, seconded by Mr. Ramos. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- D. **2026 Local Agency Biennial Notice** – Mr. Ramos made a motion to approve the 2026 Local Agency Biennial Notice, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- E. **GHS Ag Program Carl Perkins and Ag Incentive Grants** - Mr. Cordeiro made a motion to approve the GHS Ag Program Carl Perkins and Ag Incentive Grants, seconded by Mr. Ramos. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- F. **Merced County Schools' Insurance Group Resolution NO. 2026-27-01**
1. Mr. Cordeiro made a motion to waive the reading of Merced County Schools' Insurance Group Resolution NO. 2026-27-01, seconded by Mr. Ramos. Student Representative Preferential Vote: Aye. Motion carried, 4-0.

2. Mr. Ramos made a motion to approve Merced County Schools' Insurance Group Resolution NO. 2026-27-01, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- G. **6th Grade Camp Green Meadows Outdoor School** – Miss Meza made a motion to approve the agreement between MCOE and GUSD for the use of Camp Green Meadows Outdoor School March 15, 2027 – March 19, 2027, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- H. **Adopt ERWC for GMS 6-8 ELA and ELD** – Mr. Ramos made a motion to approve to Adopt ERWC for GMS 6-8 ELA and ELD, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- I. **Adopt Vista Descubre for Spanish I, II, III at GMS and GHS** – Mr. Cordeiro made a motion to approve to Adopt Vista Descubre for Spanish I, II, III at GMS and GHS, seconded by Mr. Ramos. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- J. **Adopt Galeria for Spanish for Speakers GMS and GHS** – Miss Meza made a motion to approve to Adopt Galeria for Spanish for Speakers GMS and GHS, seconded by Mr. Ramos. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- K. **Parent Leadership Training Institute** – Mr. Ramos made a motion to approve the Parent Leadership Training Institute, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.
- L. **Hudl Contract** – Miss Meza made a motion to approve the Hudl Contract, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0.

ADVANCED PLANNING

- A. Reg. Board Mtg. September 9, 2026, @ 7:00 p.m. @ DO
- B. Reg. Board Mtg. October 14, 2026, @ 7:00 p.m. @ DO
- C. Reg Board Mtg. Student Achievement Study Session October 21, 2026 @ 5:00 p.m. @ DO
- D. Future Agenda Items

ADJOURNMENT

Mr. Ramos made a motion to adjourn the meeting, seconded by Mr. Cordeiro. Student Representative Preferential Vote: Aye. Motion carried, 4-0. Meeting adjourned at 7:28 p.m.

APPROVED AND ADOPTED

Zachery Ramos, Clerk of the Board

BUSINESS SERVICES

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: GASB 101 Actuarial Valuation

AGENDA SECTION: Consent

PRESENTED BY: Dr. Bryan Ballenger, Superintendent

RECOMMENDATION:

It is recommended that the Board of Trustees approve the GASB 101 Actuarial Valuation services proposal by Foster & Foster Actuaries and Consultants in the amount of \$2,500.

SUMMARY:

Governmental Accounting Standards Board Statement No. 101 (GASB 101) requires districts to recognize and report on compensated absences (e.g., vacation, sick leave) in the financial statements. This actuarial valuation will provide the information necessary to comply with GASB 101 and ensure accurate reporting of the District's compensated absences liability.

Foster & Foster Actuaries and Consultants will provide the actuarial valuation and corresponding report in accordance with GASB 101 requirements.

GASB 101 Actuarial Valuation Service

FISCAL IMPACT: \$2,500

BUDGET CATEGORY: General Fund Unrestricted

CONSULTING SERVICES AGREEMENT

This Agreement is entered into effective the 28th day of July, 2016 by and between Foster & Foster Consulting Actuaries, Inc. ("Consultant"), a corporation with principal offices located at 13420 Parker Commons Boulevard, Suite 104, Fort Myers, Florida 33912 and Gustine Unified School District ("Customer").

The following shall govern the provision of consulting services by Consultant to Customer.

1. Consulting Services. Consultant shall provide the consulting services described on Schedule 1 attached hereto.
2. Compensation to Consultant. Customer shall pay Consultant for the consulting services described on Schedule 1 attached hereto the compensation set forth on Schedule 2 attached hereto.
3. Term and Termination. (a) Term. This Agreement shall commence on the date first written above and shall continue in effect until December 31, 2016, or until all consulting services described on Schedule 1 have been performed, whichever occurs first, unless sooner terminated in accordance with the provisions of this Agreement. (b) Termination Without Cause. This agreement may be terminated at any time by either party upon sixty (60) days prior written notice to the other party. (c) Termination With Cause. Either party shall have the right to terminate this Agreement upon the failure of either party to observe any of the covenants and agreements required to be observed by it under this Agreement, and such failure continues for a period of thirty (30) days after written notice thereof. (d) Rights and Obligations after Termination. Termination of this agreement shall not relieve either party of any rights or obligations arising out of the Agreement prior to termination, with the exception that the amount of the final payment that shall be made by Customer shall be based solely upon the percentage of work that was completed by Consultant.
4. Customer Will Provide Information. Customer shall provide Consultant with the information necessary for Consultant to provide the consulting services described on Schedule 1 attached hereto.
5. Authorization to Acquire Information. Customer hereby authorizes Consultant to acquire the necessary information reasonably required by Consultant to provide the consulting services described on Schedule 1 attached hereto from any agency, agencies, source or sources.
6. Customer's Right to Provide Information. Customer represents and warrants to Consultant that it has the right to provide the information that will be given by Customer to Consultant, or which will be acquired by Consultant pursuant to paragraphs 4 and 5 above.
7. Limitation on Services. Customer understands that Customer retains sole authority and responsibility for the operation and design of all Customer's employee benefit plans.
8. Ownership of Systems and Materials. All systems, programs, operating instructions, forms and other documentation prepared by or for Consultant shall be and remain the property of Consultant. All data source documents provided by Customer shall remain the property of Customer.
9. Indemnification. (a) By Customer. Customer hereby agrees to defend and indemnify Consultant and hold Consultant harmless against any claims, injury, costs or damages (including actual attorneys' fees incurred) resulting from Customer's gross negligence or willful misconduct. (b) By Consultant. Consultant hereby agrees to defend and indemnify Customer and hold Customer harmless against any claims, injury, costs or damages (including actual attorneys' fees incurred) resulting from Consultant's gross negligence or willful misconduct.

10. General.

- a. Relationship of the Parties. The relationship between Consultant and Customer established by this Agreement is that of independent contractors. Consultant and Customer shall each conduct its respective business at its own initiative, responsibility, and expense, and shall have no authority to incur any obligations on behalf of the other.
- b. Force Majeure. No party shall have liability for damages or non-performance under this Agreement due to fire, explosion, strikes or labor disputes, water, acts of God, war, civil disturbances, acts of civil or military authorities or the public enemy, transportation facilities, labor, fuel or energy shortages, or other causes beyond that party's control.
- c. Entire Agreement. This Agreement and the Schedules attached hereto contain the entire agreement between the parties and supersedes all previous agreements and proposals, oral or written, and all negotiations, conversations, or discussions between the parties related to the subject matter of this Agreement. This Agreement shall not be deemed or construed to be modified, amended, rescinded, canceled or waived in whole or in part, except by written amendment signed by both of the parties hereto.

11. Confidentiality. Consultant recognizes that its work will bring it into close contact with confidential information of Customer, including personal information about employees of Customer. Consultant agrees not to disclose anything that is the confidential information of Customer, or that is proprietary to Customer, including its software, its legacy applications, and its databases, to any third party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as set forth below:

"CONSULTANT"
FOSTER & FOSTER CONSULTING
ACTUARIES, INC

"CUSTOMER"
GUSTINE UNIFIED SCHOOL DISTRICT

Signed: Will Kane

Signed: _____

By Will Kane

By _____

Title Senior Consulting Actuary

Title _____

Date July 28, 2026

Date _____

SCHEDULE 1

For the purposes of this Agreement, "consulting services" shall include the following services provided by Consultant to Customer:

Consulting report including all information necessary for Customer to comply for one year with the requirements of current GASB Accounting Standard 101 related to compensated absences.

This agreement includes calculating a liability for accumulated vacation leave and accumulated sick leave. If other types of leave meet the criteria defined under GASB 101, an additional fee may apply to include them in our report.

Services do not include Consultant's in-person attendance at any meetings.

SCHEDULE 2

Customer shall pay Consultant for the GASB 101 report based on the full valuation a total of \$2,500, due within 30 days of the delivery by Consultant to Customer of the GASB 101 report.

This fee assumes the data provided by Customer is in the format requested and readily usable by Consultant. If a significant amount of time is needed for Consultant to manipulate the data provided, an additional fee of up to \$1,000 may apply.

**YEARLY
CONTRACT
RENEWALS**

INVOICE

OnScene Technologies, Inc.
88 W Main St
Bridgewater, NJ 07446

accounting@share911.com
+1 (908) 469-3483
http://onscenetechnologies.com



Bill to
Lisa Filippini
Gustine Unified School District
1500 Meredith Ave
Gustine, CA 95322
United States

Ship to
Lisa Filippini
Gustine Unified School District
1500 Meredith Ave
Gustine 95322 United States

Invoice details

Invoice no.: 3243
Terms: Net 90
Invoice date: 07/01/2026
Due date: 08/29/2026

Product or service	Description	Qty	Rate	Amount
1. K-12 Education	Includes Broadcast, Check-in, Accountability, and Live view features of Share911 for all employees	212	\$30.00	\$6,360.00
2. Electronic and Voice 911 Notification	Electronic and voice-based notification to your 911 PSAP	3	\$3380.00	\$1,0140.00
Total				\$8,040.00

Ways to pay

VISA     

Note to customer

Thank you for being our customer. Your business is very important to us.

View and pay

OK
TO PROCESS


Instructure.

Instructure, Inc.
330 South 3000 East, Suite 700
Salt Lake City, UT 84121
United States

Order Form

Order: Q-450665-1

Date: 2026-08-17

Order Valid Through: 2026-08-21

Order Form for Gustine High School

Bill to Information

Entity Name: Gustine High School
Address: 501 NORTH AVE
City: GUSTINE

State/Province: California

Zip/Postal Code: 95322

Country: United States

Billing Contact

Name:

Email:

Phone:

Ship to Information

Entity Name: Gustine High School
Address: 501 NORTH AVE
City: GUSTINE

State/Province: California

Zip/Postal Code: 95322

Country: United States

Shipping Contact

Name: Ashley Ramirez

Email: asramirez@gustineusd.org

Phone: +1 209 854 6414

Billing Information

Billing Frequency: Annual Upfront + Transaction

Billing Frequency Term:

In the event Customer purchases a combination of transactional products (e.g., transcripts) and subscription offerings (e.g., diplomas), the following shall apply:

- **Transactional products** will continue to be billed via credit card through the platform at the time of each transaction.
- **Subscription products** will be billed separately via invoice. Payment for subscription offerings is due annually in advance in accordance with the invoicing terms set forth in this Order Form.

Payment Terms: Net 30

Year 1								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S2	Transcript Services	2026-08-22	2027-08-21	Recurring	Enrollment	1	USD 2,101.00	USD 2,101.00

Year 1 Transaction Pricing:				
Reference	Description	Start Date	End Date	Price
T3	Transcript Services TPO	2026-08-22	2027-08-21	USD 15.00

Year 2								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount

58	Transcript Services	2027-08-22	2028-08-21	Recurring	Enrollment	1	USD 2,206.05	USD 2,206.05
----	---------------------	------------	------------	-----------	------------	---	--------------	--------------

Year 2 Transaction Pricing:

Reference	Description	Start Date	End Date	Price
T6	Transcript Services TPO	2027-08-22	2028-08-21	USD 15.00

Year 3

Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
58	Transcript Services	2028-08-22	2029-08-21	Recurring	Enrollment	1	USD 2,316.35	USD 2,316.35

Year 3 Transaction Pricing:

Reference	Description	Start Date	End Date	Price
T9	Transcript Services TPO	2028-08-22	2029-08-21	USD 15.00

Billing Summary

Segment	Recurring	Non-Recurring	Total
Year 1	USD 2,101.00	USD 0.00	USD 2,101.00
Year 2	USD 2,206.05	USD 0.00	USD 2,206.05
Year 3	USD 2,316.35	USD 0.00	USD 2,316.35
Total	USD 6,623.40	USD 0.00	USD 6,623.40

Reference	Products	Description
52	Transcript Services	Learner Type: Current + Alumni Delivery Method: Digital Only Financing Option: Subscription + Recurring

Quote Special Terms

The services provided under this Order Form shall begin on the first year Start Date set forth above and continue through the last year End Date set forth above, provided, however, that Instructure may provide certain implementation related services prior to the first year Start Date at its sole discretion.

Payment Terms - Renewal Order Form: In the event that Customer fails to execute this Order Form prior to the Start Date listed above, all fees shall become due payable upon Customer's receipt of an invoice.

Payment Processing Fee: Subject to limitations and prior written approval of Instructure, Customer can add a surcharge to each credential request as a method of cost recovery for some or all of Customer's fees, or an auxiliary revenue source. Due to the processing fees assessed by Instructure's credit card processing vendor, there will be a 20% processing fee on all credit card (including debit) charges in excess of the credential request fee. Instructure will remit to Customer any surcharges (less any processing fees) on a monthly basis, no later than 45 days following the end of each calendar month.

Overages: The annual subscription fee is non-refundable, and any credential requests included within the subscription must be used within each annual period of the term. If the cumulative number of credential requests during an annual period exceeds the subscription's credential request limit, Customer will be charged an overage fee for each additional credential request at the rates specified in the applicable Order Form ("Overage Fee"). Overage Fees will be invoiced by Instructure monthly in arrears for the remainder of the then-current subscription period.

Pricing: Recurring terms on this Order Form (other than any 3rd Party Products) shall automatically renew for succeeding terms of 12-month duration unless either party gives the other party 60 days' written notice of its intent not to renew prior to the expiration of the then-current term.

Unless otherwise expressly specified in the Order Form, after the first twelve (12) months of the Agreement, Instructure, in its sole discretion, may increase the fees payable for Services under this Agreement annually. Instructure will provide at least sixty (60) days advance notice of such fees increases, which will be effective as of the date in such notice.

Terms and Conditions

Governing Terms: This Order Form shall be governed by the Master Terms and Conditions which can be found here: <https://www.instructure.com/legal/master-terms-conditions>.

PURCHASE ORDER INFORMATION	TAX INFORMATION
Is a Purchase Order required for the purchase or payment of the products on this order form?	Check here if your company is exempt from Wisconsin sales tax.

Please Enter (Yes or No):	
If Yes, please enter PO Number:	Please email all US state sales tax exemption certifications to ar@instructure.com

Customer purchasing documentation, such as Purchase Orders, shall only be used as proof of acceptance of the Order Form referenced therein, and the associated Master Terms and Conditions. Any terms and conditions included in any such Customer purchasing documentation are hereby expressly disclaimed by Instructure, shall be void and of no effect, and shall in all cases be superseded by the applicable Master Terms and Conditions.

By executing this Order Form, each party agrees to be legally bound by this Order Form.

Sustine High School

Signature: _____

Name: _____

Title: _____

Date: _____

Instructure, Inc. (USA/CAN)

Signature: _____

Name: _____

Title: _____

Date: _____



Bring your vision to life

QUOTE 1329

AUG 26, 2026

DUE: SEP 25, 2026

GUSTINE UNIFIED SCHOOL DISTRICT

ATTN: ROSA MENDOZA

1500 MEREDITH AVE.

GUSTINE, CA 95322

UNITED STATES

SMARTSIGN2GO

2920 NUMBER 1 CANYON RD

WENATCHEE, WA 98801



SHIP TO

GUSTINE UNIFIED SCHOOL DISTRICT

ATTN: ROSA MENDOZA

1500 MEREDITH AVE.

GUSTINE, CA 95322

UNITED STATES

SUMMARY

	QUANTITY	AMOUNT
Enterprise Plan - Annual Service	5	\$1,741.50
Digital Signage Software as a Service - Licensed per playback device		
	TOTAL	\$1,741.50

Pacific Satellite Systems, INC

DBA SmartSign2Go

EIN 91-1240093



(209) 381-6634
632. W 13th Street
Merced, CA 95341

Merced County School Boards Association Annual Dues 2026-2027

DATE: 09/01/2026

TO: District Superintendents
Board Presidents

FROM: MCSBA Executive Board

RE: 2026-2027 MCSBA Dues Statement

Amount is based on the current P2-Annual ADA figure for your district.
Please place this item on the agenda for your next board meeting.

Return a completed copy of the attached statement with your payment. All
payments should be made by September 30, 2026.

Name of School District: Gustine Unified School District

School District Enrollment

Amount Due

1001 - 2000

\$125.00

MCSBA Bylaws

Form of payment: Enter the budget code below for a budget transfer.

Budget Code # _____

Superintendent Signature _____ **Date** _____

ACTION ITEMS

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: Warrants

AGENDA SECTION: Action

PRESENTED BY: Dr. Bryan Ballenger, Superintendent

RECOMMENDATIONS:

It is recommended that the Board of Trustees ratify the warrants.

SUMMARY:

Monthly warrants are presented to the Board to ratify.

FISCAL IMPACT: Total of Warrants

BUDGET CATEGORY: All District Funds

Batch status: A All

From batch: 0004

To batch: 0004

Include Revolving Cash: Y

Include Address: Y

Include Object Desc: Y

Include Vendor TIN: Y

APPROVED FOR PAYMENT

[Signature]

**MERCED COUNTY OFFICE OF EDUCATION
CHECK REGISTER BATCH COVER**

Gustine

DATE: 8/11/26

DISTRICT FUND: 01 - 5070

BATCH# 4

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 131,116.53

**01-5070
11-5074
13-5077
14-5072
17-5071
21-5069
25-5075
35-5078
40-5065**

**CHECK LIST FOR CHECK REGISTERS
(PLEASE CHECKMARK EACH)**

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: _____

AUDIT APPROVED: _____

CASH CHECKED: _____

RELEASED FOR PAYMENT: _____

014 Gustine Unified School Dist. J26928
10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 1
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS	Liq Amt	Net Amount			
103447/00	AMAZON CREDIT PLAN	000000000						
	P.O. BOX 035184							
	SEATTLE, WA 98124-5184							
CL-260125	08/10/2026	1YFG-C1MC-CTPG	01-8150-0-4300.00-0000-8110-112-000-000 NN F	52.49	52.49			
		SUPPLIES						
CL-260130	08/11/2026	1QHL-44NM-WRL6	01-0824-0-4300.00-1110-1000-115-000-305 NN F	22.60	22.60			
		SUPPLIES						
CL-260131	08/11/2026	1T71-F1JM-1GQW	01-0824-0-4300.00-1110-1000-115-000-206 NN F	37.19	37.19			
		SUPPLIES						
270014	PO-270044	08/10/2026 14LF-VQV4-4RDR	1 01-0000-0-4350.00-0000-7300-112-000-000 NN P	54.11	54.11			
		OFFICE SUPPLIES						
270014	PO-270044	08/10/2026 1QTM-VLMG-Q1KR	1 01-0000-0-4350.00-0000-7300-112-000-000 NN P	606.26	606.26			
		OFFICE SUPPLIES						
270098	PO-270070	08/10/2026 13N6-1LM9-MGKY	1 01-0824-0-4300.00-1110-1000-310-000-305 NN P	32.75	32.75			
		SUPPLIES						
270089	PO-270091	08/10/2026 1MYC-RQQF-VTMJ	1 01-0824-0-4300.00-1110-1000-310-000-101 NN P	182.58	182.58			
		SUPPLIES						
270091	PO-270093	08/10/2026 1R9G-HCY3-J7YF	1 01-0824-0-4300.00-1110-1000-310-000-101 NN F	300.00	294.51			
		SUPPLIES						
270093	PO-270095	08/10/2026 141V-3F1Q-7J9R	1 01-0824-0-4300.00-1110-1000-310-000-101 NN P	254.03	254.03			
		SUPPLIES						
270093	PO-270095	08/10/2026 1XP-6X46-FC7P	1 01-0824-0-4300.00-1110-1000-310-000-101 NN P	28.12	28.12			
		SUPPLIES						
33	PO-270095	08/10/2026 1VQK-JP3X-F63R	1 01-0824-0-4300.00-1110-1000-310-000-101 NN F	17.85	20.56			
		SUPPLIES						
270126	PO-270114	08/10/2026 1R9G-HCY3-F3LL	1 01-1100-0-4300.00-1801-4200-310-000-000 NN P	715.67	715.67			
		SUPPLIES						
TOTAL PAYMENT AMOUNT				2,300.87 *				2,300.87
104330/00	AT&T	000000000						
	PO BOX 5025							
	CAROL STREAM, IL 60197							
PV-270036	08/10/2026	234 371 1171 5527 08/24/26	01-0000-0-5912.00-0000-2700-112-000-000 NN		190.74			
		COMMUN - INTERNET SVCS/LINES						
TOTAL PAYMENT AMOUNT				190.74 *				190.74

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 2
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		FD-RESC-Y-0BJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
006217/00		ATKINSON ANDELSON LOYA RUUD, & ROMO, ATTORNEYS AT LAW 12800 CNTR COURT DR, SUITE 300 CERRITOS, CA 90703	953378600					
CL-260128	08/11/2026	796729		01-0000-0-5801.00-0000-7400-112-000-000	NY F	13,961.06	13,961.06	
				LEGAL FEES				
			TOTAL PAYMENT AMOUNT	13,961.06 *			13,961.06	
105778/00		BRADY INDUSTRIES 7055 LINDELL RD LAS VEGAS, NV 89118	000000000					
270146	PO-270147	08/10/2026	12069097	1 01-0000-0-4300.00-0000-8200-112-000-000	NN P	13,851.80	13,851.80	
				SUPPLIES				
			TOTAL PAYMENT AMOUNT	13,851.80 *			13,851.80	
105355/00		CALIFORNIA LANDSCAPE SUPPLY 4107 MORGAN RD CERES, CA 95307						
270078	PO-270055	08/10/2026	124665	1 01-1100-0-4300.00-1801-4200-310-000-000	NN F	4,517.92	4,517.92	
				SUPPLIES				
			TOTAL PAYMENT AMOUNT	4,517.74 *			4,517.74	
105708/00		CAPITOL ADVOCACY 600 PENNSYLVANIA AVE SE #15048 WASHINGTON, DC 20003						
CL-260127	08/11/2026	2026CAP207		01-0000-0-5866.00-0000-7200-112-000-000	NN F	2,692.22	2,692.22	
				PROFESSIONAL SERVICES				
			TOTAL PAYMENT AMOUNT	2,692.22 *			2,692.22	
103285/00		CITY OF GUSTINE PO BOX 16 GUSTINE, CA 95322						
PV-270034	08/10/2026	SRO-0826		01-0824-0-5899.00-0000-8300-112-000-205	NN		10,000.00	
				OTHER SERVICES, FEES, OP EXPS				
PV-270035	08/10/2026	LIVESCAN-0826		01-0000-0-5842.00-0000-7200-112-000-000	NN		126.00	
				FINGERPRINTING				
			TOTAL PAYMENT AMOUNT	10,126.00 *			10,126.00	

014 Gustine Unified School Dist. J26928
10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 3
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req	Reference	Date	Description	FD-RESC-Y-OBJT.SQ-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
102216/00	COPY SHIPPING SOLUTIONS	770446496						
	1017 "I" STREET							
	LOS BANOS, CA 93635							
270055	PO-270071	08/10/2026	104576	1 01-0824-0-4300.00-1110-1000-310-000-305	NN F	526.84	485.86	
				SUPPLIES				
			TOTAL PAYMENT AMOUNT	485.86 *			485.86	
106092/00	CRYSTAL'S CARPET CLEANING SERV	415165296						
	1001 MAGNOLIA ST							
	ATWATER, CA 95301							
PV-270043	08/11/2026	INV962		01-0824-0-5899.00-0000-8110-112-000-201	NN		5,000.00	
				OTHER SERVICES, FEES, OP EXPS				
			TOTAL PAYMENT AMOUNT	5,000.00 *			5,000.00	
105764/00	CSNO CONFERENCE	000000000						
	3511 DEL PASO RD							
	SUITE 160, PMB 230							
	SACRAMENTO, CA 95835							
270175	PO-270173	08/10/2026	22424	1 01-0458-0-5300.00-0000-3140-112-000-000	NN F	124.00	124.00	
				DUES & MEMBERSHIPS				
			TOTAL PAYMENT AMOUNT	124.00 *			124.00	
102952/00	FOLLET CONTENT SOLUTIONS LLC	872968865						
	PO BOX 7410597							
	CHICAGO, IL 60674-0597							
CL-260126	08/10/2026	768436F		01-9326-0-4200.00-1110-1000-112-000-000	NY F	160.89	160.89	
				BOOKS AND REFERENCE MATERIALS				
			TOTAL PAYMENT AMOUNT	160.89 *			160.89	
035746/00	GILTON SOLID WASTE	000000000						
	MANAGEMENT, INCORPORATED							
	755 S. YOSEMITE							
	OAKDALE, CA 95361-4039							
PV-270033	08/10/2026	002700087-00	N-001 08/15/26	01-0000-0-5550.00-0000-8200-112-000-000	NN		132.71	
				DISPOSAL/GARBAGE REMOVAL				
PV-270033	08/10/2026	0000260632-00	N-000 08/15/26	01-0000-0-5550.00-0000-8200-112-000-000	NN		25.94	
				DISPOSAL/GARBAGE REMOVAL				
PV-270033	08/10/2026	002700340-00	NZ-000 08/15/26	01-0000-0-5550.00-0000-8200-112-000-000	NN		43.97	
				DISPOSAL/GARBAGE REMOVAL				

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 4
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		

035746 (CONTINUED)

PV-270033	08/10/2026	002700122-00 N-002	08/15/26	01-0000-0-5550.00-0000-8200-112-000-000 NN		724.83		
				DISPOSAL/GARBAGE REMOVAL				
PV-270033	08/10/2026	002700122-00 N-001	08/15/26	01-0000-0-5550.00-0000-8200-112-000-000 NN		483.22		
				DISPOSAL/GARBAGE REMOVAL				
PV-270033	08/10/2026	002700087-00 N-000	08/15/26	01-0000-0-5550.00-0000-8200-112-000-000 NN		1,105.07		
				DISPOSAL/GARBAGE REMOVAL				
PV-270033	08/10/2026	002700122-00 N-003	08/15/26	01-0000-0-5550.00-0000-8200-112-000-000 NN		983.32		
				DISPOSAL/GARBAGE REMOVAL				
TOTAL PAYMENT AMOUNT					3,499.06 *	3,499.06		

102132/00 GRAINGER
DEPT. 843126632
PALTINE, IL 60038-0001

270112	PO-270124	08/10/2026	9029737070	1 01-8150-0-4300.00-0000-8110-112-000-000 NN P	148.01	148.01		
				SUPPLIES				
270112	PO-270124	08/10/2026	9032761505	1 01-8150-0-4300.00-0000-8110-112-000-000 NN P	317.05	317.05		
				SUPPLIES				
TOTAL PAYMENT AMOUNT					465.06 *	465.06		

037780/00 GUSTINE, CITY OF
P.O. BOX 16
GUSTINE, CA 95322
000000000

PV-270037	08/10/2026	004-06760-001	08/15/26	01-0000-0-5530.00-0000-8200-112-000-000 NN		229.99		
				WATER&/OR SEWAGE				
PV-270037	08/10/2026	009-13170-001	08/15/26	01-0000-0-5530.00-0000-8200-112-000-000 NN		2,166.09		
				WATER&/OR SEWAGE				
PV-270037	08/10/2026	009-13700-001	08/15/26	01-0000-0-5530.00-0000-8200-112-000-000 NN		1,748.31		
				WATER&/OR SEWAGE				
PV-270037	08/10/2026	009-13650-001	08/15/26	01-0000-0-5530.00-0000-8200-112-000-000 NN		1,748.31		
				WATER&/OR SEWAGE				
PV-270037	08/10/2026	009-13510-002	08/15/26	01-0000-0-5530.00-0000-8200-112-000-000 NN		1,748.31		
				WATER&/OR SEWAGE				
PV-270037	08/10/2026	014-21881-001	08/15/26	01-0000-0-5530.00-0000-8200-112-000-000 NN		2,155.74		
				WATER&/OR SEWAGE				
PV-270037	08/10/2026	009-13500-001	08/15/26	01-0000-0-5530.00-0000-8200-112-000-000 NN		2,129.57		
				WATER&/OR SEWAGE				
TOTAL PAYMENT AMOUNT					11,926.32 *	11,926.32		

014 Gustine Unified School Dist. J26928
10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 5
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		
105914/00	HEYER GUTIERREZ LLP	000000000						
	1610 R STREET SUITE 300							
	SACRAMENTO, CA 95811							
270171 PO-270157	08/10/2026	10699	1 01-6500-0-5801.00-5001-2100-112-000-000	NN P	2,112.50	2,112.50		
			LEGAL FEES					
			TOTAL PAYMENT AMOUNT	2,112.50 *		2,112.50		
100659/00	HOME DEPOT CREDIT SERVICES	000000000						
	DEPT. 32- 2153302280							
	PO BOX 60726							
	CITY INDUSTRY, CA 91716-0716							
270084 PO-270061	08/10/2026	1901094	1 01-0824-0-4300.00-1110-1000-112-000-106	NN P	127.07	127.07		
			SUPPLIES					
270084 PO-270061	08/10/2026	3212854	1 01-0824-0-4300.00-1110-1000-112-000-106	NN P	102.92	102.92		
			SUPPLIES					
270084 PO-270061	08/10/2026	3234785	1 01-0824-0-4300.00-1110-1000-112-000-106	NN P	1,136.31	1,136.31		
			SUPPLIES					
270084 PO-270061	08/10/2026	3234448	1 01-0824-0-4300.00-1110-1000-112-000-106	NN P	289.90	289.90		
			SUPPLIES					
270084 PO-270061	08/10/2026	3110994	1 01-0824-0-4300.00-1110-1000-112-000-106	NN P	535.84	535.84		
			SUPPLIES					
34 PO-270061	08/10/2026	3734380	1 01-0824-0-4300.00-1110-1000-112-000-106	NN P	452.49	452.49		
			SUPPLIES					
270084 PO-270061	08/10/2026	3744597	1 01-0824-0-4300.00-1110-1000-112-000-106	NN P	1,600.97	1,600.97		
			SUPPLIES					
270060 PO-270083	08/10/2026	8245166	1 01-8150-0-4300.00-0000-8110-112-000-000	NN F	1,888.96	1,888.96		
			SUPPLIES					
270111 PO-270117	08/10/2026	9403860	1 01-8150-0-4300.00-0000-8110-112-000-000	NN P	398.20	398.20		
			SUPPLIES					
270111 PO-270117	08/10/2026	9546730	1 01-8150-0-4300.00-0000-8110-112-000-000	NN P	111.48	111.48		
			SUPPLIES					
270111 PO-270117	08/11/2026	5045068	1 01-8150-0-4300.00-0000-8110-112-000-000	NN P	550.59	550.59		
			SUPPLIES					
PV-270044	08/11/2026	HOME DEPOT 08/28/29	01-0000-0-5803.00-0000-7200-112-000-000	NN		101.76		
			BANK FEES/SVCS CHARGES/INT EXP					
			TOTAL PAYMENT AMOUNT	7,296.49 *		7,296.49		

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 6
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	

103512/00 IRON MOUNTAIN
P.O. BOX 27128
NEW YORK, NY 10087-7128

PV-270027	08/10/2026	LMBD556	01-0000-0-5550.00-0000-8200-112-000-000	NN		885.30	
			DISPOSAL/GARBAGE REMOVAL				
		TOTAL PAYMENT AMOUNT		885.30 *		885.30	

104780/00 ISOM ADVISORS
URBAN FUTURES INC.
1470 MARIA LANE, SUITE 315
ATTN: GREG TELLA
WALNUT CREEK, CA 94596

000000000

CL-260124	08/10/2026	DISCLOSURE2025-272	01-0000-0-5866.00-0000-7300-112-000-000	NN F	2,500.00	2,500.00
			PROFESSIONAL SERVICES			
		TOTAL PAYMENT AMOUNT		2,500.00 *		2,500.00

106102/00 JG NURSERIES LLC
802 INYO AVE
NEWMAN, CA 95360

PV-270049	08/11/2026	15241	01-0000-0-5550.00-0000-8200-112-000-000	NN		203.1
			DISPOSAL/GARBAGE REMOVAL			
PV-270049	08/11/2026	15242	01-0000-0-5550.00-0000-8200-112-000-000	NN		512.41
			DISPOSAL/GARBAGE REMOVAL			
PV-270049	08/11/2026	15231	01-0000-0-5550.00-0000-8200-112-000-000	NN		1,024.81
			DISPOSAL/GARBAGE REMOVAL			
PV-270049	08/11/2026	15232	01-0000-0-5550.00-0000-8200-112-000-000	NN		250.27
			DISPOSAL/GARBAGE REMOVAL			
PV-270049	08/11/2026	15233	01-0000-0-5550.00-0000-8200-112-000-000	NN		512.41
			DISPOSAL/GARBAGE REMOVAL			
		TOTAL PAYMENT AMOUNT		2,503.78 *		2,503.78

104363/00 JOE'S LANDSCAPING & CONCR IN
& CONCRETE INC.
PO BOX 883
NEWMAN, CA 95360

000000000

PV-270052	08/11/2026	20321	01-0824-0-5802.00-0000-8110-112-000-201	NN		14,338.99
			MAINTENANCE AGRMTS-NONEQUIP			
		TOTAL PAYMENT AMOUNT		14,338.99 *		14,338.99

014 Gustine Unified School Dist. J26928
10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 7
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		
046052/00	JORGENSEN COMPANY	000000000						
	PO BOX 888655							
	LOS ANGELES, CA 90088-8655							
PV-270046	08/11/2026	6262843	01-0824-0-5640.00-0000-8110-112-000-201 NN			831.95		
			REPAIRS/MAINT OF EQUIPMENT					
PV-270046	08/11/2026	6262866	01-0824-0-5640.00-0000-8110-112-000-201 NN			947.00		
			REPAIRS/MAINT OF EQUIPMENT					
PV-270046	08/11/2026	6262865	01-0824-0-5640.00-0000-8110-112-000-201 NN			197.50		
			REPAIRS/MAINT OF EQUIPMENT					
PV-270046	08/11/2026	6262858	01-0824-0-5640.00-0000-8110-112-000-201 NN			592.74		
			REPAIRS/MAINT OF EQUIPMENT					
PV-270046	08/11/2026	6262867	01-0824-0-5640.00-0000-8110-112-000-201 NN			1,981.42		
			REPAIRS/MAINT OF EQUIPMENT					
			TOTAL PAYMENT AMOUNT	4,550.61 *		4,550.61		

106045/00 LONGOBARDI, CAROL

270107	PO-270099	08/10/2026	1010	1 01-0000-0-5866.00-0000-7300-112-000-000 NY P	3,952.50	3,952.50
				PROFESSIONAL SERVICES		
				TOTAL PAYMENT AMOUNT	3,952.50 *	3,952.50

101470/00 P G & E
BOX 997300
SACRAMENTO, CA 95899-7300

PV-270032	08/10/2026	5283038560-6	08/17/26	01-0000-0-5520.00-0000-8200-112-000-000 NN	14,314.51
				ELECTRICITY	
PV-270032	08/10/2026	5283038560-6	08/17/26	01-0000-0-5510.00-0000-8200-112-000-000 NN	255.68
				HEATING BUTANE, OIL	
				TOTAL PAYMENT AMOUNT	14,570.19 *

105585/00 PARADIGM
1225 4TH STREET #363
SAN FRANCISCO, CA 94158

PV-270047	08/11/2026	49280		01-9457-0-5866.00-0000-7200-112-000-000 NN	1,385.23
				PROFESSIONAL SERVICES	
PV-270048	08/11/2026	SOFTWARE SERVICES		01-9457-0-4313.00-0000-7200-112-000-000 NN	338.95
				SOFTWARE - NON CURRICULA	
PV-270048	08/11/2026	SOFTWARE SERVICES		01-9457-0-4313.00-0000-7200-112-000-000 NN	338.95
				SOFTWARE - NON CURRICULA	

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 8
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2 T9MPS	Liq Amt	Net Amount			
TOTAL PAYMENT AMOUNT			2,063.13 *	2,063.13				
105197/00	PRINCIPAL LIFE INSURANCE PO BOX 77202 MINNEAPOLIS, MN 55480-7200	000000000						
PV-270026	08/10/2026	1083002-10001	07/01-07/31/26	01-0100-0-9556.00-0000-0000-000-000-000 NN				683.72
			MISC DISTRICT VOL-DEDS (1)					
TOTAL PAYMENT AMOUNT			683.72 *	683.72				
105100/00	PRUDENTIAL OVERALL SUPPLY PO BOX 511886 LOS ANGELES, CA 90051-1827	951535681						
PV-270030	08/10/2026	82080417		01-8150-0-5560.00-0000-8110-112-000-000 NY				86.91
			LAUNDRY/DRY CLEANING					
TOTAL PAYMENT AMOUNT			86.91 *	86.91				
104686/00	SAENZ PEST CONTROL INC 1175 TOIYABE CT MADERA, CA 93638	000000000						
PV-270025	08/10/2026	22495		01-8150-0-5565.00-0000-8110-112-000-000 NN				1,165.00
			PEST CONTROL					
TOTAL PAYMENT AMOUNT			1,165.00 *	1,165.00				
104245/00	SAN JOAQUIN PEST CONTROL PO BOX 7705 FRESNO, CA 93747-7705							
270136 PO-270136	08/10/2026	455966		1 01-8150-0-5565.00-0000-8110-112-000-000 NN P				200.00
			PEST CONTROL					
TOTAL PAYMENT AMOUNT			200.00 *	200.00				

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 9
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	

100968/00 STANISLAUS COUNTY
OFFICE OF EDUCATION
1100 H STREET
MODESTO, CA 95354

PV-270050	08/11/2026	270077	01-0000-0-8096.00-0000-0000-000-000 NN	126.00
			TRF TO CHARTER IN LIEU PROP TX	
PV-270051	08/11/2026	339398	01-1100-0-5866.00-1801-4200-310-000-000 NN	545.21
			PROFESSIONAL SERVICES	
TOTAL PAYMENT AMOUNT				671.21 *

105077/00 T-MOBILE
PO BOX 742596
CINCINNATI, OH 45274-2596

PV-270040	08/10/2026	200346389 08/13/26	01-2600-0-5912.00-1110-1000-112-000-000 NN	92.19
			COMMUN - INTERNET SVCS/LINES	
TOTAL PAYMENT AMOUNT				92.19 *

103199/00 U.S. BANK
CM-9690
PO BOX 70870
ST. PAUL, MN 55170-9690

000000000

PV-270041	08/10/2026	8272524	01-0000-0-5899.00-0000-7200-112-000-000 NN	1,100.00
			OTHER SERVICES, FEES, OP EXPS	
PV-270041	08/10/2026	8272424	01-0000-0-5899.00-0000-7200-112-000-000 NN	1,100.00
			OTHER SERVICES, FEES, OP EXPS	
TOTAL PAYMENT AMOUNT				2,200.00 *

105598/00 VAN DE POL
PO BOX 1107
STOCKTON, CA 95201-1107

PV-270042	08/10/2026	CL26550	01-0000-0-4341.00-0000-8200-112-000-000 NN	461.12
			GAS, OIL LUBE, ETC	
TOTAL PAYMENT AMOUNT				461.12 *

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/11/26 13:59 PAGE 10
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description				Liq Amt	Net Amount	
104503/00	VERIZON WIRELESS	330011260						
	PO BOX 660108							
	DALLAS, TX 75266-0108							
PV-270039	08/10/2026	6149131480		01-0000-0-5922.00-0000-2700-112-000-000	NY		469.51	
				COMMUNICATION - TELEPHONE SVCS				
			TOTAL PAYMENT AMOUNT	469.51 *			469.51	
098817/00	YANCEY HOME CENTER	000000000						
	P.O. BOX 875							
	NEWMAN, CA 95360							
270113	PO-270125	08/10/2026	A2022235434	1 01-8150-0-4300.00-0000-8110-112-000-000	NN P	51.76	51.76	
				SUPPLIES				
			TOTAL PAYMENT AMOUNT	51.76 *			51.76	
105334/00	ZAYO GROUP, LLC							
	PO BOX 952136							
	DALLAS, TX 75395-2136							
PV-270031	08/10/2026	2026080027929		01-0000-0-5912.00-0000-2700-112-000-000	NN		960.00	
				COMMUN - INTERNET SVCS/LINES				
			TOTAL PAYMENT AMOUNT	960.00 *			960.00	
			TOTAL FUND	PAYMENT	131,116.53 **		131,116.53	

**MERCED COUNTY OFFICE OF EDUCATION
CHECK REGISTER BATCH COVER**

Gustine

DATE: 8/11/26

DISTRICT FUND: 11 - 5074

BATCH# 4

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 656.00

**01-5070
11-5074
13-5077
14-5072
17-5071
21-5069
25-5075
35-5078
40-5065**

**CHECK LIST FOR CHECK REGISTERS
(PLEASE CHECKMARK EACH)**

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: _____

AUDIT APPROVED: _____

CASH CHECKED: _____

RELEASED FOR PAYMENT: _____

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 11 ADULT EDUCATION

APY500 L.00.25 08/11/26 13:59 PAGE 11
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
105077/00		T-MOBILE						
		PO BOX 742596						
		CINCINNATI, OH 45274-2596						
PV-270038	08/10/2026	980073145	08/19/26	11-0000-0-5912.00-0000-2700-112-000-000	NY		656.00	
				COMMUN - INTERNET SVCS/LINES				
				TOTAL PAYMENT AMOUNT		656.00 *	656.00	
				TOTAL FUND	PAYMENT	656.00 **	656.00	

**MERCED COUNTY OFFICE OF EDUCATION
CHECK REGISTER BATCH COVER**

Gustine

DATE: 8/11/26

DISTRICT FUND: 13 - 5077

BATCH# 4

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 15,048.06

01-5070

11-5074

13-5077

14-5072

17-5071

21-5069

25-5075

35-5078

40-5065

**CHECK LIST FOR CHECK REGISTERS
(PLEASE CHECKMARK EACH)**

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: _____

AUDIT APPROVED: _____

CASH CHECKED: _____

RELEASED FOR PAYMENT: _____

014 Gustine Unified School Dist. J26928
AUG 10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 13 CAFETERIA SPECIAL REVENUE FUND
<< Held for Audit >>

APY500 L.00.25 08/11/26 13:59 PAGE 12

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		
103447/00	AMAZON CREDIT PLAN	000000000						
	P.O. BOX 035184							
	SEATTLE, WA 98124-5184							
270132	PO-270140 08/10/2026	1K79-LP4T-4KYM	1	13-5310-0-4400.00-0000-3700-112-000-000	NN F	817.27		801.92
		NON-CAPITALIZED EQUIPMENT						
		TOTAL PAYMENT AMOUNT		801.92 *				801.92
104499/00	HUBERT							
	9555 DRY FORK ROAD							
	HARRISON, OH 45030-1994							
270011	PO-270011 08/10/2026	630101	1	13-5310-0-4300.00-0000-3700-112-000-000	NN P	152.77		152.77
		SUPPLIES						
	PV-270053 08/11/2026	630102		13-5310-0-4400.00-0000-3700-112-000-000	NN			2,387.82
		NON-CAPITALIZED EQUIPMENT						
		TOTAL PAYMENT AMOUNT		2,540.59 *				2,540.59
105432/00	RESTAURANT SUPPLY LLC	853698370						
	13031 US HWY 19 N							
	CLEARWATER, FL 33764							
	PO-260931 08/11/2026	INV-810833	1	13-5310-0-6490.00-0000-3700-112-000-000	NN F	8,692.48		8,605.5
		EQUIPMENT (EQUAL/OVER \$5000)						
		TOTAL PAYMENT AMOUNT		8,605.88 *				8,605.88
104029/00	SODEXO INC & AFFILIATES							
	PO BOX 360170							
	PITTSBURGH, PA 15251-6170							
	PV-270045 08/11/2026	1003206254		13-5310-0-5866.00-0000-3700-112-000-000	NN			3,002.62
		PROFESSIONAL SERVICES						
		TOTAL PAYMENT AMOUNT		3,002.62 *				3,002.62
105598/00	VAN DE POL							
	PO BOX 1107							
	STOCKTON, CA 95201-1107							
	PV-270042 08/10/2026	CL26550		13-5310-0-4341.00-0000-3700-112-000-000	NN			97.05
		GAS, OIL LUBE, ETC						
		TOTAL PAYMENT AMOUNT		97.05 *				97.05
		TOTAL FUND	PAYMENT	15,048.06 **				15,048.06

014 Gustine Unified School Dist. J26928
10 WARRANT REG 1

ACCOUNTS PAYABLE PRELIST
BATCH: 0004 AUG 10 WARRANT REG 1
FUND : 13 CAFETERIA SPECIAL REVENUE FUND

APY500 L.00.25 08/11/26 13:59 PAGE 13
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		

TOTAL BATCH PAYMENT	146,820.59 ***	0.00	146,820.59
---------------------	----------------	------	------------

TOTAL DISTRICT PAYMENT	146,820.59 ****	0.00	146,820.59
------------------------	-----------------	------	------------

TOTAL FOR ALL DISTRICTS:	146,820.59 ****	0.00	146,820.59
--------------------------	-----------------	------	------------

Number of checks to be printed: 41, not counting voids due to stub overflows. 146,820.59

Batch status: A A11

From batch: 0005

To batch: 0005

Include Revolving Cash: Y

Include Address: Y

Include Object Desc: Y

Include Vendor TIN: Y

APPROVED FOR PAYMENT
Charles

**MERCED COUNTY OFFICE OF EDUCATION
CHECK REGISTER BATCH COVER**

Gustine

DATE: 8/21/26
DISTRICT FUND: 01 - 5070 BATCH# 5
DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT
TOTAL AMOUNT OF REGISTER: \$ 436,152.25

**01-5070
11-5074
13-5077
14-5072
17-5071
21-5069
25-5075
35-5078
40-5065**

**CHECK LIST FOR CHECK REGISTERS
(PLEASE CHECKMARK EACH)**

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: _____

AUDIT APPROVED: _____

CASH CHECKED: _____

RELEASED FOR PAYMENT: _____

014 Gustine Unified School Dist. J34673
AUG 17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 1
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0	GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
103351/00	AFLAC	000000000						
	ATTN:REMITTANCE PROCESSING							
	SERVICES							
	PO BOX 7402							
	PASADENA, CA 91109-7402							
PV-270063	08/20/2026	809219	01-0100-0-9556.00-0000-0000-000-000	NN			560.58	
			MISC DISTRICT VOL-DEDS (1)					
			TOTAL PAYMENT AMOUNT	560.58 *			560.58	
103447/00	AMAZON CREDIT PLAN	000000000						
	P.O. BOX 035184							
	SEATTLE, WA 98124-5184							
270014	PO-270044	08/20/2026	1WQK-7J37-NH4C	1 01-0000-0-4350.00-0000-7300-112-000-000	NN P	160.02	160.02	
				OFFICE SUPPLIES				
270014	PO-270044	08/21/2026	1C36-74C9-1XQ3	1 01-0000-0-4350.00-0000-7300-112-000-000	NN P	9.16	9.16	
				OFFICE SUPPLIES				
270089	PO-270091	08/21/2026	1JTH-XF6F-TKKL	1 01-0824-0-4300.00-1110-1000-310-000-101	NN P	90.93	90.93	
				SUPPLIES				
270106	PO-270101	08/20/2026	1T7X-FRMK-RJ9H	1 01-0824-0-4300.00-1110-1000-310-000-101	NN P	194.28	194.28	
				SUPPLIES				
270126	PO-270114	08/20/2026	1JTH-XF6F-NTHT	1 01-1100-0-4300.00-1801-4200-310-000-000	NN P	205.13	205.13	
				SUPPLIES				
			TOTAL PAYMENT AMOUNT	659.52 *			659.52	
105268/00	AMERICAN FIDELITY FLEX							
	PO BOX 219326							
	KANSAS CITY, MO 64121-9326							
PV-270062	08/20/2026	2664157	01-0100-0-9555.00-0000-0000-000-000	NN			993.33	
			125 DEP CARE & MED REIMBURSE					
			TOTAL PAYMENT AMOUNT	993.33 *			993.33	
105778/00	BRADY INDUSTRIES	000000000						
	7055 LINDELL RD							
	LAS VEGAS, NV 89118							
270144	PO-270144	08/20/2026	155945487	1 01-0824-0-4300.00-0000-8200-112-000-201	NN F	2,601.76	2,429.10	
				SUPPLIES				
270146	PO-270147	08/20/2026	155945489	1 01-0000-0-4300.00-0000-8200-112-000-000	NN P	5,940.67	5,940.67	
				SUPPLIES				
			TOTAL PAYMENT AMOUNT	8,369.77 *			8,369.77	

014 Gustine Unified School Dist. J34673
17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 2
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS	Liq Amt	Net Amount			
105135/00	CALIFORNIA DEPARTMENT OF ED.							
	ACCOUNTING OFFICE							
	PO BOX 515006							
	SACRAMENTO, CA 95851							
PV-270055	08/20/2026	C-077376	01-4201-0-9590.00-0000-0000-000-000 NN		5,369.00			
			DUE TO GRANTOR GOVERNMENTS					
			TOTAL PAYMENT AMOUNT	5,369.00 *				5,369.00
101625/00	CALIFORNIA SCHOOL BOARDS	000000000						
	ASSOCIATION							
	P.O BOX 1450							
	SUISUN CITY, CA 94585-4450							
PV-270054	08/20/2026	INV-82149-K2M0Y2	01-0000-0-5899.00-0000-7150-112-000-000 NN		6,475.00			
			OTHER SERVICES, FEES, OP EXPS					
			TOTAL PAYMENT AMOUNT	6,475.00 *				6,475.00
104854/00	CERES WORLD TRAVEL	680532311						
	3012 N. WALNUT RD							
	TURLOCK, CA 95382							
217 PO-270198	08/20/2026	902026-GHS	1 01-6019-0-5200.00-1110-1000-310-000-000 NY F	1,504.71	1,357.03			
			TRAVEL & CONFERENCE					
270226 PO-270222	08/20/2026	092026-GMS	1 01-6019-0-5200.00-1110-1000-115-000-000 NY F	1,390.03	1,357.03			
			TRAVEL & CONFERENCE					
270227 PO-270223	08/20/2026	092026-GES	1 01-6019-0-5200.00-1110-1000-110-000-000 NY F	1,390.03	1,357.03			
			TRAVEL & CONFERENCE					
			TOTAL PAYMENT AMOUNT	4,071.09 *				4,071.09
104420/00	CRIVELLI'S SHIRTS AND MORE	000000000						
	2485 ACME CT							
	TURLOCK, CA 95380							
270125 PO-270113	08/20/2026	64985	1 01-1100-0-4300.00-1801-4200-310-000-000 NN P	2,038.89	2,038.89			
			SUPPLIES					
			TOTAL PAYMENT AMOUNT	2,038.89 *				2,038.89

014 Gustine Unified School Dist. J34673
AUG 17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 3
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		
105982/00	CROWN AWARD INC 9 SKYLINE DR HOWTHORNE, NY 10532	133490101						
270021 PO-270038	08/21/2026	39212158	1 01-0824-0-4300.00-1110-1000-112-000-117	NN F	1,109.57	1,101.98		
			SUPPLIES					
			TOTAL PAYMENT AMOUNT		1,101.98 *			1,101.98
106092/00	CRYSTAL'S CARPET CLEANING SERV 1001 MAGNOLIA ST ATWATER, CA 95301	415165296						
PV-270069	08/21/2026	INV972	01-0824-0-5899.00-0000-8110-112-000-201	NN		1,800.00		
			OTHER SERVICES, FEES, OP EXPS					
			TOTAL PAYMENT AMOUNT		1,800.00 *			1,800.00
105203/00	DEPARTMENT OF INDUSTRIAL RELATIONS PAYMENT PROCESSING CENTER PO BOX 511232 LOS ANGELES, CA 90051							
CL-260132	08/20/2026	E2299136 SA	01-8150-0-5899.00-0000-8110-112-000-000	NN F	125.00	125		
			OTHER SERVICES, FEES, OP EXPS					
			TOTAL PAYMENT AMOUNT		125.00 *			125.00
105499/00	EMPLOYMENT DEVELOPMENT DEPT PO BOX 989061 WEST SACRAMENTO, CA 95798-906							
CL-260133	08/21/2026	L0104421680 942-3207-1	01-0000-0-5803.00-0000-7200-112-000-000	NN F	1,105.50	1,105.50		
			BANK FEES/SVCS CHARGES/INT EXP					
			TOTAL PAYMENT AMOUNT		1,105.50 *			1,105.50
105486/00	ENGIE PROJECT CO FINCO PHASE IV LLC 1360 POST OAK BLVD., SUITE 400 HOUSTON, TX 77056-3030	832157180						
PV-270056	08/20/2026	SOLAR ENERGY	01-0000-0-5520.00-0000-8200-112-000-000	NY		1,732.36		
			ELECTRICITY					
PV-270056	08/20/2026	SOLAR ENERGY	01-0000-0-5520.00-0000-8200-112-000-000	NY		8,760.09		
			ELECTRICITY					

014 Gustine Unified School Dist. J34673
17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 4
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		

105486 (CONTINUED)

PV-270056	08/20/2026	SOLAR ENERGY	01-0000-0-5520.00-0000-8200-112-000-000	NY		6,220.57		
		ELECTRICITY						
PV-270056	08/20/2026	SOLAR ENERGY	01-0000-0-5520.00-0000-8200-112-000-000	NY		3,653.82		
		ELECTRICITY						
TOTAL PAYMENT AMOUNT					20,366.84 *	20,366.84		

100608/00 GUSTINE PRESS STANDARD 000000000
1021 FRESNO ST
NEWMAN, CA 95360

PV-270057	08/20/2026	GUSD 21549 - 2026	01-0000-0-5899.00-0000-7200-112-000-000	NN		52.00		
		OTHER SERVICES, FEES, OP EXPS						
TOTAL PAYMENT AMOUNT					52.00 *	52.00		

105998/00 HARO, DANIELLE

270178	PO-270180	08/20/2026	REIMB FOR STAFF LUNCHEON 8/26	1	01-0824-0-4314.00-1110-1000-115-000-104	NN F	600.00	552.58
			FOOD - OTHER					
TOTAL PAYMENT AMOUNT					552.58 *	552.58		

106106/00 HICKMAN, EDDIE

PV-270059	08/20/2026	IRRIGATION TIMER	01-8150-0-4300.00-0000-8110-112-000-000	NN		925.25		
		SUPPLIES						
PV-270059	08/20/2026	CAR WAS	01-8150-0-5899.00-0000-8110-112-000-000	NN		10.00		
		OTHER SERVICES, FEES, OP EXPS						
TOTAL PAYMENT AMOUNT					935.25 *	935.25		

106105/00 HYDRO KLEAN 990916322
2546 SUNRISE AVE
MERCED, CA 953848

PV-270058	08/20/2026	2056	01-0824-0-5899.00-0000-8110-112-000-201	NN		5,000.49		
		OTHER SERVICES, FEES, OP EXPS						
PV-270058	08/20/2026	2068	01-0824-0-5899.00-0000-8110-112-000-201	NN		2,287.12		
		OTHER SERVICES, FEES, OP EXPS						
PV-270058	08/20/2026	2058	01-0824-0-5899.00-0000-8110-112-000-201	NN		5,000.66		
		OTHER SERVICES, FEES, OP EXPS						

014 Gustine Unified School Dist. J34673
AUG 17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 5
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-0BJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount			

106105 (CONTINUED)

PV-270058	08/20/2026	2057	01-0824-0-5899.00-0000-8110-112-000-201	NN		5,000.56			
			OTHER SERVICES, FEES, OP EXPS						
			TOTAL PAYMENT AMOUNT				17,288.83 *		17,288.83

105877/00 INFINITY COMMUNICATIONS
& CONSULTING INC.
PO BOX 999
BAKERSFIELD, CA 93302

PV-270060	08/20/2026	20423	01-0000-0-5866.00-0000-7300-112-000-000	NN		4,850.00			
			PROFESSIONAL SERVICES						
			TOTAL PAYMENT AMOUNT				4,850.00 *		4,850.00

106010/00 KRISTI'S KREATIONS
8699 S HWY 26
VALLEY SPRINGS, CA 95252

270159	PO-270160	08/20/2026	GHS FLORAL SHOP FEE	08/28/26	1 01-0824-0-5200.00-1110-1000-310-000-104	NY F	200.00		200.00
			TRAVEL & CONFERENCE						
			TOTAL PAYMENT AMOUNT				200.00 *		200.00

105276/00 MID VALLEY IT
3220 WEST MONTE VISTA AVE#298
TURLOCK, CA 95380

270138	PO-270134	08/20/2026	1446	1 01-0000-0-5866.00-0000-7700-112-000-000	NN P	10,600.00		10,600.00	
				PROFESSIONAL SERVICES					
				TOTAL PAYMENT AMOUNT				10,600.00 *	10,600.00

106101/00 MID-STATE FLOORING
& PREP INC
13264 E SAGINAW WAY
SANGER, CA 93657

270148	PO-270148	08/20/2026	1336	1 01-0824-0-5630.00-0000-8110-112-000-201	NN F	24,815.00		24,815.00	
				REPAIRS/MAINT - BUILDING					
				TOTAL PAYMENT AMOUNT				24,815.00 *	24,815.00

014 Gustine Unified School Dist. J34673
AUG 17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 6
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req	Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		
105121/00	MUTUAL OF OMAHA PAYMENT PROCESSING CENTER PO BOX 2147 OMAHA, NE 68103-2147								
PV-270061	08/20/2026	002142133884		01-0100-0-9556.00-0000-0000-000-000-000	NN		16.50		
				MISC DISTRICT VOL-DEDS (1)					
			TOTAL PAYMENT AMOUNT		16.50 *		16.50		
103813/00	NCS PEARSON INC 13035 COLLECTION CENTER DR CHICAGO, IL 60693	000000000							
270065	PO-270077	08/20/2026	32130501	1 01-6500-0-4312.00-5770-3150-112-000-000	NN F	1,703.96	1,711.87		
				TESTS					
270174	PO-270175	08/20/2026	32133998	1 01-6500-0-4312.00-5770-1110-112-000-000	NN P	900.00	900.00		
				TESTS					
			TOTAL PAYMENT AMOUNT		2,611.87 *		2,611.87		
105390/00	ONSCENE TECHNOLOGIES INC 14A MECHANIC ST RAMSEY, NJ 07446	462019284							
270180	PO-270185	08/20/2026	3243	1 01-0824-0-5866.00-0000-3900-112-000-205	NN F	8,040.00	8,040.00		
				PROFESSIONAL SERVICES					
			TOTAL PAYMENT AMOUNT		8,040.00 *		8,040.00		
101470/00	P G & E BOX 997300 SACRAMENTO, CA 95899-7300								
270224	PO-270191	08/20/2026	5467178958-1	08/14/26	1 01-0000-0-5520.00-0000-8200-112-000-000	NN P	843.63	843.63	
					ELECTRICITY				
270224	PO-270191	08/20/2026	5159195533-4	08/24/26	1 01-0000-0-5520.00-0000-8200-112-000-000	NN P	8,845.85	8,845.85	
					ELECTRICITY				
			TOTAL PAYMENT AMOUNT		9,689.48 *		9,689.48		

014 Gustine Unified School Dist. J34673
AUG 17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 7
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-0BJT.S0-GOAL-FUNC-SCH-DD1-DD2 T9MPS			Liq Amt	Net Amount	

105916/00 PACHECO, JENNIFER 000000000

PV-270068	08/21/2026	REIM INNOV SCHOOL SUMMIT 26/27	01-4035-0-5200.00-1110-1000-112-200-000 NN				538.78	
		TRAVEL & CONFERENCE						
		TOTAL PAYMENT AMOUNT	538.78 *				538.78	

105650/00 PANERA BREAD COMPANY 042723701
PANERA, LLC
PO BOX 7411740
CHICAGO, IL 60674-1740

270172 PO-270158	08/20/2026	601661260815455	1 01-0824-0-5220.00-1110-1000-110-000-104 NY F			939.88	939.88	
			MEALS					
			TOTAL PAYMENT AMOUNT	939.88 *			939.88	

105197/00 PRINCIPAL LIFE INSURANCE 000000000
PO BOX 77202
MINNEAPOLIS, MN 55480-7200

PV-270064	08/20/2026	1083002-10001	08/01/26	01-0100-0-9556.00-0000-0000-000-000-000 NN			649.10	
				MISC DISTRICT VOL-DEDS (1)				
				TOTAL PAYMENT AMOUNT	649.10 *		649.10	

105100/00 PRUDENTIAL OVERALL SUPPLY 951535681
PO BOX 511886
LOS ANGELES, CA 90051-1827

270115 PO-270123	08/20/2026	80281599	1 01-8150-0-5560.00-0000-8110-112-000-000 NY P			86.91	86.91	
			LAUNDRY/DRY CLEANING					
270115 PO-270123	08/20/2026	82082790	1 01-8150-0-5560.00-0000-8110-112-000-000 NY P			86.91	86.91	
			LAUNDRY/DRY CLEANING					
			TOTAL PAYMENT AMOUNT	173.82 *			173.82	

014 Gustine Unified School Dist. J34673
17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 8
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-0BJT.S0	GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
104245/00	SAN JOAQUIN PEST CONTROL							
	PO BOX 7705							
	FRESNO, CA 93747-7705							
270136	PO-270136	08/20/2026	456802	1 01-8150-0-5565.00-0000-8110-112-000-000	NN P	300.00	300.00	
				PEST CONTROL				
				TOTAL PAYMENT AMOUNT	300.00 *		300.00	
105500/00	SCREENCASTIFY	611799961						
	227 W MONROE ST. STE 5200							
	CHICAGO, IL 60606							
270192	PO-270219	08/20/2026	SC-1011334	1 01-0824-0-4313.00-1110-1000-112-000-101	NN F	2,500.00	2,500.00	
				SOFTWARE - NON CURRICULA				
				TOTAL PAYMENT AMOUNT	2,500.00 *		2,500.00	
104487/00	SILVA, KATHRYN							
270188	PO-270179	08/20/2026	200	1 01-4035-0-5866.00-1110-7410-112-000-000	NN F	1,250.00	1,250.00	
				PROFESSIONAL SERVICES				
				TOTAL PAYMENT AMOUNT	1,250.00 *		1,250.00	
104832/00	SISC III							
	P.O. BOX 1847							
	BAKERSFIELD, CA 93303-1847							
PV-270065	08/20/2026	SISC 08/01 - 08/31/26		01-0100-0-9554.00-0000-0000-000-000-000	NN		278,332.28	
				INSURANCE				
PV-270065	08/20/2026	SISC 08/01 - 08/31/26		01-0100-0-9564.00-0000-0000-000-000-000	NN		11,472.70	
				RETIREE LIABILITY				
PV-270065	08/20/2026	SISC 08/01 - 08/31/26		01-0000-0-3402.00-0000-7110-112-000-000	NN		3,525.67	
				HEALTH & WELFARE CLASSIFIED				
				TOTAL PAYMENT AMOUNT	293,330.65 *		293,330.65	

014 Gustine Unified School Dist. J34673
AUG 17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 9
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		
104029/00	SODEXO INC & AFFILIATES PO BOX 360170 PITTSBURGH, PA 15251-6170	000000000						
270185	PO-270176 08/20/2026 295176		1 01-2600-0-4314.00-1139-1003-112-000-000 NN F		853.86	853.86		
			FOOD - OTHER					
		TOTAL PAYMENT AMOUNT		853.86 *		853.86		
103885/00	STANDARD INSURANCE COMPANY PO BOX 4664 PORTLAND, OR 97208-4664							
	PV-270066 08/20/2026 CT 501236 08/01/2026		01-0100-0-9556.00-0000-0000-000-000 NN			2,273.63		
			MISC DISTRICT VOL-DEDS (1)					
		TOTAL PAYMENT AMOUNT		2,273.63 *		2,273.63		
105198/00	TEXAS LIFE INSURANCE COMPANY WORKSITE BILLING PO BOX 2209 WACO, TX 76703-2209							
	PV-270067 08/20/2026 SMODLK2026816001		01-0100-0-9556.00-0000-0000-000-000 NN			218.03		
			MISC DISTRICT VOL-DEDS (1)					
		TOTAL PAYMENT AMOUNT		218.03 *		218.03		
105598/00	VAN DE POL PO BOX 1107 STOCKTON, CA 95201-1107							
270245	PO-270235 08/21/2026 CL27388		4 01-8150-0-4341.00-0000-8110-112-000-000 NN P		238.32	238.32		
			GAS, OIL LUBE, ETC					
		TOTAL PAYMENT AMOUNT		238.32 *		238.32		
104503/00	VERIZON WIRELESS PO BOX 660108 DALLAS, TX 75266-0108	330011260						
270222	PO-270193 08/20/2026 6149131481		1 01-0000-0-5922.00-0000-2700-112-000-000 NY P		52.17	52.17		
			COMMUNICATION - TELEPHONE SVCS					
		TOTAL PAYMENT AMOUNT		52.17 *		52.17		

14 Gustine Unified School Dist. J34673
17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 01 GENERAL FUND/COUNTY SSF

APY500 L.00.25 08/21/26 09:54 PAGE 10
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount	
105288/00	WARD, ALAN	000000000						
	20454 PALM CT							
	HILMAR, CA 95324							
CL-260134	08/20/2026	REIB AVID SUMMER INSTITUTE	06/26	01-3010-0-5200.00-1110-1000-310-000-000	NN F	146.00	146.00	
		TRAVEL & CONFERENCE					146.00	
		TOTAL PAYMENT AMOUNT			146.00 *			
		TOTAL FUND	PAYMENT		436,152.25 **			436,152.25

**MERCED COUNTY OFFICE OF EDUCATION
CHECK REGISTER BATCH COVER**

Gustine

DATE: 8/21/26

DISTRICT FUND: 13 - 5077

BATCH# 5

DISTRICT NAME: 14 - GUSTINE UNIFIED SCHOOL DISTRICT

TOTAL AMOUNT OF REGISTER: \$ 1,138.83

**01-5070
11-5074
13-5077
14-5072
17-5071
21-5069
25-5075
35-5078
40-5065**

**CHECK LIST FOR CHECK REGISTERS
(PLEASE CHECKMARK EACH)**

- ☒ Verify cash for each fund
- ☒ Ensure deposits have been made at the County Treasurer by 11 a.m.
- ☒ Provide all pages of prelist and Cover Sheet for each fund on prelist (even if zero)
- ☒ Retain original prelist for your records
- ☒ Proper signed authorization for each batch

ALL BATCHES MUST BE RELEASED AND HELD FOR AUDIT

DISTRICT SERVICES USE ONLY

RECEIVED BY DISTRICT SERVICES: _____

AUDIT APPROVED: _____

CASH CHECKED: _____

RELEASED FOR PAYMENT: _____

014 Gustine Unified School Dist. J34673
AUG 17 WARRANT REG 2

ACCOUNTS PAYABLE PRELIST
BATCH: 0005 AUG 17 WARRANT REG 2
FUND : 13 CAFETERIA SPECIAL REVENUE FUND

APY500 L.00.25 08/21/26 09:54 PAGE 11
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD-RESC-Y-OBJT.S0-GOAL-FUNC-SCH-DD1-DD2	T9MPS	Liq Amt	Net Amount		
105778/00	BRADY INDUSTRIES	000000000						
	7055 LINDELL RD							
	LAS VEGAS, NV 89118							
270122 PO-270128	08/20/2026	155945515	1 13-5310-0-4300.00-0000-3700-112-000-000	NN P	1,138.83	1,138.83		
			SUPPLIES					
			TOTAL PAYMENT AMOUNT	1,138.83 *		1,138.83		
			TOTAL FUND PAYMENT	1,138.83 **		1,138.83		
			TOTAL BATCH PAYMENT	437,291.08 ***	0.00	437,291.08		
			TOTAL DISTRICT PAYMENT	437,291.08 ****	0.00	437,291.08		
			TOTAL FOR ALL DISTRICTS:	437,291.08 ****	0.00	437,291.08		
						437,291.08		

Number of checks to be printed: 40, not counting voids due to stub overflows.

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: 2025-2026 Unaudited Actuals

AGENDA SECTION: Action

PRESENTED BY: Jody Edwards, Chief Business Officer

RECOMMENDATIONS:

It is recommended that the Board of Trustees approve the 2025-2026 Unaudited Actuals.

SUMMARY:

Per Education Code 42100(a) the school board must review and approve the filing of the Unaudited Actuals financial reporting to Merced County Office of Education by September 15th of every year. Merced County Office of Education must review the report for accuracy, approve the reporting and submit it to the California Department of Education.

The attached Unaudited Actuals reporting is for the year that ended June 30, 2026, and represents all of the actual financial activity for the 2025-2026 school year.

FISCAL IMPACT: N/A

BUDGET CATEGORY: N/A

Gustine Unified School District

2025-26 Unaudited Actuals



Governing Board of Trustees

Mr. Gary Silva , President
Mr. Zachery Ramos, Clerk
Mr. Kevin Cordeiro, Member
Vacant, Member
Vacant, Member

Dr. Bryan Ballenger, Superintendent
Wednesday, September 9, 2026

Gustine Unified School District

Budget vs Actuals

2025-26 Budget Overview

	2025-26 2nd Interim	2025-26 AU	Net Change	% of Change
REVENUES & OTHER FINANCING SOURCES				
LCFF	\$ 25,333,062	\$ 25,406,979	\$ 73,917	0.29%
Federal	2,132,675	\$ 1,837,601	(295,074)	-13.84%
State	6,581,434	\$ 5,469,517	(1,111,918)	-16.89%
Local	1,660,874	\$ 2,078,752	417,878	25.16%
Other Financing	-	-	-	-
Transfers in	-	-	-	0.00%
Other Sources	-	-	-	0.00%
Contributions	-	\$ -	-	0.00%
Revenues	\$ 35,708,045	\$ 34,792,849	\$ (915,196)	-2.56%
EXPENDITURES & OTHER FINANCING USES				
Certificated Salaries	\$ 13,136,805	\$ 12,873,282	\$ (263,523)	-2.01%
Classified Salaries	4,886,238	\$ 4,918,354	32,117	0.66%
Employee Benefits	7,802,023	\$ 7,521,566	(280,458)	-3.59%
Books & Supplies	3,296,505	\$ 1,573,081	(1,723,424)	-52.28%
Svcs & Op Exp.	6,894,262	\$ 6,798,886	(95,377)	-1.38%
Capital Outlay	770,515	\$ 517,136	(253,378)	-32.88%
Other Outgo (Exclude TF of Ind Cost)	1,408,133	\$ 1,433,345	25,212	1.79%
Other Outgo (Include TF of Ind Cost)	(52,620)	\$ (54,538)	(1,918)	3.64%
Other Financing Expenses	-	\$ -	-	-
Transfers Out	39,980	\$ 22,544	(17,436)	-43.61%
Other Uses	-	\$ -	-	0.00%
Other Adjustments	-	\$ -	-	0.00%
Expenditures	\$ 38,181,841	\$ 35,603,656	\$ (2,578,185)	-6.75%
Net Increase (Decrease)	\$ (2,473,796)	\$ (810,807)	\$ 1,662,990	-67.22%
FUND BALANCE				
Beginning Balance	\$ 14,567,562	\$ 14,567,562	\$ -	0.00%
Audit Adjustment	(246,046)	(246,046)	-	0.00%
Restatement	-	-	-	0.00%
Adjusted Beginning Balance	\$ 14,321,516	\$ 14,321,516	\$ -	0.00%
Ending Fund Balance	\$ 11,847,720	\$ 13,510,709	\$ 1,662,990	14.04%
District Enrollment	1,598	1,583	(15)	-0.94%
District ADA	1,470.16	1,492.84	22.68	1.54%
COE Enrollment	-	-	-	0.00%
COE ADA	-	-	-	0.00%

Gustine Unified School District

Unrestricted & Restricted

2025-26 Unaudited Actuals Overview

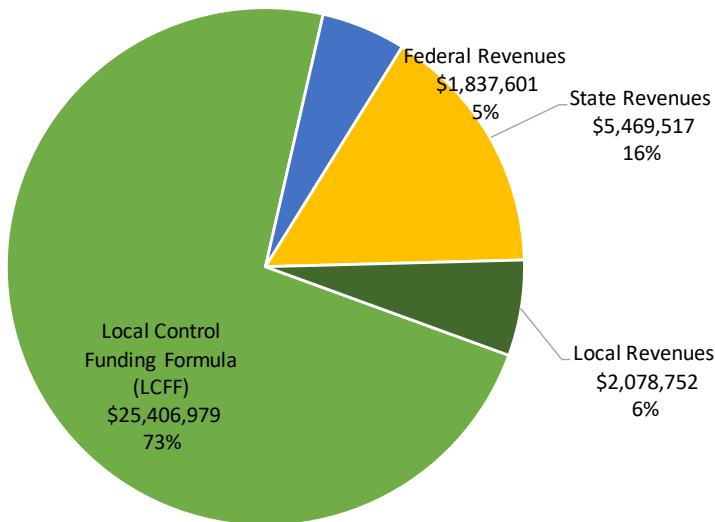
	Unrestricted	Restricted	Combined
REVENUES & OTHER FINANCING SOURCES			
LCFF	\$ 25,406,979		\$ 25,406,979
Federal	-	1,837,601	\$ 1,837,601
State	764,741	4,704,776	\$ 5,469,517
Local	1,104,330	974,423	\$ 2,078,752
Other Financing	-	-	\$ -
Transfers in	-	-	\$ -
Other Sources	-	-	\$ -
Contributions	(3,850,050)	3,850,050	\$ -
Revenues	\$ 23,426,000	\$ 11,366,849	\$ 34,792,849
EXPENDITURES & OTHER FINANCING USES			
Certificated Salaries	\$ 10,142,777	\$ 2,730,504	\$ 12,873,282
Classified Salaries	2,694,453	2,223,902	\$ 4,918,354
Employee Benefits	4,426,257	3,095,309	\$ 7,521,566
Books & Supplies	805,664	767,417	\$ 1,573,081
Svcs & Op Exp.	3,828,965	2,969,921	\$ 6,798,886
Capital Outlay	70,911	446,225	\$ 517,136
Other Outgo (Exclude TF of Ind Cost)	1,065,301	368,043	\$ 1,433,345
Other Outgo (Include TF of Ind Cost)	(599,690)	545,152	\$ (54,538)
Other Financing Expenses	-	-	\$ -
Transfers Out	22,544	-	\$ 22,544
Other Uses	-	-	\$ -
Other adjustments	-	-	-
Expenditures	\$ 22,457,182	\$ 13,146,474	\$ 35,603,656
Net Increase (Decrease)	\$ 968,818	\$ (1,779,625)	\$ (810,807)
FUND BALANCE			
Beginning Balance	\$ 5,621,113	\$ 8,946,449	\$ 14,567,562
Audit Adjustment		(246,046)	(246,046)
Restatement	-	-	-
Adjusted Beginning Balance	\$ 5,621,113	\$ 8,700,403	\$ 14,321,516
Ending Fund Balance	\$ 6,589,931	\$ 6,920,778	\$ 13,510,709

Gustine Unified School District

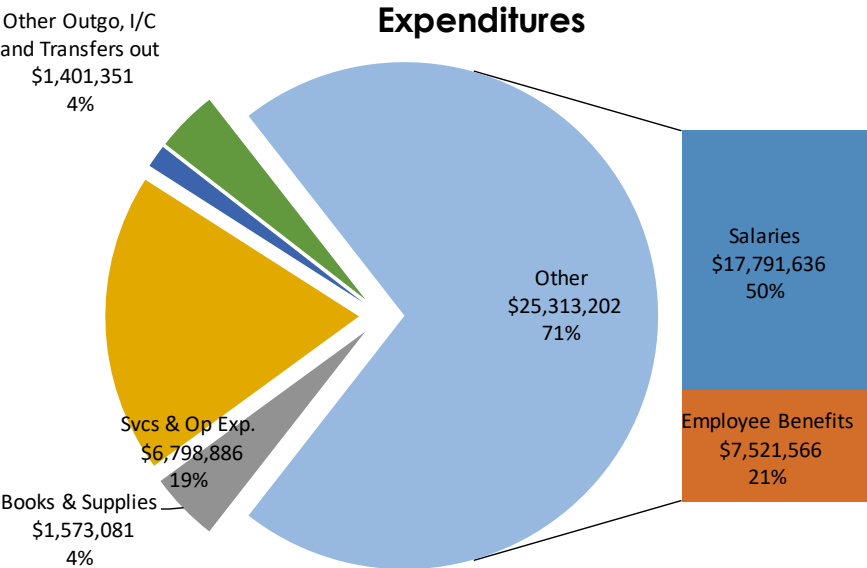
Revenues & Expenditures

2025-26 Budget Distribution Summary

Revenues



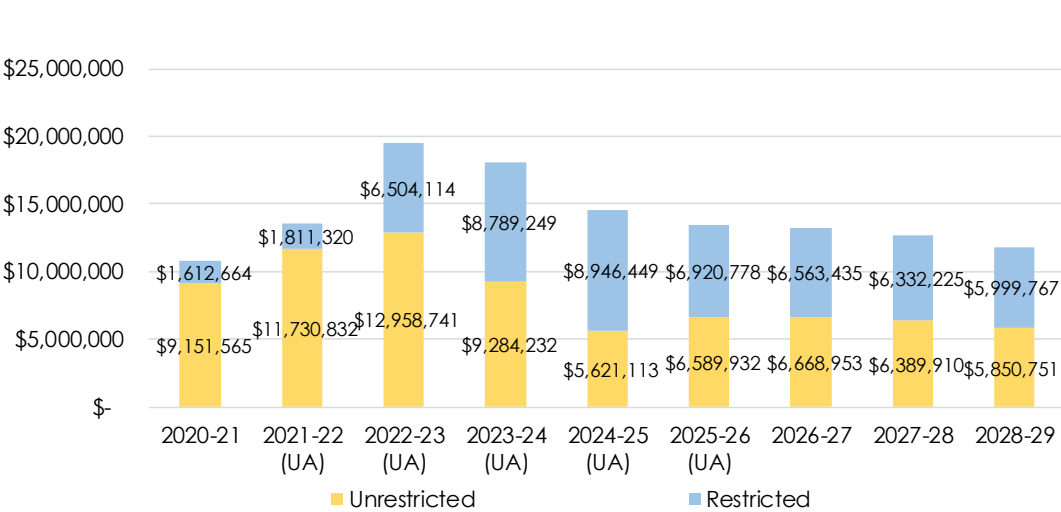
Expenditures



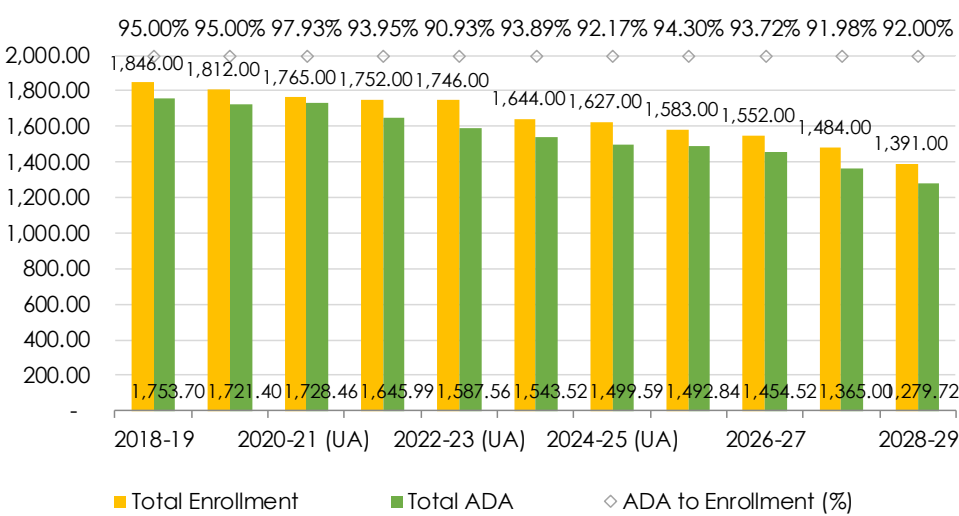
Gustine Unified School District

Historical Trends & Projections 2025-26 Budget Summary

General Fund (FD 01) Ending Fund Balances



Enrollment & Attendance (ADA)



Gustine Unified School District

All Funds

2025-26 Unaudited Actuals Summary & Distribution

	Beginning Balance	Revenue	Expenses	Other Financing Sources (TF in/out)	Net Increase (Decrease)	Fund Balance
General Fund (01)	\$ 14,567,562	\$ 34,792,849	\$ 35,603,656	\$ -	\$ (810,807)	\$ 13,756,755
ASB	\$ 211,787	\$ 363,912	\$ 369,892	\$ -	\$ (5,980)	\$ 205,807
Cafeteria (13)	\$ 1,581,284	\$ 1,387,844	\$ 1,384,652	\$ -	\$ 3,191	\$ 1,584,475
Adult Ed (11)	\$ 122,467	\$ 135,401	\$ 230,081	\$ 22,246	\$ (72,434)	\$ 50,033
Building Fund (21)	\$ 89,930	\$ 31,086	\$ 120,961	\$ -	\$ (89,875)	\$ 55
Capital Facilities (25)	\$ 426,326	\$ 47,535	\$ 15,866	\$ -	\$ 31,669	\$ 457,995
Sp Res Cap Outlay (40)	\$ 342,502	\$ 5,661		\$ -	\$ 5,661	\$ 348,162
Total	\$ 17,341,857	\$ 36,764,288	\$ 37,725,109	\$ 22,246	\$ (938,575)	\$ 16,403,283

Unaudited Actuals
FINANCIAL REPORTS
2025-26 Unaudited Actuals
Summary of Unaudited Actual Data Submission

Following is a summary of the critical data elements contained in your unaudited actual data. Since these data may have fiscal implications for your agency, please verify their accuracy before filing your unaudited actual financial reports.

Form	Description	Value
CEA	Percent of Current Cost of Education Expended for Classroom Compensation	50.81%
	Must equal or exceed 60% for elementary, 55% for unified, and 50% for high school districts or future apportionments may be affected. (EC 41372)	
	CEA Deficiency Amount	\$1,401,362.31
ESMOE	Applicable to districts not exempt from the requirement and not meeting the minimum classroom compensation percentage - see Form CEA for further details.	
	Every Student Succeeds Act (ESSA) Maintenance of Effort (MOE) Determination	MOE Met
	If MOE Not Met, the 2027-28 apportionment may be reduced by the lesser of the following two percentages:	
	MOE Deficiency Percentage - Based on Total Expenditures	0.00%
GANN	MOE Deficiency Percentage - Based on Expenditures Per ADA	0.00%
	Adjustments to Appropriations Limit Per Government Code Section 7902.1	\$0.00
	Adjusted Appropriations Limit	\$15,916,535.04
	Appropriations Subject to Limit	\$15,916,535.04
	These amounts represent the board approved Appropriations Limit and Appropriations Subject to Limit pursuant to Government Code Section 7906 and EC 42132.	
ICR	Preliminary Proposed Indirect Cost Rate	1.42%
	Fixed-with-carry-forward indirect cost rate for use in 2027-28 subject to CDE approval.	

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2025-26 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100.

Signed: _____
Clerk / Secretary of the Governing Board
(Original signature required)

Date of Meeting: Sep 09, 2026

Printed Name: Zachery Ramos

Title: Clerk

To the Superintendent of Public Instruction:

2025-26 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100.

Signed: _____
County Superintendent/Designee
(Original signature required)

Date: _____

Printed Name: _____

Title: _____

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

Sonia Ramos

Name
Director

Title
209-381-6726

Telephone
SRamos@mcoe.org

E-mail Address

For School District:

Jody Edwards

Name
Chief Business Officer

Title
209-854-3784

Telephone
JEdwards@Gustineusd.org

E-mail Address

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

			2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Description	Resource Codes	Object Codes							
A. REVENUES									
1) LCFF Sources	8010-8099		25,406,979.18	0.00	25,406,979.18	25,716,545.00	0.00	25,716,545.00	1.2%
2) Federal Revenue	8100-8299		0.00	1,837,600.81	1,837,600.81	0.00	1,892,530.00	1,892,530.00	3.0%
3) Other State Revenue	8300-8599		764,740.92	4,704,775.71	5,469,516.63	728,599.00	6,240,387.00	6,968,986.00	27.4%
4) Other Local Revenue	8600-8799		1,104,329.77	974,422.72	2,078,752.49	713,152.00	83,816.00	796,968.00	-61.7%
5) TOTAL, REVENUES			27,276,049.87	7,516,799.24	34,792,849.11	27,158,296.00	8,216,733.00	35,375,029.00	1.7%
B. EXPENDITURES									
1) Certificated Salaries	1000-1999		10,142,777.46	2,730,504.40	12,873,281.86	9,652,230.00	2,648,910.00	12,301,140.00	-4.4%
2) Classified Salaries	2000-2999		2,694,452.76	2,223,901.71	4,918,354.47	2,831,380.00	1,560,608.00	4,391,988.00	-10.7%
3) Employee Benefits	3000-3999		4,426,256.91	3,095,308.59	7,521,565.50	4,799,724.00	2,707,340.00	7,507,064.00	-0.2%
4) Books and Supplies	4000-4999		805,663.65	767,417.47	1,573,081.12	1,169,823.00	907,472.00	2,077,295.00	32.1%
5) Services and Other Operating Expenditures	5000-5999		3,828,965.81	2,969,920.86	6,798,886.67	4,291,745.00	3,318,687.00	7,610,432.00	11.9%
6) Capital Outlay	6000-6999		70,912.49	446,224.96	517,137.45	325,000.00	50,000.00	375,000.00	-27.5%
7) Other Outgo (excluding Transfers of Indirect Costs)	7100-7299 7400-7499		1,065,301.25	368,043.47	1,433,344.72	1,013,835.00	310,606.00	1,324,441.00	-7.6%
8) Other Outgo - Transfers of Indirect Costs	7300-7399		(599,690.23)	545,152.26	(54,537.97)	(318,467.00)	266,467.00	(52,000.00)	-4.7%
9) TOTAL, EXPENDITURES			22,434,640.10	13,146,473.72	35,581,113.82	23,765,270.00	11,770,090.00	35,535,360.00	-0.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			4,841,409.77	(5,629,674.48)	(788,264.71)	3,393,026.00	(3,553,357.00)	(160,331.00)	-79.7%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In	8900-8929		7.02	0.00	7.02	0.00	0.00	0.00	-100.0%
b) Transfers Out	7600-7629		22,548.80	0.00	22,548.80	117,991.00	0.00	117,991.00	423.3%
2) Other Sources/Uses									
a) Sources	8930-8979		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses	7630-7699		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions	8980-8999		(3,850,049.56)	3,850,049.56	0.00	(3,196,014.00)	3,196,014.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(3,872,591.34)	3,850,049.56	(22,541.78)	(3,314,005.00)	3,196,014.00	(117,991.00)	423.4%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			968,818.43	(1,779,624.92)	(810,806.49)	79,021.00	(357,343.00)	(278,322.00)	-65.7%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited	9791		5,621,113.07	8,946,448.61	14,567,561.68	6,589,931.50	6,920,778.10	13,510,709.60	-7.3%
b) Audit Adjustments	9793		0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
c) As of July 1 - Audited (F1a + F1b)			5,621,113.07	8,946,448.61	14,567,561.68	6,589,931.50	6,920,778.10	13,510,709.60	-7.3%
d) Other Restatements		9795	0.00	(246,045.59)	(246,045.59)	0.00	0.00	0.00	-100.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,621,113.07	8,700,403.02	14,321,516.09	6,589,931.50	6,920,778.10	13,510,709.60	-5.7%
2) Ending Balance, June 30 (E + F1e)			6,589,931.50	6,920,778.10	13,510,709.60	6,668,952.50	6,563,435.10	13,232,387.60	-2.1%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	6,989,049.91	6,989,049.91	0.00	6,631,706.91	6,631,706.91	-5.1%
c) Committed									
Stabilization Arrangements		9750	4,128,829.00	0.00	4,128,829.00	1,348,356.00	0.00	1,348,356.00	-67.3%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	1,387,989.50	0.00	1,387,989.50	1,275,219.00	0.00	1,275,219.00	-8.1%
SMAA Carry Over	0000	9780	107,275.00		107,275.00			0.00	
Supplemental/Concentration Grant Carry over	0000	9780	294,072.00		294,072.00			0.00	
Admin/Teacher ratio 2024-25	0000	9780	361,920.00		361,920.00			0.00	
Transportation Funding Loss 2024-25	0000	9780	551,379.00		551,379.00			0.00	
	0000	9780						0.00	
	0000	9780						0.00	
	0000	9780						0.00	
Admin/ Teacher Ratio	0000	9780			0.00	361,920.00		361,920.00	
Admin/Teacher Ratio 25-26	0000	9780			0.00	361,920.00		361,920.00	
Transporation FUnding Loss	0000	9780			0.00	551,379.00		551,379.00	
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	1,068,113.00	0.00	1,068,113.00	1,069,601.00	0.00	1,069,601.00	0.1%
Unassigned/Unappropriated Amount		9790	0.00	(68,271.81)	(68,271.81)	2,970,776.50	(68,271.81)	2,902,504.69	-4,351.4%
G. ASSETS									
1) Cash									
a) in County Treasury		9110	8,348,465.10	6,457,769.51	14,806,234.61				
1) Fair Value Adjustment to Cash in County Treasury		9111	(73,598.65)	0.00	(73,598.65)				
b) In Banks		9120	0.00	0.00	0.00				

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
c) In Revolving Cash Account		9130	5,000.00	0.00	5,000.00				
d) with Fiscal Agent/Trustee		9135	0.00	0.00	0.00				
e) Collections Awaiting Deposit		9140	4,428.61	3,010.45	7,439.06				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	708,215.97	1,212,615.13	1,920,831.10				
4) Due from Grantor Government		9290	0.00	0.00	0.00				
5) Due from Other Funds		9310	55,632.31	0.00	55,632.31				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	0.00	0.00	0.00				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) Lease Receivable		9380	0.00	0.00	0.00				
10) TOTAL, ASSETS			9,048,143.34	7,673,395.09	16,721,538.43				
H. DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I. LIABILITIES									
1) Accounts Payable		9500	2,434,876.99	493,760.54	2,928,637.53				
2) Due to Grantor Governments		9590	0.00	5,369.00	5,369.00				
3) Due to Other Funds		9610	23,334.85	309.89	23,644.74				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	253,177.56	253,177.56				
6) TOTAL, LIABILITIES			2,458,211.84	752,616.99	3,210,828.83				
J. DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K. FUND EQUITY									
Ending Fund Balance, June 30									
(must agree with line F2) (G10 + H2) - (I6 + J2)			6,589,931.50	6,920,778.10	13,510,709.60				
LCFF SOURCES									
Principal Apportionment									
State Aid - Current Year		8011	13,741,735.00	0.00	13,741,735.00	16,204,582.00	0.00	16,204,582.00	17.9%
Education Protection Account State Aid - Current Year		8012	6,477,835.00	0.00	6,477,835.00	4,238,239.00	0.00	4,238,239.00	-34.6%
State Aid - Prior Years		8019	31,438.00	0.00	31,438.00	0.00	0.00	0.00	-100.0%
Tax Relief Subventions									

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Homeowners' Exemptions		8021	29,846.01	0.00	29,846.01	13,674.00	0.00	13,674.00	-54.2%
Timber Yield Tax		8022	4.38	0.00	4.38	0.00	0.00	0.00	-100.0%
Other Subventions/In-Lieu Taxes		8029	5,846.29	0.00	5,846.29	2,942.00	0.00	2,942.00	-49.7%
County & District Taxes									
Secured Roll Taxes		8041	4,712,772.31	0.00	4,712,772.31	4,578,381.00	0.00	4,578,381.00	-2.9%
Unsecured Roll Taxes		8042	369,477.38	0.00	369,477.38	536,727.00	0.00	536,727.00	45.3%
Prior Years' Taxes		8043	11,254.24	0.00	11,254.24	12,000.00	0.00	12,000.00	6.6%
Supplemental Taxes		8044	63,246.56	0.00	63,246.56	70,000.00	0.00	70,000.00	10.7%
Education Revenue Augmentation Fund (ERAF)		8045	(54,256.75)	0.00	(54,256.75)	50,000.00	0.00	50,000.00	-192.2%
Community Redevelopment Funds (SB 617/699/1992)		8047	19,415.76	0.00	19,415.76	10,000.00	0.00	10,000.00	-48.5%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)									
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			25,408,614.18	0.00	25,408,614.18	25,716,545.00	0.00	25,716,545.00	1.2%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00		0.00	0.00		0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(1,635.00)	0.00	(1,635.00)	0.00	0.00	0.00	-100.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			25,406,979.18	0.00	25,406,979.18	25,716,545.00	0.00	25,716,545.00	1.2%
FEDERAL REVENUE									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	683,030.85	683,030.85	0.00	290,184.00	290,184.00	-57.5%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290		815,986.40	815,986.40		952,400.00	952,400.00	16.7%
Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290		109,773.44	109,773.44		93,066.00	93,066.00	-15.2%
Title III, Immigrant Student Program	4201	8290		7,060.81	7,060.81		6,169.00	6,169.00	-12.6%
Title III, English Learner Program	4203	8290		72,437.60	72,437.60		70,233.00	70,233.00	-3.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3182, 4037, 4123, 4124, 4126, 4127, 5630	8290		121,206.53	121,206.53		130,896.00	130,896.00	8.0%
Career and Technical Education	3500-3599	8290		28,105.18	28,105.18		29,582.00	29,582.00	5.3%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	320,000.00	320,000.00	New
TOTAL, FEDERAL REVENUE			0.00	1,837,600.81	1,837,600.81	0.00	1,892,530.00	1,892,530.00	3.0%
OTHER STATE REVENUE									
Other State Apportionments									
Special Education Master Plan									
Current Year	6500	8311		677,114.00	677,114.00		948,145.00	948,145.00	40.0%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	77,943.00	0.00	77,943.00	77,943.21	0.00	77,943.21	0.0%
Lottery - Unrestricted and Instructional Materials		8560	291,889.92	129,592.52	421,482.44	283,890.00	122,741.00	406,631.00	-3.5%
Tax Relief Subventions									
Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from									
State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Expanded Learning Opportunities Program (ELO-P)	2600	8590		654,923.00	654,923.00		1,752,808.00	1,752,808.00	167.6%
After School Education and Safety (ASES)	6010	8590		0.00	0.00		0.00	0.00	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590		0.00	0.00		0.00	0.00	0.0%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
				0.00	0.00		0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590					160,099.00	160,099.00	-16,010,000.0%
Career Technical Education Incentive Grant Program	6387	8590		(1.00)	(1.00)		314,603.00	314,603.00	-0.1%
Arts and Music in Schools (Prop 28)	6770	8590		314,834.00	314,834.00		0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	-0.4%
All Other State Revenue	All Other	8590	394,908.00	2,928,313.19	3,323,221.19	366,765.79	2,941,991.00	3,308,756.79	27.4%
TOTAL, OTHER STATE REVENUE			764,740.92	4,704,775.71	5,469,516.63	728,599.00	6,240,387.00	6,968,986.00	
OTHER LOCAL REVENUE									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies						0.00	0.00	0.00	0.0%
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes						0.00	0.00	0.00	0.0%
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									-100.0%
Sale of Equipment/Supplies		8631	72.00	0.00	72.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	82.9%
Leases and Rentals		8650	23,599.40	0.00	23,599.40	43,152.00	0.00	43,152.00	-6.6%
Interest		8660	562,250.48	0.00	562,250.48	525,000.00	0.00	525,000.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	297,532.75	0.00	297,532.75	0.00	0.00	0.00	0.0%
Fees and Contracts						0.00	0.00	0.00	0.0%
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue									
Plus: Miscellaneous Funds Non-LCFF (50 Percent) Adjustment		8691	5,846.29	0.00	5,846.29	0.00	0.00	0.00	-100.0%
Pass-Through Revenue from Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	215,028.85	974,422.72	1,189,451.57	145,000.00	83,816.00	228,816.00	-80.8%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6500	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6500	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,104,329.77	974,422.72	2,078,752.49	713,152.00	83,816.00	796,968.00	-61.7%
TOTAL, REVENUES			27,276,049.87	7,516,799.24	34,792,849.11	27,158,296.00	8,216,733.00	35,375,029.00	1.7%
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	7,600,806.64	2,181,197.28	9,782,003.92	7,464,826.00	1,988,271.00	9,453,097.00	-3.4%
Certificated Pupil Support Salaries		1200	723,082.48	291,162.69	1,014,245.17	675,273.00	370,097.00	1,045,370.00	3.1%
Certificated Supervisors' and Administrators' Salaries		1300	1,818,563.34	258,144.43	2,076,707.77	1,512,131.00	290,542.00	1,802,673.00	-13.2%
Other Certificated Salaries		1900	325.00	0.00	325.00	0.00	0.00	0.00	-100.0%
TOTAL, CERTIFICATED SALARIES			10,142,777.46	2,730,504.40	12,873,281.86	9,652,230.00	2,648,910.00	12,301,140.00	-4.4%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	603,403.84	1,512,232.42	2,115,636.26	627,022.00	1,027,455.00	1,654,477.00	-21.8%
Classified Support Salaries		2200	811,311.01	377,101.12	1,188,412.13	764,052.00	317,681.00	1,081,733.00	-9.0%
Classified Supervisors' and Administrators' Salaries		2300	111,747.52	111,724.09	223,471.61	335,261.00	105,962.00	441,223.00	97.4%
Clerical, Technical and Office Salaries		2400	918,830.09	77,387.20	996,217.29	897,581.00	32,148.00	929,729.00	-6.7%
Other Classified Salaries		2900	249,160.30	145,456.88	394,617.18	207,464.00	77,362.00	284,826.00	-27.8%
TOTAL, CLASSIFIED SALARIES			2,694,452.76	2,223,901.71	4,918,354.47	2,831,380.00	1,560,608.00	4,391,988.00	-10.7%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

			2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Description	Resource Codes	Object Codes							
EMPLOYEE BENEFITS									
STRS		3101-3102	1,894,205.59	1,672,827.16	3,567,032.75	1,846,415.00	1,698,536.00	3,544,951.00	-0.6%
PERS		3201-3202	640,235.83	501,405.12	1,141,640.95	714,162.00	369,072.00	1,083,234.00	-5.1%
OASDI/Medicare/Alternative		3301-3302	329,842.33	195,515.29	525,357.62	446,569.00	158,456.00	605,025.00	15.2%
Health and Welfare Benefits		3401-3402	1,411,763.68	532,788.01	1,944,551.69	1,530,570.00	438,186.00	1,968,756.00	1.2%
Unemployment Insurance		3501-3502	6,408.43	2,466.32	8,874.75	6,255.00	2,133.00	8,388.00	-5.5%
Workers' Compensation		3601-3602	143,801.05	55,345.89	199,146.94	120,753.00	40,957.00	161,710.00	-18.8%
OPEB, Allocated		3701-3702	0.00	134,960.80	134,960.80	135,000.00	0.00	135,000.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			4,426,256.91	3,095,308.59	7,521,565.50	4,799,724.00	2,707,340.00	7,507,064.00	-0.2%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	31,985.87	136,091.18	168,077.05	0.00	122,741.00	122,741.00	-27.0%
Books and Other Reference Materials		4200	30,690.03	160.89	30,850.92	47,500.00	4,250.00	51,750.00	67.7%
Materials and Supplies		4300	582,324.54	524,148.15	1,106,472.69	933,823.00	569,915.00	1,503,738.00	35.9%
Noncapitalized Equipment		4400	160,663.21	103,573.54	264,236.75	188,500.00	210,566.00	399,066.00	51.0%
Food		4700	0.00	3,443.71	3,443.71	0.00	0.00	0.00	-100.0%
TOTAL, BOOKS AND SUPPLIES			805,663.65	767,417.47	1,573,081.12	1,169,823.00	907,472.00	2,077,295.00	32.1%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	0.00	789,642.00	789,642.00	0.00	1,554,284.00	1,554,284.00	96.8%
Travel and Conferences		5200	35,849.65	145,418.46	181,268.11	31,975.00	348,791.00	380,766.00	110.1%
Dues and Memberships		5300	28,253.72	0.00	28,253.72	36,120.00	2,835.00	38,955.00	37.9%
Insurance		5400 - 5499	(11,862.07)	0.00	(11,862.07)	520,000.00	0.00	520,000.00	-4,483.7%
Operations and Housekeeping Services		5500	823,877.52	32,058.33	855,935.85	901,241.00	38,195.00	939,436.00	9.8%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	332,006.97	634,300.46	966,307.43	322,200.00	468,000.00	790,200.00	-18.2%
Transfers of Direct Costs		5710	(64,408.84)	64,408.84	0.00	(64,336.00)	64,336.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800 - 5899	2,497,116.17	1,303,206.29	3,800,322.46	2,414,165.00	840,746.00	3,254,911.00	-14.4%
Communications		5900	188,132.69	886.48	189,019.17	130,380.00	1,500.00	131,880.00	-30.2%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			3,828,965.81	2,969,920.86	6,798,886.67	4,291,745.00	3,318,687.00	7,610,432.00	11.9%
CAPITAL OUTLAY									
Land		6100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	325,000.00	0.00	325,000.00	New

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Buildings and Improvements of Buildings		6200	0.00	42,814.00	42,814.00	0.00	0.00	0.00	-100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	70,912.49	403,410.96	474,323.45	0.00	50,000.00	50,000.00	-89.5%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			70,912.49	446,224.96	517,137.45	325,000.00	50,000.00	375,000.00	-27.5%
OTHER OUTGO (excluding Transfers of Indirect Costs)									
Tuition									
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments									
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	545,729.00	368,043.47	913,772.47	534,592.00	310,606.00	845,198.00	-7.5%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues									
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments									
To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service									
Debt Service - Interest		7438	155,242.50	0.00	155,242.50	155,243.00	0.00	155,243.00	0.0%
Other Debt Service - Principal		7439	364,329.75	0.00	364,329.75	324,000.00	0.00	324,000.00	-11.1%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,065,301.25	368,043.47	1,433,344.72	1,013,835.00	310,606.00	1,324,441.00	-7.6%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(545,152.26)	545,152.26	0.00	(266,467.00)	266,467.00	0.00	0.0%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Transfers of Indirect Costs - Interfund		7350	(54,537.97)	0.00	(54,537.97)	(52,000.00)	0.00	(52,000.00)	-4.7%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(599,690.23)	545,152.26	(54,537.97)	(318,467.00)	266,467.00	(52,000.00)	-4.7%
TOTAL, EXPENDITURES			22,434,640.10	13,146,473.72	35,581,113.82	23,765,270.00	11,770,090.00	35,535,360.00	-0.1%
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From: Special Reserve Fund		8912	1.54	0.00	1.54	0.00	0.00	0.00	-100.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	5.48	0.00	5.48	0.00	0.00	0.00	-100.0%
(a) TOTAL, INTERFUND TRANSFERS IN			7.02	0.00	7.02	0.00	0.00	0.00	-100.0%
INTERFUND TRANSFERS OUT									
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	22,548.80	0.00	22,548.80	117,991.00	0.00	117,991.00	423.3%
(b) TOTAL, INTERFUND TRANSFERS OUT			22,548.80	0.00	22,548.80	117,991.00	0.00	117,991.00	423.3%
OTHER SOURCES/USES									
SOURCES									
State Apportionments									
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds									
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Object

24 73619 0000000
Form 01
GBA49Z49EX(2025-26)

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS									
Contributions from Unrestricted Revenues		8980	(3,850,049.56)	3,850,049.56	0.00	(3,196,014.00)	3,196,014.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(3,850,049.56)	3,850,049.56	0.00	(3,196,014.00)	3,196,014.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a- b + c - d + e)			(3,872,591.34)	3,850,049.56	(22,541.78)	(3,314,005.00)	3,196,014.00	(117,991.00)	423.4%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Function

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals			2026-27 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	25,406,979.18	0.00	25,406,979.18	25,716,545.00	0.00	25,716,545.00	1.2%
2) Federal Revenue		8100-8299	0.00	1,837,600.81	1,837,600.81	0.00	1,892,530.00	1,892,530.00	3.0%
3) Other State Revenue		8300-8599	764,740.92	4,704,775.71	5,469,516.63	728,599.00	6,240,387.00	6,968,986.00	27.4%
4) Other Local Revenue		8600-8799	1,104,329.77	974,422.72	2,078,752.49	713,152.00	83,816.00	796,968.00	-61.7%
5) TOTAL, REVENUES			27,276,049.87	7,516,799.24	34,792,849.11	27,158,296.00	8,216,733.00	35,375,029.00	1.7%
B. EXPENDITURES (Objects 1000-7999)									
1) Instruction	1000-1999		12,329,514.35	8,183,706.36	20,513,220.71	12,561,429.00	7,874,126.00	20,435,555.00	-0.4%
2) Instruction - Related Services	2000-2999		2,900,313.61	585,748.71	3,486,062.32	2,486,380.00	707,855.00	3,194,235.00	-8.4%
3) Pupil Services	3000-3999		1,894,685.82	1,072,005.15	2,966,690.97	1,867,808.00	1,246,606.00	3,114,414.00	5.0%
4) Ancillary Services	4000-4999		232,281.84	61,291.58	293,573.42	279,444.00	42,572.00	322,016.00	9.7%
5) Community Services	5000-5999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
7) General Administration	7000-7999		1,114,146.73	1,022,530.81	2,136,677.54	2,188,575.00	427,615.00	2,616,190.00	22.4%
8) Plant Services	8000-8999		2,898,396.50	1,853,147.64	4,751,544.14	3,367,799.00	1,160,710.00	4,528,509.00	-4.7%
9) Other Outgo	9000-9999	Except 7600-7699	1,065,301.25	368,043.47	1,433,344.72	1,013,835.00	310,606.00	1,324,441.00	-7.6%
10) TOTAL, EXPENDITURES			22,434,640.10	13,146,473.72	35,581,113.82	23,765,270.00	11,770,090.00	35,535,360.00	-0.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			4,841,409.77	(5,629,674.48)	(788,264.71)	3,393,026.00	(3,553,357.00)	(160,331.00)	-79.7%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	7.02	0.00	7.02	0.00	0.00	0.00	-100.0%
b) Transfers Out		7600-7629	22,548.80	0.00	22,548.80	117,991.00	0.00	117,991.00	423.3%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(3,850,049.56)	3,850,049.56	0.00	(3,196,014.00)	3,196,014.00	(117,991.00)	423.4%
4) TOTAL, OTHER FINANCING SOURCES/USES			(3,872,591.34)	3,850,049.56	(22,541.78)	(3,314,005.00)	3,196,014.00	(117,991.00)	423.4%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			968,818.43	(1,779,624.92)	(810,806.49)	79,021.00	(357,343.00)	(278,322.00)	-65.7%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	5,621,113.07	8,946,448.61	14,567,561.68	6,589,931.50	6,920,778.10	13,510,709.60	-7.3%

Unaudited Actuals
General Fund
Unrestricted and Restricted
Expenditures by Function

24 73619 0000000
Form 01
G8A49Z49EX(2025-26)

			Expenditures by Function			2026-27 Budget			% Diff Column C & F
Description	Function Codes	Object Codes	2025-26 Unaudited Actuals			Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)				
		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Audit Adjustments			5,621,113.07	8,946,448.61	14,567,561.68	6,589,931.50	6,920,778.10	13,510,709.60	-7.3%
c) As of July 1 - Audited (F1a + F1b)		9795	0.00	(246,045.59)	(246,045.59)	0.00	0.00	0.00	-100.0%
d) Other Restatements			5,621,113.07	8,700,403.02	14,321,516.09	6,589,931.50	6,920,778.10	13,510,709.60	-5.7%
e) Adjusted Beginning Balance (F1c + F1d)			6,589,931.50	6,920,778.10	13,510,709.60	6,668,952.50	6,563,435.10	13,232,387.60	-2.1%
2) Ending Balance, June 30 (E + F1e)									
Components of Ending Fund Balance									
a) Nonspendable			5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00	0.0%
Revolving Cash		9711							
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
		9740	0.00	6,989,049.91	6,989,049.91	0.00	6,631,706.91	6,631,706.91	-5.1%
b) Restricted									
c) Committed			4,128,829.00	0.00	4,128,829.00	1,348,356.00	0.00	1,348,356.00	-67.3%
Stabilization Arrangements		9750		0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00						
d) Assigned			1,387,989.50	0.00	1,387,989.50	1,275,219.00	0.00	1,275,219.00	-8.1%
Other Assignments (by Resource/Object)		9780							
SMAA Carry Over	0000	9780	107,275.00		107,275.00			0.00	
Supplemental/Concentration Grant Carry over	0000	9780	294,072.00		294,072.00			0.00	
Admin/Teacher ratio 2024-25	0000	9780	361,920.00		361,920.00			0.00	
Transportation Funding Loss 2024-25	0000	9780	551,379.00		551,379.00			0.00	
	0000	9780						0.00	
	0000	9780						0.00	
	0000	9780						0.00	
	0000	9780						0.00	
Admin/ Teacher Ratio	0000	9780				0.00	361,920.00	361,920.00	
Admin/Teacher Ratio 25-26	0000	9780				0.00	361,920.00	361,920.00	
Transporation FUnDing Loss	0000	9780				0.00	551,379.00	551,379.00	
e) Unassigned/Unappropriated			1,068,113.00	0.00	1,068,113.00	1,069,601.00	0.00	1,069,601.00	0.1%
Reserve for Economic Uncertainties		9789							
Unassigned/Unappropriated Amount		9790	0.00	(68,271.81)	(68,271.81)	2,970,776.50	(68,271.81)	2,902,504.69	-4,361.4%

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
2600	Expanded Learning Opportunities Program	1,730,332.58	1,636,091.58
6019	Student Support and Professional Development Discretionary Block Grant	204,310.67	1,190,956.67
6211	Literacy Coaches and Reading Specialists Grant Program	301,100.63	161,493.63
6300	Lottery: Instructional Materials	567,632.27	567,632.27
6383	Golden State Pathways Program	413,399.27	185,295.27
6546	Mental Health-Related Services	378,434.07	378,434.07
6547	Special Education Early Intervention Preschool Grant	488,374.12	488,374.12
6620	Reversing Opioid Overdoses	940.13	940.13
6770	Arts and Music in Schools (AMS)-Funding Guarantee and Accountability Act (Prop 28)	294,821.40	314,532.40
7029	Child Nutrition: Food Service Staff Training Funds	8,673.39	8,673.39
7311	Classified School Employee Professional Development Block Grant	13,057.02	13,057.02
7339	Dual Enrollment Opportunities	86,411.31	86,411.31
7399	LCFF Equity Multiplier	149,516.03	149,516.03
7415	Classified School Employee Summer Assistance Program	40,741.78	106,514.78
7435	Learning Recovery Emergency Block Grant	1,175,733.61	141,852.61
7810	Other Restricted State	27,225.00	27,225.00
8150	Ongoing & Major Maintenance Account (RMA: Education Code Section 17070.75)	159,708.74	159,708.74
9010	Other Restricted Local	948,637.89	1,014,997.89
Total, Restricted Balance		6,989,049.91	6,631,706.91

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	363,912.29	0.00	-100.0%
5) TOTAL, REVENUES			363,912.29	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	369,892.16	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			369,892.16	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(5,979.87)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(5,979.87)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	211,866.95	205,807.16	-2.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			211,866.95	205,807.16	-2.9%
d) Other Restatements		9795	(79.92)	0.00	-100.0%
e) Adjusted Beginning Balance (F1c + F1d)			211,787.03	205,807.16	-2.8%
2) Ending Balance, June 30 (E + F1e)			205,807.16	205,807.16	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	205,807.16	205,807.16	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
		9110	0.00		
a) in County Treasury		9111	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9120	205,807.16		
b) in Banks		9130	0.00		
c) in Revolving Cash Account		9135	0.00		
d) with Fiscal Agent/Trustee		9140	0.00		
e) Collections Awaiting Deposit		9150	0.00		
2) Investments		9200	0.00		
3) Accounts Receivable		9290	0.00		
4) Due from Grantor Government		9310	0.00		
5) Due from Other Funds		9320	0.00		
6) Stores		9330	0.00		
7) Prepaid Expenditures		9340	0.00		
8) Other Current Assets		9380	0.00		
9) Lease Receivable			205,807.16		
10) TOTAL, ASSETS					
H. DEFERRED OUTFLOWS OF RESOURCES		9490	0.00		
1) Deferred Outflows of Resources			0.00		
2) TOTAL, DEFERRED OUTFLOWS					
I. LIABILITIES		9500	0.00		
1) Accounts Payable		9590	0.00		
2) Due to Grantor Governments		9610	0.00		
3) Due to Other Funds		9640	0.00		
4) Current Loans		9650	0.00		
5) Unearned Revenues			0.00		
6) TOTAL, LIABILITIES					
J. DEFERRED INFLOWS OF RESOURCES		9690	0.00		
1) Deferred Inflows of Resources			0.00		
2) TOTAL, DEFERRED INFLOWS					
K. FUND EQUITY					
Ending Fund Balance, June 30			205,807.16		
(must agree with line F2) (G10 + H2) - (I6 + J2)					
REVENUES		8631	0.00	0.00	0.0%
Sale of Equipment and Supplies		8639	0.00	0.00	0.0%
All Other Sales		8660	0.00	0.00	0.0%
Interest		8662	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8689	0.00	0.00	0.0%
All Other Fees and Contracts		8699	363,912.29	0.00	-100.0%
All Other Local Revenue			363,912.29	0.00	-100.0%
TOTAL, REVENUES					
CERTIFICATED SALARIES		1100	0.00	0.00	0.0%
Certificated Teachers' Salaries		1200	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1300	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1900	0.00	0.00	0.0%
Other Certificated Salaries			0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES					
CLASSIFIED SALARIES		2100	0.00	0.00	0.0%
Classified Instructional Salaries		2200	0.00	0.00	0.0%
Classified Support Salaries		2300	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2400	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2900	0.00	0.00	0.0%
Other Classified Salaries			0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES					
EMPLOYEE BENEFITS		3101-3102	0.00	0.00	0.0%
STRS					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
		3201-3202	0.00	0.00	0.0%
PERS		3301-3302	0.00	0.00	0.0%
QASDI/Medicare/Alternative		3401-3402	0.00	0.00	0.0%
Health and Welfare Benefits		3501-3502	0.00	0.00	0.0%
Unemployment Insurance		3601-3602	0.00	0.00	0.0%
Workers' Compensation		3701-3702	0.00	0.00	0.0%
OPEB, Allocated		3751-3752	0.00	0.00	0.0%
OPEB, Active Employees		3901-3902	0.00	0.00	0.0%
Other Employee Benefits			0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			369,892.16	0.00	-100.0%
BOOKS AND SUPPLIES		4300	0.00	0.00	0.0%
Materials and Supplies		4400	369,892.16	0.00	-100.0%
Noncapitalized Equipment					
TOTAL, BOOKS AND SUPPLIES					
SERVICES AND OTHER OPERATING EXPENDITURES		5100	0.00	0.00	0.0%
Subagreements for Services		5300	0.00	0.00	0.0%
Dues and Memberships		5400-5450	0.00	0.00	0.0%
Insurance		5600	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5750	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund			0.00	0.00	0.0%
Professional/Consulting Services and		5800	0.00	0.00	0.0%
Operating Expenditures		5900	0.00	0.00	0.0%
Communications					
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES					
CAPITAL OUTLAY		6400	0.00	0.00	0.0%
Equipment		6500	0.00	0.00	0.0%
Equipment Replacement		6600	0.00	0.00	0.0%
Lease Assets		6700	0.00	0.00	0.0%
Subscription Assets					
TOTAL, CAPITAL OUTLAY					
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS		7350	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund			0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			369,892.16	0.00	-100.0%
TOTAL, EXPENDITURES					
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN		8919	0.00	0.00	0.0%
Other Authorized Interfund Transfers In			0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN					
INTERFUND TRANSFERS OUT		7619	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out			0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT					
OTHER SOURCES/USES					
SOURCES		8953	0.00	0.00	0.0%
Proceeds from Disposal of Capital Assets					
Transfers from Funds of		8965	0.00	0.00	0.0%
Lapsed/Reorganized LEAs		8972	0.00	0.00	0.0%
Proceeds from Leases		8974	0.00	0.00	0.0%
Proceeds from SBITAs					
(c) TOTAL, SOURCES					
USES					
Transfers of Funds from		7651	0.00	0.00	0.0%
Lapsed/Reorganized LEAs			0.00	0.00	0.0%
(d) TOTAL, USES					
CONTRIBUTIONS		8980	0.00	0.00	0.0%
Contributions from Unrestricted Revenues		8990	0.00	0.00	0.0%
Contributions from Restricted Revenues					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES					
(a- b + c - d + e)			0.00	0.00	0.0%

Unaudited Actuals
Student Activity Special Revenue Fund
Expenditures by Function

24 73619 0000000
Form 08
G8A49Z49EX(2025-26)

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	363,912.29	0.00	-100.0%
5) TOTAL, REVENUES			363,912.29	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		369,892.16	0.00	-100.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			369,892.16	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(5,979.87)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers		8900-8929	0.00	0.00	0.0%
a) Transfers In		7600-7629	0.00	0.00	0.0%
b) Transfers Out					
2) Other Sources/Uses		8930-8979	0.00	0.00	0.0%
a) Sources		7630-7699	0.00	0.00	0.0%
b) Uses		8980-8999	0.00	0.00	0.0%
3) Contributions					
4) TOTAL, OTHER FINANCING SOURCES/USES			(5,979.87)	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)					
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance		9791	211,866.95	205,807.16	-2.9%
a) As of July 1 - Unaudited		9793	0.00	0.00	0.0%
b) Audit Adjustments			211,866.95	205,807.16	-2.9%
c) As of July 1 - Audited (F1a + F1b)			(79.92)	0.00	-100.0%
d) Other Restatements		9795	211,787.03	205,807.16	-2.8%
e) Adjusted Beginning Balance (F1c + F1d)			205,807.16	205,807.16	0.0%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable		9711	0.00	0.00	0.0%
Revolving Cash		9712	0.00	0.00	0.0%
Stores		9713	0.00	0.00	0.0%
Prepaid Items		9719	0.00	0.00	0.0%
All Others		9740	205,807.16	205,807.16	0.0%
b) Restricted					
c) Committed		9750	0.00	0.00	0.0%
Stabilization Arrangements		9760	0.00	0.00	0.0%
Other Commitments (by Resource/Object)					
d) Assigned		9780	0.00	0.00	0.0%
Other Assignments (by Resource/Object)					
e) Unassigned/Unappropriated		9789	0.00	0.00	0.0%
Reserve for Economic Uncertainties		9790	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
8210	Student Activity Funds	205,807.16	205,807.16
Total, Restricted Balance		205,807.16	205,807.16

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	563.06	21,782.00	3,768.5%
3) Other State Revenue		8300-8599	130,805.00	117,413.00	-10.2%
4) Other Local Revenue		8600-8799	4,033.36	0.00	-100.0%
5) TOTAL, REVENUES			135,401.42	139,195.00	2.8%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	147,673.03	144,857.00	-1.9%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	45,572.17	31,250.00	-31.4%
4) Books and Supplies		4000-4999	18,432.40	55,252.00	199.8%
5) Services and Other Operating Expenditures		5000-5999	14,033.54	25,827.00	84.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	4,370.31	0.00	-100.0%
9) TOTAL, EXPENDITURES			230,081.45	257,186.00	11.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(94,680.03)	(117,991.00)	24.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	22,245.99	117,991.00	430.4%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			22,245.99	117,991.00	430.4%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(72,434.04)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	122,467.40	50,033.36	-59.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			122,467.40	50,033.36	-59.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			122,467.40	50,033.36	-59.1%
2) Ending Balance, June 30 (E + F1e)			50,033.36	50,033.36	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	50,033.36	50,033.36	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	28,380.78		
1) Fair Value Adjustment to Cash in County Treasury		9111	(141.07)		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	6,860.58		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	22,555.88		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			57,656.17		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	670.56		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	4,370.31		
4) Current Loans		9640			
5) Unearned Revenue		9650	2,581.94		
6) TOTAL, LIABILITIES			7,622.81		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(must agree with line F2) (G10 + H2) - (I6 + J2)			50,033.36		
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	0.00	0.00	0.0%
LCFF Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.0%
FEDERAL REVENUE					
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from					
Federal Sources		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	563.06	21,782.00	3,768.5%
TOTAL, FEDERAL REVENUE			563.06	21,782.00	3,768.5%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
Adult Education Program	6391	8590	117,413.00	117,413.00	0.0%
All Other State Revenue	All Other	8590	13,392.00	0.00	-100.0%
TOTAL, OTHER STATE REVENUE			130,805.00	117,413.00	-10.2%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	3,404.45	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	628.91	0.00	-100.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Tuition		8710	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			4,033.36	0.00	-100.0%
TOTAL, REVENUES			135,401.42	139,195.00	2.8%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	0.00	144,857.00	New
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	147,673.03	0.00	-100.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			147,673.03	144,857.00	-1.9%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	41,597.59	27,669.00	-33.5%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	1,746.94	2,102.00	20.3%
Health and Welfare Benefits		3401-3402	500.00	0.00	-100.0%
Unemployment Insurance		3501-3502	73.81	73.00	-1.1%
Workers' Compensation		3601-3602	1,653.83	1,406.00	-15.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			45,572.17	31,250.00	-31.4%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	13,449.51	32,470.00	141.4%
Books and Other Reference Materials		4200	1,740.00	4,000.00	129.9%
Materials and Supplies		4300	152.84	16,782.00	10,880.1%
Noncapitalized Equipment		4400	3,090.05	2,000.00	-35.3%
TOTAL, BOOKS AND SUPPLIES			18,432.40	55,252.00	199.8%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	295.00	New
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	6,100.36	17,000.00	178.7%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	7,933.18	8,532.00	7.5%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			14,033.54	25,827.00	84.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	4,370.31	0.00	-100.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			4,370.31	0.00	-100.0%
TOTAL, EXPENDITURES			230,081.45	257,186.00	11.8%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	22,245.99	117,991.00	430.4%
(a) TOTAL, INTERFUND TRANSFERS IN			22,245.99	117,991.00	430.4%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			22,245.99	117,991.00	430.4%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	563.06	21,782.00	3,768.5%
3) Other State Revenue		8300-8599	130,805.00	117,413.00	-10.2%
4) Other Local Revenue		8600-8799	4,033.36	0.00	-100.0%
5) TOTAL, REVENUES			135,401.42	139,195.00	2.8%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		24,389.58	240,186.00	884.8%
2) Instruction - Related Services	2000-2999		201,321.56	17,000.00	-91.6%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		4,370.31	0.00	-100.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			230,081.45	257,186.00	11.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(94,680.03)	(117,991.00)	24.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	22,245.99	117,991.00	430.4%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			22,245.99	117,991.00	430.4%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(72,434.04)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	122,467.40	50,033.36	-59.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			122,467.40	50,033.36	-59.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			122,467.40	50,033.36	-59.1%
2) Ending Balance, June 30 (E + F1e)			50,033.36	50,033.36	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	50,033.36	50,033.36	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
6391	Adult Education Program	50,033.36	50,033.36
Total, Restricted Balance		50,033.36	50,033.36

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	1,049,704.25	1,070,777.78	2.0%
3) Other State Revenue		8300-8599	263,307.28	288,723.00	9.7%
4) Other Local Revenue		8600-8799	74,832.26	61,220.00	-18.2%
5) TOTAL, REVENUES			1,387,843.79	1,420,720.78	2.4%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	459,370.34	311,595.00	-32.2%
3) Employee Benefits		3000-3999	195,167.89	155,339.00	-20.4%
4) Books and Supplies		4000-4999	471,649.04	591,478.98	25.4%
5) Services and Other Operating Expenditures		5000-5999	208,297.55	281,796.93	35.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	50,167.66	52,000.00	3.7%
9) TOTAL, EXPENDITURES			1,384,652.48	1,392,209.91	0.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			3,191.31	28,510.87	793.4%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	139,372.57	0.00	-100.0%
b) Transfers Out		7600-7629	139,372.57	0.00	-100.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			3,191.31	28,510.87	793.4%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,365,327.72	1,584,475.03	16.1%
b) Audit Adjustments		9793	215,956.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			1,581,283.72	1,584,475.03	0.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,581,283.72	1,584,475.03	0.2%
2) Ending Balance, June 30 (E + F1e)			1,584,475.03	1,612,985.90	1.8%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	200.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	1,584,275.03	1,612,985.90	1.8%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,495,683.51		
1) Fair Value Adjustment to Cash in County Treasury		9111	(7,434.73)		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	200.00		
d) with Fiscal Agent/Trustee		9135	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	199,834.14		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	1,088.86		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			1,689,371.78		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	40,094.21		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	51,256.52		
4) Current Loans		9640			
5) Unearned Revenue		9650	13,546.02		
6) TOTAL, LIABILITIES			104,896.75		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(must agree with line F2) (G10 + H2) - (I6 + J2)			1,584,475.03		
FEDERAL REVENUE					
Child Nutrition Programs		8220	1,049,704.25	1,070,777.78	2.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			1,049,704.25	1,070,777.78	2.0%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	263,307.28	288,723.00	9.7%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			263,307.28	288,723.00	9.7%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	56,708.76	56,220.00	-0.9%
Net Increase (Decrease) in the Fair Value of Investments		8662	5,391.25	0.00	-100.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	12,732.25	5,000.00	-60.7%
TOTAL, OTHER LOCAL REVENUE			74,832.26	61,220.00	-18.2%
TOTAL, REVENUES			1,387,843.79	1,420,720.78	2.4%
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	457,331.58	311,595.00	-31.9%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	2,038.76	0.00	-100.0%
Other Classified Salaries		2900	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
TOTAL, CLASSIFIED SALARIES			459,370.34	311,595.00	-32.2%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	91,459.16	69,329.00	-24.2%
OASDI/Medicare/Alternative		3301-3302	33,499.48	22,830.00	-31.8%
Health and Welfare Benefits		3401-3402	64,830.11	60,000.00	-7.5%
Unemployment Insurance		3501-3502	226.32	157.00	-30.6%
Workers' Compensation		3601-3602	5,152.82	3,023.00	-41.3%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			195,167.89	155,339.00	-20.4%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	59,588.53	56,107.34	-5.8%
Noncapitalized Equipment		4400	14,149.42	70,124.70	395.6%
Food		4700	397,911.09	465,246.94	16.9%
TOTAL, BOOKS AND SUPPLIES			471,649.04	591,478.98	25.4%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	127,417.82	215,282.00	69.0%
Travel and Conferences		5200	18,229.02	5,000.00	-72.6%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	2,137.01	10,000.00	367.9%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	60,513.70	51,514.93	-14.9%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			208,297.55	281,796.93	35.3%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	50,167.66	52,000.00	3.7%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			50,167.66	52,000.00	3.7%
TOTAL, EXPENDITURES			1,384,652.48	1,392,209.91	0.5%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	139,372.57	0.00	-100.0%
(a) TOTAL, INTERFUND TRANSFERS IN			139,372.57	0.00	-100.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	139,372.57	0.00	-100.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			139,372.57	0.00	-100.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	1,049,704.25	1,070,777.78	2.0%
3) Other State Revenue		8300-8599	263,307.28	288,723.00	9.7%
4) Other Local Revenue		8600-8799	74,832.26	61,220.00	-18.2%
5) TOTAL, REVENUES			1,387,843.79	1,420,720.78	2.4%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		1,334,484.82	1,340,209.91	0.4%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		50,167.66	52,000.00	3.7%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			1,384,652.48	1,392,209.91	0.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			3,191.31	28,510.87	793.4%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	139,372.57	0.00	-100.0%
b) Transfers Out		7600-7629	139,372.57	0.00	-100.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			3,191.31	28,510.87	793.4%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,365,327.72	1,584,475.03	16.1%
b) Audit Adjustments		9793	215,956.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			1,581,283.72	1,584,475.03	0.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,581,283.72	1,584,475.03	0.2%
2) Ending Balance, June 30 (E + F1e)			1,584,475.03	1,612,985.90	1.8%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	200.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	1,584,275.03	1,612,985.90	1.8%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	1,147,044.82	1,097,441.43
5316	Child Nutrition: COVID CARES Act Supplemental Meal Reimbursement	59,376.54	59,376.54
5320	Child Nutrition: Child Care Food Program (CCFP) Claims-Centers and Family Day Care Homes (Meal Reimbursements)	349,668.38	427,982.64
5466	Child Nutrition: Supply Chain Assistance (SCA) Funds	25,122.29	25,122.29
5810	Other Restricted Federal	3,063.00	3,063.00
Total, Restricted Balance		1,584,275.03	1,612,985.90

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	827.33	0.00	-100.0%
5) TOTAL, REVENUES			827.33	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			827.33	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			827.33	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,773.80	6,601.13	14.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,773.80	6,601.13	14.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,773.80	6,601.13	14.3%
2) Ending Balance, June 30 (E + F1e)			6,601.13	6,601.13	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	6,601.13	6,601.13	0.0%
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	6,329.63		
1) Fair Value Adjustment to Cash in County Treasury		9111	271.50		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			6,601.13		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(must agree with line F2) (G10 + H2) - (I6 + J2)			6,601.13		
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	0.00	0.00	0.0%
LCFF Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.0%
OTHER STATE REVENUE					
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	252.87	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	574.46	0.00	-100.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			827.33	0.00	-100.0%
TOTAL, REVENUES			827.33	0.00	-100.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	827.33	0.00	-100.0%
5) TOTAL, REVENUES			827.33	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			827.33	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			827.33	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,773.80	6,601.13	14.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,773.80	6,601.13	14.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,773.80	6,601.13	14.3%
2) Ending Balance, June 30 (E + F1e)			6,601.13	6,601.13	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	6,601.13	6,601.13	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	31,085.87	0.00	-100.0%
5) TOTAL, REVENUES			31,085.87	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	57,565.83	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	63,395.00	0.00	-100.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			120,960.83	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(89,874.96)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(89,874.96)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	89,929.97	55.01	-99.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			89,929.97	55.01	-99.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			89,929.97	55.01	-99.9%
2) Ending Balance, June 30 (E + F1e)			55.01	55.01	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	55.01	55.01	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	55.28		
1) Fair Value Adjustment to Cash in County Treasury		9111	(.27)		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			55.01		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G10 + H2) - (I6 + J2)			55.01		
FEDERAL REVENUE					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions					
Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Other Restricted Levies					
Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes					
Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	2,464.56	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	28,621.31	0.00	-100.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			31,085.87	0.00	-100.0%
TOTAL, REVENUES			31,085.87	0.00	-100.0%
CLASSIFIED SALARIES					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	57,565.83	0.00	-100.0%
TOTAL, BOOKS AND SUPPLIES			57,565.83	0.00	-100.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	63,395.00	0.00	-100.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			63,395.00	0.00	-100.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			120,960.83	0.00	-100.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale of Bonds		8951	0.00	0.00	0.0%
Proceeds from Disposal of Capital Assels		8953	0.00	0.00	0.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	31,085.87	0.00	-100.0%
5) TOTAL, REVENUES			31,085.87	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		120,960.83	0.00	-100.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			120,960.83	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)			(89,874.96)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(89,874.96)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	89,929.97	55.01	-99.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			89,929.97	55.01	-99.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			89,929.97	55.01	-99.9%
2) Ending Balance, June 30 (E + F1e)			55.01	55.01	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	55.01	55.01	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Gustine Unified
Merced County

Unaudited Actuals
Building Fund
Exhibit: Restricted Balance Detail

24 73619 0000000
Form 21
G8A49Z49EX(2025-26)

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	47,534.55	31,919.12	-32.9%
5) TOTAL, REVENUES			47,534.55	31,919.12	-32.9%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	15,865.87	20,000.00	26.1%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			15,865.87	20,000.00	26.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			31,668.68	11,919.12	-62.4%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			31,668.68	11,919.12	-62.4%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	426,325.97	457,994.65	7.4%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			426,325.97	457,994.65	7.4%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			426,325.97	457,994.65	7.4%
2) Ending Balance, June 30 (E + F1e)			457,994.65	469,913.77	2.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	196,435.09	228,354.21	16.2%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	261,559.56	241,559.56	-7.6%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	463,297.60		
1) Fair Value Adjustment to Cash in County Treasury		9111	(2,302.95)		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			460,994.65		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	3,000.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			3,000.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G10 + H2) - (I6 + J2)			457,994.65		
OTHER STATE REVENUE					
Tax Relief Subventions					
Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Other Restricted Levies					
Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes					
Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	18,375.68	13,068.67	-28.9%
Net Increase (Decrease) in the Fair Value of Investments		8662	10,308.05	0.00	-100.0%
Fees and Contracts					
Mitigation/Developer Fees		8681	18,850.82	18,850.45	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			47,534.55	31,919.12	-32.9%
TOTAL, REVENUES			47,534.55	31,919.12	-32.9%
CERTIFICATED SALARIES					
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	15,865.87	20,000.00	26.1%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			15,865.87	20,000.00	26.1%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			15,865.87	20,000.00	26.1%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES		8010-8099	0.00	0.00	0.0%
1) LCFF Sources		8100-8299	0.00	0.00	0.0%
2) Federal Revenue		8300-8599	0.00	0.00	0.0%
3) Other State Revenue		8600-8799	47,534.55	31,919.12	-32.9%
4) Other Local Revenue			47,534.55	31,919.12	-32.9%
5) TOTAL, REVENUES					
B. EXPENDITURES (Objects 1000-7999)	1000-1999		0.00	0.00	0.0%
1) Instruction	2000-2999		0.00	0.00	0.0%
2) Instruction - Related Services	3000-3999		0.00	0.00	0.0%
3) Pupil Services	4000-4999		0.00	0.00	0.0%
4) Ancillary Services	5000-5999		0.00	0.00	0.0%
5) Community Services	6000-6999		0.00	0.00	0.0%
6) Enterprise	7000-7999		0.00	0.00	0.0%
7) General Administration	8000-8999		15,865.87	20,000.00	26.1%
8) Plant Services	9000-9999	Except 7600-7699	0.00	0.00	0.0%
9) Other Outgo			15,865.87	20,000.00	26.1%
10) TOTAL, EXPENDITURES			31,668.68	11,919.12	-62.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)					
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers		8900-8929	0.00	0.00	0.0%
a) Transfers In		7600-7629	0.00	0.00	0.0%
b) Transfers Out					
2) Other Sources/Uses		8930-8979	0.00	0.00	0.0%
a) Sources		7630-7699	0.00	0.00	0.0%
b) Uses		8980-8999	0.00	0.00	0.0%
3) Contributions			0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			31,668.68	11,919.12	-62.4%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)					
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance		9791	426,325.97	457,994.65	7.4%
a) As of July 1 - Unaudited		9793	0.00	0.00	0.0%
b) Audit Adjustments			426,325.97	457,994.65	7.4%
c) As of July 1 - Audited (F1a + F1b)		9795	0.00	0.00	0.0%
d) Other Restatements			426,325.97	457,994.65	7.4%
e) Adjusted Beginning Balance (F1c + F1d)			457,994.65	469,913.77	2.6%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable		9711	0.00	0.00	0.0%
Revolving Cash		9712	0.00	0.00	0.0%
Stores		9713	0.00	0.00	0.0%
Prepaid Items		9719	0.00	0.00	0.0%
All Others		9740	196,435.09	228,354.21	16.2%
b) Restricted				0.00	0.0%
c) Committed		9750	0.00	0.00	0.0%
Stabilization Arrangements		9760	0.00	0.00	0.0%
Other Commitments (by Resource/Object)					
d) Assigned		9780	261,559.56	241,559.56	-7.6%
Other Assignments (by Resource/Object)					
e) Unassigned/Unappropriated		9789	0.00	0.00	0.0%
Reserve for Economic Uncertainties		9790	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
9010	Other Restricted Local	196,435.09	228,354.21
Total, Restricted Balance		196,435.09	228,354.21

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	(316.88)	0.00	-100.0%
5) TOTAL, REVENUES			(316.88)	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(316.88)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	302.81	0.00	-100.0%
b) Transfers Out		7600-7629	5.48	0.00	-100.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			297.33	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(19.55)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	19.52	(.03)	-100.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			19.52	(.03)	-100.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			19.52	(.03)	-100.2%
2) Ending Balance, June 30 (E + F1e)			(.03)	(.03)	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	(.03)	(.03)	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	5.48		
1) Fair Value Adjustment to Cash in County Treasury		9111	(.03)		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
		9150	0.00		
2) Investments		9200	0.00		
3) Accounts Receivable		9290	0.00		
4) Due from Grantor Government		9310	0.00		
5) Due from Other Funds		9320	0.00		
6) Stores		9330	0.00		
7) Prepaid Expenditures		9340	0.00		
8) Other Current Assets		9380	0.00		
9) Lease Receivable			5.45		
10) TOTAL, ASSETS					
H. DEFERRED OUTFLOWS OF RESOURCES		9490	0.00		
1) Deferred Outflows of Resources			0.00		
2) TOTAL, DEFERRED OUTFLOWS					
I. LIABILITIES		9500	0.00		
1) Accounts Payable		9590	0.00		
2) Due to Grantor Governments		9610	5.48		
3) Due to Other Funds		9640	0.00		
4) Current Loans		9650	0.00		
5) Unearned Revenue			5.48		
6) TOTAL, LIABILITIES					
J. DEFERRED INFLOWS OF RESOURCES		9690	0.00		
1) Deferred Inflows of Resources			0.00		
2) TOTAL, DEFERRED INFLOWS					
K. FUND EQUITY			(.03)		
Ending Fund Balance, June 30 (must agree with line F2) (G10 + H2) - (I6 + J2)					
FEDERAL REVENUE		8290	0.00	0.00	0.0%
All Other Federal Revenue			0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE					
OTHER STATE REVENUE		8545	0.00	0.00	0.0%
School Facilities Apportionments		8587	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8590	0.00	0.00	0.0%
All Other State Revenue			0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE					
OTHER LOCAL REVENUE					
Sales		8631	0.00	0.00	0.0%
Sale of Equipment/Supplies		8650	0.00	0.00	0.0%
Leases and Rentals		8660	(317.29)	0.00	-100.0%
Interest		8662	.41	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments					
Other Local Revenue		8699	0.00	0.00	0.0%
All Other Local Revenue		8799	0.00	0.00	0.0%
All Other Transfers In from All Others			(316.88)	0.00	-100.0%
TOTAL, OTHER LOCAL REVENUE			(316.88)	0.00	-100.0%
TOTAL, REVENUES					
CLASSIFIED SALARIES		2200	0.00	0.00	0.0%
Classified Support Salaries		2300	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2400	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2900	0.00	0.00	0.0%
Other Classified Salaries			0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES					
EMPLOYEE BENEFITS		3101-3102	0.00	0.00	0.0%
STRS		3201-3202	0.00	0.00	0.0%
PERS		3301-3302	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3401-3402	0.00	0.00	0.0%
Health and Welfare Benefits		3501-3502	0.00	0.00	0.0%
Unemployment Insurance		3601-3602	0.00	0.00	0.0%
Workers' Compensation		3701-3702	0.00	0.00	0.0%
OPEB, Allocated		3751-3752	0.00	0.00	0.0%
OPEB, Active Employees		3901-3902	0.00	0.00	0.0%
Other Employee Benefits					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7436	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
To: State School Building Fund/County School Facilities Fund From: All Other Funds		8913	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	302.81	0.00	-100.0%
(a) TOTAL, INTERFUND TRANSFERS IN			302.81	0.00	-100.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	5.48	0.00	-100.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			5.48	0.00	-100.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			297.33	0.00	-100.0%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	(316.88)	0.00	-100.0%
5) TOTAL, REVENUES			(316.88)	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(316.88)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	302.81	0.00	-100.0%
b) Transfers Out		7600-7629	5.48	0.00	-100.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			297.33	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(19.55)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	19.52	(.03)	-100.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			19.52	(.03)	-100.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			19.52	(.03)	-100.2%
2) Ending Balance, June 30 (E + F1e)			(.03)	(.03)	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	(.03)	(.03)	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Gustine Unified
Merced County

Unaudited Actuals
County School Facilities Fund
Exhibit: Restricted Balance Detail

24 73619 0000000
Form 35
G8A49Z49EX(2025-26)

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	5,660.65	11,000.00	94.3%
5) TOTAL, REVENUES			5,660.65	11,000.00	94.3%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			5,660.65	11,000.00	94.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			5,660.65	11,000.00	94.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	342,501.68	348,162.33	1.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			342,501.68	348,162.33	1.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			342,501.68	348,162.33	1.7%
2) Ending Balance, June 30 (E + F1e)			348,162.33	359,162.33	3.2%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	64,828.10	75,828.10	17.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	283,334.23	283,334.23	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	366,374.02		
1) Fair Value Adjustment to Cash in County Treasury		9111	(16,211.69)		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			348,162.33		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G10 + H2) - (I6 + J2)			348,162.33		
FEDERAL REVENUE					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	14,636.12	11,000.00	-24.8%
Net Increase (Decrease) in the Fair Value of Investments		8662	(8,975.47)	0.00	-100.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			5,660.65	11,000.00	94.3%
TOTAL, REVENUES			5,660.65	11,000.00	94.3%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund/CSSF		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund/CSSF		7612	0.00	0.00	0.0%
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Unaudited Actuals
Special Reserve Fund for Capital Outlay Projects
Expenditures by Function

24 73619 0000000
Form 40
G8A49Z49EX(2025-26)

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	5,660.65	11,000.00	94.3%
5) TOTAL, REVENUES			5,660.65	11,000.00	94.3%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			5,660.65	11,000.00	94.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)					
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers		8900-8929	0.00	0.00	0.0%
a) Transfers In		7600-7629	0.00	0.00	0.0%
b) Transfers Out					
2) Other Sources/Uses		8930-8979	0.00	0.00	0.0%
a) Sources		7630-7699	0.00	0.00	0.0%
b) Uses		8980-8999	0.00	0.00	0.0%
3) Contributions			0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			5,660.65	11,000.00	94.3%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)					
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance		9791	342,501.68	348,162.33	1.7%
a) As of July 1 - Unaudited		9793	0.00	0.00	0.0%
b) Audit Adjustments			342,501.68	348,162.33	1.7%
c) As of July 1 - Audited (F1a + F1b)		9795	0.00	0.00	0.0%
d) Other Restatements			342,501.68	348,162.33	1.7%
e) Adjusted Beginning Balance (F1c + F1d)			348,162.33	359,162.33	3.2%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable		9711	0.00	0.00	0.0%
Revolving Cash		9712	0.00	0.00	0.0%
Stores		9713	0.00	0.00	0.0%
Prepaid Items		9719	0.00	0.00	0.0%
All Others		9740	64,828.10	75,828.10	17.0%
b) Restricted					
c) Committed		9750	0.00	0.00	0.0%
Stabilization Arrangements		9760	0.00	0.00	0.0%
Other Commitments (by Resource/Object)					
d) Assigned		9780	283,334.23	283,334.23	0.0%
Other Assignments (by Resource/Object)					
e) Unassigned/Unappropriated		9789	0.00	0.00	0.0%
Reserve for Economic Uncertainties		9790	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
9010	Other Restricted Local	64,828.10	75,828.10
Total, Restricted Balance		64,828.10	75,828.10

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	681,650.67	613,067.00	-10.1%
5) TOTAL, REVENUES			681,650.67	613,067.00	-10.1%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	639,905.48	618,211.00	-3.4%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			639,905.48	618,211.00	-3.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			41,745.19	(5,144.00)	-112.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			41,745.19	(5,144.00)	-112.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	371,976.61	413,721.80	11.2%
b) Audit Adjustments		9783	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			371,976.61	413,721.80	11.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			371,976.61	413,721.80	11.2%
2) Ending Balance, June 30 (E + F1e)			413,721.80	408,577.80	-1.2%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	413,721.80	408,577.80	-1.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	415,788.60		
1) Fair Value Adjustment to Cash in County Treasury		9111	(2,066.80)		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			413,721.80		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G10 + H2) - (I6 + J2)			413,721.80		
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions					
Voted Indebtedness Levies					
Homeowners' Exemptions		8571	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Voted Indebtedness Levies					
Secured Roll		8611	609,064.86	560,478.00	-8.0%
Unsecured Roll		8612	42,370.17	36,374.00	-14.2%
Prior Years' Taxes		8613	520.81	500.00	-4.0%
Supplemental Taxes		8614	11,641.61	9,715.00	-16.5%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Interest		8660	8,709.68	6,000.00	-31.1%
Net Increase (Decrease) in the Fair Value of Investments		8662	9,343.54	0.00	-100.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			681,650.67	613,067.00	-10.1%
TOTAL, REVENUES			681,650.67	613,067.00	-10.1%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Bond Redemptions		7433	115,092.00	73,136.00	-36.5%
Bond Interest and Other Service Charges		7434	524,813.48	545,075.00	3.9%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			639,905.48	618,211.00	-3.4%
TOTAL, EXPENDITURES			639,905.48	618,211.00	-3.4%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					

Description	Resource Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund		7614	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2025-26 Unaudited Actuals	2026-27 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	681,650.67	613,067.00	-10.1%
5) TOTAL, REVENUES			681,650.67	613,067.00	-10.1%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	639,905.48	618,211.00	-3.4%
10) TOTAL, EXPENDITURES			639,905.48	618,211.00	-3.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)			41,745.19	(5,144.00)	-112.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			41,745.19	(5,144.00)	-112.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	371,976.61	413,721.80	11.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			371,976.61	413,721.80	11.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			371,976.61	413,721.80	11.2%
2) Ending Balance, June 30 (E + F1e)			413,721.80	408,577.80	-1.2%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	413,721.80	408,577.80	-1.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2025-26 Unaudited Actuals	2026-27 Budget
Total, Restricted Balance		0.00	0.00

Description	2025-26 Unaudited Actuals			2026-27 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	1,427.84	1,427.84	1,545.91	1,402.08	1,402.08	1,501.19
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
4. Total, District Regular ADA (Sum of Lines A1 through A3)	1,427.84	1,427.84	1,545.91	1,402.08	1,402.08	1,501.19
5. District Funded County Program ADA						
a. County Community Schools	33.57	33.57	33.57	32.64	32.64	32.64
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	33.57	33.57	33.57	32.64	32.64	32.64
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	1,461.41	1,461.41	1,579.48	1,434.72	1,434.72	1,533.83
7. Adults in Correctional Facilities						
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities:						
Capital assets not being depreciated:						
Land	1,671,212.00		1,671,212.00			1,671,212.00
Work in Progress	1,230,286.00		1,230,286.00			1,230,286.00
Total capital assets not being depreciated	2,901,498.00	0.00	2,901,498.00	0.00	0.00	2,901,498.00
Capital assets being depreciated:						
Land Improvements	4,478,831.00		4,478,831.00			4,478,831.00
Buildings	52,017,714.69		52,017,714.69			52,017,714.69
Equipment	5,307,461.04		5,307,461.04	474,323.45		5,781,784.49
Total capital assets being depreciated	61,804,006.73	0.00	61,804,006.73	474,323.45	0.00	62,278,330.18
Accumulated Depreciation for:						
Land Improvements	(3,204,711.16)		(3,204,711.16)			(3,204,711.16)
Buildings	(21,863,279.23)		(21,863,279.23)	42,814.00		(21,820,465.23)
Equipment	(2,185,363.39)		(2,185,363.39)			(2,185,363.39)
Total accumulated depreciation	(27,253,353.78)	0.00	(27,253,353.78)	42,814.00	0.00	(27,210,539.78)
Total capital assets being depreciated, net excluding lease and subscription assets	34,550,652.95	0.00	34,550,652.95	517,137.45	0.00	35,067,790.40
Lease Assets			0.00			0.00
Accumulated amortization for lease assets			0.00			0.00
Total lease assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Subscription Assets			0.00			0.00
Accumulated amortization for subscription assets			0.00			0.00
Total subscription assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Governmental activity capital assets, net	37,452,150.95	0.00	37,452,150.95	517,137.45	0.00	37,969,288.40
Business-Type Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net excluding lease and subscription assets	0.00	0.00	0.00	0.00	0.00	0.00
Lease Assets			0.00			0.00
Accumulated amortization for lease assets			0.00			0.00
Total lease assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Subscription Assets			0.00			0.00
Accumulated amortization for subscription assets			0.00			0.00
Total subscription assets, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals
2025-26 Unaudited Actuals
GENERAL FUND
Current Expense Formula/Minimum Classroom Compensation

24 73619 0000000
Form CEA
G8A49Z49EX(2025-26)

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense- Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	12,873,281.86	301	0.00	303	12,873,281.86	305	48,408.68		307	12,824,873.18	309
2000 - Classified Salaries	4,918,354.47	311	6,996.23	313	4,911,358.24	315	67,965.61		317	4,843,392.63	319
3000 - Employee Benefits	7,521,565.50	321	136,699.18	323	7,384,866.32	325	13,812.73		327	7,371,053.59	329
4000 - Books, Supplies Equip Replace. (6500)	1,573,081.12	331	3,443.71	333	1,569,637.41	335	201,980.39		337	1,367,657.02	339
5000 - Services, & 7300 - Indirect Costs	6,744,348.70	341	38,091.25	343	6,706,257.45	345	992,404.35		347	5,713,853.10	349
TOTAL					33,445,401.28	365	TOTAL			32,120,829.52	369

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)	Object	EDP No.
1. Teacher Salaries as Per EC 41011.	1100	375
2. Salaries of Instructional Aides Per EC 41011.	2100	380
3. STRS.	3101 & 3102	382
4. PERS.	3201 & 3202	383
5. OASDI - Regular, Medicare and Alternative.	3301 & 3302	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans).	3401 & 3402	385
7. Unemployment Insurance.	3501 & 3502	390
8. Workers' Compensation Insurance.	3601 & 3602	392
9. OPEB, Active Employees (EC 41372).	3751 & 3752	396
10. Other Benefits (EC 22310).	3901 & 3902	393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10).		395
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2		0.00
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted).		0.00
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*		396
14. TOTAL SALARIES AND BENEFITS.		397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372.		52.90%
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X')		

PART III: DEFICIENCY AMOUNT

A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.

1. Minimum percentage required (60% elementary, 55% unified, 50% high)		
	55.00%	
2. Percentage spent by this district (Part II, Line 15)	52.90%	
3. Percentage below the minimum (Part III, Line 1 minus Line 2)	2.10%	
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369)	32,120,829.52	
5. Deficiency Amount (Part III, Line 3 times Line 4)	674,537.42	

PART IV: Explanation for adjustments entered in Part I, Column 4b (required)

Unaudited Actuals
2025-26 Unaudited Actuals
Schedule of Long-Term Liabilities

Description	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities:							
General Obligation Bonds Payable	13,426,308.00	(73,136.00)	13,353,172.00		115,092.00	13,238,080.00	165,600.00
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable	4,369,000.00	457,000.00	4,826,000.00		519,572.25	4,306,427.75	480,572.00
Leases Payable	63,416.00		63,416.00		57,957.58	5,458.42	5,458.42
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability	21,041,769.00	2,966,428.00	24,028,197.00		1,148,389.00	22,879,828.00	1,148,389.00
Total/Net OPEB Liability	3,579,425.00		3,579,425.00		134,961.00	3,444,464.00	86,761.00
Compensated Absences Payable			0.00	110,194.11		110,194.11	110,194.11
Subscription Liability			0.00			0.00	
Governmental activities long-term liabilities	42,479,918.00	3,370,292.00	45,850,210.00	110,194.11	1,975,951.83	43,984,452.28	1,998,954.53
Business-Type Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Subscription Liability			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Section I - Expenditures	Funds 01, 09, and 62			2025-26 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	35,603,662.62
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	1,837,600.81
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	0.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999 except 6600, 6700, 6910, 6920	517,137.45
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	519,572.25
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	22,548.80
6. All Other Financing Uses	All	9100	7699	0.00
7. Nonagency		9200	7651	
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	7100-7199	All except 5000-5999, 9000-9999	1000-7999	0.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	All	All	8710	0.00
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			0.00
D. Plus additional MOE expenditures:				1,059,258.50
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	1000-7143, 7300-7439 minus 8000-8699	0.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			0.00
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				32,706,803.31
Section II - Expenditures Per ADA				2025-26 Annual ADA/Exps. Per ADA
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)				1,461.41
B. Expenditures per ADA (Line I.E divided by Line II.A)				22,380.31
Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)			Total	Per ADA
A. Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation). (Note: If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)			31,329,127.05	20,437.28
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)			0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A,1)			31,329,127.05	20,437.28
B. Required effort (Line A,2 times 90%)			28,196,214.35	18,393.55
C. Current year expenditures (Line I,E and Line II,B)			32,706,803.31	22,380.31
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)			0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A,2 or Line C equals zero, the MOE calculation is incomplete.)			MOE Met	

F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2027-28 may be reduced by the lower of the two percentages)	0.00%	0.00%
SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)		
Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

	2025-26 Calculations			2026-27 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA	2024-25 Actual			2025-26 Actual		
Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE						
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	15,205,946.56		15,205,946.56			15,916,535.04
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,486.09		1,486.09			1,461.41
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2024-25			Adjustments to 2025-26		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)		0.00				0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA	2025-26 P2 Report			2026-27 P2 Estimate		
Unaudited actuals data should tie to Principal Apportionment Data Collection attendance reports and include ADA for charter schools reporting with the district						
1. Total K-12 ADA (Form A, Line A6)	1,461.41		1,461.41	1,434.72		1,434.72
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			1,461.41			1,434.72
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2025-26 Actual			2026-27 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	29,846.01		29,846.01	13,674.00		13,674.00
2. Timber Yield Tax (Object 8022)	4.38		4.38	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	5,846.29		5,846.29	2,942.00		2,942.00
4. Secured Roll Taxes (Object 8041)	4,712,772.31		4,712,772.31	4,578,381.00		4,578,381.00
5. Unsecured Roll Taxes (Object 8042)	369,477.38		369,477.38	536,727.00		536,727.00
6. Prior Years' Taxes (Object 8043)	11,254.24		11,254.24	12,000.00		12,000.00
7. Supplemental Taxes (Object 8044)	63,246.56		63,246.56	70,000.00		70,000.00

	2025-26 Calculations			2026-27 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	(54,256.75)		(54,256.75)	50,000.00		50,000.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	19,415.76		19,415.76	10,000.00		10,000.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	5,157,606.18	0.00	5,157,606.18	5,273,724.00	0.00	5,273,724.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	5,157,606.18	0.00	5,157,606.18	5,273,724.00	0.00	5,273,724.00
EXCLUDED APPROPRIATIONS						
19a. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			246,305.82			246,611.00
19b. Qualified Capital Outlay Projects						
19c. Routine Restricted Maintenance Account (Fund 01, Resource 8150, Objects 8900-8999)	1,261,594.00		1,261,594.00	1,060,104.00		1,060,104.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)	1,261,594.00	0.00	1,507,899.82	1,060,104.00	0.00	1,308,715.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	20,219,570.00		20,219,570.00	20,442,821.00		20,442,821.00
25. LCFF State Aid - Prior Years (Object 8019)	31,438.00		31,438.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	20,251,008.00	0.00	20,251,008.00	20,442,821.00	0.00	20,442,821.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	34,792,849.11		34,792,849.11	35,375,029.00		35,375,029.00

	2025-26 Calculations			2026-27 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	859,783.23		859,783.23	525,000.00		525,000.00
D. APPROPRIATIONS LIMIT CALCULATIONS	2025-26 Actual			2026-27 Budget		
PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			15,205,946.56			15,916,535.04
2. Inflation Adjustment			1.0644			1.0495
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9834			0.9817
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			15,916,535.04			16,398,712.94
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			5,157,606.18			5,273,724.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			175,369.20			172,166.40
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			12,266,828.68			12,433,703.94
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			12,266,828.68			12,433,703.94
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			441,493.76			266,754.43
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			5,599,099.94			5,540,478.43
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			11,825,334.92			12,166,949.51
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			5,599,099.94			
b. State Subventions (Line D8)			11,825,334.92			
c. Less: Excluded Appropriations (Line C23)			1,507,899.82			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			15,916,535.04			
10. Adjustments to the Limit Per Government Code Section 7902.1 (Line D9d minus D4)			0.00			
SUMMARY						
11. Adjusted Appropriations Limit						

**Unaudited Actuals
Fiscal Year 2025-26
School District Appropriations Limit Calculations**

24 73619 0000000
Form GANN
G8A49Z49EX(2025-26)

[illegible]

Part I - General Administrative Share of Plant Services Costs

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

A. Salaries and Benefits - Other General Administration and Centralized Data Processing

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 713,274.51
2. Contracted general administrative positions not paid through payroll
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. _____
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

B. Salaries and Benefits - All Other Activities

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 24,464,966.52

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 2.92%

Part II - Adjustments for Employment Separation Costs

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

A. Normal Separation Costs (optional)

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. Retain supporting documentation. _____

B. Abnormal or Mass Separation Costs (required)

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. 0.00

Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)

A. Indirect Costs

1. Other General Administration, less portion charged to restricted resources or specific goals
(Functions 7200-7600, objects 1000-5999, minus Line B9) 943,525.56
2. Centralized Data Processing, less portion charged to restricted resources or specific goals
(Function 7700, objects 1000-5999, minus Line B10) 27,909.07

3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000 - 5999)	0.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000 - 5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	124,504.88
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	0.00
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	1,095,939.51
9. Carry-Forward Adjustment (Part IV, Line F)	(628,587.26)
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	467,352.24
B. Base Costs	
1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	19,693,528.45
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	3,486,062.32
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	2,963,247.26
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	293,573.42
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	758,892.61
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000 - 5999, minus Part III, Line A3)	26,450.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	345,398.27
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	89,040.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	4,139,360.82
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	225,711.14
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	809,155.91
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	32,830,420.20
C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment	
(For information only - not for use when claiming/recovering indirect costs)	
(Line A8 divided by Line B19)	3.34%
D. Preliminary Proposed Indirect Cost Rate	
(For final approved fixed-with-carry-forward rate for use in 2027-28 see www.cde.ca.gov/fg/ac/ic)	
(Line A10 divided by Line B19)	1.42%

Part IV - Carry-forward Adjustment

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates

the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

1,095,939.51

A. Indirect costs incurred in the current year (Part III, Line A8)

310,959.28

B. Carry-forward adjustment from prior year(s)

0.00

1. Carry-forward adjustment from the second prior year

2. Carry-forward adjustment amount deferred from prior year(s), if any

C. Carry-forward adjustment for under- or over-recovery in the current year

1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (6.20%) times Part III, Line B19); zero if negative

0.00

2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (6.20%) times Part III, Line B19) or (the highest rate used to recover costs from any program (6.20%) times Part III, Line B19); zero if positive

(628,587.26)

(628,587.26)

D. Preliminary carry-forward adjustment (Line C1 or C2)

E. Optional allocation of negative carry-forward adjustment over more than one year

Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.

Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:

1.42%

Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment (\$-314293.63) is applied to the current year calculation and the remainder (\$-314293.63) is deferred to one or more future years:

2.38%

Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment (\$-209529.09) is applied to the current year calculation and the remainder (\$-419058.17) is deferred to one or more future years:

2.70%

LEA request for Option 1, Option 2, or Option 3

1

F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)

(628,587.26)

Unaudited Actuals
2025-26 Unaudited Actuals
Exhibit A: Indirect Cost Rates Charged to Programs

24 73619 0000000
Form ICR
G8A49Z49EX(2025-26)

Approved
indirect
cost rate: 6.20%
Highest
rate used
in any
program: 6.20%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except 4700 & 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	2600	976,888.20	60,567.07	6.20%
01	3010	768,348.78	47,637.62	6.20%
01	3310	611,537.71	37,915.34	6.20%
01	3311	31,617.52	1,960.28	6.20%
01	3550	26,819.18	1,286.00	4.80%
01	4035	103,364.92	6,408.52	6.20%
01	4127	114,130.45	7,076.08	6.20%
01	4201	6,648.60	412.21	6.20%
01	4203	68,208.67	4,228.93	6.20%
01	6053	211,170.21	13,092.40	6.20%
01	6211	140,206.57	8,692.80	6.20%
01	6266	261,619.94	15,350.06	5.87%
01	6383	10,923.48	677.25	6.20%
01	6500	2,185,818.67	135,520.75	6.20%
01	6546	28,741.50	1,781.97	6.20%
01	6547	8,821.92	546.96	6.20%
01	6762	364,476.76	17,311.37	4.75%
01	6770	185,097.88	11,476.07	6.20%
01	7399	2,557.41	158.56	6.20%
01	7435	1,418,002.25	87,916.14	6.20%
01	8150	1,131,083.68	70,116.18	6.20%
01	9010	653,787.88	15,019.70	2.30%
11	6391	87,406.29	4,370.31	5.00%
13	5310	742,241.62	46,018.98	6.20%
13	5316	3,545.40	219.81	6.20%
13	5320	63,368.89	3,928.87	6.20%

Unaudited Actuals
2025-26 Unaudited Actuals
LOTTERY REPORT
Revenues, Expenditures and
Ending Balances - All Funds

24 73619 0000000
Form L
G8A49Z49EX(2025-26)

Description	Object Codes	Lottery: Unrestricted (Resource 1100)	Transferred to Other Resources for Expenditure	Lottery: Instructional Materials (Resource 6300)*	Totals
A. AMOUNT AVAILABLE FOR THIS FISCAL YEAR					
1. Adjusted Beginning Fund Balance	9791-9795	24,478.09		580,096.63	604,574.72
2. State Lottery Revenue	8560	291,889.92		129,592.52	421,482.44
3. Other Local Revenue	8600-8799	0.00		0.00	0.00
4. Transfers from Funds of Lapsed/Reorganized Districts	8965	0.00		0.00	0.00
5. Proceeds from SBITAs	8974	0.00		0.00	0.00
6. Contributions from Unrestricted Resources (Total must be zero)	8980	0.00			0.00
7. Total Available (Sum Lines A1 through A6)		316,368.01	0.00	709,689.15	1,026,057.16
B. EXPENDITURES AND OTHER FINANCING USES					
1. Certificated Salaries	1000-1999	48,408.68		0.00	48,408.68
2. Classified Salaries	2000-2999	55,233.31		0.00	55,233.31
3. Employee Benefits	3000-3999	7,279.14		0.00	7,279.14
4. Books and Supplies	4000-4999	37,590.63		137,156.88	174,747.51
5. a. Services and Other Operating Expenditures (Resource 1100)	5000-5999	94,512.75			94,512.75
b. Services and Other Operating Expenditures (Resource 6300)	5000-5999, except 5100, 5710, 5800			0.00	0.00
c. Duplicating Costs for Instructional Materials (Resource 6300)	5100, 5710, 5800			4,900.00	4,900.00
6. Capital Outlay	6000-6999	0.00		0.00	0.00
7. Tuition	7100-7199	0.00			0.00
8. Interagency Transfers Out					
a. To Other Districts, County Offices, and Charter Schools	7211, 7212, 7221, 7222, 7281, 7282	0.00			0.00
b. To JPAs and All Others	7213, 7223, 7283, 7299	0.00			0.00
9. Transfers of Indirect Costs	7300-7399	0.00			0.00
10. Debt Service	7400-7499	0.00			0.00
11. All Other Financing Uses	7630-7699	0.00			0.00
12. Total Expenditures and Other Financing Uses (Sum Lines B1 through B11)		243,024.51	0.00	142,056.88	385,081.39
C. ENDING BALANCE (Must equal Line A7 minus Line B12)	979Z	73,343.50	0.00	567,632.27	640,975.77
D. COMMENTS:					
Expense for a License for Instructional Materials					

Data from this report will be used to prepare a report to the Legislature as required by Control Section 24.60 of the Budget Act.

*Pursuant to Government Code Section 8880.4(a)(2)(B) and the definition in Education Code Section 60010(h), Resource 6300 funds are to be used for the purchase of instructional materials only. Any amounts in the shaded cells of this column should be reviewed for appropriateness.

Unaudited Actuals
2025-26
General Fund and Charter Schools Funds
Program Cost Report

24 73618 000000
Form PCR
G8A4(2/4/05)(2/25-26)

Goal	Program/Activity	Direct Costs			Central Admin Costs (col. 3 x Sch. CAC line E) Column 4	Other Costs (Schedule DC) Column 5	Total Costs by Program (col. 3 + 4 + 5) Column 6
		Direct Charged (Schedule DCC) Column 1	Allocated (Schedule AC) Column 2	Subtotal (col. 1 + 2) Column 3			
Instructional Goals							
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00		0.00
1110	Regular Education, K-12	18,245,192.88	9,218,868.30	27,464,060.98	1,806,043.15		29,270,104.13
3100	Alternative Schools	0.00	0.00	0.00	0.00		0.00
3200	Continuation Schools	125,729.82	102,793.22	228,522.84	15,027.72		243,550.56
3300	Independent Study Centers	0.00	0.00	0.00	0.00		0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00		0.00
3500	Community Day Schools	0.00	0.00	0.00	0.00		0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00		0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00		0.00
4110	Regular Education, Adult	0.00	102,793.22	102,793.22	8,759.71		109,552.93
4620	Adult Correctional Education	0.00	0.00	0.00	0.00		0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00		0.00
4760	Bilingual	0.00	0.00	0.00	0.00		0.00
4850	Migrant Education	0.00	0.00	0.00	0.00		0.00
5000-5999	Special Education	3,579,728.43	513,399.17	4,093,128.60	269,165.11		4,362,293.71
6000	Regional Occupational Center (ROC/P)	0.00	0.00	0.00	0.00		0.00
Other Goals							
7110	Nonagency - Educational	0.00	0.00	0.00	0.00		0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00		0.00
8100	Community Services	0.00	0.00	0.00	0.00		0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00		0.00
Other Costs							
	Food Services					48,676.32	48,676.32
	Enterprise					0.00	0.00
	Facilities Acquisition & Construction					43,405.25	43,405.25
	Other Outgo					1,455,893.52	1,455,893.52
Other Funds							
	Adult Education, Child Development, Cafeteria, Foundation ((Column 3 x CAC, line C5) times CAC, line E)			0.00	0.00	94,219.83	94,219.83
	Indirect Cost Transfers to Other Funds (Net of Funds 01, 09, 82, Function 7210, Object 7350)				(55,626.83)		(55,626.83)
Total General Fund and Charter Schools Funds Expenditures		21,950,651.73	9,837,853.91	31,888,505.64	2,135,588.89	1,548,977.09	35,573,071.42

Unaudited Actuals
2025-26
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Direct Charged Costs (DCC)

Goal	Type of Program	Instruction (Functions 1000- 1999)	Instructional Supervision and Administration (Functions 2100- 2299)	Library, Media, Technology and Other Instructional Resources (Functions 2400- 2499)	School Administration (Function 2700)	Pupil Support Services (Functions 3110- 3199 and 3900)	Pupil Transportation (Function 3600)	Auxiliary Services (Functions 4000- 4999)	Community Services (Functions 5000- 5999)	General Administration (Functions 7000- 7999, except 7210)*	Plant Maintenance and Operations (Functions 8100- 8499)	Facilities Rents and Leases (Function 8700)	Total
Instructional Goals													
6001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
1110	Regular Education, K-12	17,915,534.26	32,745.15	39,256.74	3,915.12	3,530.05	0.00	250,111.36			0.00	0.00	18,245,192.68
3100	Alternative Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3200	Continuation Schools	125,729.62	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	125,729.62
3300	Independent Study Centers	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3500	Community Day Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4620	Adult Correctional Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4760	Bilingual	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4890	Migrant Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
5000-5999	Special Education	2,471,956.83	94,812.61	0.00	233,353.71	635,807.00	100,537.02	43,462.06			0.00	0.00	3,579,729.43
6000	RCCIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
Other Goals													
7110	Nonagency - Educational	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8100	Community Services		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Total Direct Charged Costs		20,513,220.71	127,357.96	39,256.74	237,268.83	639,437.05	100,537.02	293,573.42			0.00	0.00	21,950,651.73

* Functions 7100-7199 for goals 8100 and 8500

Goal	Type of Program	Allocated Support Costs (Based on factors input on Form PCRAF)			Total
		Full-Time Equivalents	Classroom Units	Pupils Transported	
Instructional Goals					
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00
1110	Regular Education, K-12	4,035,983.28	4,378,664.08	803,220.94	9,218,868.30
2100	Alternative Schools	0.00	0.00	0.00	0.00
3200	Continuation Schools	48,047.42	54,745.80	0.00	102,793.22
3300	Independent Study Centers	0.00	0.00	0.00	0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00
3550	Community Day Schools	0.00	0.00	0.00	0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00
4110	Regular Education, Adult	48,047.42	54,745.80	0.00	102,793.22
4620	Adult Correctional Education	0.00	0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00
4750	Bilingual	0.00	0.00	0.00	0.00
4850	Migrant Education	0.00	0.00	0.00	0.00
5000-5899	Special Education (allocated to 5001)	288,284.51	218,863.20	6,131.48	513,389.17
6200	RDC/P	0.00	0.00	0.00	0.00
Other Goals					
7110	Nonagency - Educational	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00
8100	Community Services	0.00	0.00	0.00	0.00
8500	Child Care and Development Svcs	0.00	0.00	0.00	0.00
Other Funds					
--	Adult Education (Fund 11)	0.00	0.00	0.00	0.00
--	Child Development (Fund 12)	0.00	0.00	0.00	0.00
--	Cafeteria (Funds 13 and 61)	0.00	0.00	0.00	0.00
Total Allocated Support Costs		4,429,362.63	4,708,138.88	809,352.40	9,937,853.91

Unaudited Actuals
2025-26
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Central Administration Costs (CAC)

24 73819 0000000
Form PCR
GBA46246EX(2025-26)

A.	Central Administration Costs in General Fund and Charter Schools Funds	
1	Board and Superintendent (Funds 01, 06, and 62, Functions 7100-7160, Goals 0000-6999 and 9000, Objects 1000-7999)	758,882.81
2	External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000 - 7999)	26,480.00
3	Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	1,288,623.83
4	Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	118,849.07
5	Total Central Administration Costs in General Fund and Charter Schools Funds	2,181,215.51
B.	Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	
1	Total Direct Charged Costs (From Form PCR, Column 1, Total)	31,952,851.73
2	Total Allocated Costs (From Form PCR, Column 2, Total)	9,937,853.91
3	Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	31,888,505.64
C.	Direct Charged Costs in Other Funds	
1	Adult Education (Fund 11, Objects 1000-5980, except 5100)	225,711.14
2	Child Development (Fund 12, Objects 1000-5980, except 5100)	0.00
3	Cafeteria (Funds 13 & 61, Objects 1000-5989, except 5100)	1,207,067.00
4	Foundation (Funds 19 & 37, Objects 1000-5999, except 5100)	0.00
5	Total Direct Charged Costs in Other Funds	1,432,778.14
D.	Total Direct Charged and Allocated Costs (B3 + C5)	33,321,283.78
E.	Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)	6.55%

Unaudited Actuals
2025-26
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Other Costs (OC)

Type of Activity	Food Services (Function 3700)	Enterprise (Function 8000)	Facilities Acquisition & Construction (Function 8300)	Other Outgo (Functions 9000- 9999)	Total
Food Services (Objects 1000-9999, 6400-6900)	43,678.32				43,678.32
Enterprise (Objects 1000-9999, 6400-6900)		0.00			0.00
Facilities Acquisition & Construction (Objects 1000-6700)			43,405.25		43,405.25
Other Outgo (Objects 1000 - 7999)				1,455,993.52	1,455,993.52
Total Other Costs	43,678.32	0.00	43,405.25	1,455,993.52	1,543,077.09

Unaudited Actuals
2025-26
Form and Charter Schools Funds
Program Cost Report
Schedule of Allocation Factors (AF) for Support Costs

	Teacher Full-Time Equivalents				Classroom Units		Pupils Transported
	Instructional Supervision and Administration (Functions 2100 - 2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3100-3199 & 3900)	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Pupil Transportation (Function 3600)
A. Amount of Undistributed Expenditures, Funds 01, 09, and 62, Goals 0000 and 9000 (will be allocated based on factors input)	31,202.63	3,077.41	3,018,396.41	1,367,686.18	4,708,138.89	0.00	809,352.40
B. Enter Allocation Factor(s) by Goal: (Note: Allocation factors are only needed for a column if there are undistributed expenditures in line A.)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	CU Factor(s)	CU Factor(s)	PT Factor(s)
Instructional Goals							
0001 Pre-Kindergarten							
1110 Regular Education, K-12	84.00	84.00	84.00	84.00	80.00		524.00
3100 Alternative Schools							
3200 Continuation Schools	1.00	1.00	1.00	1.00	1.00		
3300 Independent Study Centers							
3400 Opportunity Schools							
3550 Community Day Schools							
3700 Specialized Secondary Programs							
3800 Career Technical Education							
4110 Regular Education, Adult	1.00	1.00	1.00	1.00	1.00		
4620 Adult Correctional Education							
4630 Adult Career Technical Education							
4760 Bilingual							
4850 Migrant Education							
5000-5999 Special Education (allocated to 5001)	6.00	6.00	6.00	6.00	4.00		4.00
6000 ROC/P							
Other Goals							
7110 Nonagency - Educational							
7150 Nonagency - Other							
8100 Community Services							
8500 Child Care and Development Services							
Other Funds							
-- Adult Education (Fund 11)							
-- Child Development (Fund 12)							
-- Cafeteria (Funds 13 & 61)							
C. Total Allocation Factors	92.00	92.00	92.00	92.00	86.00	0.00	528.00

Unaudited Actuals
2025-26 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

24 73619 0000000
Form SIAA
G8A49Z49EX(2025-26)

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
01 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	(54,537.97)				
Other Sources/Uses Detail					7.02	22,548.80		
Fund Reconciliation							55,632.31	23,644.74
08 STUDENT ACTIVITY SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail							0.00	0.00
Fund Reconciliation								
11 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	4,370.31	0.00				
Other Sources/Uses Detail					22,245.99	0.00		
Fund Reconciliation							22,555.88	4,370.31
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	50,167.66	0.00				
Other Sources/Uses Detail					139,372.57	139,372.57		
Fund Reconciliation							1,088.86	51,256.52
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	1.54		
Fund Reconciliation							0.00	0.00
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		

Unaudited Actuals
2025-26 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

24 73619 0000000
Form SIAA
G8A49Z49EX(2025-26)

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
Fund Reconciliation							0.00	0.00
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail					0.00	0.00		
Other Sources/Uses Detail							0.00	0.00
Fund Reconciliation								
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					302.81	5.48		
Fund Reconciliation							0.00	5.48
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
49 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
51 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
53 TAX OVERRIDE FUND								
Expenditure Detail								

Unaudited Actuals
2025-26 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

24 73619 0000000
Form SIAA
G8A49Z49EX(2025-26)

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
57 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
73 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
95 STUDENT BODY FUND								
Expenditure Detail								

Unaudited Actuals
2025-26 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

24 73619 0000000
Form SIAA
G8A49Z49EX(2025-26)

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
TOTALS	0.00	0.00	54,537.97	(54,537.97)	161,928.39	161,928.39	79,277.05	79,277.05

2025-26 Unaudited Actuals
FEDERAL GRANT AWARDS
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF
UNEARNED REVENUES

Description	001	002	003	004	005	006	007
FEDERAL PROGRAM NAME	Title I	SPED	SPED Pvt Sch	Cal Perkins	Title II	Student Support	Title III
FEDERAL CATALOG NUMBER							
RESOURCE CODE	3010	3310	3311	3550	4035	4127	4201
REVENUE OBJECT	8290	8181	8181	8290	8290	8290	8290
LOCAL DESCRIPTION (if any)							
AWARD							
1. Prior Year Carryover		373,590.35					
2. a. Current Year Award	952,400.00	275,862.70	14,321.30	27,018.00	93,018.00	73,992.00	6,169.00
b. Transferability (ESSA)							
c. Other Adjustments							
d. Adj Curr Yr Award							
(sum lines 2a, 2b, & 2c)	952,400.00	275,862.70	14,321.30	27,018.00	93,018.00	73,992.00	6,169.00
3. Required Matching Funds/Other							
4. Total Available Award							
(sum lines 1, 2d, & 3)	952,400.00	649,453.05	14,321.30	27,018.00	93,018.00	73,992.00	6,169.00
REVENUES							
5. Unearned Revenue Deferred from Prior Year	250,635.83		19,733.43	7,778.98	27,550.61	110,792.95	3,380.74
6. Cash Received in Current Year	553,413.00	649,453.05	44,884.65	12,230.43	79,472.00	19,241.00	5,170.00
7. Contributed Matching Funds							
8. Total Available (sum lines 5, 6, & 7)	804,048.83	649,453.05	64,618.08	20,009.41	107,022.61	130,033.95	8,550.74
EXPENDITURES							
9. Donor-Authorized Expenditures	815,986.40	649,453.05	33,577.80	28,105.18	109,773.44	121,206.53	7,060.81
10. Non Donor-Authorized Expenditures							
11. Total Expenditures (lines 9 & 10)	815,986.40	649,453.05	33,577.80	28,105.18	109,773.44	121,206.53	7,060.81
12. Amounts Included in							
Line 6 above for Prior							
Year Adjustments							
13. Calculation of Unearned Revenue							
or A/P, & A/R amounts							
(line 8 minus line 9 plus line 12)	(11,937.57)	0.00	31,040.28	(8,095.77)	(2,750.83)	8,827.42	1,489.93
a. Unearned Revenue			6,381.15			2,172.42	

2025-26 Unaudited Actuals
FEDERAL GRANT AWARDS
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF
UNEARNED REVENUES

24 73619 0000000
Form CAT
G8A49Z49EX(2025-26)

Description	001	002	003	004	005	006	007
b. Accounts Payable			38,980.43	18,922.23			5,369.00
c. Accounts Receivable	11,587.00		14,321.30	27,018.00	2,750.83	(6,655.00)	3,879.07
14. Unused Grant Award Calculation (line 4 minus line 9)	136,413.60	0.00	(19,256.50)	(1,087.18)	(16,755.44)	(47,214.53)	(891.81)
15. If Carryover is allowed, enter line 14 amount here							
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	815,635.83	649,453.05	33,577.80	28,105.18	109,773.44	121,206.53	7,060.81

2025-26 Unaudited Actuals
FEDERAL GRANT AWARDS
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF
UNEARNED REVENUES

Description		008
FEDERAL PROGRAM NAME		TOTAL
FEDERAL CATALOG NUMBER		
RESOURCE CODE	4203	
REVENUE OBJECT	8290	
LOCAL DESCRIPTION (if any)		
AWARD		
1. Prior Year Carryover		373,590.35
2. a. Current Year Award	70,233.00	1,513,014.00
b. Transferability (ESSA)		0.00
c. Other Adjustments		0.00
d. Adj Curr Yr Award		
(sum lines 2a, 2b, & 2c)	70,233.00	1,513,014.00
3. Required Matching Funds/Other		0.00
4. Total Available Award		
(sum lines 1, 2d, & 3)	70,233.00	1,886,604.35
REVENUES		
5. Unearned Revenue Deferred from Prior Year	25,311.82	445,184.36
6. Cash Received in Current Year	66,368.00	1,430,232.13
7. Contributed Matching Funds		0.00
8. Total Available (sum lines 5, 6, & 7)	91,679.82	1,875,416.49
EXPENDITURES		
9. Donor-Authorized Expenditures	72,437.60	1,837,600.81
10. Non Donor-Authorized Expenditures		0.00
11. Total Expenditures (lines 9 & 10)	72,437.60	1,837,600.81
12. Amounts Included in		
Line 6 above for Prior		
Year Adjustments		0.00
13. Calculation of Unearned Revenue		
or A/P, & A/R amounts		
(line 8 minus line 9 plus line 12)	19,242.22	37,815.68
a. Unearned Revenue	19,242.22	27,795.79

2025-26 Unaudited Actuals
FEDERAL GRANT AWARDS
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF
UNEARNED REVENUES

Description	008	
b. Accounts Payable		63,271.66
c. Accounts Receivable		52,901.20
14. Unused Grant Award Calculation (line 4 minus line 9)	(2,204.60)	49,003.54
15. If Carryover is allowed, enter line 14 amount here		0.00
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	72,437.60	1,837,250.24

2025-26 Unaudited Actuals
STATE GRANT AWARDS
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF
UNEARNED REVENUES

Description	001	002	
STATE PROGRAM NAME	UPK	Career Tech	TOTAL
RESOURCE CODE	6053	6387	
REVENUE OBJECT	8590	8590	
LOCAL DESCRIPTION (if any)			
AWARD			
1. Prior Year Carryover		1.00	1.00
2. a. Current Year Award	224,262.61	160,099.00	384,361.61
b. Other Adjustments			0.00
c. Adj Curr Yr Award			
(sum lines 2a & 2b)	224,262.61	160,099.00	384,361.61
3. Required Matching Funds/Other			0.00
4. Total Available Award			
(sum lines 1, 2c, & 3)	224,262.61	160,100.00	384,362.61
REVENUES			
5. Unearned Revenue Deferred from Prior Year			0.00
6. Cash Received in Current Year	224,262.61	144,089.10	368,351.71
7. Contributed Matching Funds			0.00
8. Total Available (sum lines 5, 6, & 7)	224,262.61	144,089.10	368,351.71
EXPENDITURES			
9. Donor-Authorized Expenditures	224,262.61	0.00	224,262.61
10. Non Donor-Authorized Expenditures			0.00
11. Total Expenditures (lines 9 & 10)	224,262.61	0.00	224,262.61
12. Amounts Included in Line 6 above for Prior Year Adjustments			0.00
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	0.00	144,089.10	144,089.10
a. Unearned Revenue		155,813.98	155,813.98
b. Accounts Payable			0.00
c. Accounts Receivable		11,724.88	11,724.88
14. Unused Grant Award Calculation			

2025-26 Unaudited Actuals
STATE GRANT AWARDS
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF
UNEARNED REVENUES

24 73619 0000000
Form CAT
G8A49Z49EX(2025-26)

Description	001	002	
(line 4 minus line 9)	0.00	160,100.00	160,100.00
15. If Carryover is allowed, enter line 14 amount here			0.00
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	224,262.61	0.00	224,262.61

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2025-26 Expenditures by LEA (LE-CY)

24 73619 0000000
Report SEMA
G8A49Z49EX(2025-26)

Object Code		Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total	
UNDULICATED PUPIL COUNT										213.00	
TOTAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-9999)											
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	1,315,596.59			1,315,596.59	
2000-2999	Classified Salaries	4,063.84	0.00	0.00	0.00	0.00	890,982.72			895,046.56	
3000-3999	Employee Benefits	1,018.77	0.00	0.00	0.00	0.00	932,220.91			933,239.68	
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	42,713.14			42,713.14	
5000-5999	Services and Other Operating Expenditures	137,406.53	0.00	0.00	0.00	0.00	255,726.93			393,133.46	
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
	Total Direct Costs	142,489.14	0.00	0.00	0.00	0.00	3,437,240.29	0.00		3,579,729.43	
7310	Transfers of Indirect Costs	195,150.71	0.00	0.00	0.00	0.00	0.00			195,150.71	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
PCRA	Program Cost Report Allocations	665,542.34									665,542.34
	Total Indirect Costs and PCR Allocations	860,693.05	0.00	0.00	0.00	0.00	0.00	0.00		860,693.05	
	TOTAL COSTS	1,003,182.19	0.00	0.00	0.00	0.00	3,437,240.29	0.00		4,440,422.48	
FEDERAL EXPENDITURES (Funds 01, 09, and 62; resources 3000-5999, except 3385)											
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	59,068.90			59,068.90	
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	396,055.82			396,055.82	
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	185,641.76			185,641.76	
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	2,388.75			2,388.75	
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	643,155.23	0.00		643,155.23	
7310	Transfers of Indirect Costs	39,875.62	0.00	0.00	0.00	0.00	0.00			39,875.62	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
	Total Indirect Costs	39,875.62	0.00	0.00	0.00	0.00	0.00	0.00		39,875.62	
	TOTAL BEFORE OBJECT 8980	39,875.62	0.00	0.00	0.00	0.00	643,155.23	0.00		683,030.85	
8980	Less: Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)									0.00	
	TOTAL COSTS									683,030.85	
STATE AND LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)											
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	1,256,527.69			1,256,527.69	

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2025-26 Expenditures by LEA (LE-CY)

24 73619 0000000
Report SEMA
G8A49Z49EX(2025-26)

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
2000-2999	Classified Salaries	4,063.84	0.00	0.00	0.00	0.00	494,926.90		498,990.74
3000-3999	Employee Benefits	1,018.77	0.00	0.00	0.00	0.00	746,579.15		747,597.92
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	42,713.14		42,713.14
5000-5999	Services and Other Operating Expenditures	137,406.53	0.00	0.00	0.00	0.00	253,338.18		390,744.71
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	142,489.14	0.00	0.00	0.00	0.00	2,794,085.06	0.00	2,936,574.20
7310	Transfers of Indirect Costs	155,275.09	0.00	0.00	0.00	0.00	0.00		155,275.09
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
PCRA	Program Cost Report Allocations	665,542.34							665,542.34
	Total Indirect Costs and PCR Allocations	820,817.43	0.00	0.00	0.00	0.00	0.00	0.00	820,817.43
	TOTAL BEFORE OBJECT 8980	963,306.57	0.00	0.00	0.00	0.00	2,794,085.06	0.00	3,757,391.63
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)								0.00
	TOTAL COSTS								3,757,391.63
LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)									
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	80,170.77		80,170.77
2000-2999	Classified Salaries	1,600.00	0.00	0.00	0.00	0.00	111,808.88		113,408.88
3000-3999	Employee Benefits	140.89	0.00	0.00	0.00	0.00	86,218.83		86,359.72
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	34,575.68		34,575.68
5000-5999	Services and Other Operating Expenditures	73,193.68	0.00	0.00	0.00	0.00	1,100.00		74,293.68
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	74,934.57	0.00	0.00	0.00	0.00	313,874.16	0.00	388,808.73
7310	Transfers of Indirect Costs	17,425.41	0.00	0.00	0.00	0.00	0.00		17,425.41
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	17,425.41	0.00	0.00	0.00	0.00	0.00	0.00	17,425.41
	TOTAL BEFORE OBJECT 8980	92,359.98	0.00	0.00	0.00	0.00	313,874.16	0.00	406,234.14
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)								0.00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500, 6510, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500, 6510, & 7240, goals 5000-5999)								1,963,193.89
	TOTAL COSTS								2,369,428.03

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2024-25 Expenditures by LEA (LE-PY)

24 73619 0000000
Report SEMA
G8A49Z49EX(2025-26)

2024-25 Expenditures		A. State and Local	B. Local Only
1.	Enter Total Costs amounts from the 2024-25 Report SEMA, 2024-25 Expenditures by LEA (LE-CY) worksheet, Total Column, for the State and Local Expenditures section and the Local Expenditures section		
2.	Enter audit adjustments of 2024-25 special education expenditures from SACS2026ALL data, not included in Line 1 (explain below) (Funds 01, 09, and 62; resources 0000-2999 & 6000-9999; Object 9793)		
3.	Enter restatements of 2025-26 special education beginning fund balances from SACS2026ALL data, not included in Line 1 (explain below) (Funds 01, 09, and 62; resources 0000 - 2999 & 6000 - 9999; Object 9795)		
4.	Enter any other adjustments, not included in Line 1 (explain below)		
5.	2024-25 Expenditures, Adjusted for 2025-26 MOE Calculation (Sum lines 1 through 4)	0.00	0.00

C. Unduplicated Pupil Count		
1.	Enter the unduplicated pupil count reported in 2024-25 Report SEMA, 2024-25 Expenditures by LEA (LE-CY) worksheet	
2.	Enter any adjustments not included in Line C1 (explain below)	
3.	2024-25 Unduplicated Pupil Count, Adjusted for 2025-26 MOE Calculation (Line C1 plus Line C2)	0.00

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
LEA Maintenance of Effort Calculation (LMC-A)

24 73619 0000000
Report SEMA
G8A49Z49EX(2025-26)

SELPA:

Merced County (VV)

Up to 50% of the increase in IDEA Part B Section 611 funding in current year compared with prior year may be used to reduce the required level of state and local expenditures. This option is available only if the LEA used or will use the freed up funds for activities authorized under the Elementary and Secondary Education Act (ESEA) of 1965. Also, the amount of Part B funds used for early intervening services (34 CFR 300.226(a)) will count toward the maximum amount by which the LEA may reduce its MOE requirement under this exception [P.L. 108-446].

	State and Local	Local Only
Current year funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310)		
Less: Prior year's funding (IDEA Section 611 Local Assistance Grant Awards - Resource 3310)		
Increase in funding (if difference is positive)	0.00	
Maximum available for MOE reduction (50% of increase in funding)	0.00 (a)	
Current year funding (IDEA Section 619 - Resource 3315)		
Maximum available for early intervening services (EIS) (15% of current year funding - Resources 3310 and 3315)	0.00 (b)	
If (b) is greater than (a). Enter portion to set aside for EIS (cannot exceed line (b), Maximum available for EIS) (c) Available for MOE reduction, (line (a) minus line (c), zero if negative) 0.00 (d) Enter portion used to reduce MOE requirement (cannot exceed line (d), Available for MOE reduction).		
If (b) is less than (a). Enter portion used to reduce MOE requirement (first column cannot exceed line (a), Maximum available for MOE reduction, second and third columns cannot exceed (e), Portion used to reduce MOE requirement). (e) Available to set aside for EIS (line (b) minus line (e), zero if negative) 0.00 (f)		
Note: If your LEA exercises the authority under 34 CFR 300.205(a) to reduce the MOE requirement, the LEA must list the activities (which are authorized under the ESEA) paid with the freed up funds:		

SECTION 3

Column A

Column B

Column C

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
LEA Maintenance of Effort Calculation (LMC-A)

24 73619 0000000
Report SEMA
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

		Actual Expenditures (LE-CY Worksheet) FY 2025-26	Actual Expenditures Comparison Year 2024-25	Difference (A - B)
A. COMBINED STATE AND LOCAL EXPENDITURES METHOD				
Test 1	Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on state and local expenditures.			
a. Total special education expenditures		4,440,422.48		
b. Less: Expenditures paid from federal sources		683,030.85		
c. Expenditures paid from state and local sources		3,757,391.63	4,085,192.79	
Add/Less: Adjustments required for MOE calculation			0.00	
Comparison year's expenditures, adjusted for MOE calculation			4,085,192.79	
Less: Exempt reduction(s) for SECTION1			346,449.13	
Less: 50% reduction from SECTION 2			0.00	
Net expenditures paid from state and local sources		3,757,391.63	3,738,743.66	18,647.97
If the difference in Column C for the Section 3,Test 1 is positive or zero, the MOE compliance requirement is met based on the combination of state and local expenditures.				
		Actual FY 2025-26	Comparison Year 2024-25	Difference
Test 2	Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on the per capita state and local expenditures.			
a. Total special education expenditures		4,440,422.48		
b. Less: Expenditures paid from federal sources		683,030.85		
c. Expenditures paid from state and local sources		3,757,391.63	0.00	
Add/Less: Adjustments required for MOE calculation			0.00	
Comparison year's expenditures, adjusted for MOE calculation			0.00	
Less: Exempt reduction(s) from SECTION 1			346,449.13	
Less: 50% reduction from SECTION 2			0.00	
Net expenditures paid from state and local sources		3,757,391.63	(346,449.13)	
d. Special education unduplicated pupil count		213.00	199.00	
e. Per capita state and local expenditures (Test2c/Test2d)		17,640.34	(1,740.95)	19,381.29
If the difference in Column C for the Section 3,Test 2 is positive or zero, the MOE compliance requirement is met based on the per capita state and local expenditures.				

B. LOCAL EXPENDITURES ONLY METHOD

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
LEA Maintenance of Effort Calculation (LMC-A)

24 73619 0000000
Report SEMA
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

		Actual FY 2025-26	Comparison Year 2024-25	Difference
Test 3	Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on local expenditures only.			
	a. Expenditures paid from local sources	2,369,428.03	3,207,369.35	
	Add/Less: Adjustments required for MOE calculation		0.00	
	Comparison year's expenditures, adjusted for MOE calculation		3,207,369.35	
	Less: Exempt reduction(s) from SECTION 1		122,736.37	
	Less: 50% reduction from SECTION 2		0.00	
	Net expenditures paid from local sources	2,369,428.03	3,084,632.98	(715,204.95)

If the difference in Column C for the Section 3, Test 3 is positive or zero, the MOE compliance requirement is met based on the local expenditures only.

		Actual FY 2025-26	Comparison Year 2024-25	Difference
Test 4	Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on the per capita local expenditures only.			
	a. Expenditures paid from local sources	2,369,428.03	3,207,369.35	
	Add/Less: Adjustments required for MOE calculation		0.00	
	Comparison year's expenditures, adjusted for MOE		3,207,369.35	
	Less: Exempt reduction(s) from SECTION 1		122,736.37	
	Less: 50% reduction from SECTION 2		0.00	
	Net expenditures paid from local sources	2,369,428.03	3,084,632.98	
	b. Special education unduplicated pupil count	213.00	199.00	
	c. Per capita local expenditures (Test4a/Test4b)	11,124.08	15,500.67	(4,376.59)

If the difference in Column C for the Section 3, Test 4 is positive or zero, the MOE compliance requirement is met based on the per capita local expenditures only.

Jody Edwards
Contact Name
Chief Business Official
Title

209-854-3784
Telephone Number
JEdwards@gustineusd.org
Email Address

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2025-26 Expenditures by SELPA (SE-CY)

24 73619 0000000
Report SEMA
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Object Code	Description	Merced County Office of Education (VV00)	Atwater Elementary (VV01)	Ballico-Cressey Elementary (VV02)	El Nido Elementary (VV06)	Gustine Unified (VV07)	Hilmar Unified (VV08)
TOTAL EXPENDITURES - All Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
PCRA	Program Cost Report Allocations						
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from State and Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
PCRA	Program Cost Report Allocations						
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2025-26 Expenditures by SELPA (SE-CY)

SELPA: Merced County (VV)

Object Code	Description	Merced County Office of Education (VV00)	Atwater Elementary (VV01)	Ballico-Cressey Elementary (VV02)	El Nido Elementary (VV06)	Gustine Unified (VV07)	Hilmar Unified (VV08)
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from EXPENDITURES - Paid from State and Local Sources section)	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to State Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
UNDUPLICATED PUPIL COUNT							

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2025-26 Expenditures by SELPA (SE-CY)

SELPA: Merced County (VV)

Object Code	Description	Le Grand Union Elementary (VV09)	Livingston Union Elementary (VV10)	Los Banos Unified (VV11)	McSwain Union Elementary (VV12)	Merced City Elementary (VV13)	Merced Union High (VV14)
TOTAL EXPENDITURES - All Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
PCRA	Program Cost Report Allocations						
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from State and Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
PCRA	Program Cost Report Allocations						
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2025-26 Expenditures by SELPA (SE-CY)

SELPA: Merced County (VV)

Object Code	Description	Le Grand Union Elementary (VV09)	Livingston Union Elementary (VV10)	Los Banos Unified (VV11)	McSwain Union Elementary (VV12)	Merced City Elementary (VV13)	Merced Union High (VV14)
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from EXPENDITURES - Paid from State and Local Sources section)	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to State Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
UNDUPLICATED PUPIL COUNT							

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

SELPA: Merced County (VV)

Object Code	Description	Merced River Union Elementary (VV15)	Planada Elementary (VV16)	Weaver Union Elementary (VV17)	Winton Elementary (VV18)	Le Grand Union High (VV20)	Snelling-Merced Falls Union Elementary (VV21)
TOTAL EXPENDITURES - All Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
PCRA	Program Cost Report Allocations						
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from State and Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
PCRA	Program Cost Report Allocations						
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from Local Sources							
1000-1999	Certificated Salaries						

SELPA: Merced County (VV)

Object Code	Description	Merced River Union Elementary (VV15)	Planada Elementary (VV16)	Weaver Union Elementary (VV17)	Winton Elementary (VV18)	Le Grand Union High (VV20)	Snelling-Merced Falls Union Elementary (VV21)
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from EXPENDITURES - Paid from State and Local Sources section)	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to State Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
UNDUPLICATED PUPIL COUNT							

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

SELPA: Merced County (VV)

Object Code	Description	Dos Palos Oro Loma Joint Unified (VV22)	Delhi Unified (VV23)	Plainsburg Union Elementary (VV24)	Adjustments*	Total
TOTAL EXPENDITURES - All Sources						
1000-1999	Certificated Salaries					0.00
2000-2999	Classified Salaries					0.00
3000-3999	Employee Benefits					0.00
4000-4999	Books and Supplies					0.00
5000-5999	Services and Other Operating Expenditures					0.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)					0.00
7130	State Special Schools					0.00
7430-7439	Debt Service					0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs					0.00
7350	Transfers of Indirect Costs - Interfund					0.00
PCRA	Program Cost Report Allocations					0.00
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from State and Local Sources						
1000-1999	Certificated Salaries					0.00
2000-2999	Classified Salaries					0.00
3000-3999	Employee Benefits					0.00
4000-4999	Books and Supplies					0.00
5000-5999	Services and Other Operating Expenditures					0.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)					0.00
7130	State Special Schools					0.00
7430-7439	Debt Service					0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs					0.00
7350	Transfers of Indirect Costs - Interfund					0.00
PCRA	Program Cost Report Allocations					0.00
	Total Indirect Costs and PCR Allocations	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources					0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00
EXPENDITURES - Paid from Local Sources						
1000-1999	Certificated Salaries					0.00

Unaudited Actuals
Special Education Maintenance of Effort
2025-26 Actual vs. Actual Comparison Year
2025-26 Expenditures by SELPA (SE-CY)

SELPA:

Merced County (VV)

Object Code	Description	Dos Palos Oro Loma Joint Unified (VV22)	Delhi Unified (VV23)	Plainsburg Union Elementary (VV24)	Adjustments*	Total
2000-2999	Classified Salaries					0.00
3000-3999	Employee Benefits					0.00
4000-4999	Books and Supplies					0.00
5000-5999	Services and Other Operating Expenditures					0.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)					0.00
7130	State Special Schools					0.00
7430-7439	Debt Service					0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs					0.00
7350	Transfers of Indirect Costs - Interfund					0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from EXPENDITURES - Paid from State and Local Sources section)	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to State Resources					0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00
UNDUPLICATED PUPIL COUNT						0.00

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by LEA (LB-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
	UNDULICATED PUPIL COUNT								213.00
	TOTAL BUDGET (Funds 01, 09, & 62; resources 0000-9999)								
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	1,491,385.00		1,491,385.00
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	941,241.00		941,241.00
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	1,243,264.00		1,243,264.00
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	36,356.00		36,356.00
5000-5999	Services and Other Operating Expenditures	68,662.00	0.00	0.00	0.00	0.00	323,955.00		392,617.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	68,662.00	0.00	0.00	0.00	0.00	4,036,201.00	0.00	4,104,863.00
7310	Transfers of Indirect Costs	162,251.00	0.00	0.00	0.00	0.00	0.00		162,251.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	162,251.00	0.00	0.00	0.00	0.00	0.00	0.00	162,251.00
	TOTAL COSTS	230,913.00	0.00	0.00	0.00	0.00	4,036,201.00	0.00	4,267,114.00
	STATE AND LOCAL BUDGET (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)								
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	1,313,547.00		1,313,547.00
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	496,261.00		496,261.00
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	997,206.00		997,206.00
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	23,337.00		23,337.00
5000-5999	Services and Other Operating Expenditures	68,662.00	0.00	0.00	0.00	0.00	323,955.00		392,617.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	68,662.00	0.00	0.00	0.00	0.00	3,154,306.00	0.00	3,222,968.00
7310	Transfers of Indirect Costs	160,949.00	0.00	0.00	0.00	0.00	0.00		160,949.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	160,949.00	0.00	0.00	0.00	0.00	0.00	0.00	160,949.00
	TOTAL BEFORE OBJECT 8980	229,611.00	0.00	0.00	0.00	0.00	3,154,306.00	0.00	3,383,917.00
8980	Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)								434,231.00
	TOTAL COSTS								3,818,148.00

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by LEA (LB-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
LOCAL BUDGET (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)									
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	126,665.00		126,665.00
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	188,822.00		188,822.00
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	125,296.00		125,296.00
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	6,237.00		6,237.00
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	5,635.00		5,635.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	452,655.00	0.00	452,655.00
7310	Transfers of Indirect Costs	2,582.00	0.00	0.00	0.00	0.00	0.00		2,582.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	2,582.00	0.00	0.00	0.00	0.00	0.00	0.00	2,582.00
	TOTAL BEFORE OBJECT 8980	2,582.00	0.00	0.00	0.00	0.00	452,655.00	0.00	455,237.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from State and Local Budget section)								434,231.00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500-6540, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500-6540, & 7240, goals 5000-5999)								1,577,885.00
	TOTAL COSTS								2,467,353.00

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2025-26 Expenditures by LEA (LE-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
UNDUPLICATED PUPIL COUNT									213.00
TOTAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-9999)									
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	1,315,596.59		1,315,596.59
2000-2999	Classified Salaries	4,063.84	0.00	0.00	0.00	0.00	890,982.72		895,046.56
3000-3999	Employee Benefits	1,018.77	0.00	0.00	0.00	0.00	932,220.91		933,239.68
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	42,713.14		42,713.14
5000-5999	Services and Other Operating Expenditures	137,406.53	0.00	0.00	0.00	0.00	255,726.93		393,133.46
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	142,489.14	0.00	0.00	0.00	0.00	3,437,240.29	0.00	3,579,729.43
7310	Transfers of Indirect Costs	195,150.71	0.00	0.00	0.00	0.00	0.00		195,150.71
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
PCRA	Program Cost Report Allocations (non-add)	665,542.34							665,542.34
	Total Indirect Costs	195,150.71	0.00	0.00	0.00	0.00	0.00	0.00	195,150.71
	TOTAL COSTS	337,639.85	0.00	0.00	0.00	0.00	3,437,240.29	0.00	3,774,880.14
FEDERAL EXPENDITURES (Funds 01, 09, and 62; resources 3000-5999, except 3385)									
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	59,068.90		59,068.90
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	396,055.82		396,055.82
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	185,641.76		185,641.76
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	0.00		0.00
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	2,388.75		2,388.75
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	643,155.23	0.00	643,155.23
7310	Transfers of Indirect Costs	39,875.62	0.00	0.00	0.00	0.00	0.00		39,875.62
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	39,875.62	0.00	0.00	0.00	0.00	0.00	0.00	39,875.62
	TOTAL BEFORE OBJECT 8980	39,875.62	0.00	0.00	0.00	0.00	643,155.23	0.00	683,030.85
8980	Less: Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)								0.00
	TOTAL COSTS								683,030.85

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2025-26 Expenditures by LEA (LE-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
STATE AND LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)									
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	1,256,527.69		1,256,527.69
2000-2999	Classified Salaries	4,063.84	0.00	0.00	0.00	0.00	494,926.90		498,990.74
3000-3999	Employee Benefits	1,018.77	0.00	0.00	0.00	0.00	746,579.15		747,597.92
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	42,713.14		42,713.14
5000-5999	Services and Other Operating Expenditures	137,406.53	0.00	0.00	0.00	0.00	253,338.18		390,744.71
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	142,489.14	0.00	0.00	0.00	0.00	2,794,085.06	0.00	2,936,574.20
7310	Transfers of Indirect Costs	155,275.09	0.00	0.00	0.00	0.00	0.00		155,275.09
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
PCRA	Program Cost Report Allocations (non-add)	665,542.34							665,542.34
	Total Indirect Costs	155,275.09	0.00	0.00	0.00	0.00	0.00	0.00	155,275.09
	TOTAL BEFORE OBJECT 8980	297,764.23	0.00	0.00	0.00	0.00	2,794,085.06	0.00	3,091,849.29
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)								0.00
	TOTAL COSTS								3,091,849.29
LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)									
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	80,170.77		80,170.77
2000-2999	Classified Salaries	1,600.00	0.00	0.00	0.00	0.00	111,808.88		113,408.88
3000-3999	Employee Benefits	140.89	0.00	0.00	0.00	0.00	86,218.83		86,359.72
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	34,575.68		34,575.68
5000-5999	Services and Other Operating Expenditures	73,193.68	0.00	0.00	0.00	0.00	1,100.00		74,293.68
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	74,934.57	0.00	0.00	0.00	0.00	313,874.16	0.00	388,808.73
7310	Transfers of Indirect Costs	17,425.41	0.00	0.00	0.00	0.00	0.00		17,425.41
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	17,425.41	0.00	0.00	0.00	0.00	0.00	0.00	17,425.41
	TOTAL BEFORE OBJECT 8980	92,359.98	0.00	0.00	0.00	0.00	313,874.16	0.00	406,234.14
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)								0.00

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2025-26 Expenditures by LEA (LE-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500, 6510, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500, 6510, & 7240, goals 5000-5999)								1,963,193.89
	TOTAL COSTS								2,369,428.03

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

**Unaudited Actuals
 Special Education Maintenance of Effort
 2026-27 Budget vs. Actual Comparison Year
 LEA Maintenance of Effort Calculation (LMC-B)**

**24 73619 0000000
 Report SEMB
 G8A49Z49EX(2025-26)**

SELPA: Merced County (VV)

This form is used to check maintenance of effort (MOE) for an LEA, whether the LEA is a member of a SELPA or is a single-LEA SELPA. If a member of a SELPA, submit this form together with the 2026-27 Budget by LEA (LB-B) and the 2025-26 Expenditures by LEA (LE-B) to the SELPA AU. If a single-LEA SELPA, submit the forms to the CDE.

Per the federal Subsequent Years Rule, in order to determine the required level of effort, the LEA must look back to the last fiscal year in which the LEA maintained effort using the same method by which it is currently establishing the eligibility standard. To meet the requirement of the Subsequent Years Rule, the LMC-B worksheet has been revised to make changes to section 3. Test 1, Test 2, Test 3, and Test 4. The revised sections allow the LEA to compare the 2026-27 budgeted expenditures to the most recent fiscal year the LEA met MOE using that method, which is the comparison year. To ensure the LEA is comparing 2026-27 budgeted expenditures to the appropriate comparison year, the LEA is required to complete the Subsequent Years Tracking (SYT) worksheet with their LMC-B worksheet. The SYT worksheet tracks the result for each of the four methods back to FY 2011-12, which is the baseline year for LEA MOE calculations established by the Office of Special Education Programs. The SYT worksheet is available at: <http://www.cde.ca.gov/sp/se/as/documents/subseqytrckwrksht.xls>.

There are four methods that the LEA can use to demonstrate the eligibility standard. They are (1) combined state and local expenditures; (2) combined state and local expenditures on a per capita basis; (3) local expenditures only; and (4) local expenditures only on a per capita basis.

The LEA is only required to pass one of the tests to meet the MOE requirement. However, the LEA is required to show results for all four methods. These results are necessary both for historical purposes and for the possibility that the LEA may want, or need, to switch methods in future years.

SECTION 1

Exempt Reduction Under 34 CFR Section 300.204

If your LEA determines that a reduction in expenditures occurred as a result of one or more of the following conditions, you may calculate a reduction to the required MOE standard. Reductions may apply to combined state and local MOE standard, local only MOE standard, or both. If the LEA meets one of the conditions below, the LEA must complete and include the IDEA MOE Exemption Worksheet available at: <http://www.cde.ca.gov/sp/se/as/documents/leamoeexempwrksht.xls>.

1. Voluntary departure, by retirement or otherwise, or departure for just cause, of special education or related services personnel.
2. A decrease in the enrollment of children with disabilities.
3. The termination of the obligation of the agency to provide a program of special education to a particular child with a disability that is an exceptionally costly program, as determined by the SEA, because the child:
 - a. Has left the jurisdiction of the agency;
 - b. Has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has terminated; or
 - c. No longer needs the program of special education.
4. The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities.
5. The assumption of cost by the high cost fund operated by the SEA under 34 CFR Sec. 300.704(c).

Provide the condition number, if any, to be used in the calculation below:

Exemption 1: Various Staff Reduction or Unfilled.

	State and Local	Local Only
	349,499.13	122,536.37
Total exempt reductions	349,499.13	122,536.37

SECTION 2

Reduction to MOE Requirement Under IDEA, Section 613 (a)(2)(C) (34 CFR Sec. 300.205)

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
LEA Maintenance of Effort Calculation (LMC-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: **Merced County (VV)**

IMPORTANT NOTE: Only LEAs that have a "meets requirement" compliance determination and that are not found significantly disproportionate for the current year are eligible to use this option to reduce their MOE requirement.

Up to 50% of the increase in IDEA Part B Section 611 funding in current year compared with prior year may be used to reduce the required level of state and local expenditures. This option is available only if the LEA used or will use the freed up funds for activities authorized under the Elementary and Secondary Education Act (ESEA) of 1965. Also, the amount of Part B funds used for early intervening services (34 CFR 300.226(a)) will count toward the maximum amount by which the LEA may reduce its MOE requirement under this exception [P.L. 108-446].

	<u>State and Local</u>	<u>Local Only</u>
Current year funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310)	<u> </u>	
Less: Prior year's funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310)	<u> </u>	
Increase in funding (if difference is positive)	<u>0.00</u>	
Maximum available for MOE reduction (50% of increase in funding)	<u>0.00</u> (a)	
Current year funding (IDEA Section 619 - Resource 3315)	<u> </u>	
Maximum available for early intervening services (EIS) (15% of current year funding - Resources 3310 and 3315)	<u>0.00</u> (b)	

If (b) is greater than (a).		
Enter portion to set aside for EIS (cannot exceed line (b), Maximum available for EIS)	<u> </u>	(c)
Available for MOE reduction. (line (a) minus line (c), zero if negative)	<u>0.00</u>	(d)
Enter portion used to reduce MOE requirement (cannot exceed line (d), Available for MOE reduction).	<u> </u>	<u> </u>

If (b) is less than (a).		
Enter portion used to reduce MOE requirement (first column cannot exceed line (a), Maximum available for MOE reduction, second and third columns cannot exceed (e), Portion used to reduce MOE requirement).	<u> </u>	<u> </u>
Available to set aside for EIS (line (b) minus line (e), zero if negative)	<u>0.00</u>	<u> </u>

Note: If your LEA exercises the authority under 34 CFR 300.205(a) to reduce the MOE requirement, the LEA must list the activities (which are authorized under the ESEA) paid with the freed up funds:

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
LEA Maintenance of Effort Calculation (LMC-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

SECTION 3

	Column A	Column B	Column C
	Budgeted Amounts (LB-B Worksheet) FY 2026-27	Actual Expenditures Comparison Year FY 2025-26	Difference (A - B)
A. COMBINED STATE AND LOCAL EXPENDITURES METHOD			
Test 1 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on state and local expenditures.			
a. Total special education expenditures	4,267,114.00		
b. Less: Expenditures paid from federal sources	448,966.00		
c. Expenditures paid from state and local sources	3,818,148.00	3,757,391.63	
Add/Less: Adjustments and/or PCRA required for MOE calculation		0.00	
Comparison year's expenditures, adjusted for MOE calculation		3,757,391.63	
Less: Exempt reduction(s) from SECTION 1		349,499.13	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from state and local sources	3,818,148.00	3,407,892.50	410,255.50
If the difference in Column C for the Section 3.Test 1 is positive or zero, the MOE Eligibility requirement is met based on the combination of state and local expenditures.			
	Budgeted Amounts FY 2026-27	Comparison Year 2025-26	Difference
Test 2 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on the per capita state and local expenditures.			
a. Total special education expenditures	4,267,114.00		
b. Less: Expenditures paid from federal sources	448,966.00		
c. Expenditures paid from state and local sources	3,818,148.00		
Add/Less: Adjustments and/or PCRA required for MOE calculation			
Comparison year's expenditures, adjusted for MOE calculation		0.00	
Less: Exempt reduction(s) from SECTION 1		349,499.13	

**Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
LEA Maintenance of Effort Calculation (LMC-B)**

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from state and local sources	3,818,148.00	(349,499.13)	
d. Special education unduplicated pupil count	213.00	199.00	
e. Per capita state and local expenditures (Test2c/Test2d)	17,925.58	(1,756.28)	19,681.85
If the difference in Column C for the Section 3, Test 2 is positive or zero, the MOE eligibility requirement is met based on the per capita state and local expenditures.			

B. LOCAL EXPENDITURES ONLY METHOD

		Budget	Comparison	
		FY 2026-27	Year	
			2025-26	Difference
Test 3	Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on local expenditures only.			
	a. Expenditures paid from local sources	2,467,353.00	2,369,428.03	
	Add/Less: Adjustments required for MOE calculation			
	Comparison year's expenditures, adjusted for MOE calculation		2,369,428.03	
	Less: Exempt reduction(s) from SECTION 1		122,536.37	
	Less: 50% reduction from SECTION 2		0.00	
	Net expenditures paid from local sources	2,467,353.00	2,246,891.66	220,461.34
If the difference in Column C for the Section 3, Test 3 is positive or zero, the MOE eligibility requirement is met based on the local expenditures only.				

		Budget	Comparison	
		FY 2026-27	Year	
			2025-26	Difference
Test 4	Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on per capita local expenditures			
	a. Expenditures paid from local sources	2,467,353.00	2,369,428.03	
	Add/Less: Adjustments required for MOE calculation			
	Comparison year's expenditures, adjusted for MOE calculation		2,369,428.03	
	Less: Exempt reduction(s) from SECTION 1		122,536.37	
	Less: 50% reduction from SECTION 2		0.00	
	Net expenditures paid from local sources	2,467,353.00	2,246,891.66	
	b. Special education unduplicated pupil count	213.00		
	c. Per capita local expenditures (Test4a/Test4b)	11,583.82	0.00	11,583.82
If the difference in Column C for the Section 3, Test 4 is positive or zero, the MOE eligibility requirement is met based on the per capita local expenditures only.				

Amounts must be entered in Column B for both sections 3.A and 3.B; if no costs, enter 0.

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
LEA Maintenance of Effort Calculation (LMC-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Jody Edwards

Contact Name

Chief Business Official

Title

209-854-3784

Telephone Number

JEdwards@gustine.org

Email Address

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

SELPA: Merced County (VV)

Object Code	Description	Merced County Office of Education (VV00)	Atwater Elementary (VV01)	Ballico-Cressey Elementary (VV02)	El Nido Elementary (VV06)	Gustine Unified (VV07)	Hilmar Unified (VV08)
TOTAL BUDGET - All Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
BUDGET - State and Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
BUDGET - Local Sources							

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Object Code	Description	Merced County Office of Education (VV00)	Atwater Elementary (VV01)	Ballico-Cressey Elementary (VV02)	El Nido Elementary (VV06)	Gustine Unified (VV07)	Hilmar Unified (VV08)
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from BUDGET - State and Local Sources section)	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to State Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
UNDUPLICATED PUPIL COUNT							

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Object Code	Description	Le Grand Union Elementary (VV09)	Livingston Union Elementary (VV10)	Los Banos Unified (VV11)	McSwain Union Elementary (VV12)	Merced City Elementary (VV13)	Merced Union High (VV14)
TOTAL BUDGET - All Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
BUDGET - State and Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
BUDGET - Local Sources							

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Object Code	Description	Le Grand Union Elementary (VV09)	Livingston Union Elementary (VV10)	Los Banos Unified (VV11)	McSwain Union Elementary (VV12)	Merced City Elementary (VV13)	Merced Union High (VV14)
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from BUDGET - State and Local Sources section)	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to State Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
UNDUPLICATED PUPIL COUNT							

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Object Code	Description	Merced River Union Elementary (VV15)	Planada Elementary (VV16)	Weaver Union Elementary (VV17)	Winton Elementary (VV18)	Le Grand Union High (VV20)	Snelling-Merced Falls Union Elementary (VV21)
TOTAL BUDGET - All Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
BUDGET - State and Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

24 73619 0000000
Report SEMB
G8A49Z49EX(2025-26)

SELPA: Merced County (VV)

Object Code	Description	Merced River Union Elementary (VV15)	Planada Elementary (VV16)	Weaver Union Elementary (VV17)	Winton Elementary (VV18)	Le Grand Union High (VV20)	Snelling-Merced Falls Union Elementary (VV21)
BUDGET - Local Sources							
1000-1999	Certificated Salaries						
2000-2999	Classified Salaries						
3000-3999	Employee Benefits						
4000-4999	Books and Supplies						
5000-5999	Services and Other Operating Expenditures						
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)						
7130	State Special Schools						
7430-7439	Debt Service						
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs						
7350	Transfers of Indirect Costs - Interfund						
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from BUDGET - State and Local Sources section)	0.00	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to State Resources						
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00	0.00
UNDUPLICATED PUPIL COUNT							

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

SELPA: Merced County (VV)

Object Code	Description	Dos Palos Oro Loma Joint Unified (VV22)	Delhi Unified (VV23)	Plainsburg Union Elementary (VV24)	Adjustments*	Total
TOTAL BUDGET - All Sources						
1000-1999	Certificated Salaries					0.00
2000-2999	Classified Salaries					0.00
3000-3999	Employee Benefits					0.00
4000-4999	Books and Supplies					0.00
5000-5999	Services and Other Operating Expenditures					0.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)					0.00
7130	State Special Schools					0.00
7430-7439	Debt Service					0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs					0.00
7350	Transfers of Indirect Costs - Interfund					0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00
BUDGET - State and Local Sources						
1000-1999	Certificated Salaries					0.00
2000-2999	Classified Salaries					0.00
3000-3999	Employee Benefits					0.00
4000-4999	Books and Supplies					0.00
5000-5999	Services and Other Operating Expenditures					0.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)					0.00
7130	State Special Schools					0.00
7430-7439	Debt Service					0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs					0.00
7350	Transfers of Indirect Costs - Interfund					0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources					0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals
Special Education Maintenance of Effort
2026-27 Budget vs. Actual Comparison Year
2026-27 Budget by SELPA (SB-B)

SELPA: Merced County (VV)

Object Code	Description	Dos Palos Oro Loma Joint Unified (VV22)	Delhi Unified (VV23)	Plainsburg Union Elementary (VV24)	Adjustments*	Total
BUDGET - Local Sources						
1000-1999	Certificated Salaries					0.00
2000-2999	Classified Salaries					0.00
3000-3999	Employee Benefits					0.00
4000-4999	Books and Supplies					0.00
5000-5999	Services and Other Operating Expenditures					0.00
6000-6999	Capital Outlay (except objects 6600, 6700, 6910 & 6920)					0.00
7130	State Special Schools					0.00
7430-7439	Debt Service					0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00
7310	Transfers of Indirect Costs					0.00
7350	Transfers of Indirect Costs - Interfund					0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (from BUDGET - State and Local Sources section)	0.00	0.00	0.00		0.00
8980	Contributions from Unrestricted Revenues to State Resources					0.00
	TOTAL COSTS	0.00	0.00	0.00	0.00	0.00
UNDULICATED PUPIL COUNT						0.00

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

GUSTINE UNIFIED SCHOOL DISTRICT**Meeting of the Board of Trustees****MEETING DATE:**

September 9, 2026

AGENDA ITEM TITLE: Gann Limit Public Hearing/Resolution NO. 2026-27-02**AGENDA SECTION:** Public Hearing/Action**PRESENTED BY:** Jody Edwards, Chief Business Officer**RECOMMENDATIONS:**

1. It is recommended that the Board of Trustees hold a public hearing on the Gann Limit Resolution NO. 2026-27-02.
2. It is recommended that the Board of Trustees waive the reading on the Gann Limit Resolution NO. 2026-27-02.
3. It is recommended that the Board of Trustees approve the Gann Limit Resolution NO. 2026-27-02.

SUMMARY:

A yearly public hearing is required to allow public input on the Gann Spending Limit. The Gann Spending Limit is a ceiling or limit on each year's appropriation of tax dollars by the state, cities, counties or school districts. The Gann Spending Limit is adjusted annually for the change in the California Consumer Price Index or per capita personal income, whichever is smaller and also a change in the state's population. This is an annual requirement of all public institutions.

The County has prepared a calculation which indicates that the District's appropriations in the budget do not exceed those allowed by Proposition 4, the Gann Amendment.

FISCAL IMPACT: None**BUDGET CATEGORY:** None

PUBLIC NOTICE

LEGAL NOTICE
PUBLIC HEARING ON THE GANN LIMIT
GUSTINE UNIFIED SCHOOL DISTRICT
SEPTEMBER 9, 2026

A Public Hearing will be held on September 9, 2026, at 7:00 p.m. in the Board Room at 1500 Meredith Avenue, Gustine, California, to obtain community input regarding the following:

1. Gann Limit

* * * * *

Date Posted: September 4, 2026

**BEFORE THE GOVERNING BOARD
OF THE
GUSTINE UNIFIED SCHOOL DISTRICT
MERCED COUNTY, CALIFORNIA**

**IN THE MATTER OF
ADOPTING THE “GANN” LIMIT**

RESOLUTION NO. 2026-27-02

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

WHEREAS, the provisions of that 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 2025-26 fiscal year and a projected Gann Limit for the 2026-27 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law; and,

WHEREAS, Government Code Section 7902.1 provides that school districts may increase their Gann Limits under specified circumstances;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2025-26 and 2026-27 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2025-26 and 2026-27 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

REGULARLY passed and adopted this 9th day of September, 2026.

AYES _____ NOES _____ ABSENT _____

ABSTAINED _____ RECUSED _____

Bryan Ballenger, Board Secretary

Gary Silva, Board President

Date Approved/Filed

	2025-26 Calculations			2026-27 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA	2024-25 Actual			2025-26 Actual		
Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE						
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	15,205,946.56		15,205,946.56			15,916,535.04
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,486.09		1,486.09			1,461.41
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2024-25			Adjustments to 2025-26		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA	2025-26 P2 Report			2026-27 P2 Estimate		
Unaudited actuals data should tie to Principal Apportionment Data Collection attendance reports and include ADA for charter schools reporting with the district						
1. Total K-12 ADA (Form A, Line A6)	1,461.41		1,461.41	1,434.72		1,434.72
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			1,461.41			1,434.72
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2025-26 Actual			2026-27 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	29,846.01		29,846.01	13,674.00		13,674.00
2. Timber Yield Tax (Object 8022)	4.38		4.38	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	5,846.29		5,846.29	2,942.00		2,942.00
4. Secured Roll Taxes (Object 8041)	4,712,772.31		4,712,772.31	4,578,381.00		4,578,381.00
5. Unsecured Roll Taxes (Object 8042)	369,477.38		369,477.38	536,727.00		536,727.00
6. Prior Years' Taxes (Object 8043)	11,254.24		11,254.24	12,000.00		12,000.00
7. Supplemental Taxes (Object 8044)	63,246.56		63,246.56	70,000.00		70,000.00

	2025-26 Calculations			2026-27 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	(54,256.75)		(54,256.75)	50,000.00		50,000.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	19,415.76		19,415.76	10,000.00		10,000.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	5,157,606.18	0.00	5,157,606.18	5,273,724.00	0.00	5,273,724.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	5,157,606.18	0.00	5,157,606.18	5,273,724.00	0.00	5,273,724.00
EXCLUDED APPROPRIATIONS						
19a. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			246,305.82			248,611.00
19b. Qualified Capital Outlay Projects						
19c. Routine Restricted Maintenance Account (Fund 01, Resource 8150, Objects 8900-8999)	1,261,594.00		1,261,594.00	1,060,104.00		1,060,104.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)	1,261,594.00	0.00	1,507,899.82	1,060,104.00	0.00	1,308,715.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	20,219,570.00		20,219,570.00	20,442,821.00		20,442,821.00
25. LCFF State Aid - Prior Years (Object 8019)	31,438.00		31,438.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	20,251,008.00	0.00	20,251,008.00	20,442,821.00	0.00	20,442,821.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	34,792,849.11		34,792,849.11	35,375,029.00		35,375,029.00

	2025-26 Calculations			2026-27 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	859,783.23		859,783.23	525,000.00		525,000.00
D. APPROPRIATIONS LIMIT CALCULATIONS	2025-26 Actual			2026-27 Budget		
PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			15,205,946.56			15,916,535.04
2. Inflation Adjustment			1.0644			1.0495
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9834			0.9817
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			15,916,535.04			16,398,712.94
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			5,157,606.18			5,273,724.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			175,369.20			172,166.40
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			12,266,828.68			12,433,703.94
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			12,266,828.68			12,433,703.94
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			441,493.76			266,754.43
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			5,599,099.94			5,540,478.43
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			11,825,334.92			12,166,949.51
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			5,599,099.94			
b. State Subventions (Line D8)			11,825,334.92			
c. Less: Excluded Appropriations (Line C23)			1,507,899.82			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			15,916,535.04			
10. Adjustments to the Limit Per Government Code Section 7902.1 (Line D9d minus D4)			0.00			
SUMMARY	2025-26 Actual			2026-27 Budget		
11. Adjusted Appropriations Limit						

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: Sufficiency of Instructional Materials Public Hearing/Resolution
NO. 2026-27-03

AGENDA SECTION: Public Hearing/Action

PRESENTED BY: Dr. Bryan Ballenger, Superintendent

RECOMMENDATIONS:

1. It is recommended that the Board of Trustees hold a public hearing on the Sufficiency of Instructional Materials Resolution NO. 2026-27-03.
2. It is recommended that the Board of Trustees waive the reading of the Sufficiency of Instructional Materials Resolution NO. 2026-27-03.
3. It is recommended that the Board of Trustees approve the Sufficiency of Instructional Materials Resolution NO. 2026-27-03.

SUMMARY:

Education Code (E.C.) 60242.5 states that all purchases of instructional materials from state instructional materials funds shall conform to the law and applicable rules and regulations adopted by the State Board of Education. In order to be eligible to receive instructional materials funds from any state source, school districts must also ensure that they have fully complied with the requirements of E.C. 60119 which requires the local governing board to hold a public hearing and make a determination through a resolution as to whether each pupil and each school in the District has sufficient textbooks or instructional materials or both. The school district must provide a written assurance of conformance to the Superintendent of Public Instruction.

FISCAL IMPACT: None

BUDGET CATEGORY: None

PUBLIC NOTICE

LEGAL NOTICE
PUBLIC HEARING ON THE SUFFICIENCY
OF INSTRUCTIONAL MATERIALS
GUSTINE UNIFIED SCHOOL DISTRICT
SEPTEMBER 9, 2026

A Public Hearing will be held on September 9, 2026, at 7:00 p.m. in the Board Room at 1500 Meredith Avenue, Gustine, California, to discuss the sufficiency of instructional materials during the 2026-2027 school year. Education Code 60119 requires such a meeting in order for the District to make an application to the state for additional funding that can be used for instructional materials.

Immediately following the meeting, the Board will be asked to pass a resolution declaring the sufficiency of instructional materials within the Gustine Unified School District.

Date posted: August 20, 2026, at all school sites and DO 

BEFORE THE GOVERNING BOARD
OF THE
GUSTINE UNIFIED SCHOOL DISTRICT
MERCED COUNTY, CALIFORNIA

IN THE MATTER OF
TEXTBOOKS AND INSTRUCTIONAL
MATERIALS

RESOLUTION NO. 2026-27-03

WHEREAS, the Governing Board of the Gustine Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on **September 9, 2026**, at **7:00 p.m.**, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, the Board provided at least 10 days' notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing detailed the extent to which sufficient textbooks or instructional materials were provided to all students, including English learners, in the Gustine Unified School District, and;

WHEREAS, the definition of sufficient textbooks or instructional materials means that each student, including each English learner, has standards-aligned textbooks and/or instructional materials to use in class and to take home, which may include materials in a digital format as long as each student, at a minimum, has and can access the same materials in the class and at home as other students in the same class or course in the district, but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

WHEREAS, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards and/or the Common Core State Standards adopted by the State Board of Education.

THEREFORE, BE IT RESOLVED that for the **2026-2027** school year, the Gustine Unified School District sufficient standards-aligned textbooks or other instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, at the following schools in the following subjects:

- Mathematics
- Science
- History-social science
- English language arts, including the English language development component of an adopted program

- World/foreign language
- Health

BE IT FURTHER RESOLVED, laboratory science equipment was available for science laboratory courses offered in grades 9-12, inclusive,

BE IT FURTHER RESOLVED, that the Superintendent or designee, on behalf of the Board, shall submit a copy of this resolution to the County Superintendent of Schools within three business days of the hearing.

PASSED AND ADOPTED THIS 9th day of September, 2026 at a meeting, by the following vote:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RECUSED: _____

Attest:

Bryan Ballenger, Secretary

Gary Silva, President

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: Preventive Maintenance Contract – Vierra’s Heating and Air Conditioning LLC

AGENDA SECTION: Action

PRESENTED BY: Jody Edwards, CBO

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Preventive Maintenance Contract with Vierra’s Heating and Air Conditioning LLC.

SUMMARY:

The District is seeking to have a comprehensive preventive maintenance service performed on HVAC and refrigeration equipment throughout the District. The purpose of this initial service is to establish a current assessment of the condition of the District’s HVAC equipment, ensure units are properly maintained and operating efficiently, replace required air filters, and identify potential issues before they result in equipment failure.

The proposed service includes inspection and cleaning of equipment, replacement of required air filters and standard drive belts where applicable, inspection of electrical and mechanical components, verification of heating and cooling operation, and documentation of deficiencies and recommended repairs.

FISCAL IMPACT: \$ 29,708.50

BUDGET CATEGORY: Routine Restricted Maintenance Account (Resource 8150)



Prepared For

Gustine Middle School
28075 Sullivan Rd.
Gustine, CA 95322
(209) 854-5030

**Vierra's Heating And Air Conditioning LLC Lic#
1103328**

Estimate # 915
Date 07/28/2026

PO Box 471
Atwater, CA 95301
Phone: (209) 595-0769
Email: vierrasheatingandair@gmail.com
Web: vierrasheatingandair.com

Description	Total
-------------	-------

HVAC Summer Maintenance Program	\$5,753.00
---------------------------------	------------

GUSTINE ELEMENTARY SCHOOL

SUMMER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Scope of Work

Provide complete Summer Preventive Maintenance for the HVAC and refrigeration equipment listed below. The purpose of this maintenance program is to maximize equipment reliability, improve operating efficiency, reduce unexpected breakdowns, and identify potential repairs before equipment failure occurs.

Equipment Included

Cafeteria

* 2 Rooftop HVAC Units

Office

* 2 HVAC Units

Building B

* 5 HVAC Units

Building C

- * 6 HVAC Units

Building D

- * 3 HVAC Units
- * 2 Portable Classroom HVAC Units

Building E

- * 2 HVAC Units
- * 4 Portable Classroom HVAC Units – Behind Building E

Building F

- * 6 HVAC Units

Building G

- * 5 HVAC Units

Refrigeration Equipment

- * 1 Walk-In Refrigerator/Freezer

Equipment Totals

- * 37 HVAC Systems
- * 1 Refrigeration System
- * Total Equipment Covered: 38 Systems

Summer Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- * Contractor shall furnish and install all required air filters.
- * Contractor shall furnish and replace standard drive belts where applicable.
- * Inspect overall equipment condition.
- * Clean condenser coils as required.
- * Inspect accessible evaporator coils.
- * Inspect blower assemblies, blower wheels, and motors.
- * Inspect condenser fan motors and fan blades.
- * Inspect belts, pulleys, and bearings where applicable.
- * Flush condensate drain lines and inspect drain pans.
- * Tighten electrical connections.
- * Inspect contactors, relays, and capacitors.
- * Check compressor and motor operating amperage.
- * Verify refrigerant operating pressures and temperatures when operating conditions permit.
- * Record supply-air and return-air temperatures.
- * Verify thermostat operation and programming.

- * Inspect equipment for refrigerant leaks, abnormal vibration, unusual noise, and visible signs of wear.
- * Verify proper cooling operation.
- * Document all deficiencies and provide written repair recommendations.

Walk-In Refrigerator/Freezer Preventive Maintenance

- * Inspect overall refrigeration system operation.
- * Clean condenser coil as required.
- * Inspect evaporator coil.
- * Inspect evaporator and condenser fan motors.
- * Verify operating box temperature.
- * Inspect refrigerant piping for visible leaks.
- * Inspect electrical components and controls.
- * Verify thermostat or electronic controller operation.
- * Verify proper defrost operation.
- * Inspect condensate drain and drain pan.
- * Document any deficiencies and provide written repair recommendations.

Summer Preventive Maintenance Price: \$5,753.00

Exclusions

This proposal does not include repairs, refrigerant, compressors, motors, specialty belts, electrical components, controls, or replacement parts not specifically identified as routine preventive maintenance.

Any deficiencies discovered during maintenance will be documented and submitted as a separate quotation for district approval prior to repairs.

HVAC Winter Maintenance Program.

\$5,753.00

GUSTINE ELEMENTARY SCHOOL

WINTER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Scope of Work

Provide complete Winter Preventive Maintenance for the HVAC and refrigeration equipment listed below. The purpose of this maintenance program is to maximize equipment reliability, improve operating efficiency, reduce unexpected breakdowns, and identify potential repairs before equipment failure occurs.

Equipment Included

Cafeteria

- * 2 Rooftop HVAC Units

Office

* 2 HVAC Units

Building B

* 5 HVAC Units

Building C

* 6 HVAC Units

Building D

* 3 HVAC Units

* 2 Portable Classroom HVAC Units

Building E

* 2 HVAC Units

* 4 Portable Classroom HVAC Units – Behind Building E

Building F

* 6 HVAC Units

Building G

* 5 HVAC Units

Refrigeration Equipment

* 1 Walk-In Refrigerator/Freezer

Equipment Totals

* 37 HVAC Systems

* 1 Refrigeration System

* Total Equipment Covered: 38 Systems

Winter Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- * Contractor shall furnish and install all required air filters.
- * Contractor shall furnish and replace standard drive belts where applicable.
- * Inspect overall equipment condition.
- * Inspect electrical wiring, connections, controls, and safety devices.
- * Inspect contactors, relays, capacitors, and electrical components.
- * Inspect blower assemblies, blower wheels, motors, belts, pulleys, and bearings where applicable.
- * Check blower motor and applicable motor operating amperage.
- * Inspect burners, ignition components, flame sensors, and gas valves where applicable.
- * Verify inducer motor and pressure-switch operation where applicable.

- * Inspect accessible heat exchangers for visible signs of deterioration or damage.
- * Inspect gas piping and accessible connections on gas-fired equipment.
- * Inspect venting and flue components.
- * Verify proper heating sequence of operation.
- * Check temperature rise across the heating section.
- * Inspect electric heating elements, sequencers, and controls where applicable.
- * Inspect reversing-valve and defrost operation on heat-pump systems where applicable.
- * Test applicable heating safety controls.
- * Verify thermostat operation and programming.
- * Check for abnormal vibration, unusual noise, and visible signs of equipment wear.
- * Start and test each system through a complete heating cycle.
- * Verify proper heating operation.
- * Document all deficiencies and provide written repair recommendations.

Walk-In Refrigerator/Freezer Preventive Maintenance

- * Inspect overall refrigeration system operation.
- * Clean condenser coil as required.
- * Inspect evaporator coil.
- * Inspect evaporator and condenser fan motors and blades.
- * Verify operating box temperature.
- * Inspect refrigerant piping for visible signs of leaks.
- * Inspect electrical components, contactors, capacitors, and controls.
- * Verify thermostat or electronic controller operation.
- * Verify proper defrost operation.
- * Inspect condensate drain line and drain pan.
- * Document any deficiencies and provide written repair recommendations.

Winter Preventive Maintenance Price: \$5,753.00

Exclusions

This proposal does not include repairs, refrigerant, compressors, motors, specialty belts, electrical components, controls, or replacement parts not specifically identified as routine preventive maintenance.

Any deficiencies discovered during maintenance will be documented and submitted as a separate quotation for district approval prior to repairs.

Subtotal	\$11,506.00
Total	\$11,506.00

Payment to be made as follows: net 30 days completion

****The price quoted is the total cost for a completed job as specified including material, sales tax and labor. Price does not include engineering, special freight or other charges except as noted above. Additional work or changes ordered by owner or made necessary because of conditions unknown at the time estimate was made will become an extra charge.**

"Under the Mechanics Lien Law," any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

"Under the law you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and required that a contractors payment bond be recorded in such office. Said bond shall be in an amount of not less than fifty (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract."

Again, thank you for choosing Vierra's Heating and Air Conditioning LLC. Prior to your decision I would be happy to discuss any of the Scope of Work listed above. Please call me at your convenience.

By signing this document, the customer agrees to the services and conditions outlined in this document.

Gustine Middle School



Prepared For

Gustine Middle School
28075 Sullivan Rd.
Gustine, CA 95322
(209) 854-5030

**Vierra's Heating And Air Conditioning LLC Lic#
1103328**

Estimate # 914
Date 07/28/2026

PO Box 471
Atwater, CA 95301
Phone: (209) 595-0769
Email: vierrasheatingandair@gmail.com
Web: vierrasheatingandair.com

Description	Total
-------------	-------

HVAC Summer Maintenance Program	\$8,747.50
---------------------------------	------------

GUSTINE HIGH SCHOOL

SUMMER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Scope of Work

Provide complete Summer Preventive Maintenance for the HVAC and refrigeration equipment listed below. The purpose of this maintenance program is to maximize equipment reliability, improve operating efficiency, reduce unexpected breakdowns, and identify potential repairs before equipment failure occurs.

Equipment Included

Gym

- 2 Large HVAC Units
- 4 Rooftop Units
- 2 Mini-Split Systems

Building 1

- 3 Rooftop Units

Building 2

- 2 Large HVAC Units
- 8 Rooftop Units
- 1 Mini-Split System
- 1 Walk-In Refrigerator/Freezer

Building 4

- 4 Rooftop Units

Building 5

- 11 Rooftop Units

Building 6 – Portables

- 5 Wall-Pack Units

Building 7 – Field House

- 1 Rooftop Unit

Building 8

- 1 Ground-Mounted Unit
- 4 Indoor Units
- 1 Walk-In Refrigerator

Building 10 – Portables

- 4 Wall-Pack Units

Metal Shop

- 4 Evaporative (Swamp) Coolers

Additional Refrigeration

- 1 Glass Door Refrigerator
- 1 Older Walk-In Cooler

Equipment Totals

- 56 HVAC Systems
- 4 Refrigeration Systems
- Total Equipment Covered: 60 Systems

Summer Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- Supply and install all air filters furnished by the contractor.

- Supply and replace standard drive belts where applicable.
- Inspect overall equipment condition.
- Clean condenser coils as required.
- Inspect accessible evaporator coils.
- Inspect blower wheels and blower assemblies.
- Inspect blower motors, condenser fan motors and fan blades.
- Inspect belts, pulleys and bearings where applicable.
- Flush condensate drain lines and inspect drain pans.
- Tighten electrical connections.
- Inspect contactors, relays and capacitors.
- Check compressor and motor operating amperage.
- Verify refrigerant operating pressures and temperatures when conditions permit.
- Record supply and return air temperatures.
- Verify thermostat operation.
- Check for refrigerant leaks, excessive vibration, unusual noise and signs of equipment wear.
- Verify proper cooling operation.
- Document any deficiencies and provide repair recommendations.

Refrigeration Preventive Maintenance

The following services will be performed on all refrigeration equipment:

- Inspect overall system operation.
- Clean condenser coils as required.
- Inspect evaporator coils.
- Inspect evaporator and condenser fan motors.
- Verify operating temperatures.
- Inspect refrigerant piping for visible leaks.
- Inspect electrical components and controls.
- Verify thermostat or electronic controller operation.
- Verify proper defrost operation where applicable.
- Inspect condensate drain lines and drain pans.
- Document any deficiencies and provide repair recommendations.

Summer Preventive Maintenance Price

\$8,747.50

Exclusions

This proposal does not include repairs, refrigerant, compressors, motors, specialty belts, electrical components, controls, or replacement parts not specifically identified as routine preventive maintenance.

Any deficiencies discovered during maintenance will be documented and submitted as a separate quotation for approval prior to repairs.

HVAC Winter Maintenance Program.

\$8,747.50

GUSTINE HIGH SCHOOL

WINTER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Scope of Work

Provide complete Winter Preventive Maintenance for the HVAC and refrigeration equipment listed below. The purpose of this maintenance program is to maximize equipment reliability, improve operating efficiency, reduce unexpected breakdowns, and identify potential repairs before equipment failure occurs.

Equipment Included

Gym

- 2 Large HVAC Units
- 4 Rooftop Units
- 2 Mini-Split Systems

Building 1

- 3 Rooftop Units

Building 2

- 2 Large HVAC Units
- 8 Rooftop Units
- 1 Mini-Split System
- 1 Walk-In Refrigerator/Freezer

Building 4

- 4 Rooftop Units

Building 5

- 11 Rooftop Units

Building 6 – Portables

- 5 Wall-Pack Units

Building 7 – Field House

- 1 Rooftop Unit

Building 8

- 1 Ground-Mounted Unit
- 4 Indoor Units
- 1 Walk-In Refrigerator

Building 10 – Portables

- 4 Wall-Pack Units

Metal Shop

- 4 Evaporative (Swamp) Coolers

Additional Refrigeration

- 1 Glass Door Refrigerator
- 1 Older Walk-In Cooler

Equipment Totals

- 56 HVAC Systems
- 4 Refrigeration Systems
- Total Equipment Covered: 60 Systems

Winter Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- Supply and install all air filters furnished by the contractor.
- Supply and replace standard drive belts where applicable.
- Inspect overall equipment condition.
- Inspect electrical wiring, connections, contactors, relays, capacitors, and controls.
- Inspect blower wheels, blower assemblies, motors, belts, pulleys, and bearings where applicable.
- Check motor operating amperage.
- Inspect burners, ignition systems, flame sensors, and gas valves where applicable.
- Inspect inducer motors and pressure switches where applicable.
- Inspect accessible heat exchangers.
- Inspect venting and flue components.
- Verify heating sequence of operation.
- Check temperature rise.
- Test safety controls.
- Verify thermostat operation.
- Check for unusual noise, excessive vibration, and signs of equipment wear.
- Verify proper heating operation.
- Document any deficiencies and provide repair recommendations.

Refrigeration Preventive Maintenance

The following services will be performed on all refrigeration equipment:

- Inspect overall system operation.
- Clean condenser coils as required.
- Inspect evaporator coils.
- Inspect evaporator and condenser fan motors.
- Verify operating temperatures.
- Inspect refrigerant piping for visible leaks.
- Inspect electrical components and controls.

- Verify thermostat or electronic controller operation.
- Verify proper defrost operation where applicable.
- Inspect condensate drain lines and drain pans.
- Document any deficiencies and provide repair recommendations.

Winter Preventive Maintenance Price

\$8,747.50

Exclusions

This proposal does not include repairs, refrigerant, compressors, motors, specialty belts, electrical components, controls, or replacement parts not specifically identified as routine preventive maintenance.

Any deficiencies discovered during maintenance will be documented and submitted as a separate quotation for approval prior to repairs.

Subtotal	\$17,495.00
Total	\$17,495.00

Payment to be made as follows: net 30 days completion

**The price quoted is the total cost for a completed job as specified including material, sales tax and labor. Price does not include engineering, special freight or other charges except as noted above. Additional work or changes ordered by owner or made necessary because of conditions unknown at the time estimate was made will become an extra charge.

"Under the Mechanics Lien Law," any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

"Under the law you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and required that a contractors payment bond be recorded in such office. Said bond shall be in an amount of not less than fifty (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract."

Again, thank you for choosing Vierra's Heating and Air Conditioning LLC. Prior to your decision I would be happy to discuss any of the Scope of Work listed above. Please call me at your convenience.

By signing this document, the customer agrees to the services and conditions outlined in this document.

Gustine Middle School



Prepared For

Gustine Middle School
28075 Sullivan Rd.
Gustine, CA 95322
(209) 854-5030

**Vierra's Heating And Air Conditioning LLC Lic#
1103328**

Estimate # 916
Date 07/28/2026

PO Box 471
Atwater, CA 95301
Phone: (209) 595-0769
Email: vierrasheatingandair@gmail.com
Web: vierrasheatingandair.com

Description	Total
-------------	-------

HVAC Summer Maintenance Program	\$5,695.00
---------------------------------	------------

GUSTINE MIDDLE SCHOOL

SUMMER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Scope of Work

Provide complete Summer Preventive Maintenance for the HVAC and refrigeration equipment listed below. The purpose of this maintenance program is to maximize equipment reliability, improve operating efficiency, reduce unexpected breakdowns, and identify potential repairs before equipment failure occurs.

Equipment Included

Building A

- * 5 HVAC Units
- * 1 Mini-Split System

Building B

- * 3 HVAC Units

Building C

- * 4 HVAC Units

Building D

* 4 HVAC Units

Building E

* 4 HVAC Units

Building J

* 4 HVAC Units

Building T – Portables

* 4 Wall-Pack Units

Gym

* 5 HVAC Units

Kitchen

* 1 HVAC Unit

Cafeteria

* 1 HVAC Unit

Refrigeration Equipment

* 1 Walk-In Refrigerator/Freezer

Equipment Totals

* 36 HVAC Systems

* 1 Refrigeration System

* Total Equipment Covered: 37 Systems

Summer Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- * Contractor shall furnish and install all required air filters.
- * Contractor shall furnish and replace standard drive belts where applicable.
- * Inspect overall equipment condition.
- * Clean condenser coils as required.
- * Inspect accessible evaporator coils.
- * Inspect blower assemblies, blower wheels, and motors.
- * Inspect condenser fan motors and fan blades.
- * Inspect belts, pulleys, and bearings where applicable.

- * Flush condensate drain lines and inspect drain pans.
- * Tighten electrical connections.
- * Inspect contactors, relays, and capacitors.
- * Check compressor and motor operating amperage.
- * Verify refrigerant operating pressures and temperatures when operating conditions permit.
- * Record supply-air and return-air temperatures.
- * Verify thermostat operation and programming.
- * Inspect equipment for refrigerant leaks, abnormal vibration, unusual noise, and visible signs of wear.
- * Verify proper cooling operation.
- * Document all deficiencies and provide written repair recommendations.

Walk-In Refrigerator/Freezer Preventive Maintenance

- * Inspect overall refrigeration system operation.
- * Clean condenser coil as required.
- * Inspect evaporator coil.
- * Inspect evaporator and condenser fan motors.
- * Verify operating box temperature.
- * Inspect refrigerant piping for visible leaks.
- * Inspect electrical components and controls.
- * Verify thermostat or electronic controller operation.
- * Verify proper defrost operation.
- * Inspect condensate drain and drain pan.
- * Document any deficiencies and provide written repair recommendations.

Summer Preventive Maintenance Price: \$5,695.00

Exclusions

This proposal does not include repairs, refrigerant, compressors, motors, specialty belts, electrical components, controls, replacement parts outside normal preventive maintenance, or emergency service.

Any deficiencies identified during scheduled maintenance will be documented and submitted as a separate quotation for district approval before repairs are performed.

HVAC Winter Maintenance Program.	\$5,695.00
GUSTINE MIDDLE SCHOOL	

WINTER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Scope of Work

Provide complete Winter Preventive Maintenance for the HVAC and refrigeration equipment listed below. The purpose of this maintenance program is to maximize equipment reliability, improve operating efficiency, reduce unexpected breakdowns, and identify potential repairs before equipment failure occurs.

Equipment Included

Building A

- * 5 HVAC Units
- * 1 Mini-Split System

Building B

- * 3 HVAC Units

Building C

- * 4 HVAC Units

Building D

- * 4 HVAC Units

Building E

- * 4 HVAC Units

Building J

- * 4 HVAC Units

Building T – Portables

- * 4 Wall-Pack Units

Gym

- * 5 HVAC Units

Kitchen

- * 1 HVAC Unit

Cafeteria

- * 1 HVAC Unit

Refrigeration Equipment

- * 1 Walk-In Refrigerator/Freezer

Equipment Totals

- * 36 HVAC Systems
- * 1 Refrigeration System
- * Total Equipment Covered: 37 Systems

Winter Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- * Contractor shall furnish and install all required air filters.
- * Contractor shall furnish and replace standard drive belts where applicable.
- * Inspect overall equipment condition.
- * Inspect electrical wiring, connections, controls, and safety devices.
- * Inspect contactors, relays, capacitors, and electrical components.
- * Inspect blower assemblies, blower wheels, motors, belts, pulleys, and bearings where applicable.
- * Check motor operating amperage.
- * Inspect burners, ignition components, flame sensors, and gas valves where applicable.
- * Verify inducer motor and pressure-switch operation where applicable.
- * Inspect accessible heat exchangers for visible signs of deterioration or damage.
- * Inspect gas piping and accessible connections on gas-fired equipment.
- * Inspect venting and flue components.
- * Verify proper heating sequence of operation.
- * Check temperature rise across the heating section.
- * Inspect electric heating elements, sequencers, and controls where applicable.
- * Inspect reversing-valve and defrost operation on heat-pump systems where applicable.
- * Test applicable heating safety controls.
- * Verify thermostat operation and programming.
- * Check for abnormal vibration, unusual noise, and visible signs of equipment wear.
- * Start and test each system through a complete heating cycle.
- * Verify proper heating operation.
- * Document all deficiencies and provide written repair recommendations.

Walk-In Refrigerator/Freezer Preventive Maintenance

- * Inspect overall refrigeration system operation.
- * Clean condenser coil as required.
- * Inspect evaporator coil.
- * Inspect evaporator and condenser fan motors.
- * Verify operating box temperature.
- * Inspect refrigerant piping for visible leaks.
- * Inspect electrical components and controls.
- * Verify thermostat or electronic controller operation.
- * Verify proper defrost operation.
- * Inspect condensate drain and drain pan.
- * Document any deficiencies and provide written repair recommendations.

Winter Preventive Maintenance Price: \$5,695.00

Exclusions

This proposal does not include repairs, refrigerant, compressors, motors, specialty belts, electrical components, controls, replacement parts outside normal preventive maintenance, or emergency service.

Any deficiencies identified during scheduled maintenance will be documented and submitted as

a separate quotation for district approval before repairs are performed.

Subtotal	\$11,390.00
Total	\$11,390.00

Payment to be made as follows: net 30 days completion

**The price quoted is the total cost for a completed job as specified including material, sales tax and labor. Price does not include engineering, special freight or other charges except as noted above. Additional work or changes ordered by owner or made necessary because of conditions unknown at the time estimate was made will become an extra charge.

"Under the Mechanics Lien Law," any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

"Under the law you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and required that a contractors payment bond be recorded in such office. Said bond shall be in an amount of not less than fifty (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract."

Again, thank you for choosing Vierra's Heating and Air Conditioning LLC. Prior to your decision I would be happy to discuss any of the Scope of Work listed above. Please call me at your convenience.

By signing this document, the customer agrees to the services and conditions outlined in this document.

Gustine Middle School



Prepared For

Gustine Middle School
28075 Sullivan Rd.
Gustine, CA 95322
(209) 854-5030

**Vierra's Heating And Air Conditioning LLC Lic#
1103328**

Estimate # 909
Date 07/20/2026

PO Box 471
Atwater, CA 95301
Phone: (209) 595-0769
Email: vierrasheatingandair@gmail.com
Web: vierrasheatingandair.com

Description

Total

HVAC Summer Maintenance Program. \$4,575.00

OLD SCHOOL – SUMMER PREVENTIVE HVAC & REFRIGERATION MAINTENANCE

Scope of Work

Provide complete Summer Preventive Maintenance for the HVAC and refrigeration equipment listed below. This preventive maintenance service is designed to maximize equipment reliability, improve operating efficiency, extend equipment life, and identify potential repairs before equipment failure occurs.

Equipment Included

Office

* 2 HVAC Units

Building A

* 10 Rooftop Units

Building B

* 6 Rooftop Units

Building C

- * 3 Rooftop Units

Building D

- * 4 Rooftop Units

Building E

- * 2 Portable Classroom HVAC Units

Portable Classroom – Field Near Street

- * 1 Portable Classroom HVAC Unit

Kitchen

- * 3 Rooftop Units
 - * 1 Small Rooftop Unit
 - * 2 Large Rooftop Units

Refrigeration Equipment

- * 4 Walk-In Refrigerator/Freezer Systems

Gym

- * Equipment count to be verified. Gym equipment is excluded from this proposal until the equipment inventory is confirmed.

Equipment Totals

- * Total HVAC Equipment: 31 Systems
- * Refrigeration Equipment: 4 Walk-In Refrigerator/Freezer Systems
- * Total Equipment Covered: 35 Systems

Summer Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- * Contractor shall furnish and install all required air filters.
- * Contractor shall furnish and replace standard drive belts where applicable.
- * Inspect overall equipment condition.
- * Clean condenser coils as required.
- * Inspect accessible evaporator coils.
- * Inspect blower assemblies, blower wheels and motors.
- * Inspect condenser fan motors and fan blades.
- * Inspect belts, pulleys and bearings.
- * Flush condensate drain lines and inspect drain pans.
- * Tighten electrical connections.
- * Inspect contactors, relays and capacitors.
- * Check compressor and motor operating amperage.

- * Verify refrigerant operating pressures and temperatures when operating conditions permit.
- * Record supply and return air temperatures.
- * Verify thermostat operation and programming.
- * Inspect equipment for refrigerant leaks, abnormal vibration, unusual noise and visible signs of wear.
- * Verify proper cooling operation.
- * Document all deficiencies and provide written repair recommendations.

Walk-In Refrigerator/Freezer Preventive Maintenance

The following services will be performed during the scheduled maintenance visit:

- * Inspect overall refrigeration system operation.
- * Clean condenser coils as required.
- * Inspect evaporator coils.
- * Inspect evaporator and condenser fan motors.
- * Verify operating temperatures.
- * Inspect refrigerant piping for visible leaks.
- * Inspect electrical components and controls.
- * Verify thermostat or electronic controller operation.
- * Verify proper defrost operation.
- * Inspect condensate drain lines and drain pans.
- * Document any deficiencies and provide written repair recommendations.

Summer Preventive Maintenance Price

\$4,575.00

Pricing includes the contractor furnishing and installing all required air filters and furnishing and replacing standard drive belts during the scheduled preventive maintenance visit. Pricing is based on the equipment listed above. Gym equipment is excluded until the equipment inventory is confirmed.

Exclusions

This proposal does not include refrigerant, repairs, compressors, motors, specialty belts, electrical components, controls, emergency service, or replacement parts outside the scope of routine preventive maintenance.

Any deficiencies identified during maintenance will be documented and submitted as a separate quotation for district approval prior to repairs being performed.

HVAC winter maintenance program

\$4,575.00

OLD SCHOOL – WINTER PREVENTIVE HVAC & REFRIGERATION MAINTENANCE

Scope of Work

Provide complete Winter Preventive Maintenance for the HVAC and refrigeration equipment listed below. This preventive maintenance service is designed to maximize equipment reliability, improve operating efficiency, extend equipment life, and identify potential repairs before equipment

failure occurs.

Equipment Included

Office

- 2 HVAC Units

Building A

- 10 Rooftop Units

Building B

- 6 Rooftop Units

Building C

- 3 Rooftop Units

Building D

- 4 Rooftop Units

Building E

- 2 Portable Classroom HVAC Units

Portable Classroom – Field Near Street

- 1 Portable Classroom HVAC Unit

Kitchen

- 3 Rooftop Units
 - 1 Small Rooftop Unit
 - 2 Large Rooftop Units

Refrigeration Equipment

- 4 Walk-In Refrigerator/Freezer Systems

Gym

- Equipment count to be verified. Gym equipment is excluded from this proposal until the equipment inventory is confirmed.

Equipment Totals

- Total HVAC Equipment: 31 Systems
- Refrigeration Equipment: 4 Walk-In Refrigerator/Freezer Systems

- Total Equipment Covered: 35 Systems

Winter Preventive Maintenance

The following services will be performed on each applicable HVAC system:

- Contractor shall furnish and install all required air filters.
- Contractor shall furnish and replace standard drive belts where applicable.
- Inspect electrical wiring, controls and safety devices.
- Inspect blower assemblies, motors, belts and pulleys.
- Check motor operating amperage.
- Inspect burners, ignition components and flame sensors where applicable.
- Verify inducer motor and pressure switch operation.
- Inspect accessible heat exchangers.
- Inspect venting and flue systems.
- Verify proper heating sequence of operation.
- Check temperature rise across the heating section.
- Test safety controls.
- Verify thermostat operation.
- Inspect equipment for abnormal vibration, unusual noise and excessive wear.
- Document all deficiencies and provide written repair recommendations.

Walk-In Refrigerator/Freezer Preventive Maintenance

The following services will be performed during the scheduled maintenance visit:

- Inspect overall refrigeration system operation.
- Clean condenser coils as required.
- Inspect evaporator coils.
- Inspect evaporator and condenser fan motors.
- Verify operating temperatures.
- Inspect refrigerant piping for visible leaks.
- Inspect electrical components and controls.
- Verify thermostat or electronic controller operation.
- Verify proper defrost operation.
- Inspect condensate drain lines and drain pans.
- Document any deficiencies and provide written repair recommendations.

Winter Preventive Maintenance Price

\$4,575.00

Pricing includes the contractor furnishing and installing all required air filters and furnishing and replacing standard drive belts during the scheduled preventive maintenance visit. Pricing is based on the equipment listed above. Gym equipment is excluded until the equipment inventory is confirmed.

Exclusions

This proposal does not include refrigerant, repairs, compressors, motors, specialty belts, electrical components, controls, emergency service, or replacement parts outside the scope of routine preventive

maintenance.

Any deficiencies identified during maintenance will be documented and submitted as a separate quotation for district approval prior to repairs being performed.

Subtotal	\$9,150.00
Total	\$9,150.00

Payment to be made as follows: net 30 days completion

**The price quoted is the total cost for a completed job as specified including material, sales tax and labor. Price does not include engineering, special freight or other charges except as noted above. Additional work or changes ordered by owner or made necessary because of conditions unknown at the time estimate was made will become an extra charge.

"Under the Mechanics Lien Law," any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

"Under the law you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and required that a contractors payment bond be recorded in such office. Said bond shall be in an amount of not less than fifty (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract."

Again, thank you for choosing Vierra's Heating and Air Conditioning LLC. Prior to your decision I would be happy to discuss any of the Scope of Work listed above. Please call me at your convenience.

By signing this document, the customer agrees to the services and conditions outlined in this document.

Gustine Middle School

Prepared For

Gustine Middle School
28075 Sullivan Rd.
Gustine, CA 95322
(209) 854-5030



**Vierra's Heating And Air Conditioning LLC Lic#
1103328**

Estimate # 913
Date 07/28/2026

PO Box 471
Atwater, CA 95301
Phone: (209) 595-0769
Email: vierrasheatingandair@gmail.com
Web: vierrasheatingandair.com

Description	Total
-------------	-------

HVAC Summer Maintenance Program.	\$4,938.00
----------------------------------	------------

ROMERO SCHOOL & DISTRICT OFFICE

SUMMER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Equipment Covered

Romero School

- * Cafeteria — 2 HVAC units
- * Office — 3 HVAC units
- * Building A — 2 HVAC units
- * Building B — 3 HVAC units
- * Building C — 4 HVAC units
- * Building D — 3 HVAC units
- * Building E — 4 HVAC units
- * Building G Portables — 4 wall-pack units
- * Walk-In Refrigerator — 1 refrigeration system
- * Walk-In Freezer — 1 refrigeration system

Romero Total: 25 HVAC units and 2 refrigeration systems.

Excluded: Building F3 and all Head Start equipment.

District Office

- * Main Office — 1 rooftop unit and 1 ground-mounted unit
- * Two Portable Buildings — 1 wall-pack unit and 1 ground-mounted unit

District Office Total: 4 HVAC units.

Excluded: Two Head Start portable buildings.

Total Equipment Included

- * 29 HVAC units
- * 1 Walk-In Refrigerator
- * 1 Walk-In Freezer
- * 31 total systems serviced per maintenance cycle

Summer Maintenance Scope

Each HVAC unit will receive the following cooling-season maintenance:

- * Inspect overall condition of equipment.
- * Replace or clean air filters as applicable.
- * Inspect and clean condenser coils as needed.
- * Inspect accessible evaporator coils and blower assemblies.
- * Check condensate drain pans, drain lines and traps.
- * Flush accessible condensate drain lines as needed.
- * Inspect electrical wiring, terminals and disconnects.
- * Check contactors, relays and capacitors.
- * Record compressor and fan-motor operating amperage when applicable.
- * Inspect condenser-fan motors and fan blades.
- * Inspect blower motors, belts and pulleys where applicable.
- * Check refrigerant operating pressures and temperatures when system conditions allow.
- * Check supply-air and return-air temperatures.
- * Inspect thermostats and verify proper cooling operation.
- * Check for unusual noise, vibration, refrigerant leaks or visible equipment damage.
- * Start and test each system through a complete cooling cycle.
- * Document recommended repairs separately for district approval.

Walk-In Refrigerator & Freezer Maintenance

The walk-in refrigerator and freezer will be serviced during the summer maintenance visit.

- * Inspect evaporator and condensing-unit operation.
- * Clean condenser coils as needed.
- * Inspect evaporator coils for dirt and ice accumulation.
- * Inspect evaporator and condenser fan motors and blades.
- * Check evaporator drain pans and drain lines.
- * Inspect door gaskets, hinges and door operation.
- * Check thermostat or temperature-controller operation.
- * Check system temperatures and refrigeration operating pressures when needed.
- * Inspect electrical connections, contactors, capacitors and controls.
- * Inspect refrigerant piping for signs of oil or refrigerant leakage.
- * Verify proper defrost operation on the freezer.

- * Verify proper operation of liquid-line solenoid and fan controls where applicable.
- * Document recommended repairs separately for district approval.

Summer Preventive Maintenance

Total: \$4,938.00

Summer maintenance to be completed before peak cooling-season operation.

Major repairs, replacement parts, refrigerant, belts and other materials outside normal preventive maintenance will be quoted separately before work is performed.

Equipment that is inaccessible, shut down or unsafe to operate will be documented and reported to the district.

Building F3, Head Start equipment and the two Head Start portable buildings are not included.

HVAC winter Maintenance Program

\$4,938.00

ROMERO SCHOOL & DISTRICT OFFICE

WINTER HVAC & REFRIGERATION PREVENTIVE MAINTENANCE

Equipment Covered

Romero School

- Cafeteria — 2 HVAC units
- Office — 3 HVAC units
- Building A — 2 HVAC units
- Building B — 3 HVAC units
- Building C — 4 HVAC units
- Building D — 3 HVAC units
- Building E — 4 HVAC units
- Building G Portables — 4 wall-pack units
- Walk-In Refrigerator — 1 refrigeration system
- Walk-In Freezer — 1 refrigeration system

Romero Total: 25 HVAC units and 2 refrigeration systems.

Excluded: Building F3 and all Head Start equipment.

District Office

- Main Office — 1 rooftop unit and 1 ground-mounted unit
- Two Portable Buildings — 1 wall-pack unit and 1 ground-mounted unit

District Office Total: 4 HVAC units.

Excluded: Two Head Start portable buildings.

Total Equipment Included

- 29 HVAC units
- 1 Walk-In Refrigerator
- 1 Walk-In Freezer
- 31 total systems serviced per maintenance cycle

Winter Maintenance Scope

Each HVAC unit will receive the following heating-season maintenance:

- Inspect overall condition of equipment.
- Replace or clean air filters as applicable.
- Inspect electrical wiring, terminals and controls.
- Inspect blower motors, wheels, belts and pulleys where applicable.
- Check motor operating amperage.
- Inspect gas piping and accessible connections on gas-fired units.
- Inspect burners, ignition components and flame sensors.
- Inspect heat exchangers for visible signs of damage or deterioration where accessible.
- Verify inducer-motor operation and pressure-switch operation.
- Inspect flue and venting components.
- Check temperature rise on gas-fired systems.
- Inspect electric heating elements, sequencers and safety controls on electric systems.
- Check reversing-valve and defrost operation on heat-pump systems.
- Inspect thermostats and verify proper heating operation.
- Check for unusual noise, vibration or visible equipment damage.
- Start and test each system through a complete heating cycle.
- Document recommended repairs separately for district approval.

Walk-In Refrigerator & Freezer Maintenance

The walk-in refrigerator and freezer will be serviced during the winter maintenance visit.

- Inspect evaporator and condensing-unit operation.
- Clean condenser coils as needed.
- Inspect evaporator coils for dirt and ice accumulation.
- Inspect evaporator and condenser fan motors and blades.
- Check evaporator drain pans and drain lines.
- Inspect door gaskets, hinges and door operation.
- Check thermostat or temperature-controller operation.
- Check system temperatures and refrigeration operating pressures when needed.
- Inspect electrical connections, contactors, capacitors and controls.
- Inspect refrigerant piping for signs of oil or refrigerant leakage.
- Verify proper defrost operation on the freezer.
- Verify proper operation of liquid-line solenoid and fan controls where applicable.
- Document recommended repairs separately for district approval.

Winter Preventive Maintenance

Total: \$4,938.00

Winter maintenance to be completed before peak heating-season operation.

Major repairs, replacement parts, refrigerant, belts and other materials outside normal preventive maintenance will be quoted separately before work is performed.

Equipment that is inaccessible, shut down or unsafe to operate will be documented and reported to the district.

Building F3, Head Start equipment and the two Head Start portable buildings are not included.

Subtotal	\$9,876.00
-----------------	-------------------

Total	\$9,876.00
--------------	-------------------

Payment to be made as follows: net 30 days completion

**The price quoted is the total cost for a completed job as specified including material, sales tax and labor. Price does not include engineering, special freight or other charges except as noted above. Additional work or changes ordered by owner or made necessary because of conditions unknown at the time estimate was made will become an extra charge.

"Under the Mechanics Lien Law," any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

"Under the law you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and required that a contractors payment bond be recorded in such office. Said bond shall be in an amount of not less than fifty (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract."

Again, thank you for choosing Vierra's Heating and Air Conditioning LLC. Prior to your decision I would be happy to discuss any of the Scope of Work listed above. Please call me at your convenience.

By signing this document, the customer agrees to the services and conditions outlined in this document.

Gustine Middle School

GUSTINE UNIFIED SCHOOL DISTRICT**Meeting of the Board of Trustees****MEETING DATE:**

September 9, 2026

AGENDA ITEM TITLE: Approve RAISE Network MOU**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATIONS:**

It is recommended the Board of Trustees approve the RAISE Network MOU.

SUMMARY:

Gustine Unified School District is seeking approval to enter into an MOU with High Graduate School of Education to participate in the RAISE Network. The partnership will provide a framework for collaboration, data sharing, and shared responsibilities focused on improving student attendance, engagement, and connectedness. The District has established a RAISE team that will participate in three network convenings throughout the year and collaborate with site-based attendance teams on a bimonthly basis to identify barriers, develop strategies, and monitor progress. Through this partnership, the District will strengthen its efforts to address attendance challenges, reduce chronic absenteeism, and create a safe, supportive, and engaging educational experience for all students.

This MOU is in place for three years, with an annual opt out agreement. Merced County Office of Education is paying the \$20,000 base fee separately. GUSD will be responsible for the annual fee of \$1.50 per student enrollment.

FISCAL IMPACT: \$2,513 per year**BUDGET CATEGORY:** LCFF 0824

RAISE Network

Memorandum of Understanding

I. Purpose of Memorandum

This Memorandum of Understanding ("MOU") is entered into as of August 2026, by and between High Tech High Graduate School of Education (HTH GSE) and Gustine Unified (District).

HTH GSE and the District share the goal of reducing chronic absenteeism by 50% and improving student attendance, engagement, and educational outcomes across California through a collaborative learning process, innovation, and continuous improvement. This partnership supports the District's participation in the RAISE Network, a Networked Improvement Community ("NIC") dedicated to creating equitable and sustainable educational environments for every student in California.

Purpose: This MOU sets forth the understanding and intentions of HTH GSE and the District regarding their shared vision and provides a framework for collaboration. It outlines the background, roles and responsibilities, data sharing protocols, and financial obligations of both parties to facilitate the District's participation in the RAISE Network.

The RAISE Network envisions a future where every student in California comes to school feeling connected, supported, and engaged in their learning. By uniting students, families, schools, districts, researchers, government agencies, and community organizations, the network seeks to co-create solutions that address inequities, promote student engagement, and ensure a stable, safe, and enriching educational experience for all students.

II. Term

The term of this MOU shall be three years from the date of execution or approximately spring 2026 through summer 2029. Each party will have an **annual opportunity to opt out** of the agreement without cause, effective at the end of each school year, by providing written notice at least **thirty (30) days** prior to June 30 of that year (i.e., notice by the end of May).

Either party may terminate this MOU for cause due to a material breach by the other party. The terminating party shall give the breaching party written notice of the breach and allow up to sixty (60) days for the breach to be cured. If the breach is not cured or resolved to the non-breaching party's reasonable satisfaction within that period, the MOU may be terminated after the cure period expires.

In addition, if the District fails to take action or meaningfully participate in the activities and objectives of the RAISE Network (as outlined in this MOU), HTH GSE may consider this a breach and terminate for cause following the process above.

III. Commitments of the Parties

HTH GSE Responsibilities

HTH GSE agrees to:

1. **Facilitate Professional Learning Opportunities:** Host learning convenings (in-person or virtual) annually in collaboration with the Merced County Office of Education ("MCOE") for participating districts and key stakeholders. These gatherings will provide opportunities to collaborate, share strategies, and engage in improvement cycles aimed at addressing systemic challenges related to attendance and engagement.
2. **Develop Improvement Capability and Provide Coaching:** MCOE will provide districts with ongoing guidance and coaching support in implementing change ideas. Coaching details will be tailored to district needs and aligned with RAISE Network goals. MCOE will also deliver virtual convenings and additional training sessions to support implementation of high-leverage interventions. The RAISE Network will help districts develop their improvement science capacity and data capabilities to sustain and scale successful interventions. Participants may be offered opportunities to attend specialized improvement training (such as the Improvement Collective Coaching Course) which can be made available at an additional cost (optional for districts).
3. **Support Identification and Implementation of Evidence-Based Practices:** Collaborate with the District to collect, analyze, and interpret attendance, engagement, and school climate data in order to identify effective strategies for reducing chronic absenteeism. Share tools, frameworks, and resources that support the adoption and spread of evidence-based practices developed through the network.
4. **Nurture a Results-Focused Community:** Promote transparency, participant agency, and cross-district collaboration throughout the RAISE Network to ensure lessons learned are shared and scaled where appropriate. HTH GSE will develop and sustain the necessary infrastructure (virtual and in-person) to support collaboration, including a collaborative platform for resource sharing and communication (see Section V below).
5. **Provide Network Infrastructure and Support:** Maintain the data systems, communications platforms, and administrative support needed to operate the RAISE Network. This includes managing the collaborative platform, organizing convenings, and being responsive to District needs or feedback to continuously improve the network experience.

District Responsibilities

The District agrees to:

1. **Establish a Core Improvement Team with School Representation:** Form a dedicated district improvement team to lead and coordinate RAISE Network activities. This team should include key stakeholders such as attendance-focused district staff, district data personnel/analysts, senior district leadership, and school site representatives (ideally an assistant principal or other administrator from each participating school). The District will strive to maintain consistency in team membership over time to ensure continuity and effectiveness in improvement efforts, acknowledging that some personnel changes may occur.
2. **Engage in Network Convenings and Events:** Enable members of the district team to attend and actively participate in all RAISE Network convenings, workshops, and programming. Team members should approach these events with a learning mindset focused on collaboration, sharing best practices, and refining strategies to reduce chronic absenteeism. The District will make reasonable efforts to schedule and support staff participation (including travel, as feasible) in these events.
3. **Implement Action Periods (Continuous Improvement Cycles):** Between network convenings, engage in iterative Plan-Do-Study-Act (PDSA) cycles or other improvement activities. This involves identifying root causes of chronic absenteeism, implementing targeted interventions, collecting data on outcomes, and reflecting on results. The District will designate a team member as the "Lightning Rod" (primary coordinator) to lead these efforts and serve as the main liaison to the RAISE Network coaches/facilitators.
4. **Collect and Share Data for Improvement:** Collect and provide relevant data to HTH GSE at designated points throughout the year to inform the network's continuous improvement process. Specifically, the District will share attendance data and other agreed-upon metrics (such as engagement or school climate survey data) with HTH GSE in a manner consistent with the Data Sharing protocols in Section V. The District will also ensure its data team supports participating school sites by furnishing timely student-level attendance reports to allow site teams to identify trends, root causes, and track the impact of interventions. All data sharing will strictly adhere to privacy requirements (see Section V below).
5. **Support School-Level Collaboration:** Encourage and support each participating school in the district to establish a site-based attendance team (if one does not already exist). The District will help schools secure regular meeting times (e.g. during the school day or in scheduled collaboration time) for these site teams to review data, plan interventions, and monitor progress. District leadership will reinforce the importance of

these meetings and provide guidance or resources as needed to sustain school-level engagement in the network.

6. **Communication and Feedback:** Maintain open communication with HTH GSE regarding the RAISE Network activities. The District will promptly communicate any concerns, resource constraints, or implementation challenges that arise, so that HTH GSE and the District can collaboratively address them. Likewise, celebrate successes and share learnings from pilot interventions with the broader network.

(The parties acknowledge that the District's commitments under this MOU should be carried out to the extent feasible within the District's operational capacity. If unexpected circumstances (e.g. staffing changes or emergencies) impact the District's ability to meet any specific obligation, the District will inform HTH GSE and both parties will work in good faith to adjust plans as appropriate.)

IV. Timeline and Financial Terms of Participation

- **Annual Membership Fee – Split Fee Structure:** To sustain the network's support and operations, the full annual membership fee from Year 2 onward consists of a base fee plus a per-student amount. Under an arrangement with the Merced County Office of Education ("MCOE"), the annual membership fee is split as follows:
 - **Base Membership Fee (paid by MCOE):** \$20,000 per year. MCOE has agreed to cover the base membership fee on behalf of the District. This payment will be made directly by MCOE to HTH GSE under a separate agreement or arrangement between MCOE and HTH GSE.
 - **Per-Student Fee (paid by the District):** \$1.50 per student per year, for each student enrolled in the district. The District is responsible for paying this per-student fee directly to HTH GSE.

Network Year	District's Projected Cost (Per-Student Fee Only)	Notes
Year 2 – 2026-2027	\$2512.50	MCOE pays \$20,000 base fee separately
Year 3 – 2027-2028	\$2512.50	MCOE pays \$20,000 base fee separately
Year 4 – 2028-2029	\$2512.50	MCOE pays \$20,000 base fee separately

- **Example:** A district with 3,000 students across participating schools would have a per-student fee of $3,000 \times \$1.50 = \$4,500$, paid by the District. MCOE would pay the \$20,000 base fee separately to HTH GSE, for a combined network membership total of \$24,500.

These fees cover essential network support provided by HTH GSE, including administration, data infrastructure, improvement coaching, access to the collaborative platform, and all network convenings/professional learning events (excluding travel).

- **Invoicing and Payment:** HTH GSE will invoice the District for the per-student fee on an annual basis (net 30 days), typically at the start of the school year on **August 15** (or as mutually agreed). The base membership fee will be invoiced separately to MCOE under the applicable arrangement between HTH GSE and MCOE. The District shall use legally available funds to timely pay its invoice.

Business Office or Billing Contact Information:

Name	Jody Edwards
Job Title	Chief Business Officer
Address	1500 Meredith Avenue, Gustine, CA 95322
Phone	209-854-3784 ext. 203
Email	jedwards@gustineusd.org

- **Travel and Lodging for Events:** The District will be responsible for covering its team's travel and lodging costs to attend in-person network convenings or training events.

Note on Funding: Both parties acknowledge that improved attendance can positively affect the District's Average Daily Attendance (ADA) funding. While it is anticipated that participation in the RAISE Network will yield ADA gains that help offset the costs of the program, this outcome is not guaranteed. The District commits to its per-student membership fees as an investment in student success, regardless of any ADA revenue changes. HTH GSE will work diligently with the District to maximize the impact of interventions, which in turn may enhance ADA-based revenue.

V. Data Sharing and Privacy

To measure the effectiveness of the RAISE Network and drive continuous improvement, HTH GSE will collect certain data from the District. Both parties are committed to protecting student privacy and complying with all applicable federal and state laws (including the Family

Educational Rights and Privacy Act (FERPA) and relevant California Education Code provisions) in how data is shared, stored, and used.

Data to Be Shared by District:

The District will regularly provide the following data points to HTH GSE, in an agreed format and schedule:

Data Type	Frequency	Student Population
Absence Rates	Biweekly	All enrolled students
Daily Attendance Rate	Biweekly	All enrolled students
CALPADS Absenteeism File	Annually	All enrolled students
Race	Annually	All enrolled students
Ethnicity	Annually	All enrolled students
Socioeconomically Disadvantaged (SED) Status	Annually	All enrolled students
Special Education (SPED) Status	Annually	All enrolled students
English Learner (EL) Status	Annually	All enrolled students
Gender	Annually	All enrolled students
School Climate Survey Responses	Annually	All enrolled students, and families (if collected by the District as part of its climate surveys).

During the course of the project, HTH GSE may also request specific qualitative or process data from school teams (for example, summaries of interventions tested, attendance team meeting logs, or outcomes of PDSA cycles). Any such requests will be reasonable in scope and agreed upon by the District; the intent is to capture information that helps interpret the quantitative data and share effective practices, not to create excessive reporting burden.

Data Handling and Privacy Safeguards:

- **De-Identification of Student Data:** All student-level data shared with HTH GSE will be de-identified to protect privacy. The District will either remove personally identifiable information and replace it with a unique coded ID before data is transmitted to HTH

GSE. HTH GSE will not receive student names, actual student IDs used in the district (e.g., no SASIDs or CALPADS IDs unless these are coded), or any other direct personal identifiers. Each student will be represented by a non-identifiable unique code that remains consistent over the project to allow longitudinal analysis without revealing the student's identity.

- **FERPA Compliance and School Official Designation:** The parties acknowledge that HTH GSE is performing data analysis and evaluation services in support of the District's educational interests. HTH GSE will be considered a "school official" with a legitimate educational interest for purposes of FERPA when handling any education records, and will comply with FERPA (20 U.S.C. §1232g; 34 CFR Part 99) and California Education Code §§ 49073 et seq. in safeguarding all student information. No personally identifiable information (PII) from student records will be disclosed by the District to HTH GSE.
- **Permitted Use of Data:** HTH GSE will use the data exclusively for the purposes of the RAISE Network as described in this MOU. This includes analyzing trends, evaluating the impact of attendance interventions, identifying successful strategies, tailoring support to the District and other network members, and reporting on aggregate outcomes across the network. Under no circumstances will HTH GSE sell the data, use the data for commercial purposes, nor permit any unauthorized third-party access to the raw student-level data. Data will not be used to identify or profile individual students or staff in any public-facing report. Any research findings or public reports arising from the RAISE Network will present information in aggregate form or use anonymized examples, without revealing personally identifiable information about students or confidential details about the District.
- **Data Security:** Both HTH GSE and the District will employ industry-standard safeguards to protect the data in transit and at rest. Data transfers will occur through secure methods (such as encrypted file transfer, secure cloud folders, or password-protected files). HTH GSE will store the data on secure systems with access limited to authorized project personnel. HTH GSE shall immediately notify the District in the event of any data breach or unauthorized disclosure of District data, and will take prompt action to mitigate and resolve any such incident in coordination with the District. HTH GSE will also require any subcontractors or partners (if any are involved in data processing) to adhere to the same data protection standards.
- **Data Retention and Deletion:** The data shared under this MOU will be retained only for as long as necessary to fulfill the purposes of the RAISE Network project. Upon the conclusion or termination of the MOU, the District may request in writing that HTH GSE destroy all student-level data provided by the District. HTH GSE will comply within 60 days of such a request, providing written confirmation that all such data has been securely deleted. (Note: HTH GSE may retain non-identifiable aggregate results and analyses in summary form for research and archival purposes, but no data that could

potentially identify the District or any individual student will be kept without District permission.)

Collaborative Platform and FERPA Compliance:

HTH GSE will provide access to a secure, centralized collaborative platform (such as a project workspace or learning management system) for members of the RAISE Network. This platform will serve as a hub for sharing resources, tools, data displays, and for communication among district teams, school staff, and other network participants.

- The platform will be configured to ensure that any student-related information shared or discussed is in compliance with privacy rules. Only aggregated data will be displayed on the platform. Each user will have secure login credentials, and user access will be managed to prevent any unauthorized viewing of data (for example, a district will not see another district's detailed data).
- HTH GSE will train participants on how to use the platform effectively and on maintaining confidentiality within the platform. Both HTH GSE and District users will adhere to any terms of use and privacy guidelines established for the platform.
- The platform and any digital tools provided will comply with California's student data privacy requirements (including SOPIPA and other relevant laws) to the extent they apply. HTH GSE will not use any information from the platform for purposes outside the scope of this MOU.

By adhering to these data sharing and privacy provisions, both HTH GSE and the District will ensure that student information is protected in accordance with FERPA, California law, and best practices for data security.

VI. General Provisions

1. **Confidentiality:** Both parties agree to protect the confidentiality of any confidential or personally sensitive information obtained under this MOU. Student-level data (even if de-identified) and any school-specific results will be treated as confidential by HTH GSE and will not be disclosed except as permitted by this MOU or required by law. Likewise, the District will treat any proprietary materials or reports provided by HTH GSE as confidential, to the extent allowed by law (recognizing that the District is a public agency subject to the California Public Records Act, which may compel disclosure of certain records). Each party will comply with all applicable federal and state privacy laws (including but not limited to FERPA and California Education Code provisions) in carrying out this MOU.

2. **Use of Media and Name:** HTH GSE may capture photos, videos, or other media during RAISE Network events (e.g., workshops, trainings, convenings) which include District personnel or representatives. By signing this MOU, the District grants HTH GSE permission to use such media featuring District staff and participants for RAISE Network promotional and educational purposes. This may include use on websites, social media, presentations, reports, and other outreach highlighting the network's impact and success stories. HTH GSE agrees to use any such media in a professional manner consistent with the mission of the network. This permission is limited to the purposes of promoting or reporting on the RAISE Network and does not authorize unrelated use. If any media includes students or minors from the District, HTH GSE will work with the District to obtain appropriate parental consent or follow District media release policies before using such media. The District also permits HTH GSE to include the District's name and/or logo among lists of participating districts in network materials and publicity, provided that such references are factually accurate and respectful.
3. **Intellectual Property and Resource Sharing:** Any curricula, tools, protocols, or resources developed collaboratively during the RAISE Network may be shared among network members. HTH GSE may compile and disseminate best practices or materials that emerge from the project. To the extent such materials incorporate contributions by the District's employees (e.g., an improvement tool developed by a school team), the District grants HTH GSE a non-exclusive, royalty-free license to use and share those materials for educational purposes within the network. Likewise, HTH GSE will credit the District and/or authors for their contributions. All materials shared will respect student privacy. This provision is intended to foster open collaboration; it does not transfer ownership of pre-existing intellectual property, and each party retains ownership of any materials they had developed prior to or outside the scope of this MOU.
4. **Relationship of Parties:** Nothing in this MOU shall be construed to create an agency, partnership, or joint venture between the parties. Each party remains an independent entity responsible for its own employees and operations. Neither party has the authority to bind the other to any obligation or to make representations or commitments on behalf of the other, except as explicitly set forth in this MOU or with prior written consent. All personnel assigned by the District or HTH GSE for the activities under this MOU shall remain under their respective employers' direction and control.
5. **Indemnification and Liability:** To the fullest extent permitted by law, each party shall be responsible for its own acts and omissions and the results thereof. Mutual Indemnity: HTH GSE agrees to defend, indemnify, and hold harmless the District (and its officers, employees, and agents) from and against any claims, liabilities, damages, or expenses arising out of HTH GSE's negligence or willful misconduct in the performance of this MOU. Similarly, the District agrees to defend, indemnify, and hold harmless HTH GSE (and its officers, employees, and agents) from and against any claims, liabilities, damages, or expenses arising out of the District's negligence or willful misconduct in the

performance of this MOU. Neither party shall be liable for incidental or consequential damages under this MOU. This section survives termination of the MOU.

6. **Dispute Resolution:** In the event of a dispute or disagreement regarding the interpretation or execution of this MOU, the parties agree to first meet and confer in good faith to attempt to resolve the issue informally. If the dispute cannot be resolved through good-faith negotiation, the parties may, upon mutual agreement, seek to mediate the dispute with a neutral third-party mediator. Nothing in this section precludes either party from pursuing any remedies available at law or equity (after attempting informal resolution), but both parties acknowledge that a collaborative approach is favored to maintain the spirit of partnership.
7. **Compliance with Laws:** Both HTH GSE and the District shall comply with all applicable federal, state, and local laws and regulations in performing their obligations under this MOU. This includes, but is not limited to, compliance with laws governing student records privacy, nondiscrimination (each party assures that it does not and will not discriminate unlawfully on the basis of any protected characteristic), mandated reporting requirements, and any other laws applicable to the activities described. If a change in law or regulation after the execution of this MOU materially affects the legality of any provision of the MOU or the ability of either party to perform, the parties agree to renegotiate in good faith any necessary amendments to bring the MOU into compliance.
8. **Governing Law:** This MOU shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflict of laws principles. Any legal action or proceeding to enforce or interpret this MOU shall be brought in a court of competent jurisdiction in California, after the parties have attempted the dispute resolution process outlined above.
9. **Entire Agreement and Amendments:** This document constitutes the entire understanding between HTH GSE and the District with respect to the RAISE Network partnership and supersedes any prior discussions, proposals, or writings. Any modifications or amendments to this MOU must be made in writing and signed by authorized representatives of both parties. No waiver of any term or breach of this MOU shall be effective unless in writing, and a single waiver shall not constitute a continuing waiver.
10. **Severability:** If any provision of this MOU is held by a court to be invalid or unenforceable, that provision shall be severed from the MOU and the remaining provisions shall remain in full effect, provided that the fundamental purposes of this MOU are not defeated by such severance.
11. **Assignment:** Neither party may assign or transfer its rights or obligations under this MOU to any third party without the prior written consent of the other party, except that

HTH GSE may assign this MOU to an affiliate or successor entity (such as if the RAISE Network program is moved under another nonprofit or agency) with notice to the District, provided the assignee is capable of performing HTH GSE's obligations. This MOU shall be binding upon and inure to the benefit of the parties' successors and permitted assigns.

12. **Notices:** All notices or communications required or permitted under this MOU shall be in writing and shall be delivered either by (a) certified U.S. mail, return receipt requested, (b) overnight courier, or (c) email, to the following designated representative of HTH GSE:

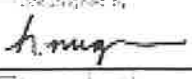
- Ryan Gallagher, Director of Continuous Improvement, High Tech High Graduate School of Education, 2150 Cushing Rd, San Diego, CA 92106, rgallagher@hthgse.edu

Either party may update its notice contact information by providing written notice to the other in the manner set forth above. Notices shall be deemed given upon receipt (or if by email, upon confirmation that the message was received/read).

13. **Authority to Sign:** Each signatory below certifies that they have the requisite authority to enter into this MOU on behalf of the party they represent, and that all necessary approvals (e.g., School Board or governing board approval for the District) have been obtained prior to signing.

SIGNATURES

In witness whereof, the parties hereto have executed this Memorandum of Understanding as of the dates indicated below.

For High Tech High Graduate School of Education (HTH GSE): By:  Date: <u>8/27/2026</u> Name: Hayley Murugesan Title: Chief of Staff & Operations Email: hmurugesan@hthgse.edu	For Gustine Unified: By: _____ Date: _____ Name: Bryan Ballenger Title: Superintendent Email: bballenger@gustineusd.org
--	---

GUSTINE UNIFIED SCHOOL DISTRICT**Meeting of the Board of Trustees****MEETING DATE:**September 9, 2026

AGENDA ITEM TITLE: Gustine Adult School Technology Purchase**AGENDA SECTION:** Action**PRESENTED BY:** Denise Rivera, Gustine Adult School**RECOMMENDATIONS:**

It is recommended the Board of Trustees approve purchase of Gustine Adult School Technology Purchase.

SUMMARY:

Current laptops that are for student loan for home study are outdated and their batteries do not hold charge or sometimes do not charge at all; screens are sometimes unresponsive. Additional laptops are needed as student enrollment has increased.

FISCAL IMPACT: \$45,916.00**BUDGET CATEGORY:** Adult Education, CAEP Funding



Pricing Proposal
Quotation #: 27908697
Created On: 8/26/2026
Valid Until: 8/31/2026

CA-City of Gustine Unified School District

Sean Lynch

1500 MEREDITH AVE.
GUSTINE, CA 953221127
United States
Phone: (209) 854-3784
Email: infotech@gustineusd.org

Inside Account Executive

Jack Prusher

300 Davidson Avenue
Somerset, NJ 08873
Phone: 732-652-7438
Email: Jack_Prusher@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	Lenovo ThinkPad E14 Gen 6 21M3 - 180-degree hinge design - AMD Ryzen 5 - 7535U / up to 4.55 GHz - Win 11 Pro - Radeon 660M - 16 GB RAM - 256 GB SSD TCG Opal Encryption 2, NVMe - 14" IPS 1920 x 1200 - Gigabit Ethernet - Wi-Fi 6, Bluetooth - black - kbd: US Lenovo - Part#: 21M3000NUS Contract Name: TIPS - Technology Solutions, Products and Services Contract #: 230105	40	\$1,143.90	\$45,756.00
2	Monitor Recycling Fee 4-14in SHI CONFIG - Part#: CA-RECYC-S Contract Name: TIPS - Technology Solutions, Products and Services Contract #: 230105	40	\$4.00	\$160.00
			Total	\$45,916.00

Additional Comments

Maximize your technology's lifecycle with SHI's services to recover, redeploy, remarket, and recycle your devices. For more information, contact AssetRecoveryServices@SHI.com

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

Please Note: Lenovo has a zero returns policy on any custom build machines. Lenovo also does not allow returns on open box/phased out products. For these products, orders are non-cancellable and non-returnable from point of order.

Due to ongoing global component shortages affecting memory, storage, and other critical hardware, OEMs have implemented updated policies allowing for price adjustments up until the time of shipment. Accordingly, quoted prices and lead times are subject to change prior to shipment. We remain committed to keeping you informed of any changes and will communicate promptly as updates occur.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.

TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.



Quote

10727

Knight Technology Group
242 Thorncliff Lndg
Acworth, GA 30101

Bill To:
**Gustine Unified
School District**
1500 Meredith Ave
Gustine, CA 95322

Ship To:
**Gustine Unified
School District**
1500 Meredith Ave
Gustine, CA 95322

Date: Aug 27, 2026
Payment Terms: Net 30
Price Valid: Sep 26, 2026
Balance Due: \$47,725.89

Item	Quantity	Rate	Amount
Lenovo 500w Gen 5 12.2" Touchscreen Convertible 2 in 1 Notebook - (SL8622)	40	\$1,098.45	\$43,938.00
WUXGA - 60 Hz - Intel N-Series N250 - 8 GB - 128 GB SSD - English Keyboard - Slate Gray - Intel Chip - 1920 x 1200 - Windows 11 Pro - Intel - In-plane Switching (IPS) Technology - Front Camera Webcam - IEEE 802.11ax Wireless LAN Standard FropShip - Lead time 4-5 weeks			
Subtotal:			\$43,938.00
Tax (8.25%):			\$3,624.89
CA eWaste Fee:			\$163.00
Total:			\$47,725.89

Notes

Pricing valid under TIPS Contract# 230105

Free Ground Shipping is included on all orders. Any questions or concerns please reach out to your rep Ethan Mcleod - ethan@ktgsupplier.com - 404-689-5568

Terms

SAM.GOV UEI# K4WSX2CBXKW9
CAGE CODE 9SW09
DUNS# 080660105



Quote Confirmation

DENISE RIVERAPANTOJA,

Thanks for choosing CDW. Review the details of Quote # 6B1432W and complete your purchase.

This proposal is subject to final CDW credit approval. Payment terms and conditions will be finalized in connection with such credit approval.

COMPLETE PURCHASE

Quote #

6B1432W

Created

08/27/2026

Account #

6122109

Quote Reference#

20260827

Notes from your Account Team

Pricing and Availability Notice -

Due to ongoing supply chain challenges, some hardware manufacturers cannot guarantee product availability or pricing until the product is shipped. While we make every effort to honor quoted pricing, if a hardware manufacturer increases its price to CDW after a quote is issued or order is accepted, we may need to update your quoted price to reflect that change irrespective of any timeframes or validity periods set forth in the quote, including up to the date of shipment. In the event of a price adjustment, we will notify you prior to shipment. Any price adjustment would only occur if the hardware manufacturer increases its pricing to CDW.

Product Details

ITEM	PRICE	QTY	ITEM TOTAL
<u>LVO E14 G7 R7-250 512/16G W11P</u>	\$1,373.29	40	\$54,931.60
MFG # 21T0000GUS CDW # 8540442 UNSPSC# 43211503 Contract: Irvine USD 23/24-01 IT Technology Equip & Periph (#23/24-01 IT)			
<u>RECYCLING FEE 4" TO LESS THAN 15"</u>	\$4.00	40	\$160.00
MFG # CAL RECYCLE FEE 1 CDW # 654809			



ITEM

PRICE

QTY

ITEM TOTAL

Subtotal	\$54,931.60
Shipping	\$0.00
Contract Fee	\$0.00
Recycle Fee	\$160.00
Sales Tax	\$4,531.86
Product Total	\$59,623.46

Payment Options

OPTION	TOTAL
Grand Total	\$55,251.60
Fair Market Value (FMV)	\$1,583.51/mo*
\$1 Buy Out	\$1,810.59/mo*

Monthly payment based on 36-month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.



Why finance?

- **Lower Upfront Costs.**
Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- **Flexible Payment Terms.**
100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- **Predictable, Low Monthly Payments.**
Pay overtime. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- **Technology Refresh.**
Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- **Bundle Costs.**
You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

[Learn more](#)

Delivery Details

Delivery Address

GUSTINE UNIFIED SCHOOL DISTRICT,
ACCOUNTS PAYABL
1500 MEREDITH AVE., Gustine, CA 95322
1701

Delivery Method

UPS Ground (2-3 days)



Billing Details

Billing Address

GUSTINE UNIFIED SCHOOL DISTRICT
ACCOUNTS PAYABL
1500 MEREDITH AVE
Gustine, CA 95322-1701
US

Payment Terms

NET 30 Days-Govt/Ed

Please remit payment to

CDW Government LLC
75 Remittance Dr Ste 1515
Chicago, IL 60675-1515

**Need Help? Contact Your Account
Manager**

Alex Roath
alex.roath@cdwg.com

[Help Center](#)

[About Us](#) | [Privacy Policy](#)

Copyright © 2007 - 2026 CDW. All Rights Reserved.

Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects found [here](#).

GUSTINE UNIFIED SCHOOL DISTRICT**Meeting of the Board of Trustees****MEETING DATE:**

September 9, 2026

AGENDA ITEM TITLE: Agreement with Lopes Poultry**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Agreement with Lopes Poultry.

SUMMARY:

The contract with Lopes Poultry is for the purchase and processing of 100 turkeys for use in the Gustine Unified School District's Central Kitchen. The turkeys will be professionally processed into various cuts, including ground turkey, allowing the District's Nutrition Services Department to incorporate the meat into a variety of freshly prepared meals for students.

This partnership supports the District's ongoing efforts to expand scratch cooking, utilize locally produced food, and provide students with nutritious, high-quality meal options. The different cuts of turkey will provide flexibility in menu planning and may be used in entrées served throughout the District.

The project is being completed in partnership with Justin Lopes, a Gustine High School student and FFA member, as part of his Supervised Agricultural Experience (SAE) project. SAE projects provide students with practical, hands-on experience in agricultural production, business planning, financial management, and entrepreneurship. Through this partnership, Justin will have the opportunity to apply the knowledge and skills developed through the Gustine High School agricultural education program to a real-world business venture.

In addition to supporting the District's food-service program, the contract highlights the value of connecting classroom instruction, career technical education, and student-led agricultural projects with District operations.

FISCAL IMPACT: \$21,000**BUDGET CATEGORY:** Student Services One-Time Funds

TURKEY PURCHASE AGREEMENT

This Turkey Purchase Agreement (the "Agreement") is entered into as of June 3 - October 26, 2026 by and between:

Seller: Lopes Poultry

Address: 644 Mt. Rushmore Dr.

City/State/ZIP: Newman, CA, 95360

Phone: (209) 895-9725

Email: lopespoultry@gmail.com

and

Buyer (School / School District): Gustine Unified School District

Address: 1500 Meredith Avenue

City/State/ZIP: Gustine, CA, 95322

Contact Person: Bryan Ballenger

Title: GUSD Superintendent

Phone: (209) 628-6212

Email: bballenger@gustineusd.org

Collectively referred to as the "Parties."

1. PURPOSE

The purpose of this Agreement is for the Seller to raise, process, and deliver farm-raised turkeys to the Buyer for school food service use or related institutional consumption.

2. QUANTITY

The Buyer agrees to purchase, and the Seller agrees to supply, between:

- Minimum: 20 turkeys

Final quantity shall be confirmed in writing no later than August 9, 2026 ("Order Confirmation Deadline").

3. PRODUCT SPECIFICATIONS

- Target average live weight: approximately 29 pounds per bird
 - Processing: State-inspected Facility
 - Condition upon delivery: Frozen and packaged unless otherwise agreed in writing
 - All birds shall be suitable for human consumption and processed in accordance with applicable food safety regulations
-

4. PROCESSOR SELECTION AND PROCESSING DECISIONS

The Seller shall select and coordinate with a state-approved poultry processor for all birds supplied under this Agreement.

Processing facility name (if known): Rabbit Barn & Modesto Junior College Meat Lab

The parties acknowledge that the birds will first be humanely slaughtered and cleaned at the Rabbit Barn located in Turlock, California. Following slaughter and initial cleaning, the carcasses will be transported to Modesto Junior College for further processing into the cuts specified and agreed upon by the Buyer and Seller.

The Seller agrees to ensure that all slaughter, transportation, processing, packaging, labeling, and storage activities are conducted in accordance with all applicable state, and local food safety laws, regulations, and school procurement requirements.

Unless otherwise agreed in writing:

- Processing fees are not included in the contract price.
- Product will be delivered frozen.
- Seller retains responsibility for coordinating slaughter, transportation, and processing.

If slaughter, processing delays, shortages, transportation issues, or facility scheduling conflicts occur outside the Seller's reasonable control, the Seller shall promptly notify the Buyer and work in good faith to coordinate an adjusted delivery schedule.

5. PRICING AND PAYMENT

Pricing shall be as follows:

- \$ _210.00_ per bird

Estimated total contract value: \$ _21,000.00_

Payment Terms:

- Progress Billing: \$ _6,000.00_ due upon 30 days after invoice date.
Remaining balance: Due upon delivery and final invoice unless otherwise agreed in writing.
-

6. DELIVERY

Estimate Delivery Date: _December 7th-11th, 2026_

Delivery Location: _1500 Meredith Avenue, Gustine CA 95322_

Seller is responsible for delivering turkeys in a safe, sanitary, and properly packaged condition suitable for storage and consumption.

Risk of loss transfers to Buyer upon delivery and acceptance.

7. CANCELLATION AND CHANGES

Any changes to quantity or cancellation must be submitted in writing no less than **30 days** prior to scheduled processing.

Deposits may be non-refundable if production or processing commitments have already been made by the Seller.

8. FOOD SAFETY, INSPECTION, AND PROCUREMENT COMPLIANCE

The Seller agrees to comply with all applicable state, and local laws and regulations related to poultry production, processing, labeling, transportation, and food safety.

All turkeys supplied under this Agreement shall be processed at a state-approved processing facility, as required by applicable school food procurement regulations.

Seller agrees to provide any documentation reasonably requested by the Buyer related to:

- State inspection verification
- Product labeling
- Safe handling instructions
- Product origin information
- Invoice and delivery records
- Insurance documentation, if required by the Buyer

The Parties acknowledge that the Buyer may be subject to federal and state school food procurement requirements, including competitive purchasing standards and recordkeeping obligations.

Seller agrees to cooperate in good faith with any reasonable administrative requirements necessary for Buyer compliance.

9. INSPECTION AND ACCEPTANCE

The Buyer shall inspect the delivery upon receipt. Any claims regarding quality, damage, or discrepancy must be made within ___3___ hours of delivery.

Failure to notify within this period shall constitute acceptance of the goods.

10. LIABILITY

Each Party agrees to be responsible for its own acts and omissions. The Seller makes no warranties beyond those expressly stated in this Agreement.

11. NONDISCRIMINATION STATEMENT

The Parties agree to comply with applicable nondiscrimination laws and regulations related to school food service procurement and contracting.

12. FORCE MAJEURE

Neither Party shall be held liable for failure or delay in performance due to events beyond reasonable control, including but not limited to natural disasters, disease outbreaks, government actions, or supply chain disruptions.

13. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

14. ENTIRE AGREEMENT

This document constitutes the entire Agreement between the Parties and supersedes all prior discussions or understandings.

Any amendments must be made in writing and signed by both Parties.

15. SIGNATURES

SELLER

Name: Justin Lopez

Signature: Justin Lopez

Date: 8/10/2026

BUYER (GUSD / District Representative)

Name: Judy Edwards

Title: CBO

Signature: Judy Edwards

Date: 8/10/2026

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: Patient Care Pathway Certifications

AGENDA SECTION: Action

PRESENTED BY: Mr. Paul Demmers, GHS Teacher

RECOMMENDATION:

It is recommended that the Board of Trustees approve the HIPAA, First Aid and OSHA-10 Patient Care Pathway Certifications.

SUMMARY:

Gustine High School is seeking approval to provide healthcare safety training and certifications for students in our Patient Care Pathway. As we continue to grow the pathway, we want to make sure students are not only learning healthcare skills in the classroom, but are prepared for the real environments they will experience. Our students participate in hands-on learning, industry tours, clinical exposure, and opportunities to interact directly with healthcare professionals. Training in OSHA10-Hour General Industry Healthcare, First Aid, HIPAA, and healthcare safety will help students understand workplace safety, patient privacy, infection prevention, and the professional expectations of working in healthcare. Our goal is to provide this training early in the pathway so students can carry their certifications and knowledge with them as they advance into Patient Care III, where they will build upon those foundational skills through more advanced, industry-connected, and work-based learning experiences. We want our students to leave the Patient Care Pathway with more than completed coursework. We want them to leave with industry-recognized certifications, hands-on experience, connections with healthcare professionals, and a real understanding of what it means to work in the healthcare field. This investment helps us continue building a strong pathway that prepares students for college, internships, employment, and future careers in healthcare.

FISCAL IMPACT: \$14,813.50

BUDGET CATEGORY: GSPP Grant Funds

The purchase of HIPAA, First Aid, and OSHA certifications will ensure that every student entering our Patient Care Pathway receives the foundational training they need to feel confident, capable, and prepared to take their first steps into the healthcare field. For many of our students, this pathway is their first opportunity to see themselves as a future nurse, medical assistant, emergency responder, or other healthcare professional. Providing these certifications gives students more than information, it gives them meaningful credentials that show them they are already making progress toward their future. Moving forward, students will complete these certifications in the introductory Patient Care course. This will make the opportunity available to every student who enters the pathway and ensure that no student advances without receiving the same essential training. When students move into the second-year course, they will already be certified and will not need to repeat the training. They can then focus on developing more advanced patient care skills, participating in hands-on learning, and gaining meaningful exposure to healthcare careers. Our Patient Care students participate in healthcare site visits, industry tours, guest speaker presentations, simulations, and other work-based learning opportunities where they interact directly with healthcare professionals. These experiences can be life-changing for students, especially for those who may not otherwise have personal connections to the healthcare industry or know how to begin pursuing a healthcare career. When students enter these professional settings, we want them to feel like they belong there. We also want them to understand the responsibility that comes with working around patients, confidential information, medical emergencies, and workplace hazards. HIPAA certification will help students understand that caring for patients also means protecting their privacy, dignity, and personal information. First Aid certification will give students the knowledge and confidence to respond when someone needs immediate help instead of feeling unprepared or afraid. OSHA certification will teach students how to recognize healthcare workplace hazards, prevent injuries and exposure, use personal protective equipment, and protect themselves, their classmates, coworkers, and future patients. Providing these certifications at the beginning of the pathway will create a strong and consistent foundation for every student. It will show students that the skills they are learning have real value outside of the classroom and that they are capable of meeting professional healthcare expectations. Earning these credentials can be the moment a student begins to believe that a healthcare career is truly possible for them. Ultimately, this investment is about opening doors for our students. It will allow them to enter healthcare sites with greater confidence, interact with industry professionals from a place of preparation, and take pride in earning certifications connected to their career goals. These credentials will strengthen their readiness for advanced pathway courses, work-based learning, postsecondary healthcare programs, and future employment while helping them envision themselves as the compassionate and skilled healthcare professionals our communities will need.

FUNDAMENTALS LIBRARY

HEALTHCARE SAFETY

Give students a competitive edge before they enter clinicals, internships, continuing education, or the healthcare workforce. The **Healthcare Safety Fundamentals Library** delivers foundational safety training designed to support employability, workplace readiness, and preparation for advanced training like OSHA 10-Hour General Industry (Healthcare).

Students will receive a **certificate for library completion**, as well as **certificates in topics** selected for their focus on essential healthcare industry safe practices:



\$12 Savings

Over individual topic purchase



Required Training

For most healthcare roles



5 Certificates

Earned upon completion



Bloodborne Pathogens (Healthcare) – 60 mins

Covers OSHA requirements for bloodborne pathogens, including routes of exposure; risks associated with HIV, Hepatitis B, and Hepatitis C; methods for preventing pathogen transmission and managing occupational exposures; safe sharps disposal; and what to do after a potential exposure.



Health Insurance Portability & Accountability Act (HIPAA) – 40 mins

Provides an overview of the privacy rule, including who is covered, what information is protected, general rules for uses and disclosures, how to identify violations, and penalties for noncompliance.



Safe Patient Handling – 30 mins

Covers OSHA requirements for bloodborne pathogens, including routes of exposure; risks associated with HIV, Hepatitis B, and Hepatitis C; methods for preventing pathogen transmission and managing occupational exposures; safe sharps disposal; and what to do after a potential exposure.



Biological Agents and Infection Control – 60 mins

Defines healthcare-associated infections and microorganisms and covers chain of infection, controlling spread through safe handling of potentially contaminated equipment or surfaces, and recognizing the importance of hand hygiene, respiratory hygiene, and cough etiquette.



Get the Healthcare Safety Fundamentals Library today »



Expand Upon Safety and Health Fundamentals

We also offer an industry-focused **OSHA 10-Hour General Industry (Healthcare)** course. This course covers both OSHA basics and safety and health standards specific to healthcare industry careers. Students will gain critical knowledge and strategies for managing industry-specific hazards, including:

- Personal protective equipment (PPE)
- Bloodborne pathogens
- Safe patient handling
- Preventing workplace violence
- Walking-working surfaces
- Healthcare-associated infections (HAIs), microorganisms, and chains of infection
- Health Insurance Portability & Accountability Act (HIPAA)

Students who successfully complete the course will earn **an official US Department of Labor OSHA 10-Hour General Industry Card.**



*Learn more about CareerSafe's
OSHA 10-Hour General Industry (Healthcare) course »*



FOUNDATIONAL HEALTHCARE TRAINING: PREPARING FOR THE FUTURE

CareerSafe's foundational healthcare training options are the **perfect way for students to practice work-based learning and become stronger candidates for placement opportunities.** Here's how:

- **Professional Confidence** — Build familiarity with real-world healthcare practices, helping students communicate more effectively about their skills and experiences.
- **Career Readiness** — Reinforce employer-valued habits and expectations, including the ability to transition quickly into healthcare support and entry-level roles.
- **Clinical Internships** — Arrive better prepared to work safely and demonstrate a clear understanding of healthcare workplace expectations.
- **Scholarship Applications** — Provide concrete examples of career preparation, responsibility, and dedication to healthcare pathways.
- **Competitive Education Programs** — Strengthen applications for healthcare academies and dual-enrollment, technical training, and postsecondary health science programs.



Helping Your Students STAND OUT

Practical, industry-relevant knowledge prepares students for future opportunities, develops foundational competencies, and makes students **more confident, capable, and competitive** as they advance along their healthcare career pathways.

"CareerSafe allows us to ensure all students receive rigorous, valuable, and proven standardized industry safety information that helps keep them safe while building employability and work-ready skills."

SAFETY AND HEALTH

FIRST AID

Workplace Safety Solutions

A solid foundation of safety and health knowledge helps create a safer, more effective work environment where employers and workers alike are prepared to prevent and respond to hazards, injuries, and medical emergencies. CareerSafe's safety and health courses provide the skills and resources needed for safety and wellness in any workplace.



Best-in-Class Customer Care
4.8/5 Satisfaction Rating



+2.8 Million Trained and Counting



Earn CEUs – From Select Courses

Part of our Safety and Health Topics Catalog

 **Online, On-Demand Training**  **Focused Topic Areas**  **Real-World Scenarios**

Benefits and Features

By completing the CareerSafe Safety and Health First Aid training, students:

- Understand how to assess scenes and gather valuable information for emergency medical services (EMS) personnel and first responders
- Learn basic first aid techniques for emergencies like choking, bleeding, fractures, and burns
- Understand mental wellness as a critical component of overall well-being
- Will be able to respond to medical emergencies like seizures, heart attacks, allergic reactions, and heat- and cold-related illnesses



5 Unique Courses



*Learn more about the CareerSafe
Safety and Health Topics First Aid courses »*



COURSES LIST

Learn more about the individual First Aid training courses we offer below.

First Aid Suite (120 minutes)

Incidents requiring first aid can happen anywhere and at any time, and choices made in the face of accidents or injuries can keep victims alive, well, and comfortable until emergency help arrives. Knowing how to assess a situation and take action based on the condition of a victim can even save a life. This suite of modules provides a refresher on important first aid procedures like performing cardiopulmonary resuscitation (CPR), controlling bleeding, and reacting to potential poisonings. The First Aid suite is ideal for everyone.

First Aid - Basics (40 minutes)

First aid given at the scene of an incident can improve a victim's chances of survival and recovery. This course provides the knowledge and skills needed to assess victims and perform basic first aid techniques for the treatment of breathing emergencies, choking, severe bleeding, shock, fractures, sprains and strains, and burns.

First Aid - Medical Emergencies (33 minutes)

The Medical Emergencies course covers a variety of emergency scenarios — and the appropriate first aid care for each — including sudden illness (like fainting, seizures, asthma attacks, heart attacks, diabetic emergencies, stroke, and severe allergic reactions), poisoning, stings and bites, and heat- and cold-related illnesses.

First Aid Awareness (17 minutes)

Awareness is a critical component of first aid. This course provides an understanding of how to assess scenes and victims, gather valuable information for emergency medical services (EMS) personnel, and provide basic first aid steps, including cardiopulmonary resuscitation and bleeding control.

First Aid - Mental Wellness (19 minutes)

Mental wellness and stress reduction are critical components of overall physical and emotional wellness. This course provides useful skills for improving mental health and well-being, allowing for a happier and more productive life, both at work and at home.

First Aid - Stress (19 minutes)

Stress is normal part of everyday life, but excessive stress can negatively impact overall physical and emotional wellness by creating new — or aggravating existing — health issues. This course highlights types of stress and provides both immediate and long-term methods and techniques for stress reduction.

OSHA 10-HOUR GENERAL INDUSTRY

HEALTHCARE



CareerSafe's OSHA 10-Hour General Industry (Healthcare) course is tailored to meet the needs of students entering healthcare industry careers and covers both OSHA basics and industry-specific safety and health standards.

Students who successfully complete the OSHA 10-Hour General Industry (Healthcare) course will **earn an official US Department of Labor OSHA 10-Hour General Industry Card.**



Healthcare Industry-Tailored Content

Workers encounter a number of hazards unique and specific to the healthcare industry. This industry-focused course provides students with critical knowledge and strategies for managing those hazards, including:

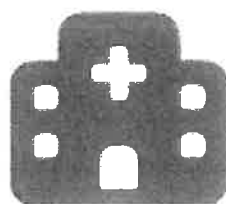
- Personal protective equipment (PPE)
- Bloodborne pathogens
- Safe Patient Handling
- Preventing workplace violence
- Health Insurance Portability & Accountability Act (HIPAA)
- Healthcare-associated infections (HAIs), microorganisms, and chains of infection

CareerSafe's engaging and affordable OSHA training provides CTE students the critical safety knowledge and industry-recognized credentials they need to gain a competitive edge in the job market.



2.3x

More young worker injuries than adult injuries annually*



553,800

Healthcare industry workplace injuries in 2024*



100K+

Expected shortage of critical healthcare workers by 2028*

"The OSHA 10 training that I completed as part of my Biomedical Science course has taught me to recognize any situations that would inhibit my safety and my ability to complete my work in the best way I possibly can"

*Sources: U.S. Centers for Disease Control and Prevention; U.S. Bureau of Labor Statistics; American Hospital Association

OSHA SAFETY TRAINING: A CREDENTIAL OF VALUE

OSHA training is one of the strongest foundations we can offer students in preparing for the workplace. OSHA 10-Hour credentials are:

- **Industry-recognized** — OSHA credentials are aligned with real workplace expectations and regulations across all industries.
- **Validated by employers** — Businesses routinely require OSHA training for hiring at all levels, and high-growth industries consistently prioritize OSHA-trained workers.
- **Portable and stackable** — OSHA 10-Hour credentials are portable between industries and across states and are a key value-add credential when stacked with other technical industry certifications.
- **Transparent in outcomes** — Learning outcomes in the OSHA 10-Hour courses directly support state and federal safety learning standards and are directly tied to the credential assessment.
- **Supported by data** — Employers, industries, and educators consistently report improved readiness, professionalism, and safety mindset among students with OSHA 10-Hour credentials.



What's a Credential of Value?

A credential of value is one that **meets essential criteria for influencing student outcomes and workforce readiness** — and OSHA credentials check all the boxes!

They're not only recognized, but also relevant, rigorous, portable, and impactful.

THE CAREERSAFE DIFFERENCE

CareerSafe Courses are 100% online, on-demand, and easily integrated to support your current safety program. This means students can learn on their own schedule, in whatever environment works for them, and at their own pace.

What sets us apart from other OSHA-Authorized Online Training Providers?

- ✓ **Career Pathways:**
OSHA 10-Hour courses tailored to industry-specific pathways
- ✓ **Best-in-class customer care:**
World-class, US-based customer care team
- ✓ **Educator Focused:** Features and resources designed to help educators manage and support student learning
- ✓ **Course Guarantee:** Earn your OSHA card the first time or retake the course for free



Different By Design

Our online, on-demand courses are specifically designed with educators and CTE students in mind. In fact, we are the only OSHA-Authorized Online Training Provider in the US that: **offers youth-focused training, has courses tailored to career pathways, and is an OSHA Alliance Ambassador.**

"CareerSafe allows us to ensure all students receive rigorous, valuable, and proven standardized industry safety information that helps keep them safe while building employability and work-ready skills."

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: Update Board Regulation 3350 Travel Expenses, Second Reading

AGENDA SECTION: Action

PRESENTED BY: Dr. Bryan Ballenger, Superintendent

RECOMMENDATIONS:

1. It is recommended that the Board of Trustees waive the reading of Update Board Regulation 3350 Travel Expenses.

2. It is recommended that the Board of Trustees approve Updating Board Regulation 3350 Travel Expenses.

SUMMARY:

The district has been reviewing our travel policy to provide more details and clarification and help make the procedures more consistent across the district. In addition, district management has had discussions and reviewed the draft policy changes with both bargaining units with preliminary consensus on the concepts of the changes proposed in the policy.

The major differences are highlighted below:

- Changing meal reimbursement to a per diem amount with two tiers of rates, without receipts, in advance, and with specified meal time periods.

FISCAL IMPACT: None

BUDGET CATEGORY: None

Regulation 3350: Travel Expenses

Status: ADOPTED

Original Adopted Date: 04/07/2004 | **Last Revised Date:** 06/08/2022 | **Last Reviewed Date:** 06/08/2022

Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims. He/she may authorize an advance of funds to cover necessary expenses.

An employee shall obtain approval from the Superintendent or designee prior to traveling. The Superintendent or designee may approve travel requests in accordance with the adopted budget and upon determining that the travel is authorized or assigned by the employee's supervisor, is necessary to attend a conference or other staff development opportunity that will enhance employee performance, and/or is otherwise necessary to the performance of the employee's duties. Travel expenses not previously budgeted may be approved on a case-by-case basis by the Superintendent or designee if he/she determines that the travel is essential and that resources may be obtained or redirected for this purpose.

Expenses approved by the Superintendent for reimbursement shall be actual, usual and necessary to the conduct of school business.

1. Meals: Meals will be reimbursed based on the per diem amount specified below. No reimbursements will be made for meals when they are included in the cost of registration.

For approved travel, prior to employee departure and upon completing required travel forms, employees will be provided with a check totaling up to ~~\$58.00-\$68.00~~ \$74.00-\$92.00 per day (depending on the county, see Tier information below) for meals based on the following rates and times:

Meal Time*	Per Diem-Tier I**	Per Diem-Tier II
Breakfast 6:00 am - 10:59 am	\$13.00-\$15.00	\$18.00 – \$23.00
Lunch 11:00 am - 3:59 pm	\$17.00-\$20.00	\$20.00 – \$26.00
Dinner 4:00 pm - 9:00 pm	\$28.00-\$33.00	\$31.00 – \$38.00

* Per IRS Regulations, meals that are reimbursed when there is no overnight stay will be taxable as wages (i.e. payroll) and subject to state and federal taxes.

** Including Tax and Tip, Tier I is for the following counties: all counties not listed in Tier II.

Including Tax and Tip, Tier II is for the following counties: Orange, Los Angeles, Monterey, San Francisco, Alameda, Santa Clara, San Mateo, Marin, Napa, San Diego, and Santa Barbara, or with Superintendent approval.

2. Lodging: Lodging will be reimbursed at the per diem rate of \$200 per night and \$250 if in Southern California or coastal areas. Receipts are required.

The maximum rate may be exceeded with prior Superintendent approval for conference hotels or based on extenuating circumstances.

If traveling with a group of greater than 3 employees, a District approved travel agency may be used for lodging reservations for one event, if that travel agency accepts purchase orders as a form of payment.

In the event an employee cannot attend a conference and said employee fails to cancel his/her reservation/ registration or secure an approved alternate, the employee will be responsible for reimbursing the district for any expenses incurred as a result of his/her absence. Under extenuating circumstances, this may be waived with Superintendent approval.

3. Mileage:

A district vehicle or mileage reimbursement will be provided for approved travel in the following order:

- a. A district vehicle will be provided for travel when possible.
- b. In the event that a district vehicle is not available,
 - i. Carpooling will be coordinated if there is more than one person traveling to the same location to ensure the least amount of trips
 - ii. If an employee chooses to make other arrangements (i.e. take own vehicle instead of carpooling) that would incur additional expense to the district, employee will only be reimbursed up to mileage for one way.
 - iii. If an employee is required to use his/her own vehicle, employee will be reimbursed for all miles driven for District business.

Mileage reimbursement for use of personal vehicles used for district related travel outside of the district boundaries will be paid at the current IRS rate per mile. Mileage is applied from the work site or from home, whichever is closer to the destination.

4. Common Carrier: The actual cost of common carrier round trip fare will be reimbursed upon submission of receipt.
5. Miscellaneous Travel Expenses: Travel expenses essential to official district business are reimbursable when reasonably incurred and submitted with valid, original, itemized, receipts. Allowable expenses include, but are not limited to, transportation costs, parking fees, bridge or road tolls, cab fare, car rental, registration fees for seminars and conferences, and other necessary incidental expenses.
6. Personal Expenses: Certain travel expenses are considered personal expenses which are not essential to district business. These personal expenses are "Non-Reimbursable Expenses." These type of expenditures include: alcoholic beverages; meal or travel expenses for guests, spouses, or friends who are accompanying the employee on district-related business;

entertainment; transportation to or from places of entertainment; laundry; personal phone calls; or personal losses or traffic violation fees incurred while on district business.

The Superintendent is directed to establish regulations for implementing this policy and is authorized to perform all powers authorized under Education Code 44032 so long as expended funds do not exceed those previously budgeted for those purposes by the Governing Board.

Travel costs and expenses will be reimbursed based upon a claim form submitted by the employee. Claims shall be submitted on the form provided by the district and submitted within one month after incurring the expenses.

All claims for reimbursement shall be supported by the actual receipts, except meal reimbursements which will be as specified in item 1 above.

Policy Reference Disclaimer:

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

State

Ed. Code 42634

Description

Itemization of expenses

Ed. Code 44016

Travel expense to employment interview

Ed. Code 44032

Travel expense payment

Ed. Code 44033

Automobile allowance

Ed. Code 44802

Student teacher's travel expense

Management Resources

Internal Revenue Service Publication

Description

Per Diem Rates (For Travel Within the Continental United States), Publication 1542

Website

CSBA District and County Office of Education Legal Services

Website

U.S. General Services Administration, Per Diem Rates

Website

Internal Revenue Service

Cross References

Code

1220

Description

Citizen Advisory Committees

1220

Citizen Advisory Committees

2121

Superintendent's Contract

2230

Representative And Deliberative Groups

3100	<u>Budget</u>
3100	<u>Budget</u>
3110	<u>Transfer Of Funds</u>
3230	<u>Federal Grant Funds</u>
3230	<u>Federal Grant Funds</u>
3300	<u>Expenditures And Purchases</u>
4131	<u>Staff Development</u>
4231	<u>Staff Development</u>
9150	<u>Student Board Members</u>
9250	<u>Remuneration, Reimbursement And Other Benefits</u>
9250-E(1)	<u>Remuneration, Reimbursement And Other Benefits</u>
9250-E(2)	<u>Remuneration, Reimbursement And Other Benefits</u>

GUSTINE UNIFIED SCHOOL DISTRICT**Meeting of the Board of Trustees****MEETING DATE:**

September 9, 2026

AGENDA ITEM TITLE: GHS Precalculus Curriculum Adoption of Math Medic**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATIONS:**

It is recommended the Board of Trustees approve the GHS Precalculus Curriculum Adoption of Math Medic.

SUMMARY:

Gustine High School is seeking approval to adopt the Math Medic Precalculus curriculum for the 2025–26 school year and beyond. The curriculum was piloted by GHS teachers during the previous school year and received positive feedback. The adoption will provide students with a standards-aligned, engaging Precalculus program that supports college and career readiness. Traditional mathematics instruction often relies on teachers lecturing while students copy notes. Math Medic disrupts this cycle by utilizing the Experience First, Formalize Later (EFFL) instructional model.

- The EFFL Model: Students spend the first 15–20 minutes of class working in small groups on a contextual, entry-level activity. The teacher then facilitates a whole-class debrief to formalize the mathematical definitions, notation, and formulas.
- Long-Term Retention: Peer-reviewed consensus and pilot data demonstrate that allowing students to explore mathematical concepts before formalization drastically improves conceptual retention and engagement compared to traditional lectures.
- College Board Integration: For students on advanced tracks, Math Medic is fully vetted and officially recognized by the College Board AP Course Audit as an approved primary textbook resource.

FISCAL IMPACT: \$1,185**BUDGET CATEGORY:** LCFF 0824



What We Offer



How It Works (<https://mathmedic.com/how-it-works/>)

Resources

(<https://mathmedic.com/resources/>)



Contact (<https://mathmedic.com/contact/>)

About Us (<https://mathmedic.com/about/>)

(<https://portal.mathmedic.com/sign-up>)

Account Login (<https://portal.mathmedic.com/login>)



Math Medic

(<https://mathmedic.co>)



Experience First, Formalize Later (EFFL)

Our Teaching Philosophy

<https://mathmedic.com/how-it-works/>

Experience First, Formalize Later means that students are working collaboratively to think, to discuss, and to construct their own understanding of new content before the teacher helps students to arrive at formal definitions and formulas.

What Does It Look Like in the Classroom?



+ Learning Targets

- ✓ Write an equation given a starting value and a constant rate of change
- ✓ Interpret the coefficients of a linear equation written in slope-intercept form (rate and starting value).

The learning targets explain what students are expected to know, do, or understand as a result of the lesson

It is critical that the teacher is crystal clear on the goal of the lesson when planning and enacting a lesson, and the learning targets should inform all instructional decisions. Learning targets are written in student friendly language and can be presented to students either before or after the lesson, depending on the goal of the lesson.

The teacher does more than simply read the learning targets to the class. They make connections to previous learning, share how this learning fits into a bigger picture, or explain why this learning is important for future learning.

+ Activity

Activity: What's Cooking at KFC?

LESSON HANDOUTS

[DOCX](#)[PDF](#)

ANSWER KEY

[PDF](#)

HOMEWORK

[ASSESSMENT](#)

For this part of the lesson, students work in groups of three or four to experience new content through an activity. Students might be discussing a proposed scenario, collecting data, or working through a carefully sequenced set of questions designed to help students notice patterns and relationships.

The student activity is designed for students to be able to do without the help of the teacher. Of course, the teacher is watching and listening in to conversations in order to formatively assess student understanding.

The teacher provides **questions, cues, and prompts** (<https://blog.mathmedic.com/post/focusing-vs-funneling-questions>) (not answers!) to help push groups forward when they are stuck or have made a mistake. As students begin to finish the activity, the teacher identifies students to write their work on the board. Most often, the teacher selects student work that will easily allow them to connect the experience to the formal learning. Students write their work on the whiteboard in a single color marker (blue).

See it in Action (<https://blog.mathmedic.com/post/what-does-an-effl-lesson-look-like>)

+ Debrief Activity

They both include the 8 pc. chicken bucket and fries.

Cost per side

change in cost.
= change in # of sides

second meal has 2 extra sides and costs \$25.66 instead of \$19.88

What is the cost for one side? How do you know?

$$25.66 - 19.88 = \$5.78 \leftarrow \text{represents 2 extra sides.}$$

$$\frac{5.78}{2} = \$2.89 \text{ per side}$$

base cost of meal with 0 sides

3. How much would you pay for an 8 pc. Chicken Bucket with no sides? Show how you figured it out.

$$\$19.88 - \$2.89 = 16.99$$

8pc. bucket - 1 side = 8pc. chicken bucket w/ 1 side

4. Complete the table to show the relationship between the number of sides and the total cost of a Chicken Bucket meal.

Base cost/starting value

Number of sides	0	1	2	3	4	5
Cost of meal	\$16.99	\$19.88	\$22.77	\$25.66	\$28.55	\$31.44

+2.89 +2.89 +2.89

Once student responses are up on the white board, the teacher calls the whole group back together for a debrief. It is in this discussion that the teacher will help students formalize the learning. The teacher connects the student activity experience to new vocabulary, definitions, formulas, and algorithms.

The formal learning is attached specifically to the experiences of the activity so that students can enhance their constructed understanding of the new content. The teacher writes all of the formal learning in a different color in the margins of the activity (see red writing below). The students add these

ideas. On the end of their activity page and often think of this as the formal "notes" of the lesson.

In all of the answer keys we provide on Math Medic, the teacher formal learning points are provided in the margins in a different color (red).

Lesson 2.4 – Linear Equations

QuickNotes

LT#1: Linear relationships have a constant rate of change.

LT#2: $y = mx + b$ or $y = b + mx$
 output variable y input variable x
 b represents the starting value (the output when $x=0$)
 m represents the rate
 If $m > 0$, y is increasing
 If $m < 0$, y is decreasing

In this part of the lesson, the teacher uses the whole experience of the activity and the formalization in the debrief to summarize the learning from the lesson. These ideas are directly linked to the learning targets

See it in Action (<https://blog.mathmedic.com/post/what-does-an-effl-lesson-look-like>)

+ Check Your Understanding

Check Your Understanding

1. Valencia is deflating her air mattress at the end of her camping trip. The volume of air in the air mattress, in cubic feet, can be modeled by the equation $V = 33 - 4.4t$ where t is the time in minutes since she started removing the air from the mattress.
 - a. At what rate is the air being removed from the air mattress? Indicate proper units.
 - b. How much air was in the air mattress before Valencia started deflating it?

Now that students have arrived at some new learning, they need to be able to apply it in new contexts. Most often we have students complete these questions in pairs and sometimes we use it as an exit ticket. If we have time, we have students write solutions on the whiteboard.

See it in Action (<https://blog.mathmedic.com/post/what-does-an-effl-lesson-look-like>)

+ Homework

We typically give students around 5-10 homework problems for each lesson. We choose problems that are closely aligned with the learning targets of the lesson.

It is our belief that "less is more" here. We would rather students spend their homework time thinking deeply about just a few problems, rather than surface level thinking on many problems.

Check out our homework, quizzes, and tests in the **Math Medic Assessment Platform** (<https://mathmedic.com/assessments>).

Math Medic

(<https://mathmedic.com/>)

© 2026 - Math Medic | All rights reserved

All lesson handouts are under this Creative Commons license (<https://creativecommons.org/licenses/by-nc-sa/3.0/us/>)

AP® is a trademark registered by the College Board, which is not affiliated with, and does not endorse, Math Medic.

Terms of Use (<https://mathmedic.com/terms-of-use/>) | Privacy Policy (<https://mathmedic.com/policy/>)

Quick Links

Register Now > (<https://portal.mathmedic.com/sign-up>)

Create an account for access to all our lesson plans and activity downloads.

How It Works

(<https://mathmedic.com/how-it-works>)

Math Medic Plus

(<https://mathmedic.com/math-medic-plus-subscription/>)

AP® Review

(<https://mathmedic.com/ap-review>)

Math Programs

(<https://mathmedic.com/math-programs/>)

Lessons

(<https://mathmedic.com/lesson-plans/>)

Workshops

(<https://mathmedic.com/workshops>)

Tech Support

(<https://mathmedic.com/contact>)

Sign Up
(<https://portal.mathmedic.com/sign-up>)

portal.mathmedic.com/sign-up

Login

(<https://portal.mathmedic.com/login>)

buy seats

(<https://purchase.mathmedic.com/quotes>)

Invoice

Math Medic

Invoice number OIGL2BNN-0002
Date of issue September 1, 2026
Date due October 1, 2026
PO Number 270239

Math Medic
401 Hall St. SW
Ste 119B
Grand Rapids, Michigan 49503
United States
+1 616-221-2025
help@mathmedic.com

Bill to
Gustine USD
1500 MEREDITH AVE
Gustine, California 95322
United States
kmedeiros@gustineusd.org

Ship to
Kim Medeiros
1500 MEREDITH AVE
Gustine, California 95322
United States

\$1,098.95 USD due October 1, 2026

[Pay online](#)

Description	Qty	Unit price	Amount
Shipping	1	\$106.95	\$106.95
Teacher Workbook - Precalculus	1	\$17.00	\$17.00
Student Workbook - Precalculus	50	\$13.00	\$650.00
Math Medic Plus - Precalculus	1	\$325.00	\$325.00
Subtotal			\$1,098.95
Total			\$1,098.95
Amount due			\$1,098.95 USD

Please contact help@mathmedic.com with any questions.

To pay by check, please mail to
Math Medic
401 Hall St. SW Suite 119B
Grand Rapids, MI 49503

Pay \$1,098.95 with a bank transfer

Bank transfers can take up to two business days. To pay via bank transfer, transfer funds using the following bank information.

Account holder Math Medic
Bank name Wells Fargo

Routing number 121000248
Account number 40630219605245977
SWIFT code WFBUS6SXXX
Reference OIGL2BNN-0002

GUSTINE UNIFIED SCHOOL DISTRICT**Meeting of the Board of Trustees****MEETING DATE:**September 9, 2026

AGENDA ITEM TITLE: GMS Suite 360 Purchase**AGENDA SECTION:** Action**PRESENTED BY:** Peter Duenas, GMS Principal**RECOMMENDATIONS:**

It is recommended that the Board of Trustees approve the purchase of the Suite 360 Purchase.

SUMMARY:

Suite 360 will be utilized at Gustine Middle School as a prevention and intervention resource to support students' social-emotional development, decision-making, and overall well-being. The program provides lessons addressing important topics relevant to middle school students, including bullying prevention, the dangers of vaping, conflict resolution, responsible decision-making, and strategies for managing the challenges associated with adolescence.

In addition to its preventative use, Suite 360 will serve as an intervention resource for students who make poor choices or engage in behaviors that do not warrant suspension from school. In these situations, students will have the opportunity to meet individually with Ms. Haro, the school counselor, and complete appropriate Suite 360 lessons related to their behavior or circumstances.

The goal is to help students understand the impact of their choices, develop greater self-awareness, and learn practical strategies for handling difficult situations in a positive and productive manner. By providing students with targeted instruction and support, Suite 360 will help promote a safer, more positive school environment while giving students the tools they need to make better decisions moving forward.

FISCAL IMPACT: \$2,824.50**BUDGET CATEGORY:** LCAP

THIS QUOTE IS A DRAFT AND REQUIRES FURTHER APPROVAL

NAVIGATE360 - ORDER FORM

Customer: **Gustine Middle**
28075 Sullivan Rd
Gustine, CA 95322
Peter Duenas
pduenas@gustineusd.org

Proposal No: **Q-276583**
Proposal By: Ryan Lassley
Email: rlassley@navigate360.com
Opp Number: 285699
Proposal Expires: 9/30/2026

Initial Investment: \$2,824.50 - Net 30

Term: The 36 month term for subscription services begins on **9/14/2026** and ends on **9/13/2029**. Subscription services will be billed according to the following invoice schedule: Annually

Notes:

SUBSCRIPTION SERVICES

Product	Description	Quantity	Annual Price
Behavior360 - Intervention	Behavior360 - Intervention (Bundle Product)	350 Students	\$0.00
PBIS Rewards Service Base Fee	PBIS Rewards Service Base Fee	350 Students	\$444.50
PBIS Rewards Per Student Fee	PBIS Rewards Per Student Fee	350 Students	\$640.50
PBIS Rewards Behavioral Referral System	PBIS Rewards Behavioral Referral System	350 Students	\$252.00
Compass Behavior Intervention	Behavioral Intervention for students	350 Students	\$1,190.00
Compass Services and Support	Annual service and support fees for curriculum subscriptions.	350 Students	\$297.50

Subscription Amount: \$2,824.50*

Initial Investment Total: \$2,824.50

All Pricing in USD.

Notices:

*After the initial term, for subscription products the Master Services Agreement (MSA) shall automatically renew for successive one-year terms unless either party provides written notice of nonrenewal to the other party at least 90 days prior to the end of the then-current Term.
*After initial investment contemplated by this Order Form, Customer agrees and understands that subscription services under the MSA may be subject to an annual increase of up to 5%.

Proposal No. Q-276583

Terms and Conditions

Please see the Master Services Agreement and Addenda thereto for the terms and conditions that govern this Order Form. Customer agrees that Customer's purchases hereunder are neither contingent on the delivery of any future functionality or features of the Services nor dependent on any oral or written public comments made by Company regarding future functionality or features.

☒ By signing below, Customer agrees to the Master Service Agreement Terms and following addenda:

Master Service Agreement: Gustine Middle MSA

Software Services Addendum A

IN WITNESS WHEREOF, the parties have caused their respective duly authorized representatives to execute this Agreement in consideration of the promises and mutual covenants contained herein.

NAVIGATE360 SIGNATORY

Name: _____
Date: _____
Signature: _____

CUSTOMER BILLING INFORMATION

A/P Contact Name: _____
A/P Phone: _____
A/P Email: _____
A/P Address: _____
City: _____
State (2 Letter Abbreviation): _____
Zip Code: _____
Federal Tax ID: _____
Purchase Order
☐ Attached PO #: _____
☐ PO in process to be sent separately:
Sales Tax Exempt No. _____

CUSTOMER SIGNATORY

Name: _____
Title: _____
Date: _____
Signature: _____

Sales Tax Exemption Certificate must be attached.

Upload Document:

GUSTINE UNIFIED SCHOOL DISTRICT**Meeting of the Board of Trustees****MEETING DATE:**

September 9, 2026

AGENDA ITEM TITLE: Dual Enrollment Data Sharing MOU with Modesto Junior College**AGENDA SECTION:** Action**PRESENTED BY:** Dr. Bryan Ballenger, Superintendent**RECOMMENDATIONS:**

It is recommended the Board of Trustees approve the Dual Enrollment Data Sharing MOU with Modesto Junior College.

SUMMARY:

Gustine Unified School District is seeking approval of the Data Sharing Agreement with Modesto Junior College to support the District's College and Career Access Pathways (CCAP) and dual enrollment program. The agreement establishes the framework for securely sharing student information necessary to facilitate student enrollment, participation, course completion, and the awarding and tracking of college credit.

The agreement outlines the responsibilities of both GUSD and Modesto Junior College related to the collection, use, protection, and sharing of student data. This data-sharing process will support accurate enrollment and student records, enable both institutions to monitor student participation and progress in dual enrollment courses, and help ensure compliance with applicable student privacy and data protection requirements.

The approval of the Data Sharing Agreement with Modesto Junior College will support the District's continued expansion of dual enrollment opportunities for GUSD students.

FISCAL IMPACT: \$0**BUDGET CATEGORY:** NA

MEMORANDUM OF AGREEMENT

Between

Modesto Junior College

and

Gustine Unified School District

1500 Meredith Ave
Gustine, CA 95322

Executive Summary

This Memorandum of Agreement (MOA) establishes the basis for mutual cooperation between Modesto Junior College (MJC) and Gustine Unified School District (GUSD), collectively referred to as "the Parties". The Parties share the common goal of helping students meet educational milestones in the K14 continuum. The tracking and reporting of data that indicate student progress toward educational goals is an important component for both organizations.

This MOA describes data sharing processes between **MJC (Provider)** and **GUSD (Recipient)**, and the specific student data elements to be shared. The MOA has been completed by the two Parties to specify the allowable data sharing activities under the School Official Exception of FERPA: (§99.31(a)(1)(i)(B)).

In accordance with that exception, both parties agree that the disclosure of identified education records to GUSD:

1. Performs an institutional service or function;
2. Is under the direct control of the agency or institution with respect to the use and maintenance of education records;
3. Is subject to the requirements in (§99.33(a) that the personally identifiable information (PII) from education records may be used only for the purposes for which the disclosure was made;
4. Meets the criteria in the school or local educational agency's (LEA's) annual notification of FERPA rights for being a school official with a legitimate educational interest in the education records.

Process

Upon written request from GUSD, MJC agrees to provide the specified data elements for any student who is dually enrolled at the College and GUSD. Data will be shared by encrypted email from MJC to GUSD. GUSD agrees to maintain the data on a secure server and limit use to aggregated reporting.

Data

Data to be shared from MJC to GUSD is limited to the following elements for identified

students:

1. Student Name
2. W Number (COLLEGE's student identifier)
3. DOB
4. High School
5. Courses enrolled (by term)
6. Courses completed (by term)
7. Grades (by term)
8. Credits earned

Confidentiality

Data privacy and security are primary concerns. The Parties agree to maintain the confidentiality of any personally identifiable information (PII) during the process of data sharing and reporting. With the exception of State reporting, no PII data will be shared by Recipient with any other agency.

Acknowledgements

The Parties agree on a minimum of three weeks' notice for requested data to be provided.

Agency and Insurance

To the fullest extent permitted by law, each Party shall defend, indemnify, and hold harmless the other, its agents, officers, officials, employees, and volunteers from and against all claims, damages, losses, and expenses, including but not limited to attorney fees and court costs, arising from the acts, errors, mistakes, omissions, work of service of the indemnifying party, its agents employees, students or any tier of that party's subcontractors in the performance of this Agreement. The requirements of this Agreement will not be construed as limiting scope of this indemnification.

Contacts

The primary point of contact for MJC will be Angelica Rodriguez. The primary point of contact for GUSD will be Daisy Zagazeta. (See the final page for full contact information). Primary contacts may assign tasks related to gathering, sending, receiving, or reporting data to other authorized employees of their respective organizations. Any change in these primary contacts shall be promptly communicated in writing to the other Party.

Authority

Each Party, by executing this MOA, holds forth that it has the requisite authority to enter into this MOA.

Dispute Resolution

The Parties will use best efforts to resolve all disputes that arise out of this MOA through informal mediation.

Effective Date, Renewal, Termination & Term

The term of this MOA ("Term") shall be for five (5) years, commencing on August 1, 2026, and ending on June 30, 2031, unless earlier terminated in accordance with the MOA. The terms of this MOA supersede any other agreement and shall be effective from the date

of the Parties' signatures (counterpart signatures are allowed) until termination or closure by either Party providing 60 days written notice.

On Behalf of Gustine Unified School District

Title:

Signature:

Date:

On Behalf of Modesto Junior College

Title:

Signature:

Date:

GUSTINE UNIFIED SCHOOL DISTRICT

Meeting of the Board of Trustees

MEETING DATE:

September 9, 2026

AGENDA ITEM TITLE: Board Policy Update August 2026, First Reading

AGENDA SECTION: Action

PRESENTED BY: Dr. Bryan Ballenger, Superintendent

RECOMMENDATIONS:

It is recommended that the Board of Trustees waive the reading of Board Policy Update August 2026.

SUMMARY:

The attached CSBA Manual Maintenance Service Checklists list the policies that need to be updated as of August 2026. Once approved by the Board, the updates will be posted on GAMUT Online, available from the District's website.

FISCAL IMPACT: None

BUDGET CATEGORY: None

CSBA UPDATE CHECKLIST – August 2026

District Name: **Gustine Unified School District**

Contact Name: **Sara Gomez** Phone: **209-854-3784** Email: **sgomez@gustineusd.org**

POLICY	TITLE	OPTIONS/BLANKS	ADOPTION DATE	MANDATED
BP 0410	Nondiscrimination in District Programs and Activities	Fill in Blanks HR Specialist/Title IX Coordinator/Equity Compliance Officer 1500 Meredith Ave. Gustine, CA 95322 209-854-3784 mjuarez@gustineusd.org		M
BP 1312.2	Complaints Concerning Instructional Materials			
AR 1312.2	Complaints Concerning Instructional Materials			
E(1) 1312.2	Complaints Concerning Instructional Materials	Fill in Blanks _Form _____ _____ _____		
BP 1312.3	Uniform Complaint Procedures			M
AR 1312.3	Uniform Complaint Procedures	OPTION 1: ☒ OPTION 2: ☐ Fill in Blanks HR Specialist/Title IX Coordinator/Equity Compliance Officer 1500 Meredith Ave. Gustine, CA 95322 209-854-3784 mjuarez@gustineusd.org		M
E(1) 1312.3	Uniform Complaint Procedures			
E(2) 1312.3	Uniform Complaint Procedures	Fill in Blanks Form for Preschool Complaint _____ _____ _____		
BP 3471	Parcel Taxes			
BP 4119.1	Civil and Legal Rights			
E(1) 4119.1	Civil and Legal Rights	NEW EXHIBIT		

CSBA UPDATE CHECKLIST – August 2026

District Name: **Gustine Unified School District**

POLICY	TITLE	OPTIONS/BLANKS	ADOPTION DATE	MANDATED
BP 4219.1	Civil and Legal Rights			
E(1) 4219.1	Civil and Legal Rights	NEW EXHIBIT		
BP 4319.1	Civil and Legal Rights			
E(1) 4319.1	Civil and Legal Rights	NEW EXHIBIT		
BP 4131	Staff Development			
BP 4231	Staff Development			
BP 4331	Staff Development			
BP 5020	Parent Rights and Responsibilities			M
AR 5020	Parent Rights and Responsibilities			M
BP 5022	Student and Family Privacy Rights	OPTION 1: ☒ OPTION 2: ☐		
AR 5022	Student and Family Privacy Rights			
BP 5125	Student Records			
AR 5125	Student Records			
BP 5131.8	Mobile Communications Devices	OPTION 1: ☒ OPTION 2: ☐ OPTION 1: ☐ OPTION 2: ☒		
BP 5145.3	Nondiscrimination/Harassment			M
AR 5145.3	Nondiscrimination/Harassment	Fill in Blanks HR Specialist/Title IX Coordinator/Equity Compliance Officer 1500 Meredith Ave. Gustine, CA 95322 209-854-3784 mjuarez@gustineusd.org		M
BP 6141	Curriculum Development and Evaluation			
AR 6141	Curriculum Development and Evaluation			
BP 6159	Individualized Education Program			M

CSBA UPDATE CHECKLIST – August 2026

District Name: **Gustine Unified School District**

POLICY	TITLE	OPTIONS/BLANKS	ADOPTION DATE	MANDATED
AR 6159	Individualized Education Program			M
BP 6159.1	Procedural Safeguards and Complaints for Special Education			M
AR 6159.1	Procedural Safeguards and Complaints for Special Education			M
BP 6159.2	Nonpublic, Nonsectarian School and Agency Services for Special Education			M
BP 6159.2	Nonpublic, Nonsectarian School and Agency Services for Special Education			
BP 6161.1	Selection and Evaluation of Instructional Materials			
AR 6161.1	Selection and Evaluation of Instructional Materials			
E(1) 6161.1	Selection and Evaluation of Instructional Materials	Fill in Blanks Resolution Example 		
BP 6161.11	Supplementary Instructional Materials			
BP 6163.1	Library Media Centers	OPTION 1: ☒ OPTION 2: ☐		
BP 6164.4	Identification and Evaluation of Individuals for Special Education			M
AR 6164.4	Identification and Evaluation of Individuals for Special Education	Fill in Blanks Director of Special Education 1500 Meredith Ave. Gustine, CA 95322 209-854-3784 lfilippini@gustineusd.org		
BP 7214	General Obligation Bonds			
AR 7214	General Obligation Bonds			

CSBA UPDATE CHECKLIST – August 2026

District Name: **Gustine Unified School District**

POLICY	TITLE	OPTIONS/BLANKS	ADOPTION DATE	MANDATED
BB 9220	Governing Board Elections	OPTION 1: ☒ OPTION 2: ☐ OPTION 3: ☐ OPTION 1: ☐ OPTION 2: ☒ OPTION 1: ☐ OPTION 2: ☒ OPTION 1: ☒ OPTION 2: ☐		
E(1) 9220	Governing Board Elections			
BB 9240	Board Training			

CSBA POLICY GUIDE SHEET

August 2026

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes and minor revisions have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0410 – Nondiscrimination in District Programs and Activities

Policy updated to make more precise the statement regarding the applicability of the policy. Additionally, policy updated to reflect **NEW LAW (AB 495, 2025)** which (1) prohibits, unless one of the limited exceptions applies, the collection and disclosure of information or documents regarding the citizenship or immigration status of students, student family members, and staff, and (2) requires the district to notify parents/guardians with specified information regarding their children's right to a free public education regardless of immigration status. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) includes staff development materials in the list of materials the Governing Board is prohibited from adopting or approving if the use would subject a student to unlawful discrimination, (2) prohibits teachers from giving instruction and districts from sponsoring any activity that promotes a discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic in specified law, (3) requires that instructional materials adopted by the Board be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship, (4) prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination, and (5) requires the district to include in the annual parent/guardian notification the protections, requirements, and responsibilities regarding unlawful discrimination related to instruction and instructional and staff development materials. Policy also updated to reflect **NEW LAW (AB 932, 2025)** which prohibits districts from discriminating against any person on the basis of sex or gender in the operation, conduct, or administration of community youth athletics programs, or in the allocation of parks and recreation facilities and resources, or school and recreation facilities and resources, that support or enable such programs.

Board Policy 1312.2 – Complaints Concerning Instructional Materials

Policy updated to move material related to the use of established complaint procedures for complaints concerning the content or use of instructional materials so that it is chronologically placed within the order of the policy. Additionally, policy updated to reflect **NEW LAW (AB 715, 2025)** which requires instructional materials adopted by the Governing Board to be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship. In addition, policy updated to add that a complaint alleging discriminatory bias be filed, investigated, and resolved in accordance with the district's uniform complaint procedures.

Administrative Regulation 1312.2 – Complaints Concerning Instructional Materials

Regulation updated to clarify language related to review committee complaint findings. Additionally, regulation updated to include that parents/guardians are not precluded from opting a student out of specified instructional content.

Exhibit (1) 1312.2 – Complaints Concerning Instructional Materials

Exhibit updated to (1) align title with use of the form "Complaint Concerning Instructional Materials," (2) include that complaints concerning discrimination, including discrimination related to instructional materials, be made in accordance with Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures, and (3) to create check boxes for stakeholders to identify their association with the district (employee, district resident, or parent/guardian), as the use of the form is limited to such persons.

Board Policy 1312.3 – Uniform Complaint Procedures

Policy updated to align with the California Department of Education’s Uniform Complaint Procedures (UCP) 2025-26 Federal Program Monitoring instrument. Additionally, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits districts from sponsoring any activity that promotes a discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic in specified law, (2) includes staff development materials in the list of materials the Governing Board is prohibited from adopting or approving if the use would subject a student to unlawful discrimination, and (3) authorizes a complaint alleging discrimination in the adoption, approval, or use of staff development materials to be brought under the district’s UCP or filed directly with the Superintendent of Public Instruction. In addition, policy updated to reflect **NEW LAW (AB 932, 2025)** which prohibits districts from discriminating against any person on the basis of sex or gender in the operation, conduct, or administration of community youth athletics programs, or in the allocation of parks and recreation facilities and resources, or school and recreation facilities and resources, that support or enable such programs.

Administrative Regulation 1312.3 – Uniform Complaint Procedures

Regulation updated to clarify the legal requirements related to uniform complaint procedure (UCP) policy notifications. Additionally, regulation updated to align with the California Department of Education’s (CDE) UCP 2025-26 Federal Program Monitoring instrument. In addition, regulation updated to reflect **NEW LAW (AB 715, 2020)** which provides that (1) discriminatory bias in instruction and district-sponsored activities does not require a showing of direct harm to members of a protected group, and members of a protected group do not need to be present while the discriminatory bias is occurring for the act to be considered discriminatory bias, (2) if the Governing Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to specified law, the Board is required to remediate the action, which may include, but is not limited to, implementation of restorative justice practices, (3) if the Superintendent of Public Instruction (SPI) determines, pursuant to a complaint filed directly with the SPI or on an appeal of a district decision regarding a complaint, that a district violated specified law related to the adoption, approval, or use of any textbook, instructional material, supplemental instructional material, staff development material, or curriculum for classroom instruction, CDE is required to notify the district that it take corrective action, (4) if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated specified law, the district is required to notify the organization that corrective action is required unless the SPI has already done so, and (5) a party to a written complaint of prohibited discrimination may appeal, directly with the SPI, if the district fails to issue an investigation report within the timeline required by the UCP, in which case the complainant is required to present evidence that supports the basis for the direct filing and why immediate action is necessary.

Exhibit (1) 1312.3 – Uniform Complaint Procedures

Exhibit reviewed in conjunction with the update to the accompanying Board policy and administrative regulation.

Exhibit (2) 1312.3 – Uniform Complaint Procedures

Exhibit reviewed in conjunction with the update to the accompanying Board policy and administrative regulation.

Board Policy 3471 – Parcel Taxes

Policy updated to clarify that ballot materials be submitted in accordance with law and Board policy. Additionally, policy updated to reflect **NEW COURT DECISION (Traiman v. Alameda Unified School District)** where the Court of Appeals held that a district may set a maximum tax liability amount per parcel and that this does not create classifications or a differential taxation in violation of the requirement for the parcel tax to be uniformly applied to all taxpayers. In addition, policy updated to add that for each election, upon receipt of the certified statement of the results of the election from the applicable county elections officials, the Governing Board is required to declare the results of the vote on the parcel tax.

Board Policy 4119.1/4219.1/4319.1 – Civil and Legal Rights

Policy updated to reference **NEW COURT DECISION (Dodge v. Evergreen School District)** where the Ninth Circuit Court of Appeals held that a principal inappropriately reprimanded a teacher who brought (but did not wear) a hat with a presidential campaign slogan on it to an on-site professional development session because (1) the teacher was expressing himself as a private citizen on a national political campaign, which was a matter of public concern and (2) the fact that some employees in attendance took offense did not create the type of substantial disruption necessary to justify limiting the teacher's right to free speech. Additionally, policy updated to clarify that, as permitted by law, districts may direct employees to search their personal accounts, devices, and records for district-related documents or information. In addition, policy updated to reflect **NEW COURT DECISION (Brown v. City of Inglewood)** where the California Supreme Court held that elected officials are not considered "employees" eligible for whistleblower protections under specified law.

NEW - Exhibit(1) 4119.1/4219.1/4319.1 – Civil and Legal Rights

New exhibit provides a copy, without the original formatting, of the model list of employees' rights and responsibilities under the whistleblower laws created by the Labor Commissioner's Office and which a district is required to prominently display pursuant to specified law.

Board Policy 4131 – Staff Development

Policy updated to reflect that staff be required to attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy. Additionally policy updated to add the requirement (1) for all teachers and other certificated staff serving students in any of grades 7-12 to receive at least one hour of training annually which incorporates the California Department of Education's (CDE) online training curriculum to support lesbian, gay, bisexual, transgender and questioning (LGBTQ+) cultural competency, (2) for districts, on or before July 1, 2029, to certify to CDE that 100 percent of its certificated employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training at least one time, (3) for districts to provide annual training, using the online training module provided by the State Department of Social Services, to employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements, and (4) for certificated staff who administer screening instruments or other instruments used to assess students in grades kindergarten-2 for risk of reading difficulties to be appropriately trained to administer such instruments. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits the Governing Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination, (2) requires, if the Board knows or has reason to know that staff development materials or services were used, or an action occurred, which violated specified law, the Board to investigate and remediate the action, and (3) requires the district to notify an organization that the district determines provided a textbook, instructional material, supplemental instructional material, staff development material, or curriculum that violated specified law, unless the Superintendent of Public Instruction has already done so. Policy also updated to reflect **NEW LAW (SB 303, 2025)** which provides that an employee's assessment, testing, admission, or acknowledgment of the employee's own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not constitute unlawful discrimination.

Board Policy 4231 – Staff Development

Policy updated to reflect that staff be required to attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy. Additionally, policy updated to add the requirement (1) for districts, on or before July 1, 2029, to certify to the California Department of Education that 40 percent of its classified employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training at least one time, (2) the requirement for districts to provide annual training, using the online training module provided by the State Department of Social Services, to employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements, and (3) the authorization for staff development on student and campus safety to include implementation of the school safety plan. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits the Governing Board from adopting or approving

the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination, (2) requires, if the Board knows or has reason to know that materials were used in staff development materials or services were used, or an action occurred, which violated specified law, the Board to investigate and remediate the action, and (3) requires the district to notify an organization that the district determines provided a textbook, instructional material, supplemental instructional material, staff development material, or curriculum which violated specified law unless the Superintendent of Public Instruction has already done so. Policy also updated to reflect **NEW LAW (SB 303, 2025)** which provides that an employee's assessment, testing, admission, or acknowledgment of the employee's own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not constitute unlawful discrimination

Board Policy 4331 – Staff Development

Policy updated to reflect that staff be required to attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy. Additionally policy updated to add the requirement (1) for districts to provide annual training, using the online training module provided by the State Department of Social Services, to employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements and (2) for districts, on or before July 1, 2029, to certify to the California Department of Education that 100 percent of its certificated employees and 40 percent of its classified employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training at least one time. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits the Governing Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination, (2) requires, if the Board knows or has reason to know that staff development materials or services were used, or an action occurred, which violated specified law, the Board to investigate and remediate the action, and (3) requires the district to notify an organization that provided a textbook, instructional material, supplemental instructional material, staff development material, or curriculum which violated specified law, unless the Superintendent of Public Instruction has already done so. Policy also updated to reflect **NEW LAW (SB 303, 2025)** which provides that an employee's assessment, testing, admission, or acknowledgment of the employee's own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not constitute unlawful discrimination

Board Policy 5020 – Parent Rights and Responsibilities

Policy updated in conjunction with the accompanying administrative regulation.

Administrative Regulation 5020 – Parent Rights and Responsibilities

Regulation updated to provide specific rules for classroom and school visits and observations by parents/guardians. Additionally, regulation updated to permit parents/guardians to object, in accordance with Administrative Regulation 5145.3 - Nondiscrimination/Harassment, to any treatment of the student by the district that is inconsistent with the student's sex, such as in the use of the student's preferred name and pronouns and access to sex-segregated facilities, programs, and activities. In addition, regulation updated to reference **NEW COURT DECISION (Mirabelli v. Bonta)** where the U.S. Supreme Court affirmed a lower court order that prohibits the enforcement of any laws, guidance, training, or policies that would (1) permit or require any district employee to lie to or mislead a student's parent/guardian about the student's gender presentation at school, such as using a different set of preferred pronouns/names when speaking with the parent/guardian than is being used at school, or (2) permit or require the use of a name or pronoun other than a student's legal name or pronoun assigned at birth when the parent/guardian has objected to such use.

Board Policy 5022 – Student and Family Privacy Rights

Policy updated to clarify that the Governing Board respects the privacy rights of district students and their families, which may only be limited by law, Board policy and administrative regulation. Additionally, policy updated to reference **NEW COURT DECISION (Mirabelli v. Bonta)** where the U.S. Supreme Court affirmed a lower court order that prohibits the enforcement of any laws, guidance, training, or policies that would (1) permit or require any district employee to lie to or mislead a student's parent/guardian about the

student's gender presentation at school, such as using a different set of preferred pronouns/names when speaking with the parent/guardian than is being used at school, or (2) permit or require the use of a name or pronoun other than a student's legal name or pronoun assigned at birth when the parent/guardian has objected to such use. In addition, policy updated to clarify that the Superintendent or designee ensure that parents/guardians receive notification regarding their rights, including, but not limited to, their rights in accordance with the federal Family Educational Rights and Privacy Act, and in accordance with applicable Board policy. Policy also updated to clarify that documents regarding citizenship or immigration status of students or their families may only be released in accordance with applicable Board policy or administrative regulation.

Administrative Regulation 5022 – Student and Family Privacy Rights

Regulation updated to clarify that parents/guardians may (1) file a complaint concerning the content or use of instructional materials and (2) request to opt their student out of specific instructional materials, in accordance with applicable Board policy and administrative regulation.

Board Policy 5125 – Student Records

Policy updated to move material related to the provision of documentation to an operator of a website, online service or application, or mobile application that controls student records upon a request for such documentation pursuant to law, and to amend such language to focus on the district's obligations. Additionally, policy updated to clarify that in accordance with law and applicable Board policy, the Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records.

Administrative Regulation 5125 – Student Records

Regulation updated to (1) add that the district update a current student's name and/or gender consistent with specified administrative regulation and (2) reorganize, for organization and clarity, information related to making changes to student records for purposes of name and/or gender change. Additionally, regulation updated to add that when a student with a disability transfers into the district from another district, the Superintendent or designee take reasonable steps to promptly obtain the student's records, including the individualized education program and the supporting documents related to the provision of special education services, in accordance with applicable administrative regulation. In addition, regulation updated to clarify that upon any student's initial enrollment, and at the beginning of each school year thereafter, the Superintendent or designee notify parents/guardians and eligible students, in writing, in accordance with applicable Board policy, of their rights related to student records.

Board Policy 5131.8 – Mobile Communications Devices

Policy updated to clarify, in the Governing Boards philosophical paragraph, that the use of smartphones and other mobile communication devices can have both beneficial as well as harmful effects on student learning and well-being, and on the instructional program. Additionally, policy updated to reflect **NEW LAW (AB 962, 2025)** which authorizes the district to prohibit students from possessing or using a smartphone in the case of an emergency or in response to a perceived threat of danger, if explicitly addressed in the comprehensive school safety plan. In addition, policy updated to cross-reference to sample discipline policies for instances when discipline is being considered for a student who uses a mobile communication device in an unauthorized manner while at a school site or under the supervision and control of a district employee.

Board Policy 5145.3 – Nondiscrimination/Harassment

Policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits teachers from giving instruction and districts from sponsoring any activity that promotes a discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic in specified law and (2) provides that discriminatory bias in instruction and district-sponsored activities does not require a showing of direct harm to members of a protected group, and members of a protected group do not need to be present while the discriminatory bias is occurring for the act to be considered discriminatory bias.

Administrative Regulation 5145.3 – Nondiscrimination/Harassment

Regulation updated to reflect **NEW COURT DECISION (Mirabelli v. Bonta)** where the U.S. Supreme Court affirmed a lower court order that prohibits the enforcement of any laws, guidance, training, or policies that would (1) permit or require any district employee to lie to or mislead a student's parent/guardian about the student's gender presentation at school, such as using a different set of preferred pronouns/names when speaking with the parent/guardian than is being used at school, or (2) permit or require the use of a name or pronoun other than a student's legal name or pronoun assigned at birth when the parent/guardian has objected to such use. Additionally, regulation updated to delete, as repetitive, material in the list of prohibited acts related to verbal or physical assault, as that material is covered in the introductory statement to the list.

Board Policy 6141 – Curriculum Development and Evaluation

Policy updated to add the district's local control and accountability plan to the list of items with which the district's curriculum be aligned. Additionally, policy updated to clarify that the curriculum development and evaluation process be coordinated with the selection and evaluation of instructional materials and in accordance with applicable Board policy and administrative regulation. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)**, which (1) requires that instructional materials adopted by the Governing Board be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship and (2) prohibits the use of any textbook, instructional material, supplemental instructional material, curriculum, or staff development material if it would subject a student to unlawful discrimination.

Administrative Regulation 6141 – Curriculum Development and Evaluation

Regulation updated to clarify that any curriculum review committee established by the district may be the same committee charged with the evaluation and recommendation of instructional materials pursuant to applicable Board policy and administrative regulation. Additionally, regulation updated to add to the list of criteria to consider when recommending curriculum, the representation of diverse perspectives and cultural relevance in accordance with law.

Board Policy 6159 – Individualized Education Program

Policy updated to change the term "student with exceptional needs" to "students with disabilities" for alignment with federal law and consistency throughout CSBA sample policies. Additionally, policy updated to clarify that the membership of the individualized education program (IEP) team, the team's responsibility to develop and regularly review the IEP, the contents of the IEP, and the development, review, and revision processes be in accordance with the accompanying administrative regulation.

Administrative Regulation 6159 – Individualized Education Program

Regulation updated to change the term "student with exceptional needs" to "students with disabilities" for alignment with federal law and consistency throughout CSBA sample policies. Additionally, regulation updated to clarify language related to postsecondary goals and transition services. In addition, regulation updated to reflect **NEW LAW (AB 784, 2025)**, which clarifies that the definition of special education does not prohibit an individualized education program (IEP) from including specialized deaf and hard-of-hearing related services as the only services, **NEW LAW (AB 560, 2025)** which requires, on or before July 1, 2027, the Superintendent of Public Instruction to recommend a maximum adult-to-student staffing ratio for special classes, and **NEW LAW (SB 389, 2025)**, which authorizes, for a student with disabilities who requires specialized physical health care services, (1) the performance of suctioning and other basic respiratory tasks and services to be performed by a licensed vocational nurse under the supervision of a credentialed school nurse and (2) assistance by a licensed vocational nurse under the supervision of a credentialed school nurse for specified basic respiratory services. Regulation also updated to add material related to special education and related services provided in the home or hospital. Additionally, regulation updated to reflect **NEW LAW (SB 373, 2025)** which requires that students be given a copy of their rights and procedural safeguards, and **NEW LAW (AB 1412, 2025)** which (1) provides that the requirements related to obtaining student records from a transferring student's previous school, including the IEP and supporting documents and any other records relating to the provision of special education and related services, be consistent with specified requirements of the Interstate Compact on Educational Opportunity for Military Children and (2) requires the district, for students with disabilities who transfer into the district with an IEP, to either adopt and implement the IEP previously adopted for the student or develop, adopt, and implement a new IEP for the

student that is consistent with federal and state law, as applicable, within 30 days of receipt of official records or specified unofficial records.

Board Policy 6159.1 – Procedural Safeguards and Complaints for Special Education

Policy updated to reflect **NEW LAW (SB 373, 2025)** which requires students to be given a copy of their rights and procedural safeguards.

Administrative Regulation 6159.1 – Procedural Safeguards and Complaints for Special Education

Regulation updated to reflect **NEW LAW (SB 373, 2025)** which requires students to be given a copy of their rights and procedural safeguards. Additionally, regulation updated to include that a student with disabilities may elect to receive the procedural safeguards notice by electronic mail communication.

Board Policy 6159.2 – Nonpublic, Nonsectarian School and Agency Services for Special Education

Policy updated to change the term “student with exceptional needs” to “students with disabilities” for alignment with federal law and consistency throughout CSBA sample policies.

Administrative Regulation 6159.2 – Nonpublic, Nonsectarian School and Agency Services for Special Education

Regulation updated to change the term “student with exceptional needs” to “students with disabilities” for alignment with federal law and consistency throughout CSBA sample policies. Additionally, regulation updated to reflect **NEW LAW (SB 373, 2025)** which requires (1) for a nonpublic nonsectarian school or agency (NPS/A) located outside of California, the Superintendent of Public Instruction (SPI) to make available, upon request from a district or special education local plan area, information and documentation relating to the certification status of the NPS/A, a summary of the SPIs findings supporting the determination, and access to relevant documents used to support the determination, if available, (2) districts to disclose the information received from the SPI, if available, to parent(s)/guardian(s) at the time the individualized education program (IEP) team considers placement of the student in a NPS/A, (3) for a student placed in an NPS/A located outside of California, the district, as part of its yearly on-site monitoring visit, to conduct an in-person interview with the student, in a manner consistent with the student’s IEP, to evaluate the student’s health and safety, (4) districts to report the findings resulting from the monitoring visit to the California Department of Education (CDE) using the, “Local Educational Agency Onsite Visit for Nonpublic School,” available on CDE’s website, within 60 calendar days of the onsite visit, and (5) districts to conduct a quarterly check-in with a student attending an NPS/A located outside of California through an unmonitored telephone call in a manner consistent with the student’s IEP.

Board Policy 6161.1 – Selection and Evaluation of Instructional Materials

Policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) requires that any instructional materials adopted by the Governing Board be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship, (2) prohibits the Board from adopting or approving the use of any instructional materials if the use would subject a student to unlawful discrimination, (3) requires that parents/guardians have, within a reasonable amount of time, access to instructional materials in accordance with Board policy, and (4) if the Board knows or has reason to know that materials were used in a classroom or an action occurred that violated specified law, the Board is required to investigate and remediate the action. Additionally, policy updated to clarify that the Board not adopt textbooks or other instructional materials if they contain any matter reflecting adversely upon persons on the basis of race or ethnicity, gender, religion, disability, nationality, or sexual orientation, or that violates law. In addition, policy updated to clarify that parent/guardian requests to opt a student out of specified instructional content be handled in accordance with applicable Board policy.

Administrative Regulation 6161.1 – Selection and Evaluation of Instructional Materials

Regulation updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits the Governing Board from adopting any textbooks or other instructional materials that violate specified law and (2) requires instructional materials adopted by the Board to be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship. Additionally, regulation updated to add that technology-based materials recommended for adoption by the Board (1) promote active student engagement in the learning process, (2) nurture

opportunities for ongoing collaboration, (3) build on prior knowledge to reinforce essential skills, such as executive functioning, critical thinking and reasoning, creativity, communication, cross-cultural understanding, and decision-making, (4) provide means of authentically connecting students' learning to the world beyond their physical learning environment, and (5) foster student agency to set personal learning goals and plans and continuously monitor and evaluate their own progress.

Exhibit (1) 6161.1 – Selection and Evaluation of Instructional Materials

Exhibit reviewed in conjunction with the update to the accompanying Board policy and administrative regulation.

Board Policy 6161.11 – Supplementary Instructional Materials

Policy updated to add that the Governing Board or district is prohibited from adopting the use of any supplemental instructional material if the use would subject a student to unlawful discrimination. Additionally, policy updated to reflect **NEW LAW (AB 715, 2025)** which requires, if the Board knows or has reason to know that materials were used in a classroom, or an action occurred that violated specified law, the Board to investigate and remediate the action. In addition, policy updated to clarify that parent/guardian requests to opt a student out of specified instructional content be handled in accordance with applicable Board policy.

Board Policy 6163.1 – Library Media Centers

Policy updated to include that the district may coordinate with the local public library to ensure that each student is provided with the opportunity to obtain a student success card, a card issued by a local public library that provides access to library services, by grade 3, and that the district may disclose student directory information to the State Librarian and a local public library for purposes of administering the student success cards. Additionally, policy updated to add that the Governing Board may exclude from libraries all books, publications, or papers of a sectarian, partisan, or denominational character. In addition, policy updated to clarify that library materials not be used in a discriminatory manner in accordance with applicable Board policy.

Board Policy 6164.4 – Identification and Evaluation of Individuals for Special Education

Policy updated to reference **NEW LAW (SB 373, 2025)** which requires that students be given a copy of their rights and procedural safeguards.

Administrative Regulation 6164.4 – Identification and Evaluation of Individuals for Special Education

Regulation updated to clarify language related to (1) child find practices and (2) the authorization to identify a student eligible under the criteria for “emotional disturbance,” as defined in state and federal regulations, as having an “emotional disability” pursuant to state law.

Board Policy 7214 – General Obligation Bonds

Policy updated to clarify (1) that if the certificate of election results received by the Governing Board from the applicable county elections officials shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board declare that the bond measure has passed and record that fact in its minutes and (2) following passage of the bond measure by the appropriate majority of voters, the Board shall pass one or more resolutions directing the issuance and sale of bonds as necessary.

Administrative Regulation 7214 – General Obligation Bonds

Regulation updated to add that the citizens' oversight committee may create bylaws for its operations, consistent with this regulation and subject to the approval of the Governing Board or Superintendent.

Board Bylaw 9220 – Governing Board Elections

Bylaw updated to add that a person duly elected to the Governing Board who also holds an incompatible office at the time the Board member is sworn in may not continue to serve in the incompatible office and to reference **NEW ATTORNEY GENERAL OPINION** which granted a request to sue an individual serving both as a county board of education member and as a school board member of a district within the jurisdiction of the county board on the grounds that there was a substantial legal question that the two offices were incompatible pursuant to specified law. Additionally, bylaw updated to reflect **NEW LAW (AB 1392, 2025)**

which requires that the residence address, telephone number, and email address of a Board candidate appearing on the affidavit of registration be kept confidential except as provided by state law, and **NEW LAW (AB 94, 2025)** which prohibits a recalled Board member from being appointed to the seat that was vacated by the recall. In addition, bylaw updated to reference **NEW LAW (AB 5, 2025)** which requires county elections officials to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Bylaw also updated to include, for those districts with board elections that have voters in more than one county, that the Board's declaration of which individuals were elected to the Board shall be transmitted to the county elections official with primary jurisdiction for the district.

Exhibit (1) 9220 – Governing Board Elections

Exhibit updated in conjunction with the accompanying Board bylaw.

Board Bylaw 9240 – Board Training

Bylaw updated to reflect **NEW LAW (AB 640, 2025)** which (1) requires a Governing Board member to receive training on school district finance, (2) requires the district to maintain records of such trainings, and (3) authorizes Board members to satisfy the training requirement by successfully completing CSBA's Masters in Governance program. Additionally, bylaw updated, for purposes of the required ethics training, to remove references to Board members whose terms expired prior to January 1, 2026, as that provision is now outdated. In addition, bylaw updated to reference **NEW LAW (SB 848, 2025)** which (1) includes Board members among those individuals who are mandated to report known or suspected child abuse or neglect and establishes procedures for filing a report, (2) provides that Board members may receive mandated reporter training, although they are not explicitly required to do so, and (3) includes that each Board member is required to receive the annual mandated reporter training in accordance with Board Policy and Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting. Bylaw also updated to reflect **NEW LAW (SB 707, 2025)** which requires a district to provide a copy of the Brown Act to each newly elected or appointed Board member.

Policy 0410: Nondiscrimination In District Programs And Activities

Status: ADOPTED

Original Adopted Date: 02/01/2014 | **Last Revised Date:** 06/08/01/2025/2026 | **Last Reviewed**

Date: 06/08/01/2025/2026

CSBA NOTE: Pursuant to Education Code 234.1 mandates, districts are mandated to adopt policy, as well as a process for receiving and investigating complaints, to ensure that district programs and activities are free from unlawful discrimination.

In accordance with various provisions of state and federal law and regulation, and related court cases, discrimination in education programs and activities is unlawful when it is based on certain actual or perceived characteristics of an individual. This includes, but is not limited to, discrimination based on race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status. For more information specific to the protection of students against discrimination and harassment, see BP/AR 5145.3 - Nondiscrimination/Harassment and BP/AR 5145.7 - Sexual Harassment.

Government Code 12940 provides additional protections for employees, job applicants, unpaid interns, and volunteers against unlawful discrimination and harassment on the basis of actual or perceived age; religious creed; reproductive health decision-making; sex, which includes some of the characteristics listed in the prior paragraph, as well as breastfeeding; and veteran or military status. For more information specific to the protection against discrimination as related to volunteers, see BP 1240 - Volunteer Assistance, and, as related to employees, including unpaid interns, volunteers, contractors, and job applicants, see BP/AR 4030 - Nondiscrimination in Employment and BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment.

Additionally, Education Code 20033801 and 210.2, and Government Code 12920 and 1292633802, as amended added by SB 1137AB 715 (Ch. 779428, Statutes of 2024), provide that prohibited2025), established the California Office of Civil Rights, the purpose of which is to work directly with districts, county offices of education, and charter schools to prevent and address discrimination includes discrimination not just because of one protected class under state law, but also because of the combination of two or more protected basesand bias pursuant to Education Code 220. Additionally, pursuant to Education Code 280, as added by AB 715, the Superintendent of Public Instruction (SPI), in consultation with the executive director of the State Board of Education and the Antisemitism Prevention Coordinator, is required to develop and maintain a distinct webpage on the California Department of Education's (CDE) website containing resources and information specific to antisemitism.

Education Code 260 and 5 CCR 4900-4965 also require the Governing Board to monitor district compliance with these state and federal [nondiscrimination](#) laws. The federal laws are enforced by the U.S. Department of Education's Office for Civil Rights (~~OCR~~[USOCR](#)), and the ~~California Department of Education~~ (CDE) may investigate complaints regarding discrimination pursuant to 5 CCR 4600-4670.

Title IX of the Education Amendments of 1972 (20 USC 1681-1688) prohibits discrimination based on sex in district programs and activities. Although the Title IX regulations were amended by 89 Fed.Reg. 33474, effective August 1, 2024, these amendments were vacated nationwide by the United States District Court in *Tennessee v. Cardona* on January 9, 2025. Following this decision, ~~OCR's~~[USOCR's](#) February 4, 2025 Dear Colleague Letter clarified that ~~OCR~~[USOCR](#) will enforce Title IX based on the regulations as they existed prior to August 1, 2024. Therefore, references in this Board policy to Title IX and its implementing regulations are to the Title IX regulations as they existed prior to August 1, 2024.

The Governing Board is committed to providing equal opportunity for all individuals in district programs and activities.

This policy shall apply to all acts related to a school activity or school attendance [occurring within a school under the district's jurisdiction](#) and to all acts of the Board and the Superintendent in enacting policies and procedures that govern the district. (Education Code 234.1)

District programs, activities, and practices shall be free from unlawful discrimination against an individual or group based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; religious creed; age; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; reproductive health decision-making; breastfeeding or related medical conditions; parental, marital, and family status; and veteran or military status; a perception of one or more, [or any combination](#), of such characteristics; or association with a person or group with one or more, [or any combination](#), of these actual or perceived characteristics. (Education Code 200, 210.1, 210.2, [210.3](#), 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12920, 12926, 12940; 20 USC 1681-1688, 29 USC 621, 42 USC 2000d-2000d-7, 2000e-2)

[CSBA NOTE: Unless an exception applies, Education Code 234.7, as amended by AB 495 \(Ch. 664, Statutes of 2025\), prohibits the collection and disclosure of information or documents regarding the citizenship or immigration status of students, student family members, and staff. For more information regarding the prohibition against collecting and disclosing citizenship or immigration status of students, student family members, and staff, including limited exceptions, see BP/AR 1340 - Access to District Records and BP/AR 1445 - Response to Immigration Enforcement.](#)

All individuals shall be treated equitably in the receipt of district and school services. Personally identifiable information collected in the implementation of any district program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the district shall not be used, directly or by others, to compile a list, registry, or database of individuals based on any of the categories identified above. The immigration or citizenship status of a student, a student's family member, or district staff may only be collected and disclosed in accordance with Board Policy/Administrative Regulation 1445 - Response to Immigration Enforcement.

CSBA NOTE: Pursuant to Education Code 242, CDE has developed guidance and public educational materials to ensure that all Californians can access information about educational laws and policies that safeguard the right to an accurate and inclusive curriculum, which are available on its website.

Pursuant to Education Code 280, as added by AB 715, CDE is required to issue, by October 1 of each year, a management bulletin describing the protections, requirements, and responsibilities prescribed in specified state laws regarding unlawful discrimination related to instruction, and instructional and staff development materials.

For more information regarding the prohibition of discrimination as it applies to textbooks, instructional materials, supplemental instructional materials, or other curriculum for classroom instruction, or any book or resource in a school library, see BP/AR/E(1) 6161.1 - Selection and Evaluation of Instructional materials, BP 6161.11 - Supplementary Instructional Materials, and BP 6163.1 - Library Media Centers. Also see CSBA's publication, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," and corresponding Fact Sheet and Reference, "Instructional Materials Adoptions: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."

District programs and activities shall be free of any discriminatory use, selection, or rejection of textbooks, instructional materials, library books, or similar educational resources.

The use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library shall not be rejected or prohibited by the Board or district on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. (Education Code 243)

CSBA NOTE: Education Code 244 lists materials a Board is prohibited from adopting or approving, and, as amended by AB 715, includes staff development materials if the use would subject a student to unlawful discrimination pursuant to Education Code 220. For more information regarding staff

development, see BP 4131 – Staff Development, BP 4231 – Staff Development, and BP 4331 – Staff Development.

Additionally, the use of any textbook, instructional material, supplemental instructional material, staff development material, or other curriculum for classroom instruction, or any book or other resource in a school library shall not be adopted by the Board or district if the use would subject a student to unlawful discrimination as specified in Education Code 220. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 51500, teachers may not give instruction and districts may not sponsor any activity that promotes a discriminatory bias, as described below. Additionally, Education Code 51501, as amended by AB 715, requires that instructional materials adopted by the Board be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship.

The district shall not sponsor any activity, and a teacher shall not provide instruction, that promotes a discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic listed in Education Code 220. Instructional materials and teacher instruction shall be factually accurate, align with adopted curriculum and standards, as specified in Board Policy and Administrative Regulation 6161.1 – Selection and Evaluation of Instructional Materials, and be consistent with accepted standards of professional responsibility, as specified in Board Policy 4119.21/4219.21/4319.21 and accompanying exhibits, rather than advocacy, personal opinion, bias, or partisanship. (Education Code 51500, 51501)

CSBA NOTE: Education Code 244, as amended by AB 715, prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220.

Additionally, the Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. (Education Code 244)

CSBA NOTE: Education Code 221.2-221.3, the California Racial Mascot Act, declare the use of racially derogatory or discriminatory school or athletic team names, mascots, or nicknames in public schools to be contrary to providing an equal education. Specifically, Education Code 221.3, as amended by AB 3074 (Ch. 665, Statutes of 2024), prohibits public schools, except public schools operated by an Indian tribe or a tribal organization, from using the term "Redskins" as a school or athletic team name, mascot, or nickname. Beginning July 1, 2026, Education Code 221.3, as amended by AB 3074, Education Code 221.3 prohibits public schools, other than those operated by an Indian tribe or a tribal organization, from using any derogatory Native American term for school or athletic team names, mascots, or nicknames without the written consent of a local federally recognized Indian tribe. Education Code 33315, as amended by AB 3074, requires that the uniform

complaint procedures (UCP) be used to investigate and resolve complaints alleging a violation of Education Code 221.3. See [For more information regarding UCPs, see BP/AR 1312.3 - Uniform Complaint Procedures.](#)

District programs and activities shall be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

Derogatory Native American terms, including [but not limited to](#), Apaches, Big Reds, Braves, Chiefs, Chieftains, Chippewa, Comanches, Indians, Redskins, Savages, Squaw, and Tribe, shall not be used for any school or athletic team name, mascot, or nickname, unless permitted in accordance with Education Code 221.3.

[CSBA NOTE: Pursuant to Government Code 53080, as amended by AB 932 \(Ch. 628, Statutes of 2025\), districts are prohibited from discriminating against any person on the basis of sex or gender in the programs specified in the following paragraph. Government Code 53080 lists factors to consider when making a determination of whether discrimination exists.](#)

[The district shall not discriminate against any person on the basis of sex or gender in the operation, conduct, or administration of community youth athletics programs, or in the allocation of parks and recreation facilities and resources, or school and recreation facilities and resources, that support or enable such programs. \(Government Code 53080\)](#)

The Superintendent or designee shall annually review district programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities. The Superintendent or designee shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

[Complaints](#)

CSBA NOTE: Complaints alleging discrimination based on a violation of Education Code 243; or 244; as added by [SB 153 \(Ch. 38, Statutes of 2024\)](#), related to the use or prohibited use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or resource in a school library, may be brought under the district's UCP or may be filed directly with the ~~Superintendent of Public Instruction (SPI)~~ [SPI](#). Complaints that are filed directly with the SPI are required to identify the basis for doing so, and present evidence that supports the basis for the direct filing. In such cases, the SPI may directly intervene without waiting for an investigation by the district. See

[Additionally, pursuant to Education Code 262.3, as amended by AB 715, a party to a written complaint of prohibited discrimination may appeal, directly with the SPI, if the district fails to issue an investigation report within the timeline required by the UCP. In such a case, the complaint is required to present evidence that supports the basis for the direct filing and why immediate action is necessary. Prior to intervention by the SPI, CDE is required to attempt to work with the district to](#)

issue a district investigation report within the timeline required by the UCP. For more information regarding UCPs, see BP/AR 1312.3 - Uniform Complaint Procedures.

All complaints alleging unlawful discrimination in district programs and activities shall be investigated and resolved in accordance with Board Policy and Administrative Regulation 1312.3 - Uniform Complaint Procedures, for students, and Administrative Regulation 4030 - Nondiscrimination in Employment, for employees.

Notices

CSBA NOTE: Pursuant to 34 CFR 104.8 and 106.8, a district that receives federal aid is required to take "continuing steps" to notify students, parents/guardians, employees, employee organizations, and applicants for admission and employment that it does not discriminate on the basis of disability or sex in its education programs or activities. Additionally, Education Code 221.61 requires districts to post specified information relating to Title IX on their websites. To ensure consistent implementation of the laws, the same notification requirement should be adopted for all the protected categories as provided in the following paragraph.

Pursuant to 34 CFR 104.8 and 106.8, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in the annual ~~parental~~ parent/guardian notification distributed in accordance with Board Policy/Exhibit(1) 5145.6 - Parent/Guardian Notifications and, as applicable, in announcements, bulletins, catalogs, handbooks, application forms, or other materials distributed by the district. ~~The~~ Additionally, the notification shall ~~also~~ be posted on the district's website, in both English and Spanish and at a reading level that may be comprehended by students in high school, and on social media and in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations as appropriate.

CSBA NOTE: Pursuant to Education Code 48980, as amended by AB 715, the district is required to include in the annual parent/guardian notification the protections, requirements, and responsibilities regarding discrimination, as described below.

In addition, the Superintendent or designee shall, in accordance with Board Policy 5145.6 – Parent/Guardian notifications, include in the annual parent/guardian notification the protections, requirements, and responsibilities regarding unlawful discrimination related to instruction and instructional and staff development materials, as specified in Education Code 244, 262.3, 280, 33800, 33801, 33802, 33803, 33803.1, 33804, 51500, 51501, 60151, 60152. (Education Code 48980)

CSBA NOTE: Pursuant to Education Code 234.7, as amended by AB 495, a district is required to notify parents/guardians ~~of~~ with specified information regarding their children's right to a free public education regardless of immigration status. ~~The Attorney General's, "Promoting a Safe and Secure Learning Environment: Guidance and Model Policies to Assist California's K-12 Schools in~~

Responding to Immigration Issues," updated in December 2024, provides additional detail on this topic, which includes one appendix titled, "Know Your Educational Rights." Such notice may be included in the annual parental notification provided pursuant to Education Code 48980 or through any, and other cost-effective means. See related information. For more information regarding parent/guardian notifications related to immigration status and response to immigration enforcement, see BP/AR 1445 - Response to Immigration Enforcement and BP/E(1) 5145.6 - Parent/Guardian Notifications.

The Superintendent or designee shall notify parents/guardians regarding their children's right to a free public education regardless of immigration status or religious beliefs and their rights related to immigration enforcement. (Education Code 234.7) in accordance with Board Policy/Administrative Regulation 1445 – Response to Immigration Enforcement.

CSBA NOTE: Pursuant to Education Code 48985, when 15 percent or more of students enrolled in a school speak a single primary language other than English, all notices and reports, statements, or records sent to the parents/guardians of these students must are required to also be written in the primary language and may be answered by the parent/guardian in English or the primary language. Additionally, 20 USC 6311 and 6312 require that districts receiving Title I funds provide parent/guardian notices in an understandable and uniform format and, to the extent practicable, in a language that parents/guardians understand.

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. Additionally, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language. (Education Code 48985; 20 USC 6312)

Access for Individuals with Disabilities

CSBA NOTE: Pursuant to the Americans with Disabilities Act (ADA) and its implementing regulations, district facilities must be accessible to and usable by individuals with disabilities. Compliance methods may include equipment redesign, reassignment of services to accessible buildings, assignment of aides to beneficiaries, home visits, delivery of services at alternate accessible sites, and alteration of existing facilities and construction of new facilities. In achieving compliance, a district need not make structural changes to existing facilities if other methods are effective, the district can demonstrate that the structural change would result in a fundamental alteration in the nature of the activity, or the district can demonstrate an undue financial or administrative burden. However, pursuant to 28 CFR 35.151, all newly constructed facilities must comply with the 2010 ADA Standards for Accessible Designs issued by the U.S. Department of Justice (DOJ).

Additionally, pursuant to 28 CFR 35.136, a district is required to permit an individual with a disability to be accompanied by a service animal on district premises when, without the animal's assistance, the individual with a disability will not be able to access or participate in a district program or activity. For language addressing this mandate more information regarding use of service animals by individuals with disabilities, see BP/AR 6163.2 - Animals at School. It is recommended

that districts with questions about compliance with the ADA consult CSBA's District and County Office of Education Legal Services or district legal counsel as appropriate.

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

CSBA NOTE: Pursuant to 28 CFR 35.130 and 35.160, the ADA requires districts to ~~provide services and aids~~ make reasonable modifications in policies, practices, or procedures, including furnishing appropriate auxiliary aids and services where necessary, to ensure that an individual with a disability is not excluded from participation or denied a benefit, service, or program on the basis of that disability. However, pursuant to 28 CFR 35.164, if the district can ~~show~~ demonstrate that ~~providing~~ making such ~~aids and services~~ modifications in policies, practices, or procedures would fundamentally alter the nature of the ~~function~~ service, program, or ~~meeting~~; ~~or would be an undue burden~~ activity, then the district need not ~~provide them~~ make such modifications.

Additionally, Government Code 54953.2 requires that all Board meetings meet the protections of the ADA and implementing regulations (28 CFR 35.160 and 36.303). The district is required to ensure that such meetings are accessible to persons with disabilities and that disability-related accommodations, such as auxiliary aids and services, are made available upon the request of any individual with a disability. In addition, Government Code 54953.8, as added by SB 707 (Ch. 327, Statutes of 2025), requires Boards to maintain and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the ADA, and to resolve any doubt in favor of accessibility. See For more information regarding disability-related rights, accommodations, or modifications, see BB 9320 - Meetings and Notices and BB 9322 - Agenda/Meeting Materials.

OCR USOCR has interpreted the ADA and Section 504 of the Rehabilitation Act of 1973 to include the requirement that district websites be accessible to individuals with disabilities. In April 2024, the DOJ updated its regulations to include specific technical standards to ensure that content available through a district's web and mobile applications are accessible to individuals with disabilities by April 26, 2027. For more information on website accessibility, see OCR's USOCR's June 2010 and May 2011 Dear Colleague Letters, and BP 1113 - District and School Websites.

The Superintendent or designee shall ensure that the district's web and mobile applications comply with technical standards prescribed by law, and as necessary, shall provide appropriate auxiliary aids and services to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of district services, programs, or activities. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to district and school websites, notetakers, written materials, taped text, and Braille or large-print materials. Individuals with disabilities shall notify the Superintendent or designee if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

CSBA NOTE: Pursuant to 28 CFR 35.107, a district that has 50 or more employees is required to designate at least one employee to coordinate the district's efforts to comply with the ADA. The designated employee could be the same individual or position responsible for the district's compliance with state and federal laws and regulations governing educational programs as identified in the district's UCP procedures. The following paragraph, which identifies the person or position identified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee, may be modified if the district chooses to designate another person or position.

The individual identified in Administrative Regulation 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the district's response to complaints and for complying with state federal civil rights laws is hereby designated as the district's ADA coordinator. The compliance officer shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to district programs, services, activities, or facilities.

(title or position)

(address)

(telephone number)

(email)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 4600-4670

5 CCR 4900-4965

Ed. Code 200-262.4 280

Ed. Code 33315

Ed. Code 33800-33804

Ed. Code 48980

Ed. Code 48985

Ed. Code 51007

Description

Uniform complaint procedures

Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance

Educational equity; Prohibition prohibition of discrimination

Uniform complaint procedures

California Office of Civil Rights

Parent/Guardian notifications

Notices to parents/guardians in language other than English

Legislative intent: state policy

Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500-51501	Prejudices; Nondiscriminatory nondiscriminatory subject matter
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60150-60152	Corrective actions and fiscal penalty for violation of Education Code 244
Gov. Code 11000	State agency; d Definitionsdefinition
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 53080	Prohibition of discrimination on basis of sex or gender: community youth athletics programs
Gov. Code 54953	Meetings; Americans with Disabilities Act accessibility
Gov. Code 54953.2	Brown Act compliance with Americans with Disabilities Act
Gov. Code 54953.8	Meetings; Americans with Disabilities Act accessibility
Gov. Code 8310.3	California Religious Freedom Act
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 2301-2414	Strengthening Career and Technical Education for the 21st Century Act
20 USC 6311	State plan
20 USC 6312	Local educational agency plan
28 CFR 35.101-35.190	Americans with Disabilities Act
28 CFR 35.200-35.205	Web and mobile accessibility
	(eCFR :: 28 CFR Part 35 Subpart H -- Web and Mobile Accessibility)
28 CFR 36.303	Nondiscrimination on the basis of disability; public accommodations, auxiliary aids, and services

29 USC 621	Age discrimination in employment
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.1-100.13	Nondiscrimination in federal programs; effectuating Title VI
34 CFR 104.1-104.39	Section 504 of the Rehabilitation Act of 1973
34 CFR 106.1-106.82	<u>Discrimination on the basis of sex; effectuating Title IX</u> <u>(eCFR :: 34 CFR Part 106 (Aug. 14, 2020) --</u> <u>Nondiscrimination on the Basis of Sex in Education Programs</u> <u>or Activities Receiving Federal Financial Assistance)</u>
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
Management Resources	Description
CA Civil Rights Department Publication	California Law Prohibits Workplace Discrimination and Harassment, January 2024 <u>2025</u> (https://calcivilrights.ca.gov/wp-content/uploads/sites/32/2023/01/Workplace-Discrimination-Poster_ENG.pdf)
CA Department of Health Care Services Publication	Policy and Procedures Letter No. 21-017R, December 2021
CA Department of Health Care Services Publication	Policy and Procedures Letter No. 23-004, February 2023
CA Office of the Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK <u>TK</u> -12 Schools in Responding to <u>Requests for Access and Information for Immigration Enforcement Purposes, December 2025</u> (Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes)
Court Decision	Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Students for Fair Admissions v. Harvard (2024) 600 U.S. 181

Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	McDonnell Douglas Corp v. Green (1973) 411 U.S. 792
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
<u>Court Decision</u>	<u>Kennedy v. Bremerton (2022) 597 U.S. 507</u> <u>(https://www.supremecourt.gov/opinions/opinions.aspx)</u>
CSBA Publication	Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, <u>Fact Sheet</u> , February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, <u>Governance Brief</u> , February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579 <u>(Federal Register :: Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)</u>
U.S. Department of Education Publication	Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, May 2023 <u>February 2026</u> <u>(2026-guidance-constitutionally-protected-prayer-and-religious-expression-public-elementary-and-secondary-schools-113182.pdf)</u>
U.S. DOE, Office for Civil Rights Publication	<u>Frequently Asked Questions About Racial Preferences and Stereotypes Under Title VI of the Civil Rights Act, February 28, 2025</u>
U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Title VI of the Civil Rights Act in Light of Students For Fair Admissions v. Harvard, February 14, 2025</u>
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024

U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Frequently Asked Questions About the June 29, 2010, Dear Colleague Letter, May 26, 2011
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Electronic Book Readers, June 29, 2010
U.S. DOE, Office for Civil Rights Publication	Nondiscrimination in Employment Practices in Education, August 1991
U.S. DOJ, Civil Rights Division Publication	Fact Sheet: New Rule on the Accessibility of Web Content and Mobile Apps Provided by State and Local Governments, April 2024
U.S. DOJ, Civil Rights Division Publication	Guidance on Web Accessibility and the ADA, March 2022
U.S. DOJ, Civil Rights Division Publication	Accessibility of State and Local Government Websites to People with Disabilities, February 2020
U.S. DOJ, Civil Rights Division Publication	2010 ADA Standards for Accessible Design, September 2010
Website	CSBA District and County Office of Education Legal Services
Website	Pacific ADA Center
Website	U.S. Department of Justice, Civil Rights Division, Disability Rights Section
Website	World Wide Web Consortium, Web Content Accessibility Initiative Guidelines (Web Content Accessibility Guidelines (WCAG) 2.1)
Website	California Office of the Attorney General California Office of the Attorney General
Website	California Safe Schools Coalition
Website	CSBA
Website	California Department of Education
Website	California Civil Rights Department
Website	U.S. Department of Education, Office for Civil Rights
Website	California Department of Health Care Services
Website	U.S. Equal Employment Opportunity Commission

Cross References

Code	Description
0100	Philosophy
0415	Equity
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1230	School-Connected Organizations
1230	School-Connected Organizations
1240	Volunteer Assistance
1240	Volunteer Assistance
1260	Educational Foundation
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures

1325	Advertising And Promotion
1330	Use Of School Facilities
1330	Use Of School Facilities
<u>1340</u>	<u>Access to District Records</u>
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3260	Fees And Charges
3260	Fees And Charges
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3311	Bids
3311	Bids
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.31	School Resource Officers
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3540	Transportation
3541.2	Transportation For Students With Disabilities
3551	Food Service Operations/Cafeteria Fund
3551	Food Service Operations/Cafeteria Fund
3552	Summer Meal Program
3552	Summer Meal Program
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3600	Consultants
4030	Nondiscrimination In Employment

4030	Nondiscrimination In Employment
4032	Reasonable Accommodation
4033	Lactation Accommodation
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4111	Recruitment And Selection
4111.2	Legal Status Requirement
4111.2	Legal Status Requirement
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.22	Dress And Grooming
4131	Staff Development
4144	Complaints
4144	Complaints
4161.8	Family Care And Medical Leave
4211	Recruitment And Selection
4211.2	Legal Status Requirement
4211.2	Legal Status Requirement
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.21	Professional Standards

4219.21-E(1)	Professional Standards
4219.22	Dress And Grooming
<u>4231</u>	<u>Staff Development</u>
4244	Complaints
4244	Complaints
4261.8	Family Care And Medical Leave
4311	Recruitment And Selection
4311.2	Legal Status Requirement
4311.2	Legal Status Requirement
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.22	Dress And Grooming
4331	Staff Development
4344	Complaints
4344	Complaints
4361.8	Family Care And Medical Leave
5000	Concepts And Roles
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5116.2	Involuntary Student Transfers
5125	Student Records
5125	Student Records

5126	Awards For Achievement
5126	Awards For Achievement
5131.2	Bullying
5131.2	Bullying
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.6	School Health Services
5141.6	School Health Services
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
5146	Married/Pregnant/Parenting Students
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
6000	Concepts And Roles
6020	Parent Involvement
6020	Parent Involvement
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation

6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6141.4	International Baccalaureate Program
6141.5	Advanced Placement
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.3	Civic Education
6142.5	Environmental Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6152.1	Placement In Mathematics Courses
6152.1	Placement In Mathematics Courses
6158	Independent Study
6158	Independent Study
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6162.5	Student Assessment
6163.1	Library Media Centers
6163.2	Animals At School
6163.2	Animals At School

6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6164.2	Guidance/Counseling Services
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.4	Education For American Indian Students
6175	Migrant Education Program
6175	Migrant Education Program
6178	Career Technical Education
6178	Career Technical Education
6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice
6184	Continuation Education
6184	Continuation Education
6200	Adult Education
6200	Adult Education
7110	Facilities Master Plan
7111	Evaluating Existing Buildings

7310	Naming Of Facility
9150	Student Board Members
9220	Governing Board Elections
9220-E(1)	Governing Board Elections
9320	Meetings And Notices
9320.1	Remote Meetings and Attendance
9322	Agenda/Meeting Materials

Policy 1312.2: Complaints Concerning Instructional Materials

Status: ADOPTED

Original Adopted Date: 09/01/1988 | **Last Revised Date:** 0308/01/20252026 | **Last Reviewed Date:** 0308/01/20252026

CSBA NOTE: The following ~~optional~~ policy, accompanying administrative regulation, and exhibit are for complaints concerning the content or use of any existing textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, and should be revised to reflect district practice.

The California Department of Education's (CDE), "Guidance for Local Instructional Materials Adoptions," provides guidance for districts when identifying, reviewing, piloting, and adopting instructional materials in all content areas, including links to current legislation, sample timelines, support for student groups, and implementation considerations.

For complaints regarding the sufficiency of instructional materials or textbooks pursuant to Education Code 35186, see AR/E(1)/E(2) 1312.4 - Williams Uniform Complaint Procedures.

Pursuant to Education Code 51501, as amended by AB 715 (Ch. 428, Statutes of 2025), instructional materials adopted by the Governing Board are required to be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship.

For policy related to the selection, evaluation, and prohibited use of individual instructional materials, see BP/AR 6161.1 - Selection and Evaluation of Instructional Materials, BP 6161.11 - Supplementary Instructional Materials, and BP 6163.1 - Library Media Centers. For more information regarding the adoption of instructional materials, see CSBA's, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," "Instructional Materials Adoption: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."

The State Board of Education's (SBE), "Guidance for Local Instructional Materials Adoptions," provides guidance for districts when identifying, reviewing, piloting, and adopting instructional materials in all content areas, including links to current legislation, sample timelines, support for student groups, and implementation considerations.

In adopting textbooks and other instructional materials for use in district schools, the Governing Board uses a comprehensive process to ~~adopt district instructional materials that is based on selection criteria established by law and Board policy~~ and includes opportunities for the involvement of district staff, parents/guardians, and community members, and, as appropriate,

students. In accordance with law, textbooks and instructional materials adopted for district use shall be factually accurate, aligned with adopted curriculum and standards described in law, and consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship.

Complaints concerning the content or use of instructional materials, including textbooks, supplementary instructional materials, library materials, or other instructional materials and equipment, shall be properly and fairly considered using established complaint procedures. investigated and addressed in accordance with this Board policy and accompanying administrative regulation. Parents/guardians are encouraged to discuss any concerns regarding instructional materials with their student's teacher and/or the school principal. If the situation remains unresolved, a complaint may be filed using the process specified in the accompanying administrative regulation and exhibit.

The district shall accept complaints concerning instructional materials only from staff, district residents, or the parents/guardians of students enrolled in a district school. (Education Code 35160)

CSBA NOTE: Education Code 243 clarifies when it is unlawful discrimination for the ~~Governing~~ Board to (1) refuse to approve the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, or (2) prohibit the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library. The Board may not refuse to approve such use on the basis that the material includes a study of the role and contributions of specified individuals or groups, unless the study of the role and contributions reflects adversely upon legally protected groups. Additionally, the Board may not prohibit such use on the basis that the study of the role and contributions contain inclusive or diverse perspectives. In addition, pursuant to Education Code 244, ~~as added by SB 153 (Ch. 38, Statutes of 2024)~~, the Board is prohibited from adopting or approving the use of any textbook, instructional material, supplemental instructional material, or curriculum for classroom instruction if the use of the textbook, instructional material, supplemental instructional material, or curriculum would subject a student to unlawful discrimination pursuant to Education Code 220.

Complaints alleging discrimination based on a violation of Education Code 243 or 244, ~~as added by SB 153~~, may be brought under the district's uniform complaint procedures or may be filed directly with the Superintendent of Public Instruction (SPI). Complaints that are filed directly with the SPI are required to identify the basis for doing so, and present evidence that supports the basis for the direct filing. In such cases, the SPI may directly intervene without waiting for an investigation by the district. See BP/AR 1312.3 - Uniform Complaint Procedures.

Pursuant to Education Code 60151, a district that that is determined by the SPI to have violated Education Code 244 is required to be assessed a financial penalty, the calculation of which is specified in Education Code 60151, as amended by AB 121 (Ch. 8, Statutes of 2025), and may be subject to other corrective action as specified in Education Code 60151.

However, a complaint alleging discriminatory bias in instructional materials or related to the use or prohibited use of any existing textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library that

alleges unlawful discrimination based on a violation of Education Code 243 or 244 shall be filed, investigated, and resolved in accordance with Board Policy 1312.3 - Uniform Complaint Procedures.

CSBA NOTE: ~~CDE's~~SBE's, "Guidance for Local Instructional Materials Adoptions," provides guidance regarding how to review instructional materials to ensure that they represent diverse perspectives and are culturally relevant.

Additionally, the Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books," provides guidance to districts regarding the obligation to provide curricula, instructional materials, and books that are inclusive and reflect the roles and contributions of our diverse population.

When deliberating upon challenged materials, the Superintendent, or any designee or committee established by the Superintendent to review the materials, shall consider the degree to which the materials align with the criteria for instructional materials as specified in law, Board policy, and administrative regulation. ~~In addition~~Additionally, such deliberations may consider the educational philosophy and vision of the district; the educational suitability of the materials including the manner in which the materials support the curriculum and appropriateness for the student's age; the professional opinions of teachers of the subject and of other competent authorities and/or experts; reviews of the materials by reputable bodies; the stated objectives in using the materials; community standards; the allegations in the complaint, including the extent to which the objections are based on the dislike of ideas contained in the materials; and the impact that keeping or removing the materials would have on student well-being.

CSBA NOTE: Education Code 243 clarifies that it is unlawful discrimination for the Board to prohibit the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library on the basis that it contains inclusive or diverse perspectives. Additionally, Education Code 244, ~~as added by SB 153~~, prohibits the Board from adopting or approving the use of any textbook, instructional material, supplemental instructional material, or curriculum for classroom instruction if the use would subject a student to unlawful discrimination pursuant to Education Code 220.

While Education Code 243 and 244 are specifically applicable to boards, districts should assume that any similar decision by the Superintendent, designee, or any committee established by the Superintendent would likely constitute unlawful discrimination as well; see BP 6161.1 - Selection and Evaluation of Instructional Materials.

The Superintendent, or any designee or committee established by the Superintendent to review the materials, shall not prohibit the continued use of an appropriately adopted textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library on the basis that it contains inclusive and/or diverse perspectives, as specified in Education Code 243.

Additionally, the Superintendent, or any designee or committee established by the Superintendent to review materials, shall not authorize the continued use of an adopted textbook, instructional material, supplemental instructional material, or curriculum for classroom instruction if the use

would subject a student to unlawful discrimination pursuant to Education Code 220.

If the complainant finds the Superintendent's or review committee's decision unsatisfactory, the complainant may appeal the decision to the Board.

CSBA NOTE: The following optional paragraph limits reconsideration within a specified time period and should be modified to reflect district practice.

Any challenged instructional material that is reviewed by the district shall not be subject to further reconsideration for 12 months, unless required by law.

CSBA NOTE: Education Code 35186 details a specific process that districts ~~must~~are required to use to resolve complaints regarding sufficiency/availability of instructional materials or textbooks. See For more information regarding the process to resolve complaints regarding the sufficiency of instructional materials or textbooks, see AR/E(1)/E(2) 1312.4 - Williams Uniform Complaint Procedures.

Pursuant to Education Code 60119, boards are required to hold a public hearing annually regarding the sufficiency of instructional materials. If, at the public hearing, the Board makes a determination of "insufficient materials," Education Code 1240 ~~requires~~and 60119 require the Board to take certain actions and specifies potential consequences for not remedying the deficiency as required by law; see BP 6161.1 - Selection and Evaluation of Instructional Materials.

Complaints related to the sufficiency of textbooks or instructional materials shall be resolved as specified in Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 4600-4670	Uniform complaint procedures
Ed. Code 1240	County superintendent <u>Superintendent of schools</u> <u>Schools;</u> duties
Ed. Code 18111	Exclusion of books by Governing board <u>Board</u> that are sectarian, partisan, or denominational character
Ed. Code 220	Prohibition of discrimination
Ed. Code 240-244 <u>280</u>	Prohibition of discrimination; instructional materials (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=1.&title=1.&part=1.&chapter=2.&article=7.)

Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35160	Powers and duties of school boards
Ed. Code 35186	Williams uniform complaint procedures
Ed. Code 44805	Teacher enforcement of course of studies <u>study</u> ; use of textbooks, rules, and regulations
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code <u>51500</u> -51501	Nondiscriminatory subject matter (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC&sectionNum=51501 .)
Ed. Code 51511	Religious matters properly included in courses <u>course</u> of study
Ed. Code 51933	Sexual health education and HIV prevention materials
Ed. Code 60000-60005	Instructional materials; legislative intent
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60119	Public hearing on sufficiency of textbooks and instructional materials
<u>Ed. Code 60151</u>	<u>Financial penalties</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60151&lawCode=EDC)
<u>Ed. Code 60152</u>	<u>Complaint procedures</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60152&lawCode=EDC)
Ed. Code 60200-60213	Elementary school materials
Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60400-60411	High school textbooks and instructional materials
Ed. Code 60510-60511	Donation or sale of obsolete instructional materials
Management Resources California Department <u>State Board</u> of Education Publication	Description Guidance for Local Instructional Materials Adoption, March 2024
California Department of Education Publication	Instructional Materials, FAQ

California Department of Education Publication	Standards for Evaluating Instructional Materials for Social Content, 2013
California Department of Justice Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024
California School Boards Association Publication	State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024
California School Boards Association Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024
California School Boards Association Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief , Feb. 2024
Website	CSBA District and County Office of Education Legal Services
Website	Department of Justice
Website	California Department of Education, Curriculum and Instruction Resources
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
1100	Communication With The Public
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures

1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
<u>1340</u>	<u>Access to District Records</u>
<u>1340</u>	<u>Access to District Records</u>
<u>4119.21</u>	<u>Professional Standards</u>
<u>4119.21</u>	<u>Professional Standards</u>
<u>4219.21</u>	<u>Professional Standards</u>
<u>4219.21</u>	<u>Professional Standards</u>
<u>4319.21</u>	<u>Professional Standards</u>
<u>4319.21</u>	<u>Professional Standards</u>
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6000	Concepts And Roles
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.6	Visual And Performing Arts Education
6142.92	Mathematics Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6163.1	Library Media Centers

9000	Role Of The Board
9005	Governance Standards
9012	Board Member Electronic Communications
9200	Limits Of Board Member Authority
9322	Agenda/Meeting Materials

Regulation 1312.2: Complaints Concerning Instructional Materials

Status: ADOPTED

Original Adopted Date: 12/01/1990 | Last Revised Date: 03/08/01/20252026 | Last Reviewed
Date: 03/08/01/20252026

CSBA NOTE: The following ~~optional~~ regulation is for complaints concerning the content or use of any existing textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, and should be modified to reflect district practice. Complaints alleging unlawful discrimination based on a violation of Education Code 243, related to the use or prohibited use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, or Education Code 244, as added by SB 153 (Ch. 38, Statutes of 2024), related to the prohibited adoption or approval of use of any such materials if the use would subject a student to unlawful discrimination pursuant to Education Code 220, are required to be investigated or resolved in accordance with the procedures specified in BP/AR 1312.3 - Uniform Complaint Procedures, or may be directly filed with the Superintendent of Public Instruction. For complaints regarding the sufficiency of instructional materials or textbooks pursuant to Education Code 35186, see AR/E(1)/E(2) 1312.4 - Williams Uniform Complaint Procedures.

For policy related to the selection, evaluation, and prohibited use of individual instructional materials, see BP/AR 6161.1 - Selection and Evaluation of Instructional Materials, BP 6161.11 - Supplementary Instructional Materials, and BP 6163.1 - Library Media Centers. For more information regarding the adoption of instructional materials, see CSBA's, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," "Instructional Materials Adoption: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."

Step 1: Informal Complaint

If a staff member, district resident, or parent/guardian of a student enrolled in a district school has a complaint regarding the content or use of any specific instructional material, such individual shall informally discuss the material in question with the principal. (Education Code 35160)

Step 2: Formal Complaint

If the complainant is not satisfied with the principal's initial response, the complainant shall present a written complaint to the principal. Complaints regarding printed material shall name the author, title, and publisher and shall identify the objection by page and item numbers. In the case of nonprinted material, written information specifying the precise nature of the objection and location of such material shall be given. In order for the district to reply appropriately, complainants shall sign all complaints and provide identifying information. Anonymous complaints will not be accepted.

Upon receiving a complaint, the principal shall provide the complainant with a written acknowledgement of its receipt and respond to any procedural questions the complainant may

have. The principal shall then notify the Superintendent or designee, the teacher(s), and other staff as appropriate.

During the investigation of the complaint, the challenged material may remain in use until a final decision has been reached.

Step 3: Review Committee

The Superintendent or designee shall determine whether to convene a review committee to review the complaint.

If the Superintendent or designee determines that a review committee is necessary, the Superintendent or designee shall appoint a committee composed of administrators and staff members selected from relevant instructional and administrative areas. The Superintendent or designee may also appoint parents/guardians, students, and community members, as appropriate, to serve on the committee.

The Superintendent or designee may provide training to the review committee to ensure that the review committee is informed regarding its responsibilities, the criteria to follow when reviewing instructional materials, and applicable laws, Board policy(ies), and administrative regulation(s).

Within 30 calendar days of being convened, the review committee shall summarize its findings in a written report, unless the review committee shows good cause for requiring additional time to file its report. The Superintendent or designee shall notify the complainant in writing of the committee's decision within 15 calendar days of receiving the committee's report.

Step 4: Superintendent Determination

If the Superintendent or designee determines that a review committee is not necessary, the Superintendent or designee shall, in a timely manner, issue a decision regarding the complaint.

Step 5: Appeal to the Governing Board

If the complainant remains unsatisfied, the complainant may appeal the Superintendent's or review committee's decision to the Governing Board. The Board's decision shall be final.

CSBA NOTE: Federal and State law require districts to provide parents/guardians notice and the opportunity to opt their students out of certain instruction, in some instances only based on religious beliefs and in other instances for any basis. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining the instructional content for which parents/guardians may opt their students out, creating opt-out procedures, and evaluating opt-out requests.

Nothing in the steps above preclude parents/guardians from opting a student out of specified instructional content in accordance with any applicable Board policy or administrative regulation.

Policy Reference Disclaimer:

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

State	Description
5 CCR 4600-4670	Uniform complaint procedures
Ed. Code 1240	County superintendent <u>Superintendent of schools</u> <u>Schools</u> ; duties
Ed. Code 18111	Exclusion of books by Governing board <u>Board</u> that are sectarian, partisan, or denominational character
Ed. Code 220	Prohibition of discrimination
Ed. Code 240-244 280	Prohibition of discrimination; instructional materials https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=1.&title=1.&part=1.&chapter=2.&article=7.
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35160	Powers and duties of school boards
Ed. Code 35186	Williams uniform complaint procedures
Ed. Code 44805	Teacher enforcement of course of studies <u>study</u> ; use of textbooks, rules, and regulations
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500 -51501	Nondiscriminatory subject matter https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC&sectionNum=51501.
Ed. Code 51511	Religious matters properly included in courses <u>course</u> of study
Ed. Code 51933	Sexual health education and HIV prevention materials
Ed. Code 60000-60005	Instructional materials; legislative intent
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60119	Public hearing on sufficiency of textbooks and instructional materials
<u>Ed. Code 60151</u>	<u>Financial penalties</u>

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60151&lawCode=EDC

Ed. Code 60152

Complaint procedures

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60152&lawCode=EDC

Ed. Code 60200-60213

Elementary school materials

Ed. Code 60226

Requirements for publishers and manufacturers

Ed. Code 60400-60411

High school textbooks and instructional materials

Ed. Code 60510-60511

Donation or sale of obsolete instructional materials

Management Resources

Description

California Department of Education Publication

Guidance for Local Instructional Materials Adoption, March 2024

California Department of Education Publication

Instructional Materials, FAQ

California Department of Education Publication

Standards for Evaluating Instructional Materials for Social Content, 2013

California Department of Justice Publication

Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024

California School Boards Association Publication

State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024

California School Boards Association Publication

Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024

California School Boards Association Publication

Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, [Governance Brief](#), Feb. 2024

Website

CSBA District and County Office of Education Legal Services

Website

Department of Justice

Website

California Department of Education, Curriculum and Instruction Resources

Website

CSBA

Website

U.S. Department of Education, Office for Civil Rights

Cross References

Code

Description

0410

Nondiscrimination In District Programs And Activities

1100

Communication With The Public

1250	Visitors/Outsiders
1250	Visitors/Outsiders
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
<u>1340</u>	<u>Access to District Records</u>
<u>1340</u>	<u>Access to District Records</u>
<u>4119.21</u>	<u>Professional Standards</u>
<u>4119.21</u>	<u>Professional Standards</u>
<u>4219.21</u>	<u>Professional Standards</u>
<u>4219.21</u>	<u>Professional Standards</u>
<u>4319.21</u>	<u>Professional Standards</u>
<u>4319.21</u>	<u>Professional Standards</u>
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6000	Concepts And Roles
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.6	Visual And Performing Arts Education
6142.92	Mathematics Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study

6144	Controversial Issues
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6163.1	Library Media Centers
9000	Role Of The Board
9005	Governance Standards
9012	Board Member Electronic Communications
9200	Limits Of Board Member Authority
9322	Agenda/Meeting Materials

Exhibit 1312.2-E(1): Complaints Concerning Instructional Materials

Status: ADOPTED

Original Adopted Date: 12/01/1990 | **Last Revised Date:** 03/08/01/2025/2026 | **Last Reviewed**
Date: 03/08/01/2025/2026

**REQUEST FOR RECONSIDERATION OF EXISTING COMPLAINT CONCERNING
INSTRUCTIONAL MATERIALS**

This form is only for use by district employees, district residents, or parents/guardians of students enrolled in a district school to challenge the content or use of any existing textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library.

Date:

Complaints concerning discrimination, including discrimination related to instructional materials, shall be made in accordance with Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures.

Association with district:

Employee

District resident

Parent/Guardian

Date:

Name of person filing complaint (Required):

Group represented (if

any):

Mem
ber of group (if any):

Phone:

E-mail address:

Address:

Instructional Material Being Challenged:

Title: _____

Author: _____

Publisher: _____

Date of Edition: _____

Name of school/classroom instructional material was
used: _____

1. Please specifically state the nature of your concern or objection and identify your objection by page, website, webpage and/or link, recording or digital sequence, video frame, or words, as appropriate. You may use additional pages if necessary.

2. Was the instructional material of concern read/heard/viewed in isolation or was the entire selection read/heard/viewed? If the entire selection was not read/heard/viewed, what is your estimate regarding the percentage of the amount read/heard/viewed?

3. What is your concern regarding the consequence if a student reads/hears/views the instructional material? In your assessment, is the instructional material appropriate for the age of the students being taught?

4. What ~~would you~~ steps you would like the school to ~~do about~~ take regarding the instructional material?

5.

Signature of complainant

For District Use:

Request received by:

Date:

Title:

Action taken:

Date:

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 4600-4670

Ed. Code 1240

Ed. Code 18111

Ed. Code 220

Ed. Code 240-244280

Ed. Code 35010

Ed. Code 35160

Ed. Code 35186

Ed. Code 44805

Ed. Code 48907

Description

Uniform complaint procedures

County ~~superintendent~~Superintendent of schoolsSchools; duties

Exclusion of books by Governing ~~board~~Board that are sectarian, partisan, or denominational character

Prohibition of discrimination

Prohibition of discrimination; instructional materials

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=1.&title=1.&part=1.&chapter=2.&article=7.

Control of district; prescription and enforcement of rules

Powers and duties of school boards

Williams uniform complaint procedures

Teacher enforcement of course of ~~studies~~study; use of textbooks, rules, and regulations

Exercise of free expression; time, place, and manner rules and regulations

Ed. Code 48950	Speech and other communication
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code <u>51500-51501</u>	Nondiscriminatory subject matter (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC&sectionNum=51501 .)
Ed. Code 51511	Religious matters properly included in <u>courses</u> <u>course</u> of study
Ed. Code 51933	Sexual health education and HIV prevention materials
Ed. Code 60000-60005	Instructional materials; legislative intent
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60119	Public hearing on sufficiency of textbooks and instructional materials
<u>Ed. Code 60151</u>	<u>Financial penalties</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60151&lawCode=EDC)
<u>Ed. Code 60152</u>	<u>Complaint procedures</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60152&lawCode=EDC)
Ed. Code 60200-60213	Elementary school materials
Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60400-60411	High school textbooks and instructional materials
Ed. Code 60510-60511	Donation or sale of obsolete instructional materials
Management Resources	Description
California Department <u>State Board</u> of Education Publication	Guidance for Local Instructional Materials Adoption, March 2024
California Department of Education Publication	Instructional Materials, FAQ
California Department of Education Publication	Standards for Evaluating Instructional Materials for Social Content, 2013
California Department of Justice Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024
California School Boards Association Publication	State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024

California School Boards Association Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024
California School Boards Association Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief , Feb. 2024
Website	CSBA District and County Office of Education Legal Services
Website	Department of Justice
Website	California Department of Education, Curriculum and Instruction Resources
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

6. Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
1100	Communication With The Public
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1340	Access to District Records
1340	Access to District Records
4119.21	Professional Standards
4119.21	Professional Standards

<u>4219.21</u>	<u>Professional Standards</u>
<u>4219.21</u>	<u>Professional Standards</u>
<u>4319.21</u>	<u>Professional Standards</u>
<u>4319.21</u>	<u>Professional Standards</u>
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6000	Concepts And Roles
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.6	Visual And Performing Arts Education
6142.92	Mathematics Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6163.1	Library Media Centers
9000	Role Of The Board
9005	Governance Standards
9012	Board Member Electronic Communications
9200	Limits Of Board Member Authority
9322	Agenda/Meeting Materials

Policy 1312.3: Uniform Complaint Procedures

Status: ADOPTED

Original Adopted Date: 05/01/2017 | Last Revised Date: 06/08/01/20252026 | Last Reviewed
Date: 06/08/01/20252026

CSBA NOTE: To address prohibited discrimination and violations of state and federal laws governing educational programs, 5 CCR 4621 **mandates** districts to adopt uniform complaint procedures (UCP) consistent with the state's complaint procedures specified in 5 CCR 4600-4670. Additionally, Education Code 52075 **mandates** districts to adopt policies and procedures implementing the use of UCP to investigate and resolve complaints alleging noncompliance with requirements related to the local control and accountability plan, and Education Code 8212 **mandates** districts to adopt policies and procedures for resolving complaints regarding specified health and safety issues in license-exempt California State Preschool Programs (CSPP). Furthermore, a number of federal civil rights statutes and their implementing regulations mandate districts to adopt policies and procedures for the prompt and equitable resolution of complaints of unlawful discrimination. For example, districts are **mandated** pursuant to 28 CFR 35.107 to adopt policy and procedures to address discrimination on the basis of disability, while districts that receive federal financial assistance are **mandated** pursuant to 34 CFR 106.8 and 110.25 to adopt policies and procedures to address discrimination on the basis of sex and age. The following policy contains a list of programs and activities subject to these procedures pursuant to state law; ~~see the section,~~ which is specified in "Complaints Subject to UCP," below.

The California Department of Education (CDE) monitors district programs and operations for compliance with these requirements through its Federal Program Monitoring (FPM) process.

The U.S. Department of Education's Office for Civil Rights (~~OCR~~USOCR) enforces federal anti-discrimination laws, including Title II of the Americans with Disabilities Act (42 USC 12101-12213), Title VI of the Civil Rights Act of 1964 (42 USC 2000d-2000d-7), Title IX of the Education Amendments Act of 1972 (20 USC 1681-1688), Section 504 of the Rehabilitation Act of 1973 (29 USC 794), and the Age Discrimination Act of 1975 (42 USC 6101-6107).

Title IX of the Education Amendments of 1972 (20 USC 1681-1688) prohibits discrimination based on sex in district programs and activities. Although the Title IX regulations were amended by 89 Fed.Reg. 33474, effective August 1, 2024, these amendments were vacated nationwide by the United States District Court in *Tennessee v. Cardona* on January 9, 2025. Following this decision, ~~OCR's~~USOCR's February 4, 2025 Dear Colleague Letter clarified that ~~OCR~~USOCR will enforce Title IX based on the regulations as they existed prior to August 1, 2024. Therefore, references in this Board policy to Title IX and its implementing regulations are to the Title IX regulations as they existed prior to August 1, 2024.

Whether a complaint of sexual harassment is addressed through BP/AR 1312.3 - Uniform Complaint Procedures or the federal Title IX complaint procedures in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures, is dependent on whether the alleged conduct

meets the more stringent federal definition or the state definition of sexual harassment. ~~See the section~~ [For more information regarding complaint procedures to address complaints of sexual harassment, see](#) "Non-UCP Complaints" below, the accompanying administrative regulation, BP/AR 5145.7 - Sexual Harassment, and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670.

Complaints Subject to UCP

CSBA NOTE: The FPM process includes a review of a district's policies and procedures to determine whether all district programs and activities that are subject to the UCP, as listed in the FPM instrument, are addressed. According to CDE, the district's policy ~~must~~ [is required to](#) list all such programs and activities and, at the district's discretion, may add a paragraph below the list stating the UCP programs and activities that are implemented in the district.

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve complaints regarding the following:

1. Accommodations for pregnant and parenting students (Education Code 46015)
2. Adult education programs (Education Code 8500-8538, 52334.7, 52500, 52616.18)
3. After School Education and Safety programs (Education Code 8482-8484.65)
4. Agricultural career technical education (Education Code 52460-52462)
5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)
6. Child care and development programs (Education Code 8200-8488)
7. Compensatory education (Education Code 54400)
8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-~~299.12~~ [13-15](#))
9. Course periods without educational content (Education Code 51228.1-51228.3)

CSBA NOTE: Pursuant to Education Code 20051500, districts may not sponsor any activity that promotes a discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic listed in Education Code 220. The following paragraph extends this protection to all of the actual or perceived characteristics for which discrimination in education programs and 210.2 activities is unlawful.

Additionally, Government Code 53080, as amended by SB 1137AB 932 (Ch. 779628, Statutes of 2024), provide that prohibited discrimination includes 2025), prohibits districts from discriminating against any person on the basis of sex or gender in the operation, conduct, or administration of community youth athletics programs, or in the allocation of parks and recreation facilities and resources, or school and recreation facilities and resources, that support or enable such programs. Government Code 53080 lists factors to consider when making a determination of whether discrimination not just because of one protected class under state law, but also because of the combination of two or more protected bases exists.

10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, a person's actual or perceived race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55; or based on the person's association with a person or group with one or more, or any combination, of these actual or perceived characteristics (Education Code 200, 210.1, 210.2, 210.3, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 5 CCR 4610; 20 USC 1681-1688, 42 USC 2000d-2000d-7)

Unlawful discrimination includes district sponsorship of any activity or program that promotes discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic listed in Education Code 220. (Education Code 51500)

Additionally, the district is prohibited from discriminating against any person on the basis of sex or gender in the operation, conduct, or administration of community youth athletics programs, or in the allocation of parks and recreation facilities and resources, or school and recreation facilities and resources, that support or enable such programs. (Government Code 53080)

However, the UCP shall not be used to investigate and resolve employment discrimination complaints. (5 CCR 4611)

CSBA NOTE: Pursuant to Education Code 51225.1 and 51225.2, exemptions from district adopted graduation requirements, transfer of coursework and credit requirements, and specified consultation and notice requirements, formerly applicable to students in the third or fourth year of high school participating in a newcomer program, are applicable to "newcomer students," as defined in Education Code 51225.2, who are in the third or fourth year of high school. Additionally, pursuant to Education Code 51225.25, as added by AB 2473 (Ch. 831, Statutes of 2024), a "student participating in a newcomer program," as that term was defined by Education Code 51225.2 on January 1, 2023, who was enrolled prior to January 1, 2024, is entitled to the rights specified in Education Code 51225.1 and 51225.2, as described above. The district may, in its discretion, extend the rights established in Education Code 51225.1 to other students participating in a newcomer program.

11. Educational and graduation requirements for students in foster care, students experiencing homelessness, students from military families, students formerly in a juvenile court school, students who are migratory, and newcomer students (Education Code 48645.7, 48850, 48853, 48853.5, 48911, 48915.5, 49069.5, 51225.1, 51225.2, [51225.25](#))
12. Every Student Succeeds Act (Education Code 12030, 52059.5, 64000; 20 USC 6301 et seq.)

CSBA NOTE: Complaints alleging discrimination in the adoption, approval, or use of textbooks, instructional materials, supplemental instructional [materials](#), [staff development materials](#), or other curriculum for classroom instruction, or any book or resource in a school library based on a violation of Education Code 243, or Education Code 244, as ~~added~~[amended](#) by ~~SB 153~~[AB 715](#) (Ch. ~~384~~[428](#), Statutes of ~~2024~~[2025](#)), may be brought under the district's UCP or may be filed directly with the Superintendent of Public Instruction (SPI). [Additionally, pursuant to Education Code 244, as amended by AB 715, complaints alleging discrimination in the adoption, approval, or use of staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220 may be brought under the district' UCP or may be filed directly with the SPI.](#) Complaints that are filed directly with the SPI are required to identify the basis for doing so, and present evidence that supports the basis for the direct filing. In such cases, the SPI may directly intervene without waiting for an investigation by the district. For more information regarding complaints concerning instructional materials, see BP/AR 1312.2 - Complaints Concerning Instructional Materials and AR 1312.4 - Williams Uniform Complaint Procedures. [For complaints concerning staff development materials, see BP 4131 – Staff Development, BP 4231 – Staff Development, and BP 4331 – Staff Development.](#)

Pursuant to Education Code 242, CDE has developed guidance and public educational materials to ensure that all Californians can access information about educational laws and policies that safeguard the right to an accurate and inclusive curriculum, which are available on its website.

[Education Code 51500 and 51501, as amended by AB 715, require that instructional materials adopted by the Governing Board be factually accurate, reflect specified curriculum and standards, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship, and that teachers not give instruction that promotes a discriminatory bias.](#)

For more information regarding the prohibition of discrimination as it applies to textbooks, instructional materials, supplemental instructional materials, or other curriculum for classroom instruction, or any book or resource in a school library, see BP 0410 - Nondiscrimination in District Programs and Activities, BP/AR/E(1) 6161.1 - Selection and Evaluation of Instructional Materials, BP 6161.11 - Supplementary Instructional Materials, and BP 6163.1 - Library Media Centers. Also see CSBA's ~~publication~~, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," ~~and corresponding Fact Sheet and Reference~~, ["Instructional Materials Adoptions: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption,"](#) and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."

13. [Instruction](#), [Instructional Materials](#), [Staff Development Materials](#), and Curriculum: Diversity (Education Code 243, [244](#), [51500](#))

A complaint alleging such unlawful discrimination pursuant to Education Code 243 or 244 may, in addition to or in lieu of being filed with the district, be directly filed with the Superintendent of Public Instruction (SPI). (Education Code 243, 244)

14. Local control and accountability plan (Education Code 52075)

15. Migrant child education (Education Code 54440-54445)

16. Physical education instructional minutes (Education Code 51210, 51222, 51223)

17. Student fees (Education Code 49010-49013)

18. Reasonable accommodations to a lactating student (Education Code 222)

19. Regional occupational centers and programs (Education Code 52300-52334.7)

20. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)

21. School or athletic team names, mascots, or nicknames (Education Code 221.3, 33315)

~~21.~~ 22. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)

~~22.~~ 23. State preschool programs (Education Code 8200-8488, 33315)

CSBA NOTE: Pursuant to Education Code 8212 and CDE's FPM instrument, the district is required to use the UCP, with modifications as necessary, to resolve complaints alleging deficiencies related to health and safety issues in license-exempt CSPPs. Pursuant to 5 CCR 4610, such complaints are required to be addressed through the procedures described in 5 CCR 4690-4694. See "Health and Safety Complaints in License-Exempt Preschool Programs" in the accompanying administrative regulations.

~~23.~~ 24. State preschool health and safety issues in license-exempt programs (Education Code 8212)

CSBA NOTE: Pursuant to Education Code 33315, as amended by AB 3074 (Ch. 665, Statutes of 2024), the district is required to use the UCP to resolve complaints related to school or athletic team names, mascots, or nicknames pursuant to Education Code 221.3

~~24. School or athletic team names, mascots, or nicknames pursuant to Education Code 221.3~~

CSBA NOTE: 5 CCR 4621 requires district policy to ensure that complainants are protected from retaliation as specified in Item #25 below.

25. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

26. Any other state or federal educational program the SPI or designee deems appropriate

CSBA NOTE: 5 CCR 4631 authorizes the district to utilize alternative dispute resolution (ADR) methods, including mediation, to resolve complaints before initiating a formal investigation. However, the district should ensure that any ADR it uses, particularly "in-person ADR," is appropriate for the particular situation. For example, in some instances (e.g., sexual assault), face-to-face mediation should not be used, even if all parties voluntarily agree, given the risk that a student might feel pressured to "voluntarily" agree to it. Districts may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student; [For more information regarding this prohibition and when an informal resolution process may be utilized to address complaints alleging sexual harassment](#), see AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

The following optional paragraph provides for a neutral mediator and should be revised to reflect district practice.

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint in a manner that is acceptable to all parties. An ADR process, such as mediation, may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

CSBA NOTE: The following paragraph is required pursuant to 5 CCR 4621. Since appropriate disclosure will vary in each case depending on the facts and circumstances, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination, the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

CSBA NOTE: It is important to maintain records of all UCP complaints and the investigations of those complaints. If the district is investigated by ~~OCR~~USOCR or CDE, these are important documents in demonstrating that the district has complied with federal law, state law, and its own policies and regulations.

Additionally, Education Code 33315.5, as added by AB 935 (Ch. 717, Statutes of 2025), requires the SPI, upon receipt by CDE of a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, to collect specified information, including (1) the self-identified protected group of the complainant, if voluntarily provided, (2) a description of the complaint received, (3) any action taken by CDE in response to the complaint and the timeline for that action, and (4) the disposition of the complaint. Education Code 33315.5, as added by AB 935, requires CDE, beginning July 1, 2027, and annually thereafter, to create and post on CDE's website a summary report of the information collected, as specified.

The Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division or the appropriate law enforcement agency (5 CCR 4611)
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services (5 CCR 4611)

CSBA NOTE: The complaint procedures specified in the Title IX regulations (34 CFR 106.44-106.45, as added by 85 Fed.Reg. 30026) which were adopted on May 19, 2020 and became effective on August 14, 2020, are required to be used to address any complaint of sexual harassment, as defined in 34 CFR 106.30, based on conduct that occurred between August 14, 2020 and July 31, 2024, and after January 9, 2025. For complaints initiated between August 1, 2024 and January 9, 2025, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel.

3. Any complaint alleging that a student, while in an education program or activity, was subjected to sexual harassment, as defined in 34 CFR 106.30

Such a complaint shall be addressed through the federal Title IX complaint procedures as specified in Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures.

CSBA NOTE: Complaints of employment discrimination are not subject to the UCP. Instead, pursuant to 2 CCR 11023, the district is required to establish an impartial and prompt process for addressing such complaints. Additionally, 5 CCR 4611 requires that employment discrimination complaints be referred to the Civil Rights Department. See AR 4030 - Nondiscrimination in Employment for applicable complaint procedures.

4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in Administrative Regulation 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Civil Rights Department

CSBA NOTE: 5 CCR 4610 limits the applicability of the UCP for complaints regarding special education and child nutrition, as provided in Items #5-7 below.

5. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education (FAPE), failure or refusal to implement a due process hearing order to which the district is subject, or a physical safety concern that interferes with the district's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with Administrative Regulation 6159.1 - Procedural Safeguards and Complaints for Special Education (5 CCR 3200-3205)
6. Any complaint alleging noncompliance of the district's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with Board Policy 3555 - Nutrition Program Compliance (5 CCR 15580-15584)
7. Any complaint alleging discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with Board Policy 3555 - Nutrition Program Compliance (5 CCR 15582)

CSBA NOTE: Education Code 35186 requires the district to use UCP, with modifications, to investigate and resolve complaints related to the issues stated in the following paragraph (i.e., "Williams complaints"). Because Education Code 35186 sets forth different timelines for investigation and resolution of these kinds of complaints than the timelines specified in law for other uniform complaints, CDE has created a separate uniform complaint process for the Williams complaints. [See For more information regarding Williams Complaints, see AR 1312.4 - Williams Uniform Complaint Procedures for the separate procedure.](#)

8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures (Education Code 35186)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
2 CCR 11023	Harassment and discrimination prevention and correction
5 CCR 15580-15584	Child nutrition programs complaint procedures
5 CCR 3200-3205	Special education compliance complaints

5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4600-4687	Uniform complaint procedures and Williams complaints
5 CCR 4690-4694	Complaints regarding health and safety issues in license-exempt preschool programs
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 18100-18203	School libraries
Ed. Code 200- 262.4 280	Prohibition of discrimination
Ed. Code 32280-32289. 56	School safety plans
Ed. Code 33315	Uniform complaint procedures
Ed. Code 33315.5	Uniform complaint procedures; discrimination data collected/posted by CDE
Ed. Code 33800-33804	California Office of Civil Rights
Ed. Code 35186	Williams uniform complaint procedures
Ed. Code 46015	Parental leave for students
Ed. Code 48645.7	Juvenile court schools
Ed. Code 48853-48853.5 48850-48859	Foster youth
Ed. Code 48900.5	Suspension; other means of correction
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49010- 49013 49014	Student fees
Ed. Code 49060-49079	Student records
Ed. Code 49069.5	Records of foster youth
Ed. Code 49490-49590	Child nutrition programs
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51210	Course of study for grades 1-6
Ed. Code 51222	Physical education
Ed. Code 51223	Physical education; elementary schools
Ed. Code 51225.1-51225.25	Foster youth, homeless children, former juvenile court school students, newcomer students; course credits; graduation requirements
Ed. Code 51226-51226.1	Career technical education

Ed. Code 51228.1-51228.3	Course periods without educational content
Ed. Code <u>51500-51501</u>	<u>Prejudices; Nondiscriminatory</u> <u>nondiscriminatory</u> subject matter
Ed. Code 52059.5	Statewide system of support
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 52075	Complaint for lack of compliance with local control and accountability plan requirements
Ed. Code 52300-52462	Career technical education
Ed. Code 52500-52617	Adult schools
Ed. Code 54400-54425	Compensatory education programs
Ed. Code 54440-54445	Education of migratory children
Ed. Code 54460-54529	Compensatory education programs
Ed. Code 59000-59300	Special schools and centers
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
<u>Ed. Code 60150-60152</u>	<u>Corrective actions and fiscal penalty for violation of Education Code 244</u>
Ed. Code 64000-64001	Consolidated application process; school plan for student achievement
Ed. Code 65000-65001	School site councils
Ed. Code 8200- 8488 <u>8490</u>	Child care and development programs
Ed. Code 8500-8538	Adult basic education
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
<u>Gov. Code 53080</u>	<u>Prohibition of discrimination on basis of sex or gender; community youth athletics programs</u>
H&S Code 1596.792	California Child Day Care Act; general provisions and definitions
H&S Code 1596.7925	California Child Day Care Act; health and safety regulations
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974

20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 6301-6576	Title I Improving the Academic Achievement of the Disadvantaged
20 USC 6801-7014	Title III language instruction for limited English proficient and immigrant students
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities <u>(eCFR :: 34 CFR Part 106 (Aug. 14, 2020) -- Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)</u>
34 CFR 106.30	Discrimination on the basis of sex in education programs and activities; definitions
34 CFR 106.44	Recipient's response to sexual harassment
34 CFR 106.45	Grievance process for formal complaints of sexual harassment
34 CFR 106.8	Designation of coordinator; dissemination of policy; and adoption of grievance procedures
34 CFR 110.25	Notification of nondiscrimination on the basis of age
<u>34 CFR 299.13-299.17</u>	<u>Complaint procedures</u> <u>(eCFR :: 34 CFR Part 299 Subpart F -- Complaint Procedures)</u>
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 11431-11435	McKinney-Vento Homeless Assistance Act
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975
Management Resources	Description
California Department of Education Publication	Uniform Complaint Procedure Program Instrument

California Department of Education Publication	Sample UCP Board Policies and Procedures
California Department of Justice Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
CSBA Publication	<u>Reference</u> : State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	<u>Fact Sheet</u> : Instructional Materials Adoption: Local governing board responsibilities, <u>Fact Sheet</u> , February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, <u>Governance Brief</u> , February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579 <u>(Federal Register :: Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)</u>
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
Website	CSBA District and County Office of Education Legal Services
Website	Student Privacy Policy Office <u>(Student Privacy Policy Office U.S. Department of Education)</u>
Website	U.S. Department of Agriculture <u>(Child and Adult Care Food Program Food and Nutrition Service)</u>
Website	California Department of Social Services <u>(Home California Dept. of Social Services)</u>
Website	U.S. Department of Justice
Website	California Civil Rights Department
Website	California Department of Education

Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0420.41	Charter School Oversight
0420.41-E(1)	Charter School Oversight
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.4	Williams Uniform Complaint Procedures

1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3260	Fees And Charges
3260	Fees And Charges
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3580	District Records
3580	District Records
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4112.23	Special Education Staff
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action

4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development
4244	Complaints
4244	Complaints
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.23	Unauthorized Release Of Confidential/Privileged Information
4331	Staff Development
4344	Complaints
4344	Complaints
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5125	Student Records
5125	Student Records
5131.2	Bullying
5131.2	Bullying
5131.62	Tobacco
5131.62	Tobacco
5137	Positive School Climate

5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
5146	Married/Pregnant/Parenting Students
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition

6145.2	Athletic Competition
6146.1	High School Graduation Requirements
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit
6152	Class Assignment
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6163.1	Library Media Centers
6164.2	Guidance/Counseling Services
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.5	Student Success Teams
6164.5	Student Success Teams
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children

6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.3	Education For Juvenile Court School Students
6175	Migrant Education Program
6175	Migrant Education Program
6178	Career Technical Education
6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6178.2	Regional Occupational Center/Program
6200	Adult Education
6200	Adult Education
9000	Role Of The Board
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9124	Attorney
9200	Limits Of Board Member Authority
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials

Regulation 1312.3: Uniform Complaint Procedures

Status: ADOPTED

Original Adopted Date: 05/01/2017 | Last Revised Date: 06/08/01/2025 2026 | Last Reviewed
Date: 06/08/01/2025 2026

CSBA NOTE: 5 CCR 4621 **mandates** that the district's uniform complaint procedures (UCP) be consistent with the procedures of 5 CCR 4600-4670. Additionally, Education Code 52075 **mandates** districts to adopt policies and procedures implementing the use of UCP to investigate and resolve complaints alleging noncompliance with requirements related to the local control and accountability plan (LCAP), and Education Code 8212 **mandates** districts to adopt policies and procedures for resolving complaints regarding specified health and safety issues in license-exempt California State Preschool Programs (CSPP). Furthermore, a number of federal civil rights statutes and their implementing regulations mandate districts to adopt policies and procedures for the prompt and equitable resolution of complaints of unlawful discrimination. For example, all districts are **mandated** pursuant to 28 CFR 35.107 to adopt policy and procedures to address discrimination on the basis of disability, while districts that receive federal financial assistance are **mandated** pursuant to 34 CFR 106.8 and 110.25 to adopt policies and procedures to address discrimination on the basis of sex and age.

Complaints alleging discrimination in the adoption, approval, or use of textbooks, instructional materials, supplemental instructional materials, staff development materials, or other curriculum for classroom instruction, or any book or resource in a school library based on a violation of Education Code 243, or Education Code 244, as ~~added~~ amended by ~~SB 153~~ AB 715 (Ch. ~~38~~ 428, Statutes of ~~2024~~ 2025), may be brought under the district's UCP or may be filed directly with the Superintendent of Public Instruction (SPI). Complaints that are filed directly with the SPI are required to identify the basis for doing so, and present evidence that supports the basis for the direct filing. In such cases, the SPI may directly intervene without waiting for an investigation by the district. For more information regarding complaints concerning instructional materials, see BP/AR 1312.2 - Complaints Concerning Instructional Materials and AR 1312.4 - Williams Uniform Complaint Procedures.

Pursuant to Education Code 242, the California Department of Education (CDE) has developed guidance and public educational materials to ensure that all Californians can access information about educational laws and policies that safeguard the right to an accurate and inclusive curriculum, which are available on its website.

Apart from these mandates, state law authorizes the use of UCP to resolve complaints of noncompliance with laws related to the development of a school plan for student achievement and the establishment of school site councils; accommodations for pregnant and parenting students; prohibition against the charging of student fees; educational rights of foster youth, students experiencing homelessness, former juvenile court school students, children of military families,

students who are migratory, newcomer students as defined in Education Code 51225.2 who are in the third or fourth year of high school, and pursuant to Education Code 51225.25, as added by AB 2473 (Ch. 831, Statutes of 2024), a "student participating in a newcomer program," as that term was defined by Education Code 51225.2 on January 1, 2023, who was enrolled prior to January 1, 2024 as well as any other students participating in a newcomer program for whom the district has extended such rights; assignment of students to courses without educational content; and physical education instructional minutes. See "Complaints Subject to UCP" in the accompanying Board policy.

For a complaint which is based on allegations part of which fall under UCP and part of which fall outside of UCP, such as the non-UCP complaints identified in the accompanying Board policy, districts may need to initiate two separate investigations: one to investigate the allegations that fall under UCP and the other to investigate the allegations that fall outside of UCP.

Except as may otherwise be specifically provided in other district policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in the accompanying Board policy.

Compliance Officers

CSBA NOTE: 5 CCR 4621 requires the district to identify in its policies and procedures the person(s), employee(s), position(s), or unit(s) responsible for ensuring compliance with applicable state and federal laws and regulations governing educational programs, including the receiving and investigating of complaints alleging unlawful discrimination, harassment, intimidation, or bullying, and retaliation. During its Federal Program Monitoring (FPM) process, CDE staff will check to ensure that the district's procedures list the specific title(s) of the employee(s) responsible for receiving and investigating complaints. Districts should identify the specific title(s) of the compliance officer(s) in the space provided below.

The following paragraph specifies that the compliance officer will be the same person designated to serve as the Title IX Coordinator for addressing complaints of unlawful discrimination, harassment, intimidation, or bullying pursuant to AR 5145.3 - Nondiscrimination/Harassment, and complaints of sexual harassment pursuant to AR 5145.7 - Sexual Harassment and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Districts may modify this regulation to designate different district employees to serve these functions. However, if the district wishes to separate these responsibilities, it is recommended that one individual be responsible for oversight of the complaint process for the district.

The district designates the individual(s), position(s), or unit(s) identified below as responsible for receiving, coordinating, and investigating complaints and for complying with state and federal civil rights laws. The individual(s), employee(s), position(s), or unit(s) also serve as the compliance officer(s) specified in Administrative Regulation 5145.3 - Nondiscrimination/Harassment, who is responsible for handling complaints regarding unlawful discrimination, harassment, intimidation, or bullying, and in Administrative Regulation 5145.7 - Sexual Harassment, who is responsible for handling complaints regarding sexual harassment.

[redacted]
(title or position)

[redacted]
(unit or office)

[redacted]
(address)

[redacted]
(telephone number)

[redacted]
(email)

CSBA NOTE: The following paragraph is for use by districts that have designated more than one compliance officer.

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

CSBA NOTE: 5 CCR 4621 requires the district's policy to include that employees responsible for compliance and/or for investigating and resolving complaints be knowledgeable about the laws and programs at issue in the complaints they are assigned. ~~Compliance~~ Additionally, compliance officers ~~must also~~ are required to have training or experience in handling discrimination complaints, including appropriate investigative techniques and understanding of the applicable legal standards.

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall cover current state and federal laws and regulations governing the program; applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination, harassment, intimidation, or bullying; applicable standards for reaching decisions on complaints; and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

The compliance officer or, if necessary, an appropriate administrator shall determine whether interim measures are necessary during an investigation and while the result is pending. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final

written decision, whichever occurs first.

Notifications

The district's UCP policy and administrative regulation shall be ~~posted in all schools~~prominently and ~~offices~~conspicuously displayed at each school site and district office in areas that are accessible to, and commonly frequented by, school site employees, students and members of the public, including but not limited to, school office lobbies, staff lounges, and student government meeting rooms. Additionally, such policy and administrative regulation shall be posted on the district's website. (Education Code 234.1)

CSBA NOTE: During the FPM process, CDE staff will check to ensure that the district's policy contains a statement ensuring annual dissemination of notice of the district's UCP to the persons specified below.

In addition, the Superintendent or designee shall annually provide written notification of the district's UCP to students, employees, parents/guardians of district students, district advisory committee members, school advisory committee members, appropriate private school officials or representatives, and other interested parties. (5 CCR 4622)

CSBA NOTE: 5 CCR 4622 requires the district to include specified information in its annual UCP notice to students, parents/guardians, employees, and others. The following list reflects those required components and additional content of the notice listed in CDE's FPM instrument.

It is the district's responsibility to update the notice as necessary to reflect new law.

The notice shall include, but need not be limited to, all of the following:

1. A statement that the district is primarily responsible for compliance with federal and state laws and regulations, including those related to prohibition of unlawful discrimination, harassment, intimidation, or bullying against any protected group, and a list of all programs and activities that are subject to UCP as identified in "Complaints Subject to UCP" in the accompanying Board policy
2. The title of the position responsible for processing complaints, the identity of the person(s) currently occupying that position if known, and a statement that such person(s) will be knowledgeable about the laws and programs that they are assigned to investigate
3. A statement that a UCP complaint, except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, must be filed no later than one year from the date the alleged violation occurred
4. A statement that a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying must be filed no later than six months from the date of the alleged

conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct

5. A statement that a student enrolled in a public school shall not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities
6. A statement that a complaint regarding student fees or the local control and accountability plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint
7. A statement that the district will post a standardized notice of the educational and graduation requirements of foster youth, students experiencing homelessness, children of military families, former juvenile court school students now enrolled in the district, students who are migratory, and newcomer students as specified in Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, ~~and~~ 51225.2, and 51225.25, and the complaint process
8. A statement that complaints will be investigated in accordance with the district's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant
9. A statement that, for programs within the scope of the UCP as specified in the accompanying Board policy, the complainant has a right to appeal the district's investigation report to the California Department of Education (CDE) by filing a written appeal, including a copy of the original complaint and the district's decision, within 30 calendar days of receiving the district's decision
10. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal laws prohibiting discrimination, harassment, intimidation, or bullying, if applicable
11. A statement that copies of the district's UCP are available free of charge

CSBA NOTE: The following paragraph may be modified to reflect district practice. Pursuant to Education Code 221.61, a district and its schools are required to post information related to Title IX on their websites, including specified information about complaint procedures under Title IX; For more information regarding these required postings, see AR 5145.3 - Nondiscrimination/Harassment. A school or district that does not maintain a website may comply by posting the information on the website of its district or county office of education. A comprehensive list of rights based on the provisions of the federal regulations implementing Title IX can be found in Education Code 221.8.

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.61 and 34 CFR 106.8 shall be posted on district and school websites, published in handbooks or catalogs, and may be provided through district-supported social media, if available.

CSBA NOTE: Both federal and state laws contain requirements for translation of certain information and documents. Title VI of the Civil Rights Act of 1964 requires districts to ensure meaningful access to their programs and activities by persons with limited English proficiency. Education Code 48985 requires translation of certain information and documents if 15 percent or more of students enrolled in the school speak a single primary language other than English.

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's UCP policy, regulation, forms, and notices shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

Filing of Complaints

CSBA NOTE: Complaints filed under UCP may be filed directly with a compliance officer or with any site administrator. See [For more information regarding the process for initiating and responding to complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying](#), see AR 5145.3 - Nondiscrimination/Harassment and AR 5145.7 - Sexual Harassment. If a site administrator not designated as a compliance officer receives a UCP complaint, the site administrator mustis required to notify a compliance officer. Additionally, a district may ~~also~~ establish a site-level process for receiving informal reports about incidents for which a UCP complaint may be filed and notifying students and parents/guardians of their right to file a UCP complaint. Any site-level process established by a district should be in writing and distributed in the same manner as the grievance procedures listed herein with an explanation of how it interacts with the UCP complaint process.

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp. If a site administrator not designated as a compliance officer receives a complaint, the site administrator shall notify the compliance officer.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist in the filing of the complaint. (5 CCR 4600)

~~Complaints~~ Additionally, complaints shall ~~also~~ be filed in accordance with the following rules, as applicable:

1. A complaint alleging district violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board policy may be filed by any individual, public agency, or organization (5 CCR 4600)

CSBA NOTE: Education Code 49013 and 52075 **mandate** districts to adopt procedures that allow for anonymous complaints to be filed when a district allegedly violates the prohibition against the charging of student fees or violates any requirement related to the LCAP.

2. Any complaint alleging noncompliance with law regarding the prohibition against student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance (Education Code 49013, 52075)

A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee. (Education Code 49013)

CSBA NOTE: Pursuant to 5 CCR 4630, complaints related to the LCAP must be filed within a year of the date that the County Superintendent of Schools, the reviewing authority for districts, approves the district's LCAP.

3. A UCP complaint, except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred (5 CCR 4630)

For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP that was adopted by the Governing Board. (5 CCR 4630)

4. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying may be filed only by a person who alleges having personally suffered unlawful discrimination, a person who believes that any specific class of individuals has been subjected to unlawful discrimination, or a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying (5 CCR 4630)
5. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred, or six months from the date that the complainant first obtained knowledge of the facts of the alleged unlawful discrimination (5 CCR 4630)

The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)

6. When a complaint alleging unlawful discrimination, harassment, intimidation, or bullying is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation

CSBA NOTE: It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel before honoring a confidentiality request to withhold the victim's name from the alleged perpetrator, especially in the case of alleged sexual assault, as this may affect the district's ability to conduct a thorough investigation or provide supportive measures to the victim.

7. When a complainant of unlawful discrimination, harassment, intimidation, or bullying or the alleged victim, when not the complainant, requests confidentiality, the compliance officer shall inform the complainant or victim that the request may limit the district's ability to investigate the conduct or take other necessary action

When honoring a request for confidentiality, the district shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

CSBA NOTE: Pursuant to Education Code 51500, as amended by AB 715, discriminatory bias in instruction and district-sponsored activities does not require a showing of direct harm to members of a protected group. Members of a protected group do not need to be present while the discriminatory bias is occurring for the act to be considered discriminatory bias.

8. A complaint alleging discriminatory bias in instruction or district-sponsored activities does not require a showing of direct harm to members of a protected group and members of a protected group need not be present while the discriminatory bias is occurring for the act to be considered discriminatory bias. (Education Code 51500)

Mediation

CSBA NOTE: The following section should be used only by those districts that have decided to establish procedures for attempting to resolve complaints through alternative dispute resolution (ADR) procedures such as mediation. For more information about the provision of a neutral arbitrator, see the accompanying Board policy. The following section may be modified to specify the ADR method and timelines used within the district.

Districts may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student. For more information regarding restrictions on when an informal resolution process may be utilized for addressing complaints alleging sexual harassment, see AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

Within three business days after receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation to resolve the complaint. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation or unlawful discrimination,

harassment, intimidation, or bullying, the compliance officer shall ensure that all parties agree to permit the mediator access to all relevant confidential information. ~~The~~ Additionally, the compliance officer shall ~~also~~ notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the complaint within the parameters of law, the compliance officer shall proceed with an investigation of the complaint.

The use of mediation shall not extend the district's ~~timelines~~ timeline for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed upon through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

Investigation of Complaint

CSBA NOTE: The timeline specified below may be modified to reflect district practice. 5 CCR 4631, which requires the district to provide the complainant with the opportunity to present relevant information, does not provide any timeline.

The compliance officer shall begin an investigation into the complaint within 10 business days of receiving the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or the complainant's representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

CSBA NOTE: During the investigation, the compliance officer should consider all relevant circumstances, such as how the alleged misconduct affected one or more students' education; the type, frequency, and duration of the misconduct; the identity, age, and sex of the individuals involved in and impacted by the conduct and the relationship between them; the number of persons engaged in the conduct and at whom the conduct was directed; the size of the school, location of the incidents, and context in which they occurred; and other incidents at the school involving different individuals.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform the parties of the status of the investigation.

To investigate a complaint alleging retaliation or unlawful discrimination, harassment, intimidation,

or bullying, the compliance officer shall interview the alleged victim(s), any alleged offender(s), and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

CSBA NOTE: Because Education Code 51500, as amended by AB 715, does not require a showing of direct harm to members of a protected group for an act to be discriminatory bias, and members of a protected group do not need to be present while the discriminatory bias is occurring for the act to be considered discriminatory bias, the following paragraph extends such lack of need to show direct harm to the interview process for complaints alleging discriminatory bias, and may be modified to reflect district practice.

To investigate a complaint alleging discriminatory bias in instruction or district-sponsored activities, the compliance officer is not required to interview members of the protected class.

CSBA NOTE: 5 CCR 4631 ~~allows~~ authorizes the district to dismiss a complaint when the complainant refuses to provide the investigator with relevant documents or otherwise obstructs the investigation. Additionally, 5 CCR 4631 ~~also~~ provides that, if the district refuses to provide the investigator with access to records or other documents, the investigator may issue a finding in favor of the complainant.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in the dismissal of the complaint. Refusal by the district to provide the investigator with access to records and/or information related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

Timeline for Investigation Report

CSBA NOTE: Pursuant to 5 CCR 4631, the district's investigation report is required to be sent to the complainant within 60 calendar days of receiving the complaint. Option 1 below is for districts that do not allow complainants to appeal the compliance officer's decision to the Governing Board. Option 2 is for districts that allow appeals to the Board, and it requires the compliance officer's decision within 30 calendar days so that the Board's decision can still be given within the 60-day time limit.

Pursuant to 5 CCR 4631, only a complainant has the right to receive the investigation report and to file a complaint with the Board if dissatisfied with the compliance officer's decision. Districts may want to consider extending some of the same rights to a respondent. When questions arise as to what rights to provide to a respondent, it is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel, accordingly.

Pursuant to 5 CCR 4640, when a UCP complaint is erroneously sent to CDE without first being filed with the district, the 60-day period specified in 5 CCR 4631 begins when the district receives the complaint.

Education Code 262.3, as amended by AB 715, authorizes a party to a written complaint of prohibited discrimination to appeal, directly with the SPI, if the district fails to issue an investigation report within the timeline required by the UCP. In such a case, the complaint is required to present the SPI with evidence that supports the basis for the direct filing and why immediate action is necessary. For more information regarding such appeals, see "Appeals to the California Department of Education," below.

OPTION 1: (Districts that do not allow complainants to appeal to the Board)

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant a written investigation report, as described in ~~the section~~ "Investigation Report" below, within 60 calendar days of the district's receipt of the complaint. (5 CCR 4631)

END OF OPTION 1

OPTION 2: (Districts that allow complainants to appeal to the Board)

CSBA NOTE: The remainder of this section is for use by districts that select Option 2.

Unless extended by written agreement with the complainant, the investigation report shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint.

Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in ~~the section~~ "Investigation Report" below. If the complainant is dissatisfied with the compliance officer's decision, the complainant may, within five business days, file the complaint in writing with the Board.

If the Board decides not to hear the complaint, the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

END OF OPTION 2

Investigation Report

CSBA NOTE: 5 CCR 4631 specifies components that are required to be part of the district's investigation report. Inclusion of these items will help protect the district's position in case of an appeal to CDE, a complaint submitted to the U.S. Department of Education's Office for Civil Rights (~~OCR~~USOCR), or if litigation is filed.

For all complaints, the district's investigation report shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered

For a complaint of discriminatory bias in instruction and district-sponsored activities, a showing of direct harm to members of a protected group is not required as part of such findings of fact. (Education Code 51500)

2. A conclusion providing a clear determination for each allegation as to whether the district is in compliance with the relevant law
3. Corrective action(s) whenever the district finds merit in the complaint, including, when required by law, a remedy to all affected students and parents/guardians and, for a student fees complaint, a remedy that complies with Education Code 49013 and 5 CCR 4600
4. Notice of the complainant's right to appeal the district's investigation report to CDE, except when the district has used the UCP to address a complaint not specified in 5 CCR 4610
5. Procedures to be followed for initiating an appeal to CDE

The investigation report may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

CSBA NOTE: The Family Educational Rights and Privacy Act (FERPA) (20 USC 1232g; 34 CFR 99.1-99.67) protects student privacy, including student records containing details of the actions taken in response to a UCP complaint. However, pursuant to 20 USC 1221, FERPA may not "be construed to affect the applicability of Title VI of the Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Title V of the Rehabilitation Act of 1973, the Age Discrimination Act, or other statutes prohibiting discrimination, to any applicable program."

In consultation with district legal counsel, information about the relevant part of an investigation report may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the investigation report or are affected by the complaint.

CSBA NOTE: Education Code 48985 requires that reports sent to parents/guardians be written in their primary language when 15 percent or more of a school's enrolled students speak a single primary language other than English. During the FPM process, CDE staff will check to ensure that UCP complaint procedures pertaining to CSPP health and safety issues include a statement that the district response and the investigation report must, whenever Education Code 48985 is applicable, be written in English and the primary language in which the complaint was filed. For more information regarding this requirement, see "Health and Safety Complaints in License-Exempt Preschool Programs" below. The following paragraph extends this provision to all types of complaints to ensure compliance with Education Code 48985. ~~In addition~~ Additionally, based on Title VI of the Civil Rights Act of 1964, ~~OCR~~ USOCR requires districts to ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

If the complaint involves a limited-English-proficient (LEP) student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

CSBA NOTE: During the FPM process, CDE staff will expect to see a statement detailing a complainant's right to pursue civil law remedies (i.e., action in a court of law) in addition to or in conjunction with the right to pursue administrative remedies from CDE.

For complaints alleging unlawful discrimination, harassment, intimidation, or bullying based on state law, the investigation report shall also include a notice to the complainant that:

1. The complainant may pursue available civil law remedies outside of the district's complaint procedures, including, but not limited to, injunctions, restraining orders or other remedies or orders, 60 calendar days after the filing of an appeal with CDE (Education Code 262.3)
2. The 60-day moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education's Office for Civil Rights at www.ed.gov/ocr within 180 days of the alleged discrimination

Corrective Actions

CSBA NOTE: The following section may be revised to reflect district practice.

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies; training for faculty, staff, and students; updates to school practices or procedures; or school climate surveys.

CSBA NOTE: Pursuant to Education Code 48900.5, the district is encouraged to have a student who has been suspended, or for whom other means of correction have been implemented pursuant to Education Code 48900.5 for an incident of racist bullying, harassment, or intimidation, as well as the victim, to engage in a restorative justice practice suitable to address the needs of both the victim and the perpetrator; to have the perpetrator engage in a culturally sensitive program that promotes racial justice and equity, and combats racism and ignorance; and to regularly check on the victim to ensure that the victim is not in danger of suffering from any long-lasting mental health issues. [For more information regarding discipline and corrective actions for a student who has committed an act of bullying](#), see AR 5131.2 - Bullying.

For complaints involving retaliation or unlawful discrimination, harassment, intimidation, or bullying, appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling

2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation

For complaints of retaliation or unlawful discrimination, harassment, intimidation, or bullying involving a student as the respondent, appropriate corrective actions that may be provided to the student include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team
6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law
7. Disciplinary action, such as suspension or expulsion, as permitted by law

When an employee is found to have committed retaliation or unlawful discrimination, harassment, intimidation, or bullying, the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination, harassment, intimidation, or bullying, that the district does not tolerate it, and how to report and respond to it.

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to take remedial action as described below, if the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred, which violated Education Code 220. The following paragraph requires the Superintendent or designee to conduct the investigation on behalf of the Board.

If the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to Education Code 220, the Superintendent or designee shall remediate the action, which may include, but is not limited to, implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 60151, as amended by AB 715, if the SPI determines, pursuant to a complaint filed directly with the SPI or on an appeal of a district decision regarding a complaint, that a district violated Education Code 244, CDE is required to notify the district that it take corrective action, and if corrective action is not taken within 60 days CDE may use any legal means to effect compliance.

Additionally, if the Board is notified by the Superintendent of Public Instruction (SPI) that the district has violated Education Code 244 related to the adoption, approval, or use of any textbook, instructional material, supplemental instructional material, staff development material, or curriculum for classroom instruction, the district shall implement any required corrective actions as soon as possible and no later than the beginning of the next school year. (Education Code 60151)

CSBA NOTE: Pursuant to Education Code 60152, as added by AB 715, if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district is required to notify the organization that corrective action is required unless the SPI has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance.

If it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district shall notify the organization that corrective action is required unless the SPI has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. (Education Code 60152)

CSBA NOTE: Generally, when a complaint is found to have merit, an appropriate remedy is provided to the complainant or other affected person. However, in certain instances, the law may require a remedy to be provided to all affected persons, not just the complainant or subject of the complaint.

For example, pursuant to Education Code 49013 and 5 CCR 4600, if the district, or CDE on appeal, finds merit in the complaint alleging noncompliance with the law regarding student fees and charges, the district is required to provide a remedy to all affected students and parents/guardians, as specified below. The same requirement applies to allegations of noncompliance with required instructional minutes for physical education pursuant to Education Code 51222 and 51223, course periods without educational content pursuant to Education Code 51228.3, and the LCAP requirements pursuant to Education Code 52075. ~~Districts that do not serve students in grades transitional kindergarten-6 should delete the reference to physical education below.~~

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

However, if a complaint alleging noncompliance with the law regarding student fees, deposits, and other charges, physical education instructional minutes, courses without educational content, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51222, 51223, 51228.3, 52075)

For complaints alleging noncompliance with the law regarding student fees, the district, by engaging in reasonable efforts, shall attempt in good faith to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

Appeals to the California Department of Education

CSBA NOTE: The following section includes information regarding the district's responsibilities related to appeals to CDE.

Pursuant to 5 CCR 4633, CDE is required to issue a written decision regarding an appeal within 60 days of CDE's receipt of the appeal, unless extended by written agreement with the appellant or documentation by CDE of exceptional circumstances. Pursuant to 5 CCR 4635, if CDE's decision was issued based on evidence in the investigation file CDE received from the district or evidence uncovered after further investigation of the allegations that were the basis of the appeal, either party may request reconsideration by the SPI or designee within 30 days of the appeal decision.

The request for reconsideration is required to specify and explain the reason(s) for contesting the findings of fact, conclusions of law, or corrective actions in the appeal decision.

Additionally, pursuant to 5 CCR 4650, there are times when CDE is able to directly intervene in a complaint without waiting for action by the district when certain conditions exist such as the following: (1) the complaint alleges failure to comply with the UCP, including failure to follow the required timelines and failure to implement the final investigation report, (2) the complainant requests anonymity due to the possibility of retaliation and would suffer immediate and irreparable harm if a complaint was filed and the complainant was named, (3) the complainant alleges that the district failed or refused to implement the final investigation report resulting from its local investigation or local mediation agreement, or a CDE appeal decision, (4) the complainant alleges

that, through no fault of the complainant, no action has been taken by the district within 60 calendar days of the date the complaint was filed; however, prior to direct intervention, CDE is required to attempt to work with the district to allow it to complete the investigation and issue an investigation report, or (5) the complainant would suffer immediate and irreparable harm as a result of an application of a districtwide policy that is in conflict with state or federal law and that filing a complaint with the district would be futile.

Any complainant who is dissatisfied with the district's investigation report on a complaint regarding any specified federal or state educational program subject to UCP may file an appeal in writing with CDE within 30 calendar days of receiving the district's investigation report. (5 CCR 4632)

The appeal shall be sent to CDE with a copy of the original locally filed complaint and a copy of the district's investigation report for that complaint. The complainant shall specify and explain the basis for the appeal, including at least one of the following: (5 CCR 4632)

1. The district failed to follow its complaint procedures
2. Relative to the allegations of the complaint, the district's investigation report lacks material findings of fact necessary to reach a conclusion of law
3. The material findings of fact in the district's investigation report are not supported by substantial evidence
4. The legal conclusion in the district's investigation report is inconsistent with the law
5. In a case in which the district found noncompliance, the corrective actions fail to provide a proper remedy

CSBA NOTE: Pursuant to Education Code 262.3, as amended by AB 715, a party to a written complaint of prohibited discrimination may appeal, directly with the SPI, if the district fails to issue an investigation report within the timeline required by the UCP. In such a case, the complaint is required to present evidence that supports the basis for the direct filing and why immediate action is necessary. Prior to intervention by the SPI, CDE is required to attempt to work with the district to issue a district investigation report within the timeline required by the UCP.

Additionally, for complaints alleging unlawful discrimination, the complainant may file an appeal directly with the SPI if the district fails to issue an investigation report within the timeline specified above. (Education Code 262.3)

When the complainant is appealing a complaint alleging unlawful discrimination directly to the SPI on the grounds that the district failed to issue an investigation report within the timeline specified above, the complainant shall present evidence that supports the basis for the direct filing and why immediate action is necessary. (Education Code 262.3)

CSBA NOTE: 5 CCR 4633 requires the district to submit the following documents to CDE within 10 days after the district has been notified that an appeal has been filed. The district's failure to provide a timely and complete response may result in CDE ruling on the appeal without considering information from the district.

Upon notification by CDE that the district's investigation report has been appealed, the Superintendent or designee shall forward the following documents to CDE within 10 days of the date of notification: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the district's investigation report
3. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
4. A report of any action taken to resolve the complaint
5. A copy of the district's UCP
6. Other relevant information requested by CDE

If notified by CDE that the district's investigation report failed to address allegation(s) raised by the complaint, the district shall, within 20 days of the notification, provide CDE and the appellant with an amended investigation report that addresses the allegation(s) that were not addressed in the original investigation report. The amended report shall also inform the appellant of the right to separately appeal the amended report with respect to the allegation(s) that were not addressed in the original report. (5 CCR 4632)

CSBA NOTE: Pursuant to 5 CCR 4633, CDE is required to issue a written decision regarding the appeal within 60 days of CDE's receipt of the appeal, unless extended by written agreement with the appellant or documentation by CDE of exceptional circumstances.

Pursuant to 5 CCR 4650, CDE may directly intervene in a complaint without waiting for action by the district when certain conditions exist such as the following: (1) the complaint alleges failure to comply with the UCP, including failure to follow the required timelines and failure to implement the final investigation report; (2) the complainant requests anonymity due to the possibility of retaliation and would suffer immediate and irreparable harm if a complaint was filed and the complainant was named; or (3) the complainant would suffer immediate and irreparable harm as a result of an application of a districtwide policy that is in conflict with state or federal law and that filing a complaint would be futile.

Health and Safety Complaints in License-Exempt Preschool Programs

CSBA NOTE: The following section is for use by districts that operate any license-exempt CSPP program. Education Code 8212 **mandates** districts to adopt policies and procedures for resolving complaints regarding specified health and safety issues in a license-exempt CSPP program. Pursuant to Education Code 8212, the district is required to use the UCP, with modifications as necessary, to resolve such complaints. Pursuant to 5 CCR 4610, such complaints are required to be addressed through the procedures described in 5 CCR 4690-4694.

See the accompanying exhibits for a sample classroom notice and complaint form.

Any complaint regarding health or safety issues in a license-exempt California State Preschool Program (CSPP) shall be addressed through the procedures described in 5 CCR 4690-4694.

In order to identify appropriate subjects of CSPP health and safety issues pursuant to Health and Safety Code 1596.7925, a notice shall be posted in each license-exempt CSPP classroom in the district notifying parents/guardians, students, and teachers of the health and safety requirements of Title 5 regulations that apply to CSPP programs pursuant to Health and Safety Code 1596.7925 and the location at which to obtain a form to file any complaint alleging noncompliance with those requirements. For this purpose, the Superintendent or designee may download and post a notice available from CDE's website. (Education Code 8212; 5 CCR 4691)

The district's annual UCP notification distributed pursuant to 5 CCR 4622 shall clearly indicate which of its CSPP programs are operating as exempt from licensing and which CSPP programs are operating pursuant to requirements under Title 22 of the Code of Regulations. (5 CCR 4691)

Any complaint regarding specified health or safety issues in a license-exempt CSPP program shall be filed with the preschool program administrator or designee, and may be filed anonymously. The complaint form shall specify the location for filing the complaint, contain a space to indicate whether the complainant desires a response to the complaint, and allow a complainant to add as much text as desired to explain the complaint. (Education Code 8212; 5 CCR 4690)

If it is determined that the complaint is beyond the authority of the preschool program administrator, the matter shall be forwarded to the Superintendent or designee in a timely manner, not to exceed 10 working days, for resolution. The preschool administrator or the Superintendent or designee shall make all reasonable efforts to investigate any complaint within their authority. (Education Code 8212; 5 CCR 4692)

Investigation of a complaint regarding health or safety issues in a license-exempt CSPP program shall begin within 10 days of receipt of the complaint. (Education Code 8212; 5 CCR 4692)

The preschool administrator or designee shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. If the complainant has indicated on the complaint form a desire to receive a response to the complaint, the preschool administrator or Superintendent's designee shall, within 45 working days of the initial filing of the complaint, report the resolution of the complaint to the complainant and CDE's assigned field consultant. If the preschool administrator makes this report, the information shall be reported at the same time to the Superintendent or designee. (Education Code 8212; 5 CCR 4692)

CSBA NOTE: Education Code 48985 requires that reports sent to parents/guardians be written in their primary language when 15 percent or more of a school's enrolled students speak a single primary language other than English. During the FPM process, CDE staff will check to ensure compliance with this requirement. Based on Title VI of the Civil Rights Act of 1964, ~~OCR~~USOCR requires districts to ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

If a complaint regarding health or safety issues in a license-exempt CSPP program involves an LEP student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

If a complainant is not satisfied with the resolution of a complaint, the complainant has the right to describe the complaint to the Board at a regularly scheduled hearing and, within 30 days of the date of the written report, may file a written appeal of the district's decision to the ~~Superintendent of Public Instruction~~SPI in accordance with 5 CCR 4632. (Education Code 8212; 5 CCR 4693, 4694)

All complaints and responses are public records. (5 CCR 4690)

On a quarterly basis, the Superintendent or designee shall report summarized data on the nature and resolution of all CSPP health and safety complaints, including the number of complaints by general subject area with the number of resolved and unresolved complaints, to the Board at a regularly scheduled Board meeting and to the County Superintendent. (5 CCR 4693)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
2 CCR 11023	Harassment and discrimination prevention and correction
5 CCR 15580-15584	Child nutrition programs complaint procedures
5 CCR 3200-3205	Special education compliance complaints
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4600-4687	Uniform complaint procedures and Williams complaints
5 CCR 4690-4694	Complaints regarding health and safety issues in license-exempt preschool programs
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 18100-18203	School libraries

Ed. Code 200- 262.4 <u>280</u>	Prohibition of discrimination
Ed. Code 32280-32289. <u>56</u>	School safety plans
Ed. Code 33315	Uniform complaint procedures
<u>Ed. Code 33315.5</u>	<u>Uniform complaint procedures; discrimination data collected/posted by CDE</u>
<u>Ed. Code 33800-33804</u>	<u>California Office of Civil Rights</u>
Ed. Code 35186	Williams uniform complaint procedures
Ed. Code 46015	Parental leave for students
Ed. Code 48645.7	Juvenile court schools
Ed. Code 48853-48853.5 <u>48850-48859</u>	Foster youth
Ed. Code 48900.5	Suspension; other means of correction
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49010- 49013 <u>49014</u>	Student fees
Ed. Code 49060-49079	Student records
Ed. Code 49069.5	Records of foster youth
Ed. Code 49490-49590	Child nutrition programs
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51210	Course of study for grades 1-6
Ed. Code 51222	Physical education
Ed. Code 51223	Physical education; elementary schools
Ed. Code 51225.1-51225.25	Foster youth, homeless children, former juvenile court school students, newcomer students; course credits; graduation requirements
Ed. Code 51226-51226.1	Career technical education
Ed. Code 51228.1-51228.3	Course periods without educational content
Ed. Code <u>51500</u> -51501	<u>Prejudices; Nondiscriminatory nondiscriminatory</u> subject matter
Ed. Code 52059.5	Statewide system of support
Ed. Code 52060-52077	Local control and accountability plan

Ed. Code 52075	Complaint for lack of compliance with local control and accountability plan requirements
Ed. Code 52300-52462	Career technical education
Ed. Code 52500-52617	Adult schools
Ed. Code 54400-54425	Compensatory education programs
Ed. Code 54440-54445	Education of migratory children
Ed. Code 54460-54529	Compensatory education programs
Ed. Code 59000-59300	Special schools and centers
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60150-60152	Corrective actions and fiscal penalty for violation of Education Code 244
Ed. Code 64000-64001	Consolidated application process; school plan for student achievement
Ed. Code 65000-65001	School site councils
Ed. Code 8200- 8488 8490	Child care and development programs
Ed. Code 8500-8538	Adult basic education
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 53080	Prohibition of discrimination on basis of sex or gender; community youth athletics programs
H&S Code 1596.792	California Child Day Care Act; general provisions and definitions
H&S Code 1596.7925	California Child Day Care Act; health and safety regulations
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex

20 USC 6301-6576	Title I Improving the Academic Achievement of the Disadvantaged
20 USC 6801-7014	Title III language instruction for limited English proficient and immigrant students
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities <u>(eCFR :: 34 CFR Part 106 (Aug. 14, 2020) -- Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)</u>
34 CFR 106.30	Discrimination on the basis of sex in education programs and activities; definitions
34 CFR 106.44	Recipient's response to sexual harassment
34 CFR 106.45	Grievance process for formal complaints of sexual harassment
34 CFR 106.8	Designation of coordinator; dissemination of policy; and adoption of grievance procedures
34 CFR 110.25	Notification of nondiscrimination on the basis of age
<u>34 CFR 299.13-299.17</u>	<u>Complaint procedures</u> <u>(eCFR :: 34 CFR Part 299 Subpart F -- Complaint Procedures)</u>
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 11431-11435	McKinney-Vento Homeless Assistance Act
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975
Management Resources	Description
California Department of Education Publication	Uniform Complaint Procedure Program Instrument

California Department of Education Publication	Sample UCP Board Policies and Procedures
California Department of Justice Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
CSBA Publication	<u>Reference</u> : State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	<u>Fact Sheet</u> : Instructional Materials Adoption: Local governing board responsibilities, <u>Fact Sheet</u> , February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, <u>Governance Brief</u> , February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579 <u>(Federal Register :: Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)</u>
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
Website	CSBA District and County Office of Education Legal Services
Website	Student Privacy Policy Office <u>(Student Privacy Policy Office U.S. Department of Education)</u>
Website	U.S. Department of Agriculture <u>(Child and Adult Care Food Program Food and Nutrition Service)</u>
Website	California Department of Social Services <u>(Home California Dept. of Social Services)</u>
Website	U.S. Department of Justice

Website	California Civil Rights Department
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0420.41	Charter School Oversight
0420.41-E(1)	Charter School Oversight
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees

1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3260	Fees And Charges
3260	Fees And Charges
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3580	District Records
3580	District Records
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4112.23	Special Education Staff
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures

4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development
4244	Complaints
4244	Complaints
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.23	Unauthorized Release Of Confidential/Privileged Information
4331	Staff Development
4344	Complaints
4344	Complaints
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance

5117	Interdistrict Attendance
5125	Student Records
5125	Student Records
5131.2	Bullying
5131.2	Bullying
5131.62	Tobacco
5131.62	Tobacco
5137	Positive School Climate
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
5146	Married/Pregnant/Parenting Students
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs

5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6146.1	High School Graduation Requirements
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit
6152	Class Assignment
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials

6163.1	Library Media Centers
6164.2	Guidance/Counseling Services
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.5	Student Success Teams
6164.5	Student Success Teams
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.3	Education For Juvenile Court School Students
6175	Migrant Education Program
6175	Migrant Education Program
6178	Career Technical Education
6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6178.2	Regional Occupational Center/Program
6200	Adult Education
6200	Adult Education
9000	Role Of The Board
9011	Disclosure Of Confidential/Privileged Information

9012	Board Member Electronic Communications
9124	Attorney
9200	Limits Of Board Member Authority
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials

Exhibit 1312.3-E(1): Uniform Complaint Procedures

Status: ADOPTED

Original Adopted Date: 05/01/2020 | **Last Revised Date:** 06/08/01/2025~~2026~~ | **Last Reviewed**
Date: 06/08/01/2025~~2026~~

CSBA NOTE: The following exhibit is for districts that offer a California State Preschool Program (CSPP). Education Code 8212 requires that the following notice be posted in each classroom with a ~~license-exempt California State Preschool Program (CSPP) (Education Code 8207-8225).~~CSPP. The notice is required to include the health and safety requirements that apply to such CSPP programs pursuant to Health and Safety Code 1596.7925, which may be the subject of a complaint under the uniform complaint procedures.

NOTICE TO PARENTS/GUARDIANS, STUDENTS, AND TEACHERS: PRESCHOOL COMPLAINT RIGHTS

Parents/Guardians, Students, and Teachers:

Pursuant to Education Code 8212, you are hereby notified that any California State Preschool Program that is exempt from licensure must have:

1. Outdoor shade that is safe and in good repair
2. Drinking water that is accessible and readily available throughout the day
3. Safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children
4. Restroom facilities that are available only for preschoolers and kindergartners
5. Visual supervision of children at all times
6. Indoor and outdoor space that is properly contained or fenced and provides sufficient space for the number of children using the space at any given time
7. Playground equipment that is safe, in good repair, and age appropriate

CSBA NOTE: Education Code 8212 requires that the notice include the location to obtain a complaint form and provides that posting a notice downloadable from the California Department of Education's website will satisfy this requirement. The law does not require that complaint forms be placed in any specific location. The following paragraph lists locations where complaint forms may

be available and should be modified to reflect district practice, including adding the school and district website addresses.

If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district's uniform complaint procedures as required by law. A complaint form may be obtained at the school or district office, or downloaded from the school or district website. You ~~Additionally, you~~ may ~~also~~ download a copy of the California Department of Education (CDE) complaint form when available from the following website:

<http://www.cde.ca.gov/re/cp/uc>. However, a complaint need not be filed using either the district's complaint form or the complaint form from CDE.

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
2 CCR 11023	Harassment and discrimination prevention and correction
5 CCR 15580-15584	Child nutrition programs complaint procedures
5 CCR 3200-3205	Special education compliance complaints
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4600-4687	Uniform complaint procedures and Williams complaints
5 CCR 4690-4694	Complaints regarding health and safety issues in license-exempt preschool programs
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 18100-18203	School libraries
Ed. Code 200- 262-4 <u>280</u>	Prohibition of discrimination
Ed. Code 32280-32289. <u>56</u>	School safety plans
Ed. Code 33315	Uniform complaint procedures
<u>Ed. Code 33315.5</u>	<u>Uniform complaint procedures; discrimination data collected/posted by CDE</u>
<u>Ed. Code 33800-33804</u>	<u>California Office of Civil Rights</u>
Ed. Code 35186	Williams uniform complaint procedures
Ed. Code 46015	Parental leave for students
Ed. Code 48645.7	Juvenile court schools
Ed. Code 48853-48853.5 <u>48850-48859</u>	Foster youth
Ed. Code 48900.5	Suspension; other means of correction

Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49010- 49013 <u>49014</u>	Student fees
Ed. Code 49060-49079	Student records
Ed. Code 49069.5	Records of foster youth
Ed. Code 49490-49590	Child nutrition programs
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51210	Course of study for grades 1-6
Ed. Code 51222	Physical education
Ed. Code 51223	Physical education; elementary schools
Ed. Code 51225.1-51225.25	Foster youth, homeless children, former juvenile court school students, newcomer students; course credits; graduation requirements
Ed. Code 51226-51226.1	Career technical education
Ed. Code 51228.1-51228.3	Course periods without educational content
Ed. Code <u>51500</u> -51501	<u>Prejudices; Nondiscriminatory</u> nondiscriminatory subject matter
Ed. Code 52059.5	Statewide system of support
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 52075	Complaint for lack of compliance with local control and accountability plan requirements
Ed. Code 52300-52462	Career technical education
Ed. Code 52500-52617	Adult schools
Ed. Code 54400-54425	Compensatory education programs
Ed. Code 54440-54445	Education of migratory children
Ed. Code 54460-54529	Compensatory education programs
Ed. Code 59000-59300	Special schools and centers
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
<u>Ed. Code 60150-60152</u>	<u>Corrective actions and fiscal penalty for violation of Education Code 244</u>
Ed. Code 64000-64001	Consolidated application process; school plan for student achievement

Ed. Code 65000-65001	School site councils
Ed. Code 8200-8488 <u>8490</u>	Child care and development programs
Ed. Code 8500-8538	Adult basic education
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
<u>Gov. Code 53080</u>	<u>Prohibition of discrimination on basis of sex or gender; community youth athletics programs</u>
H&S Code 1596.792	California Child Day Care Act; general provisions and definitions
H&S Code 1596.7925	California Child Day Care Act; health and safety regulations
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 6301-6576	Title I Improving the Academic Achievement of the Disadvantaged
20 USC 6801-7014	Title III language instruction for limited English proficient and immigrant students
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities <u>(eCFR :: 34 CFR Part 106 (Aug. 14, 2020) -- Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)</u>
34 CFR 106.30	Discrimination on the basis of sex in education programs and activities; definitions
34 CFR 106.44	<u>Recipient's response to sexual harassment</u>

34 CFR 106.45	<u>Grievance process for formal complaints of sexual harassment</u>
34 CFR 106.8	<u>Designation of coordinator; dissemination of policy; and adoption of grievance procedures</u>
34 CFR 110.25	Notification of nondiscrimination on the basis of age
<u>34 CFR 299.13-299.17</u>	<u>Complaint procedures</u> <u>(eCFR :: 34 CFR Part 299 Subpart F -- Complaint Procedures)</u>
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 11431-11435	McKinney-Vento Homeless Assistance Act
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975
Management Resources	Description
California Department of Education Publication	Uniform Complaint Procedure Program Instrument
California Department of Education Publication	Sample UCP Board Policies and Procedures
California Department of Justice Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
CSBA Publication	<u>Reference:</u> State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	<u>Fact Sheet:</u> Instructional Materials Adoption: Local governing board responsibilities, <u>Fact Sheet</u> , February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, <u>Governance Brief</u> , February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579 <u>(Federal Register :: Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)</u>

U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
Website	CSBA District and County Office of Education Legal Services
Website	Student Privacy Policy Office (Student Privacy Policy Office U.S. Department of Education)
Website	U.S. Department of Agriculture (Child and Adult Care Food Program Food and Nutrition Service)
Website	California Department of Social Services (Home California Dept. of Social Services)
Website	U.S. Department of Justice
Website	California Civil Rights Department
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0420.41	Charter School Oversight
0420.41-E(1)	Charter School Oversight
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1100	Communication With The Public
1113	District And School Websites

1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3260	Fees And Charges
3260	Fees And Charges
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3580	District Records
3580	District Records
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4112.23	Special Education Staff
4112.9	Employee Notifications

4112.9-E(1)	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development
4244	Complaints
4244	Complaints
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.23	Unauthorized Release Of Confidential/Privileged Information

4331	Staff Development
4344	Complaints
4344	Complaints
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5125	Student Records
5125	Student Records
5131.2	Bullying
5131.2	Bullying
5131.62	Tobacco
5131.62	Tobacco
5137	Positive School Climate
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior

5146	Married/Pregnant/Parenting Students
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6146.1	High School Graduation Requirements
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit
6152	Class Assignment
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials

6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6163.1	Library Media Centers
6164.2	Guidance/Counseling Services
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.5	Student Success Teams
6164.5	Student Success Teams
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.3	Education For Juvenile Court School Students
6175	Migrant Education Program
6175	Migrant Education Program
6178	Career Technical Education
6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6178.2	Regional Occupational Center/Program
6200	Adult Education
6200	Adult Education
9000	Role Of The Board
9011	Disclosure Of Confidential/Privileged Information

9012	Board Member Electronic Communications
9124	Attorney
9200	Limits Of Board Member Authority
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials

Exhibit 1312.3-E(2): Uniform Complaint Procedures

Status: ADOPTED

Original Adopted Date: 05/01/2020 | **Last Revised Date:** 06/08/01/20252026 | **Last Reviewed**
Date: 06/08/01/20252026

CSBA NOTE: CSBA NOTE: The following exhibit is for districts that offer a California State Preschool Program (CSPP). Pursuant to Education Code 8212, uniform complaint procedures are required to be used for complaints alleging that a license-exempt California State Preschool Program CSPP does not comply with any of the health and safety requirements specified in Health and Safety Code 1596.7925.

**PRESCHOOL COMPLAINT FORM:
UNIFORM COMPLAINT PROCEDURES**

Education Code 8212 requires that the district's uniform complaint procedures be used for the filing of complaints concerning noncompliance with health and safety standards for license-exempt California State Preschool Programs. The complaint and response are public documents, as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? ☐ Yes ☐ No

Contact information: (if response is requested)

Name: _____

Address: _____

Phone number: Day: _____ Evening: _____

E-mail address, if any: _____

Date problem was observed: _____

Location of the problem that is the subject of this complaint:

School name/address: _____

Room number/name of room/location of facility: _____

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

Specific issue(s) of the complaint: (Please check all that apply. A complaint may contain more than one allegation.)

☐ The preschool does not have outdoor shade that is safe and in good repair

☐ Drinking water is not accessible and/or readily available throughout the day

- ☐ The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children
- ☐ Restroom facilities are not available only for preschoolers and kindergartners
- ☐ The preschool program does not provide visual supervision of children at all times
- ☐ Indoor or outdoor space is not properly contained or fenced or does not provide sufficient space for the number of children using the space at any given time
- ☐ Playground equipment is not safe, in good repair, or age appropriate

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary and as you wish to fully describe the situation.

CSBA NOTE: Education Code 8212 requires complaints identified above to be filed with the preschool administrator or designee. Districts should specify the names and/or locations in the spaces below.

Please file this complaint at the following location:

(preschool administrator or designee)

(address)

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

(Signature)

(Date)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

Description

2 CCR 11023	Harassment and discrimination prevention and correction
5 CCR 15580-15584	Child nutrition programs complaint procedures
5 CCR 3200-3205	Special education compliance complaints
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4600-4687	Uniform complaint procedures and Williams complaints
5 CCR 4690-4694	Complaints regarding health and safety issues in license-exempt preschool programs
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Ed. Code 18100-18203	School libraries
Ed. Code 200- 262.4 280	Prohibition of discrimination
Ed. Code 32280-32289. 56	School safety plans
Ed. Code 33315	Uniform complaint procedures
Ed. Code 33315.5	Uniform complaint procedures; discrimination data collected/posted by CDE
Ed. Code 33800-33804	California Office of Civil Rights
Ed. Code 35186	Williams uniform complaint procedures
Ed. Code 46015	Parental leave for students
Ed. Code 48645.7	Juvenile court schools
Ed. Code 48853-48853.5 48850-48859	Foster youth
Ed. Code 48900.5	Suspension; other means of correction
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49010- 49013 49014	Student fees
Ed. Code 49060-49079	Student records
Ed. Code 49069.5	Records of foster youth
Ed. Code 49490-49590	Child nutrition programs
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51210	Course of study for grades 1-6
Ed. Code 51222	Physical education
Ed. Code 51223	Physical education; elementary schools

Ed. Code 51225.1-51225.25	Foster youth, homeless children, former juvenile court school students, newcomer students; course credits; graduation requirements
Ed. Code 51226-51226.1	Career technical education
Ed. Code 51228.1-51228.3	Course periods without educational content
Ed. Code 51500-51501	Prejudices; Nondiscriminatory nondiscriminatory subject matter
Ed. Code 52059.5	Statewide system of support
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 52075	Complaint for lack of compliance with local control and accountability plan requirements
Ed. Code 52300-52462	Career technical education
Ed. Code 52500-52617	Adult schools
Ed. Code 54400-54425	Compensatory education programs
Ed. Code 54440-54445	Education of migratory children
Ed. Code 54460-54529	Compensatory education programs
Ed. Code 59000-59300	Special schools and centers
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60150-60152	Corrective actions and fiscal penalty for violation of Education Code 244
Ed. Code 64000-64001	Consolidated application process; school plan for student achievement
Ed. Code 65000-65001	School site councils
Ed. Code 8200- 8488 8490	Child care and development programs
Ed. Code 8500-8538	Adult basic education
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 53080	Prohibition of discrimination on basis of sex or gender; community youth athletics programs
H&S Code 1596.792	California Child Day Care Act; general provisions and definitions
H&S Code 1596.7925	California Child Day Care Act; health and safety regulations
Pen. Code 422.55	Definition of hate crime

Pen. Code 422.6

Crimes; harassment

Federal

Description

20 USC 1221

Application of laws

20 USC 1232g

Family Educational Rights and Privacy Act (FERPA) of 1974

20 USC 1681-1688

Title IX of the Education Amendments of 1972;
discrimination based on sex

20 USC 6301-6576

Title I Improving the Academic Achievement of the
Disadvantaged

20 USC 6801-7014

Title III language instruction for limited English proficient and
immigrant students

28 CFR 35.107

Nondiscrimination on basis of disability; complaints

29 USC 794

Rehabilitation Act of 1973; Section 504

34 CFR 100.3

Prohibition of discrimination on basis of race, color or
national origin

34 CFR 104.7

Section 504; Designation of responsible employee and
adoption of grievances procedures

34 CFR 106.1-106.82

Nondiscrimination on the basis of sex in education programs
or activities

[\(eCFR :: 34 CFR Part 106 \(Aug. 14, 2020\) --
Nondiscrimination on the Basis of Sex in Education Programs
or Activities Receiving Federal Financial Assistance\)](#)

~~34 CFR 106.30~~

~~Discrimination on the basis of sex in education programs and
activities; definitions~~

~~34 CFR 106.44~~

[Recipient's response to sexual harassment](#)

~~34 CFR 106.45~~

[Grievance process for formal complaints of sexual harassment](#)

~~34 CFR 106.8~~

[Designation of coordinator; dissemination of policy; and
adoption of grievance procedures](#)

34 CFR 110.25

Notification of nondiscrimination on the basis of age

[34 CFR 299.13-299.17](#)

[Complaint procedures](#)

[\(eCFR :: 34 CFR Part 299 Subpart F -- Complaint Procedures\)](#)

34 CFR 99.1-99.67

Family Educational Rights and Privacy

42 USC 11431-11435

McKinney-Vento Homeless Assistance Act

42 USC 12101-12213

Americans with Disabilities Act

42 USC 2000d-2000d-7

Title VI, Civil Rights Act of 1964

42 USC 2000h-2-2000h-6

Title IX of the Civil Rights Act of 1964

42 USC 6101-6107

Age Discrimination Act of 1975

Management Resources

Description

California Department of Education
Publication

Uniform Complaint Procedure Program Instrument

California Department of Education
Publication

Sample UCP Board Policies and Procedures

California Department of Justice
Publication

Guidance to School Officials re: Legal Requirements for
Providing Inclusive Curricula and Books, January 2024

Court Decision

Tennessee v. Cardona (2024) 737 F.Supp.3d 510

Court Decision

Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581

Court Decision

John T. D. v. River Delta Joint Unified School District (2021)
WL 5176356

CSBA Publication

Reference: State Roles, Responsibilities, and Process for
Instructional Materials Adoption, February 2024

CSBA Publication

Fact Sheet: Instructional Materials Adoption: Local governing
board responsibilities, [Fact Sheet](#), February 2024

CSBA Publication

Instructional Materials Adoptions: State and local governing
board processes, roles, and responsibilities, [Governance Brief](#),
February 2024

Federal Register

Nondiscrimination on the Basis of Sex in Education Programs
or Activities Receiving Federal Financial Assistance, May 19,
2020, Vol. 85, No. 97, pages 30026-30579

[\(Federal Register :: Nondiscrimination on the Basis of Sex in
Education Programs or Activities Receiving Federal Financial
Assistance\)](#)

U.S. DOE, Office for Civil Rights
Publication

Dear Colleague Letter: Enforcement of Title IX under the
provisions of the 2020 Title IX Rule, February 4, 2025

U.S. DOE, Office for Civil Rights
Publication

Dear Colleague Letter: Responding to Bullying of Students
with Disabilities, October 2014

Website

CSBA District and County Office of Education Legal Services

Website

Student Privacy Policy Office

[\(Student Privacy Policy Office | U.S. Department of Education\)](#)

Website

U.S. Department of Agriculture

[\(Child and Adult Care Food Program | Food and Nutrition
Service\)](#)

Website

California Department of Social Services

[\(Home | California Dept. of Social Services\)](#)

Website	U.S. Department of Justice
Website	California Civil Rights Department
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0420.41	Charter School Oversight
0420.41-E(1)	Charter School Oversight
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials

1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3260	Fees And Charges
3260	Fees And Charges
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3580	District Records
3580	District Records
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4112.23	Special Education Staff
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.9	Employee Notifications

4212.9-E(1)	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development
4244	Complaints
4244	Complaints
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.23	Unauthorized Release Of Confidential/Privileged Information
4331	Staff Development
4344	Complaints
4344	Complaints
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5125	Student Records
5125	Student Records
5131.2	Bullying
5131.2	Bullying

5131.62	Tobacco
5131.62	Tobacco
5137	Positive School Climate
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
5146	Married/Pregnant/Parenting Students
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity

6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6146.1	High School Graduation Requirements
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit
6152	Class Assignment
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6163.1	Library Media Centers
6164.2	Guidance/Counseling Services
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.5	Student Success Teams
6164.5	Student Success Teams
6171	Title I Programs

6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.3	Education For Juvenile Court School Students
6175	Migrant Education Program
6175	Migrant Education Program
6178	Career Technical Education
6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6178.2	Regional Occupational Center/Program
6200	Adult Education
6200	Adult Education
9000	Role Of The Board
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9124	Attorney
9200	Limits Of Board Member Authority
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials

Policy 3471: Parcel Taxes

Status: ADOPTED

Original Adopted Date: 03/01/2020 | Last Revised Date: 08/01/2026 | Last Reviewed Date: 03/08/01/20202026

CSBA NOTE: The following policy is optional. Pursuant to Article 13A of the California Constitution and Government Code 50079, districts may levy, with voter approval, a qualified special tax known as a parcel tax on real property in accordance with Government Code 50075-50077.5. Unlike a traditional *ad valorem* property tax which is based on estimated property values and which cannot be levied by school districts, taxpayers generally pay a flat rate for a parcel tax regardless of property value. The funds can be used on any activities or items for which general fund moneys can be spent, including general operating expenses, as long as the funds are used strictly for the purposes specified in the ballot statement.

A parcel tax is separate from general obligation bonds that may be approved for the construction, reconstruction, rehabilitation, or replacement of school facilities. For information regarding the funding of specified facilities needs through the issuance of debt, see BP/AR 7214 - General Obligation Bonds.

Districts ~~It is recommended that districts~~ considering placing the placement of a parcel tax on the ballot should consult CSBA's District and County Office of Education Legal Services or district legal counsel.

The Governing Board recognizes its obligation to provide a high-quality educational program within safe facilities and secure campuses, and that additional funds are at times necessary to fulfill this responsibility. The Board may consider appropriate methods of financing and, when it is in the best interest of the district, may order the placement of a parcel tax on the ballot for approval by the voters.

The Board shall hold a noticed public hearing prior to approving a resolution for the adoption of a parcel tax. The resolution shall be approved by a two-thirds vote of the Board in order to be placed on the ballot. The resolution shall include the type and rate of the tax to be levied, the method of collection, and the date upon which an election shall be held to approve the levy of the tax. (Government Code 50077, 53724)

CSBA NOTE: Elections Code 9170 requires the ballot label or similar description of a school district parcel tax measure on a county ballot to list, either as a supporter or an opponent of the measure, the associations, nonprofit organizations, businesses, or individuals, including current or former elected officials such as Governing Board members, who have signed the ballot argument or are listed in the text of the argument for or against the measure, unless the county board of supervisors elects not to list such supporters and opponents. For more information about ballot measures, see BP 1160 – Political Processes.

Ballot materials shall be submitted in accordance with law, including Elections Code 9160-9170, and Board Policy 1160 – Political Processes.

CSBA NOTE: Pursuant to Government Code 50079, the parcel tax ~~must~~ is required to be applied uniformly to all taxpayers or all real property within the district, unless the Board grants an exemption as authorized by law. ~~See section on~~ For more information regarding exemptions from a parcel tax, see "Exemptions" below.

~~In addition~~ Additionally, Government Code 50079 provides that unimproved property may be taxed at a lower rate than improved property. However, different tax rates may not be imposed for different classifications of property.

In *Borikas v. Alameda Unified School District*, the appellate court concluded that the language in Government Code 50079 which states that the special tax "apply uniformly to all taxpayers or all real property" does not authorize different tax rates for residential and commercial/industrial properties, nor for different sized commercial/industrial properties. However, in *Traiman v. Alameda Unified School District*, the appellate court held that a district may use a uniform rate per square foot with a maximum cap on tax liability without creating illegal classifications or a differential taxation in violation of Government Code 50079.

The parcel tax shall apply uniformly to all taxpayers or all real property within the district, except that unimproved property may be taxed at a lower rate than improved property. (Government Code 50079)

The Board shall consult with legal counsel to ensure compliance with all requirements of law, including its determination of the appropriate amount uniform rate of the proposed parcel tax, any maximum cap on tax liability per parcel, and whether exemptions from the tax will be ~~granted~~ included.

Any parcel tax to be proposed for voter approval shall provide for accountability measures, including, but not limited to, a statement indicating the specific purposes of the special tax and that the proceeds of the tax shall be used only for the specific purposes identified, creation of a separate account into which the proceeds shall be deposited, and annual reporting pursuant to Government Code 50075.3. (Government Code 50075.1)

CSBA NOTE: Education Code 7054 prohibits a district from using funds, services, supplies or equipment to support or defeat a parcel tax ballot measure.

Additionally, in *City and County of San Francisco v. All Persons Interested in The Matter of Proposition G*, the appellate court held that a parcel tax placed on the ballot as a citizen initiative required only a simple majority vote to pass, and not a two-thirds majority as required if the parcel tax had been placed on the ballot by a municipality. As this case dealt with the ability to place a city or county tax on the ballot via a citizen initiative, its applicability to districts is unclear. Nonetheless, if there is an effort to put a district parcel tax on the ballot via a citizen initiative, districts should monitor the involvement of district staff and officials to ensure that such involvement does not transform the effort into a parcel tax placed on the ballot by the district.

For more information on the appropriate use of public funds as related to ballot measures, see BP 1160 – Political Processes.

No district funds, services, supplies, or equipment shall be used to support or defeat a parcel tax ballot measure. The Superintendent or designee may use district resources to provide students,

parents/guardians, and community members with fair and impartial information related to a parcel tax ballot measure, including information about the impact of the parcel tax on the district. (Education Code 7054)

CSBA NOTE: Pursuant to Elections Code 15307, as added by AB 5 (Ch. 250, Statutes of 2025), county elections officials are required to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Pursuant to Elections Code 15400, after each election and the counting of the ballots has been completed, the Board is required to declare the results of the vote on the parcel tax.

For each election, upon receipt of the certified statement of the results of the election from the applicable county elections officials, the Board shall declare the results of the vote on the parcel tax. (Elections Code 15372, 15400)

Upon approval of the tax by two-thirds of the votes, the district may levy the tax or contract with the county to collect the tax on the district's behalf. (Government Code 50077)

Exemptions

The Board may grant an exemption from the parcel tax for any or all of the following: (Government Code 50079)

1. Persons who are 65 years of age or older
2. Persons receiving Supplemental Security Income for a disability, regardless of age
3. Persons receiving Social Security Disability Insurance benefits, regardless of age, whose yearly income does not exceed 250 percent of the 2012 federal poverty guideline issued by the U.S. Department of Health and Human Services

Any exemption granted by the Board shall remain in effect until the taxpayer becomes ineligible. If the taxpayer becomes ineligible for the exemption for any reason, a new exemption may be granted in the same manner. (Government Code 50079)

If the district provides for an exemption from the parcel tax and contracts or enters into an agreement with the county to collect such tax, the district shall annually provide to the tax collector a phone number where requests for exemption information may be directed and the link, if available, to the location on the district's ~~web site~~[website](#) that contains exemption information and the application for exemption. (Government Code 50079)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 13A, Section 1	Tax limitation

Ed. Code 7054	Use of district property; campaign purposes
Elec. Code 15307	Timeline to count ballots and release ballot count (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=15307&lawCode=ELEC)
Elec. Code 15372	Elections official certificate statement of election results
Elec. Code 15400	Announcement of election results (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=15400.&lawCode=ELEC)
Elec. Code 324	General election
Elec. Code 328	Local election
Elec. Code 341	Primary election
Elec. Code 348	Regular election
Elec. Code 356	Special election
Elec. Code 357	Statewide election
Elec. Code 9160-9170	Ballot label; support and opposition listings (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=9.&chapter=2.&lawCode=ELEC&article=3.)
Gov. Code 1302	Continuance in office until qualification of successor
Gov. Code 50075-50077.5	Voter-approved special taxes
Gov. Code 50079	School districts; qualified special taxes
Gov. Code 53724	Parcel tax resolution requirements
Gov. Code 54952	Legislative body; definition
Rev. & Tax Code 2611.6	County tax bill special tax information
Management Resources	Description
Court Decision	Borikas v. Alameda Unified School District (2013) 214 Cal.App.4th 135
Court Decision	City and County of San Francisco v. All Persons Interested in The Matter of Proposition G (2021) 282 Cal.Rptr. 3d 17 (California Official Reports Public Access Main Page)
Court Decision	Traiman v. Alameda Unified School District (2023) 94 Cal.App.5th 89 (California Official Reports Public Access Main Page)
CSBA Publication	California Education Funding: Students Deserve Better, Fact Sheet, August 2017
CSBA Publication	California's Challenge: Adequately Funding Education in the 21st Century, December 2015

CSBA Publication	Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011
CSBA Publication	The Impact of Pension Cost Increases on California Schools, January 2018
CSBA Publication	Behind the Numbers: The Cold, Hard Facts of California Public School Funding, January 2018
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Health and Human Services
Website	CSBA

Cross References

Code	Description
<u>1160</u>	<u>Political Processes</u>
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
7210	Facilities Financing
<u>7214</u>	<u>General Obligation Bonds</u>
<u>7214</u>	<u>General Obligation Bonds</u>
9323.2	Actions By The Board
9323.2-E(1)	Actions By The Board

Policy 4119.1: Civil And Legal Rights

Status: ADOPTED

Original Adopted Date: 03/01/2004 | Last Revised Date: 09/08/01/20222026 | Last Reviewed
Date: 09/08/01/20222026

CSBA NOTE: The following policy is optional and may be revised to reflect district practice. Though employees generally have the same constitutional and statutory rights as other citizens, there are situations in which the district may limit some of those rights. In *Johnson v. Poway Unified School District*, the federal court of appeals found that a district's action controlling the speech of its employee when the employee posted two large banners that contained text which when taken out of context promoted a religious viewpoint did not violate the employee's First Amendment right when the speech occurred at work in the employee's role as a teacher.

The Governing Board believes that the personal life of an employee is not an appropriate concern of the district, except as it may directly relate to the performance of the employee's duties.

CSBA NOTE: When disciplining an employee, the district ~~must ensure that all~~ is required to consider and analyze all of the surrounding facts and circumstances are considered and analyzed within the parameters of any applicable constitutional or legal framework. ~~In~~

In *Johnson v. Poway Unified School District*, the Ninth Circuit Court of Appeals found that a district could direct a teacher not to post large banners with quotations that appeared to promote a religious viewpoint, even though the quotations were taken from instructional materials. Because the speech occurred in the teacher's classroom, the court held that it was part of the employee's role as a teacher and, thus, could be regulated by the district. In contrast, in *Dodge v. Evergreen School District*, the Ninth Circuit Court of Appeals held that a principal inappropriately reprimanded a teacher who brought (but did not wear) a hat with a presidential campaign slogan on it to an on-site professional development session because (1) the expression was as a private citizen on a national political campaign, which was a matter of public concern and (2) the fact that some employees in attendance took offense did not create the type of substantial disruption necessary to justify limiting the teacher's right to free speech. Additionally, in *Kennedy v. Bremerton School District*, the U.S. Supreme Court held ~~found~~ that the ~~a~~ district violated the employee's protected free exercise and free speech rights football coach did not coerce students to pray when the district did not rehire the employee, a coach, for refusing to follow knelt at midfield after games to offer a quiet personal prayer and rejected the district's direction to refrain from kneeling and praying at the 50-yard line immediately after each football game. argument that any visible religious conduct by a teacher or coach amounted to impermissible coercion on students. The district's direction was based on a concern that the employee's prayer violated the district's religious practices policy and could subject the district to an Establishment Clause violation. Notwithstanding that Court concluded that the coach was acting in a private capacity and not in the capacity of an employee of the district because the prayer occurred at a school event and in the presence of students, the court reasoned that the timing and circumstances indicated that the coach's prayers were was offered as a private citizen rather than as a district employee. The Court held that since the prayer occurred during a break, a period when employees would ordinarily be free to engage in personal activities such as speaking with friends, checking email, calling for restaurant reservations, etc., the district's concerns about a possible Establishment Clause violation did not justify restricting the employee's

free exercise and free speech rights to offer a private, time when school employees were free to attend to personal prayer. Employee matters.

Because employee discipline, especially with respect to suspension and dismissal, involves complex legal considerations and, it is recommended that districts are advised to consult CSBA CSBA's District and County Office of Education Legal Services or the district's legal counsel, accordingly.

District employees may engage in private, personal activities, including the exercise of their religious, political, cultural, social or other beliefs or activities, during personal time including such as when employees are not on duty or engaged in the supervision or instruction of students.

CSBA NOTE: The following ~~optional~~ paragraph provides for the right to privacy of district employees pursuant to Article 1, Section 1 of the California Constitution. ~~In addition~~ Additionally, Education Code 49091.24 ~~allows~~ authorizes teachers ~~the right~~ to refuse to submit to district surveys or evaluations concerning certain personal beliefs as stated below.

The district shall make no inquiry concerning the personal values, attitudes, and beliefs of district employees or their sexual orientation or political or religious affiliations, beliefs, or opinions except when authorized by law. ~~In addition~~ Additionally, no district employee shall be required to provide critical appraisals of other individuals with whom the employee has a familial relationship. However, the district reserves the right to access any publicly available information about any employee.

CSBA NOTE: Education Code 48907 gives students the right to exercise freedom of speech and of the press and ~~mandates~~ requires that districts ~~to~~ adopt reasonable rules and regulations concerning the time, place, and manner for students to engage in those activities; For more information on student free speech, see BP/AR 5145.2 - Freedom of Speech/Expression. ~~In addition~~ Additionally, Education Code 48950 prohibits a district from disciplining any high school student solely for the student's speech or other communication which would be protected by either the U.S. or California Constitution if engaged in outside of school campus. Both of these ~~provisions~~ statutes prohibit the disciplining of ~~any~~ an employee who acts to protect a student engaged in ~~any~~ conduct authorized under these provisions.

No employee shall be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in conduct authorized under Education Code 48907 or 48950.

CSBA NOTE: When investigating an allegation of employee misconduct, the district may need to consider whether a search of the employee's desk, files, or other district-provided equipment, such as a computer or cell phone, is warranted. Additionally, the district may direct employees to search their personal accounts, devices, and records for district-related documents or information.

The determination of whether a search ~~is~~ such searches are legally justified is complex and depends on whether the employee has a reasonable expectation of privacy in the items to be searched and whether the search is reasonable at its inception. Given the legal complexities, it is recommended that CSBA District and County Office of Education Legal Services or district legal counsel be consulted prior to a search and that employees conducting searches receive appropriate instruction as to how the search is to be conducted.

~~When necessary to protect~~ As permitted by law, the health, welfare, or safety of students and staff, school officials district may conduct a search of district property under an employee's control and may direct the employee to search the employee's personal accounts, devices, and records for district-related documents or information.

Whistleblower Protection

CSBA NOTE: Education Code 44110-44114, the Reporting by School Employees of Improper Governmental Activities Act, and Labor Code 1102.5 provide "whistleblower protection" to employees who refuse to be a party to, or who report, noncompliance with a state or federal law or regulation. This

Whistleblower protection does not cover employees when they speak out within their employment setting on matters related to their official duties. In *Garcetti v. Ceballos*, the U.S. Supreme Court held that when public employees speak out in the workplace about work-related issues, they may be subject to employee discipline since they are not speaking as citizens for First Amendment purposes. However, employees have the right to speak out as concerned citizens outside of the work environment. ~~In addition, to~~ To the extent that the employee's speech is on an issue subject to whistleblower protection, ~~then~~ the protections provided to employees by the whistleblower statutes would be applicable.

It is recommended that districts with questions regarding whistleblower protections and related requirements consult CSBA's District and County Office of Education Legal Services or district legal counsel.

An employee shall have the right to disclose to a Board member, a school administrator, a member of the County Board of Education, the County Superintendent of Schools, or the Superintendent of Public Instruction any improper governmental activity by the district or a district employee that violates state or federal law, is economically wasteful, or involves gross misconduct, incompetency, or inefficiency. When the employee has reasonable cause to believe that the information discloses a violation of state or federal statute or a violation of or noncompliance with a state or federal rule or regulation, the employee has the right to disclose such information to a government or law enforcement agency or to refuse to participate in any such activity. (Education Code 44112, 44113; Labor Code 1102.5)

CSBA NOTE: In *Brown v. City of Inglewood*, the California Supreme Court held that elected officials are not considered "employees" eligible for whistleblower protections under Labor Code 1102.5.

For purposes of whistleblower protection, a Board member is not considered to be an employee.

CSBA NOTE: Pursuant to Labor Code 1102.8, a district is required to prominently display a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline, in lettering at least 15 point type. Labor Code 98.11 requires the Labor Commissioner's Office to create a model list of employees' rights and responsibilities under the whistleblower laws that complies with the requirements of Labor Code 1102.8, and provides that a district will be deemed in compliance with the posting requirement of Labor Code 1102.8 if it posts the model list created by the Labor Commissioner's Office. The accompanying exhibit is a copy, without the original formatting, of the model list created by the Labor Commissioner's Office, which can be viewed and downloaded directly from the website of the Labor Commissioner's Office.

The Superintendent or designee shall prominently display in lettering ~~larger than size 14~~ of at least 15 point type a list of employees' rights and responsibilities under the whistleblower laws, including

the telephone number of the whistleblower hotline maintained by the office of the California Attorney General. (Labor Code 1102.7, 1102.8)

No employee shall use or attempt to use official authority status or influence to intimidate, threaten, coerce, or command, or attempt to intimidate, threaten, coerce, or command, another employee for the purpose of interfering with that employee's right to disclose improper governmental activity. (Education Code 44113)

CSBA NOTE: An employee may be liable for an action in civil damages for interfering with the right of another employee to disclose an improper governmental action. In *Hartnett v. Crosier*, a California appellate court ruled that "management employees" could also be held liable for their acts of retaliation committed when acting in a supervisory role.

An employee who has disclosed improper governmental activity and believes that acts or attempted acts of reprisal have subsequently occurred shall file a written complaint in accordance with the district's complaint procedures. After filing a complaint with the district, the employee may also file a copy of the complaint with local law enforcement and/or seek civil law remedies against the supervisor or administrator who retaliated or attempted to retaliate against the employee, in accordance with Education Code 44114.

Protection Against Liability

CSBA NOTE: 20 USC 7941-7948 limit the liability of teachers, principals, and other school personnel who maintain discipline and/or ensure safety when harm is caused while they are acting within the scope of their employment. The law also applies to Governing Board members; [For more information on legal protections for Board members](#), see BB 9260 - Legal Protection. The following section is made applicable to all employees; ~~however, any district that wishes to apply the section only to teachers should modify the section accordingly.~~

No employee shall be liable for harm caused by the employee's act or omission when acting within the scope of employment or district responsibilities, the employee's act or omission is in conformity with federal, state, and local laws, district policy, or administrative regulation, and the employee's act or omission is in furtherance of an effort to control, discipline, expel, or suspend a student or to maintain order or control in the classroom or school. (20 USC 7946)

The protection against liability shall not apply when: (20 USC 7946)

1. The employee acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to rights or safety of the individual harmed:
2. The employee caused harm by operating a motor vehicle or other vehicle requiring license or insurance:
3. The employee was not properly licensed, if required, by state law for such activities:
4. The employee was found by a court to have violated a federal or state civil rights law:

5. The employee was under the influence of alcohol or any drug at the time of the misconduct.
6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the employee has been convicted in a court.
7. The misconduct involved a sexual offense for which the employee has been convicted in a court.
8. The misconduct occurred during background investigations, or other actions, involved in the employee's hiring.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 1, Section 1	Inalienable rights
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 44040	Discrimination based on employee's appearance before certain boards or committees
Ed. Code 44110-44114	Reporting by school employees of improper governmental activity
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49091.24	Teacher rights to refuse evaluation/survey of personal life
Ed. Code 7050-7058	Political activities of school officers and employees
Gov. Code 12650-12656	False claims actions
Gov. Code 12940-12953	Discrimination prohibited; unlawful practices
Gov. Code 3540.1	Public employment; definitions
Gov. Code 3543.5	Interference with employee's rights prohibited
Gov. Code 815.3	Intentional torts
Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity

[Lab. Code 98.11](#)

[Model list of whistleblower protections](#)

Lab. Code 1102.5-1106

Federal

18 USC 16

20 USC 1681-1688

20 USC 7941-7948

42 USC 12101-12213

42 USC 2000d-2000d-7

42 USC 2000e-2000e-17

U.S. Constitution, First Amendment

Management Resources

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

[Court Decision](#)

[Court Decision](#)

Website

[Website](#)

Website

Whistleblower protections

Description

Crime of violence; definition

Title IX of the Education Amendments of 1972; discrimination based on sex

Teacher liability protection

Americans with Disabilities Act

Title VI, Civil Rights Act of 1964

Title VII, Civil Rights Act of 1964, as amended

Free exercise, free speech, and establishment clauses

Description

Kennedy v. Bremerton (2022) 142 S.Ct. 2407

New Jersey v. T.L.O. (1985) 469 U.S. 325

Garcetti v. Ceballos (2006) 547 U.S. 410

Hartnett v. Crosier (2012) 205 Cal.App.4th 685

Johnson v. Poway Unified School District (2011) 658 F.3d 954

O'Conner v. Ortega (1987) 480 U.S. 709

~~Onton v. CSU San Diego (2007) 56 Cal.Rptr.3d 111~~ [Onton v. CSU San Diego \(2007\) 148 Cal.App.4th 749](#)

[Dodge v. Evergreen School District \(2022\) 56 F.4th 767](#)

[Brown v. City of Inglewood \(2025\) 18 Cal.5th 33](#)

CSBA District and County Office of Education Legal Services

[Labor Commissioner's Office](#)

California Office of the Attorney General

Cross References

Code

1312.1

1312.1

1312.3

1312.3

1312.3-E(1)

1312.3-E(2)

Description

Complaints Concerning District Employees

Complaints Concerning District Employees

Uniform Complaint Procedures

Uniform Complaint Procedures

Uniform Complaint Procedures

Uniform Complaint Procedures

3320	Claims And Actions Against The District
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3515	Campus Security
3515	Campus Security
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4140	Bargaining Units
4144	Complaints
4144	Complaints
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4232	Publication Or Creation Of Materials
4236	Nonschool Employment

4240	Bargaining Units
4244	Complaints
4244	Complaints
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4340	Bargaining Units
4344	Complaints
4344	Complaints
5131.4	Student Disturbances
5131.4	Student Disturbances
9260	Legal Protection

Exhibit 4119.1: Civil And Legal Rights

Status: ADOPTED

Original Adopted Date: 08/01/2026 | **Last Reviewed Date:** 08/01/2026

CSBA NOTE: Pursuant to Labor Code 1102.8, a district is required to prominently display a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline, in lettering at least 15 point type. Labor Code 98.11 requires the Labor Commissioner's Office to create a model list of employees' rights and responsibilities under the whistleblower laws that complies with the requirements of Labor Code 1102.8, and provides that a district will be deemed in compliance with the posting requirement of Labor Code 1102.8 if it posts the model list created by the Labor Commissioner's Office. The following exhibit is a copy, without the original formatting, of the model list created by the Labor Commissioner's Office, which can be viewed and downloaded directly at the website of the Labor Commissioner's Office.

It is recommended that districts with questions regarding whistleblowers protections and related requirements consult CSBA's District and County Office of Education Legal Services or the district's legal counsel.

WHISTLEBLOWERS ARE PROTECTED

It is the public policy of the State of California to encourage employees to notify an appropriate government or law enforcement agency, person with authority over the employee, or another employee with authority to investigate, discover, or correct the violation or noncompliance, and to provide information to and testify before a public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not complying with a local, state or federal rule or regulation.

Who is protected?

Pursuant to California Labor Code Section 1102.5, employees are the protected class of individuals. "Employee" means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. (California Labor Code Section 1106)

What is a whistleblower?

A "whistleblower" is an employee who discloses information to a government or law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, where the employee has reasonable cause to believe that the information discloses:

1. A violation of a state or federal statute
2. A violation or noncompliance with a local, state, or federal rule or regulation, or

3. With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation of or noncompliance with a local, state, or federal rule or regulation.

Even if an employee does not engage in such protected activity, but their employer believes they did or will engage in protected activity in the future, they are perceived to be a whistleblower and are protected.

What protections are afforded to whistleblowers?

1. An employer may not make, adopt, or enforce any rule, regulation, or policy preventing an employee from being a whistleblower
2. An employer may not retaliate against an employee who is a whistleblower or is perceived to be a whistleblower
3. An employer may not retaliate against an employee for refusing to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation
4. An employer may not retaliate against an employee for having exercised their rights as a whistleblower in any former employment

Under California Labor Code Section 1102.5, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages and civil monetary penalties, and take other steps necessary to comply with the law.

How to report improper acts

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, **call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225.**

The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 1, Section 1	Inalienable rights
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 44040	Discrimination based on employee's appearance before certain boards or committees

Ed. Code 44110-44114	Reporting by school employees of improper governmental activity
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49091.24	Teacher rights to refuse evaluation/survey of personal life
Ed. Code 7050-7058	Political activities of school officers and employees
Gov. Code 12650-12656	False claims actions
Gov. Code 12940-12953	Discrimination prohibited; unlawful practices
Gov. Code 3540.1	Public employment; definitions
Gov. Code 3543.5	Interference with employee's rights prohibited
Gov. Code 815.3	Intentional torts
Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity
Lab. Code 98.11	Model list of whistleblower protections
Lab. Code 1102.5-1106	Whistleblower protections
Federal	Description
18 USC 16	Crime of violence; definition
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 7941-7948	Teacher liability protection
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
U.S. Constitution, First Amendment	Free exercise, free speech, and establishment clauses
Management Resources	Description
Court Decision	Kennedy v. Bremerton (2022) 142 S.Ct. 2407
Court Decision	New Jersey v. T.L.O. (1985) 469 U.S. 325
Court Decision	Garcetti v. Ceballos (2006) 547 U.S. 410
Court Decision	Hartnett v. Crosier (2012) 205 Cal.App.4th 685
Court Decision	Johnson v. Poway Unified School District (2011) 658 F.3d 954
Court Decision	O'Conner v. Ortega (1987) 480 U.S. 709

Court Decision	Ohton v. CSU San Diego (2007) 148 Cal.App.4th 749
Court Decision	Dodge v. Evergreen School District (2022) 56 F.4th 767
Court Decision	Brown v. City of Inglewood (2025) 18 Cal.5th 33
Website	CSBA District and County Office of Education Legal Services
Website	Labor Commissioner's Office
Website	California Office of the Attorney General

Cross References

Code	Description
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3320	Claims And Actions Against The District
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3515	Campus Security
3515	Campus Security
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4132	Publication Or Creation Of Materials

4136	Nonschool Employment
4140	Bargaining Units
4144	Complaints
4144	Complaints
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4240	Bargaining Units
4244	Complaints
4244	Complaints
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4340	Bargaining Units
4344	Complaints
4344	Complaints
5131.4	Student Disturbances
5131.4	Student Disturbances
9260	Legal Protection

Policy 4131: Staff Development

Status: ADOPTED

Original Adopted Date: 11/01/2008 | Last Revised Date: 09/08/01/2021/2026 | Last Reviewed
Date: 09/08/01/2021/2026

CSBA NOTE: Staff development is not one of the enumerated items within the scope of collective bargaining pursuant to Government Code 3543.2. However, in *United Faculty of Contra Costa Community College District v. Contra Costa Community College District*, the Public Employment Relations Board (PERB) has found that some aspects of staff development may be negotiable if they are related to an enumerated subject of bargaining, such as working hours, wages, or other enumerated terms or conditions of employment; see *United Faculty of Contra Costa Community College District v. Contra Costa Community College District*. Because the terms "staff development" and "training" are not always clear, their negotiability, in the absence of an agreement, may be determined by PERB on a case-by-case basis.

The following paragraph has been expanded to emphasize the importance of student well-being and related professional development in the area of social-emotional development and learning. Social-emotional learning is a strategy utilized to improve school climate, which benefits all students including students at higher risk of harassment. See Items #4 and 7 below regarding diverse student populations and school climate, respectively. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel regarding questions about staff development and/or staff training as it relates to collective bargaining.

The Governing Board believes that, ~~in order to maximize~~ certificated staff members' continual learning and improvement of relevant skills maximizes student learning, achievement, and well-being; ~~certificated staff members must be continuously learning and improving relevant skills.~~ The Superintendent or designee shall develop a program of ongoing professional development which includes opportunities for teachers to enhance their instructional and classroom management skills, become informed about changes in pedagogy and subject matter, and strengthen practices related to social-emotional development and learning.

Staff shall attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy 4119.1/4219.1/4319.1 – Civil and Legal Rights.

CSBA NOTE: Education Code 52060-52077 ~~require~~requires districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions; For more information regarding LCAP requirements, see BP/AR 0460 - Local Control and Accountability Plan. ~~The district's~~Alignment of the district's staff development program ~~should be aligned with its priorities and goals, as outlined in the LCAP and other applicable district and school plans,~~ will help the district meet such goals and priorities.

The Superintendent or designee shall involve teachers, site and district administrators, and others, as appropriate, when creating, reviewing, and amending the district's staff development program. The Superintendent or designee shall ensure that the district's staff development program is aligned

with district priorities for student learning, achievement and well-being, school improvement objectives, the local control and accountability plan, and other district and school plans.

CSBA NOTE: Items #1-11 below are optional and may be revised to reflect district practice. 4 in the following list are required.

Due to ongoing litigation related to the religious rights of teachers, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel if a teacher objects to certain content of a staff training on religious grounds.

The district's staff development program shall assist certificated staff in developing knowledge and skills, including, but not limited to:

CSBA NOTE: Pursuant to Education Code 218, the California Department of Education (CDE) has developed and/or updated resources, available on its website, for use in schools serving students in grades 7-12 for in-service training for the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) students, and strategies to increase support for LGBTQ+ students which improve overall school climate. PRISM is a six-course online training tool with content for certificated educators to provide resources to bolster support for LGBTQ+ youth in California. Additionally, Education Code 218.3 requires a district serving students in any of grades 7-12 to provide at least one hour of training annually to all teachers and certificated employees serving students in grades 7-12 which incorporates CDE's online training curriculum to support LGBTQ+ cultural competency. The district is required to maintain records documenting the date that each employee completed the training and the name of the entity that provided the training.

1. Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ+) Cultural Competency

All teachers and other certificated staff serving students in any of grades 7-12 shall, through the 2029-30 school year, receive at least one hour of training annually which incorporates the California Department of Education's (CDE) online training curriculum to support LGBTQ+ cultural competency. (Education Code 218.3)

CSBA NOTE: Pursuant to Education Code 49428.2, on or before July 1, 2029, districts are required to certify to CDE that 100 percent of its certificated employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training, at least one time, in accordance with the requirements specified in Education Code 49428.2.

2. Youth behavioral health

On or before July 1, 2029, all certificated staff who have direct contact with students in any of grades 7-12 shall, at least one time, receive youth behavioral health training which provides instruction around the unique risk factors and warning signs of behavioral health problems in adolescents, builds understanding of the importance of early intervention, and teaches certificated staff how to help an adolescent in crisis or experiencing a behavioral health challenge. The training may also include instruction on: (Education Code 49428.2)

- a. Recognizing the signs and symptoms of youth behavioral health disorders, including, but not limited to, psychiatric conditions and substance use disorders such as opioid and alcohol abuse
- b. How to maintain student privacy and confidentiality in a manner consistent with federal and state privacy laws
- c. Safe de-escalation of crisis situations involving students with a youth behavioral health disorder

CSBA NOTE: Pursuant to Education Code 44691, districts are required to provide annual training, using the online training module provided by the California Department of Social Services, to their employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements. This training is required to include information that failure to report an incident of known or reasonably suspected child abuse or neglect, is a misdemeanor. Additionally, the training is required to include information on the prevention of abuse, including sexual abuse and assault, of children on school grounds, by school personnel and volunteers, or in district-sponsored programs. CDE is required to develop and disseminate information to districts, and their school personnel and volunteers, regarding the detection and reporting of child abuse, and the prevention of abuse, including sexual abuse and assault.

3. Mandated reporter requirements

Certificated staff shall receive training annually, or if hired during the course of the school year upon being hired, on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in district-sponsored programs. The training shall include that failure to report an incident of known or reasonably suspected child abuse or neglect is a misdemeanor punishable by up to six months confinement in a county jail, or by a fine of one thousand dollars (\$1,000), or by both imprisonment and fine. (Education Code 44691)

CSBA NOTE: Pursuant to Education Code 53008, districts are required to annually assess each student in grades kindergarten-2 for risk of reading difficulties, unless the student's parent/guardian opts out of the screening as specified below. Employees administering such assessments are required to be appropriately trained.

Education Code 33319.6, as added by AB 121 (Ch.8, Statutes of 2025), appropriates funding for districts to expend before the end of the 2029-30 fiscal year to train certificated staff in grades transitional kindergarten (TK)-5, who provide literacy instruction or who support any teacher who provides literacy instruction using specified professional development criteria.

4. Administration of screening instruments for risk of reading difficulties

Certificated staff who administer screening instruments or other instruments used to assess students in grades kindergarten-2 for risk of reading difficulties shall be appropriately trained to administer such instruments. (Education Code 53008)

CSBA NOTE: The remaining items are suggested, but not required, and may be revised to reflect district practice.

Pursuant to Education Code 33319.6, as amended by SB 147 (Ch. 744, Statutes of 2025), the State Board of Education (SBE), is required to approve and CDE is required to post on its website, criteria and guidance for the selection or development of inservice professional development programs for effective means of teaching literacy in grades TK-5, with a list of inservice professional development programs that have been deemed to meet those criteria.

- 1- 5. Mastery of subject-matter knowledge, including current state and district academic standards

CSBA NOTE: Education Code 51221.1, as added by SB 472 (Ch. 761, Statutes of 2025), created the California Teachers Collaborative for Holocaust and Genocide Education, which established a statewide teacher professional development program on genocide, including the Holocaust, to ensure that genocide education is taught consistent with the current content standards, curriculum frameworks, and instructional materials adopted by SBE, and in ways that are interdisciplinary and age-appropriate to students of different grade levels. Education Code 51221.2, as added by SB 472, establishes the Holocaust and Genocide Education Grant Program to provide direct allocations to districts for the purpose of providing Holocaust and genocide education and professional development on Holocaust and genocide education.

- 4- 6. Sensitivity to and ability to meet the needs of diverse student populations, including, but not limited to, students with characteristics specified in Education Code 200 and/or 220, Government Code 11135, and/or Penal Code 422.55
- 2- 7. Use of effective, subject-specific teaching methods, strategies, and skills

CSBA NOTE: The State Board of Education's SBE's, "California Digital Learning Integration and Standards Guidance, adopted pursuant to SB 98 (Ch. 24, Statutes of 2020)," provides recommendations for staff development regarding technology-based learning. It encompasses curriculum and instructional guidance for mathematics, English language arts, and English language development, including a framework for addressing critical standards, formative and diagnostic assessment, recommended aggregate time for instruction and independent work by grade, and guidance on embedding social-emotional supports for students into technology-based learning curriculum. Although this guidance was written in response to COVID-19, it is intended to be used as a resource for the re-envisioning of education and digital teaching and learning.

Education Code 51745-51749.6, as amended by AB 130 (Ch. 44, Statutes of 2021), contain Education Code 51745-51749.6 contains specified requirements for districts offering technology-based instruction pursuant to an independent study program. See For more information regarding independent study as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting, see BP/AR 6158 - Independent Study.

- 3- 8. Use of technologies to enhance instruction and learning, including face-to-face, remote, or hybrid instruction

CSBA NOTE: Pursuant to Education Code 218, the California Department of Education (CDE) has developed and/or updated resources, available on its web site, for use in schools

serving students in grades 7–12 for in-service training for the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) students, and strategies to increase support for LGBTQ students which improve overall school climate. Pursuant to Education Code 218, districts that serve students in grades 7–12 are encouraged to use such resources to provide training at least once every two years to teachers and other certificated staff.

4. 9. Understanding of how academic and career technical instruction can be integrated and implemented to increase student learning
5. 10. Knowledge of strategies that encourage parents/guardians to participate fully and effectively in their children's education

CSBA NOTE: CSBA's guide, "Practical Steps Toward Advancing Equitable and Supportive Discipline," a summary of research from the University of California, Los Angeles', and University of California, Berkeley's Race, Education, and Community Healing (REACH), offers actionable, research-informed steps for Governing Boards to support more equitable discipline practices, including the support of professional development opportunities that equip educators with effective restorative-focused classroom management tools.

6. 11. Effective classroom management skills and strategies for establishing a climate that promotes respect, fairness, acceptance, and civility, including conflict resolution, hatred prevention, and positive behavioral interventions and supports
7. 12. Ability to relate to students, understand their various stages of growth and development, and motivate them to learn
8. 13. Ability to interpret and use data and assessment results to guide instruction

CSBA NOTE: The following paragraph has been expanded to include social-emotional learning and trauma-informed practices:

The Collaborative for Academic, Social, and Emotional Learning describes social-emotional learning as, "the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions.

"Trauma-informed practices include recognizing and responding appropriately to students who have experienced trauma in order to minimize disruption to learning, academic achievement, and physical and emotional well-being.

9. 14. Knowledge of topics related to student mental and physical health, safety, and welfare, which may include social-emotional learning and trauma-informed practices
10. 15. Knowledge of topics related to employee health, safety, and security

CSBA NOTE: The following optional paragraph may be revised to reflect district practice.

Staff Development Materials and Services

The Board shall adopt staff development materials and services that align with the district's mission, vision, and goals, are relevant to student academic achievement and well-being, and are instrumental in assisting certificated staff in developing the knowledge and skills specified in Items #1-15, above.

CSBA NOTE: Education Code 244, as amended by AB 715 (Ch. 428, Statutes of 2025), prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. For more information regarding nondiscrimination in staff development see BP 0410 – Nondiscrimination in District Programs and Activities.

The Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220 and Board Policy 0410 – Nondiscrimination in District Programs and Activities. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to take remedial action as described below, if the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred, which violated Education Code 220. The following paragraph requires the Superintendent or designee to conduct the investigation on behalf of the Board.

If the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to Education Code 220, the Superintendent or designee shall remediate the action, which may include, but is not limited to, implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 60152, as added by AB 715, if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district is required to notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. For more information regarding such notification see AR 1312.3 – Uniform Complain Procedures.

If it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district shall notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. (Education Code 60152)

CSBA NOTE: Education Code 44277 encourages districts to establish individualized professional growth programs for teachers and other educators based on a needs assessment and to evaluate such programs based on specified criteria. Districts may assist teachers with preliminary credentials to meet the qualifications required for a professional clear credential, and are required to provide support and guidance to teachers participating in internship programs (~~Education Code 44325-44328, 44450-44468, and 44830.3~~) and and teachers who possess a short-term staff permit (5 CCR 80021), a provisional internship permit (5 CCR 80021.1), or an emergency permit (~~Education Code 44300; 5 CCR 80023-80026.6~~). For more information regarding certification qualifications, see AR 4112.2 – Certification and, and for the employment of interns, see AR 4112.21 - Interns.

The Superintendent or designee shall, in conjunction with teachers, interns, and administrators, as appropriate, develop an individualized program of professional growth to increase competence, performance, and effectiveness in teaching and classroom management and, as necessary, to assist them in meeting state or federal requirements to be fully qualified for their positions.

Professional learning opportunities offered by the district shall be evaluated based on the criteria specified in Education Code 44277. Such opportunities may be part of a coherent plan that combines school activities within a school, including lesson study or co-teaching, and external learning opportunities that are related to academic subjects taught, provide time to meet and work with other teachers, and support instruction and student learning. Learning activities may include, but are not limited to, mentoring projects for new teachers, extra support for teachers to improve practice, and collaboration time for teachers to develop new instructional lessons, select or develop common formative assessments, or analyze student data. (Education Code 44277)

The district's staff evaluation process may be used to recommend additional individualized staff development for individual employees.

CSBA NOTE: Pursuant to Government Code 12940.2, as added by SB 303 (Ch. 216, Statutes of 2025), an employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. For more information regarding nondiscrimination in employment, see BP 4030 – Nondiscrimination in Employment.

An employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. (Government Code 12940.2)

The Board may budget funds for actual and reasonable expenses incurred by staff who participate in staff development activities.

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. Based on the Superintendent's report, the Board may revise the program as necessary to ensure that the staff development program supports the district's priorities for student achievement and well-being.

Policy Reference Disclaimer:

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

State	Description
5 CCR 13025-13044	Professional development and program improvement
5 CCR 80021.1	Provisional internship permit
5 CCR 80023-80026.6	Emergency permits
5 CCR 80334	Unauthorized private gain or advantage
Ed. Code 200	Equal rights and opportunities in state educational institutions
Ed. Code 218	Lesbian, gay, bisexual, transgender, queer, and questioning student resources
<u>Ed. Code 218.3</u>	<u>Lesbian, gay, bisexual, transgender, queer, and questioning staff training</u> https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=218.3&lawCode=EDC
Ed. Code 220	Prohibition of discrimination
<u>Ed. Code 244</u>	<u>Nondiscrimination in staff development</u> https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244&lawCode=EDC
<u>Ed. Code 33319.6</u>	<u>Literacy instruction training</u> https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=33319.6&lawCode=EDC
Ed. Code 44032	Travel expense payment
Ed. Code 44259.5	Standards for teacher preparation
Ed. Code 44277	Professional growth programs for individual teachers
Ed. Code 44300	Emergency permits
Ed. Code 44325-44328	District interns
Ed. Code 44450-44468	University internship program
<u>Ed. Code 44691</u>	<u>Mandated reporter training</u> https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=44691.&nodeTreePath=2.2.7.6&lawCode=EDC
Ed. Code 44830.3	Employing district interns
Ed. Code 45028	Salary schedule and exceptions
Ed. Code 48980	Parent/Guardian notifications

<u>Ed. Code 49428.2</u>	<u>Youth behavioral health training</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49428.2&lawCode=EDC)
<u>Ed. Code 51221.1</u>	<u>California Teachers Collaborative for Holocaust and Genocide Education</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51221.1&lawCode=EDC)
<u>Ed. Code 51221.2</u>	<u>Holocaust education grant program</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51221.2&lawCode=EDC)
Ed. Code 51744-51749.6	Independent study
Ed. Code 52060-52077	Local control and accountability plan
<u>Ed. Code 53008</u>	<u>Reading difficulties screening</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=53008&lawCode=EDC)
Ed. Code 56240-56245	Staff development; service to persons with disabilities
<u>Ed. Code 60152</u>	<u>Complaint procedures</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60152&lawCode=EDC)
Ed. Code 99200-99204	Subject matter projects
Gov. Code 11135	Prohibition of discrimination
<u>Gov. Code 12940.2</u>	<u>Bias mitigation training</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=12940.2&lawCode=GOV)
Gov. Code 3543.2	Scope of representation
Pen. Code 422.55	Definition of hate crime
<u>Pen. Code 11165.7</u>	<u>Mandated reporter; definition</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=11165.7&lawCode=PEN)
Federal	Description
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 6601-6692	Preparing, training, and recruiting high quality teachers and principals
29 USC 794	Rehabilitation Act of 1973; Section 504

42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
Management Resources	Description
California Department of Education Publication	Social and Emotional Learning in California: A Guide to Resources, October 2018
California Department of Education Publication	California Digital Learning Integration and Standards Guidance, June 2021 rev. 2024 (https://www.cadlsg.com/)
Commission on Teacher Credentialing Publication	California Standards for the Teaching Profession (CSTP), April 2024
CSBA Publication	Governing to the Core: Professional Development for Common Core, Governance Brief, May 2013
<u>CSBA Publication</u>	<u>Practical Steps Toward Advancing Equitable and Supportive Discipline, 2025</u> (https://transformschools.ucla.edu/wp-content/uploads/2025/07/REACH_Advancing_Equitable-Executive-Summary-2025.pdf)
<u>Court Decision</u>	<u>Dodge v. Evergreen School District (2022) 56 F.4th 767</u> (United States Courts Opinions Govinfo ;
Public Employment Relations Board Decision	United Faculty of Contra Costa Community College District v. Contra Costa Community College District (1990) PERB Dec. No. 804, 14 PERC P21-085
Website	CSBA District and County Office of Education Legal Services
Website	Collaborative for Academic, Social, and Emotional Learning
Website	California Department of Education, Supporting LGBTQ+ Students
Website	California Subject Matter Project
Website	California Public Employment Relations Board
Website	California Department of Education, Professional Learning
Website	Commission on Teacher Credentialing
Website	CSBA
<u>Website</u>	<u>PRISM, LGBTQ+ cultural competency training</u> (https://prismcalifornia.org/home)
<u>Website</u>	<u>University of California, Los Angeles' and University of California, Berkeley's Race, Education, and Community Healing (REACH) Network</u>

Cross References

Code	Description
0000	Vision
0100	Philosophy
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0441	Artificial Intelligence
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0500	Accountability
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1313	Civility

3100	Budget
3100	Budget
3230	Federal Grant Funds
3230	Federal Grant Funds
3260	Fees And Charges
3260	Fees And Charges
3350	Travel Expenses
3511.1	Integrated Waste Management
3511.1	Integrated Waste Management
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3515	Campus Security
3515	Campus Security
3515.2	Disruptions
3515.2	Disruptions
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.2	Bomb Threats
3516.3	Earthquake Emergency Procedure System
3542	School Bus Drivers
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
3580	District Records
3580	District Records
4000	Concepts And Roles
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology

4100	Certificated Personnel
4112.2	Certification
4112.2	Certification
4112.21	Interns
4112.21	Interns
4112.22	Staff Teaching English Learners
4112.23	Special Education Staff
4113	Assignment
4113	Assignment
4113.5	Working Remotely
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4116	Probationary/Permanent Status
4116	Probationary/Permanent Status
<u>4119.1</u>	<u>Civil and Legal Rights</u>
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.41	Employees With Infectious Disease
4119.42	Exposure Control Plan For Bloodborne Pathogens
4119.42	Exposure Control Plan For Bloodborne Pathogens
4119.42-E(1)	Exposure Control Plan For Bloodborne Pathogens
4119.43	Universal Precautions
4119.43	Universal Precautions
4131.1	Teacher Support And Guidance
4131.1	Teacher Support And Guidance
4157	Employee Safety
4157	Employee Safety

4158	Employee Security
4158	Employee Security
4161	Leaves
4161	Leaves
4161.3	Professional Leaves
4213.5	Working Remotely
<u>4219.1</u>	<u>Civil and Legal Rights</u>
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.41	Employees With Infectious Disease
4219.42	Exposure Control Plan For Bloodborne Pathogens
4219.42	Exposure Control Plan For Bloodborne Pathogens
4219.42-E(1)	Exposure Control Plan For Bloodborne Pathogens
4219.43	Universal Precautions
4219.43	Universal Precautions
4222	Teacher Aides/Paraprofessionals
4222	Teacher Aides/Paraprofessionals
4257	Employee Safety
4257	Employee Safety
4258	Employee Security
4258	Employee Security
4261	Leaves
4261	Leaves
4313.5	Working Remotely
<u>4319.1</u>	<u>Civil and Legal Rights</u>
4319.11	Sexual Harassment
4319.11	Sexual Harassment

4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.41	Employees With Infectious Disease
4319.42	Exposure Control Plan For Bloodborne Pathogens
4319.42	Exposure Control Plan For Bloodborne Pathogens
4319.42-E(1)	Exposure Control Plan For Bloodborne Pathogens
4319.43	Universal Precautions
4319.43	Universal Precautions
4357	Employee Safety
4357	Employee Safety
4358	Employee Security
4358	Employee Security
4361	Leaves
4361	Leaves
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5030	Student Wellness
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5121	Grades/Evaluation Of Student Achievement
5121	Grades/Evaluation Of Student Achievement
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5131.63	Steroids
5131.63	Steroids
5137	Positive School Climate

5138	Conflict Resolution/Peer Mediation
5141.21	Administering Medication And Monitoring Health Conditions
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.5	Mental Health
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5144	Discipline
5144	Discipline
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
5146	Married/Pregnant/Parenting Students
5147	Dropout Prevention
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6000	Concepts And Roles
6011	Academic Standards

6020	Parent Involvement
6020	Parent Involvement
6111	School Calendar
6116	Classroom Interruptions
6120	Response To Instruction And Intervention
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6141.4	International Baccalaureate Program
6141.5	Advanced Placement
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.2	World Language Instruction
6142.2	World Language Instruction
6142.3	Civic Education
6142.5	Environmental Education
6142.6	Visual And Performing Arts Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6152.1	Placement In Mathematics Courses
6152.1	Placement In Mathematics Courses
6154	Homework/Makeup Work
6158	Independent Study
6158	Independent Study
6162.5	Student Assessment
6162.6	Use Of Copyrighted Materials

6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6164.2	Guidance/Counseling Services
6164.5	Student Success Teams
6164.5	Student Success Teams
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.4	Education For American Indian Students
6174	Education For English Learners
6174	Education For English Learners
6175	Migrant Education Program
6175	Migrant Education Program
6178	Career Technical Education
6178	Career Technical Education
6184	Continuation Education
6184	Continuation Education
6200	Adult Education
6200	Adult Education

Policy 4219.1: Civil And Legal Rights

Status: ADOPTED

Original Adopted Date: 03/01/2004 | Last Revised Date: 09/08/01/20222026 | Last Reviewed Date: 09/08/01/20222026

CSBA NOTE: The following policy is optional and may be revised to reflect district practice. Though employees generally have the same constitutional and statutory rights as other citizens, there are situations in which the district may limit some of those rights. In Johnson v. Poway Unified School District, the federal court of appeals found that a district's action controlling the speech of its employee when the employee posted two large banners that contained text which when taken out of context promoted a religious viewpoint did not violate the employee's First Amendment right when the speech occurred at work in the employee's role as a teacher.

The Governing Board believes that the personal life of an employee is not an appropriate concern of the district, except as it may directly relate to the performance of the employee's duties.

CSBA NOTE: When disciplining an employee, the district must ensure that all is required to consider and analyze all of the surrounding facts and circumstances are considered and analyzed within the parameters of any applicable constitutional or legal framework. In

In Johnson v. Poway Unified School District, the Ninth Circuit Court of Appeals found that a district could direct a teacher not to post large banners with quotations that appeared to promote a religious viewpoint, even though the quotations were taken from instructional materials. Because the speech occurred in the teacher's classroom, the court held that it was part of the employee's role as a teacher and, thus, could be regulated by the district. In contrast, in Dodge v. Evergreen School District, the Ninth Circuit Court of Appeals held that a principal inappropriately reprimanded a teacher who brought (but did not wear) a hat with a presidential campaign slogan on it to an on-site professional development session because (1) the expression was as a private citizen on a national political campaign, which was a matter of public concern and (2) the fact that some employees in attendance took offense did not create the type of substantial disruption necessary to justify limiting the teacher's right to free speech. Additionally, in Kennedy v. Bremerton School District, the U.S. Supreme Court held found that thea district violated the employee's protected free exercise and free speech rightsfootball coach did not coerce students to pray when the district did not rehire the employee, a coach, for refusing to follow knelt at midfield after games to offer a quiet personal prayer and rejected the district's direction to refrain from kneeling and praying at the 50-yard line immediately after each football game.argument that any visible religious conduct by a teacher or coach amounted to impermissible coercion on students. The district's direction was based on a concern that the employee's prayer violated the district's religious practices policy and could subject the district to an Establishment Clause violation. Notwithstanding thatCourt concluded that the coach was acting in a private capacity and not in the capacity of an employee of the district because the prayer occurred at a school event and in the presence of students, the court reasoned that the timing and circumstances indicated that the coach's prayers were was offered as a private citizen rather than as a district employee. The Court held that since the prayer occurred during a break, a period when employees would ordinarily be free to engage in personal activities such as speaking with friends, checking email, calling for restaurant reservations, etc., the district's

concerns about a possible Establishment Clause violation did not justify restricting the employee's free exercise and free speech rights to offer a private, time when school employees were free to attend to personal prayer. Employee matters.

Because employee discipline, especially with respect to suspension and dismissal, involves complex legal considerations and, it is recommended that districts are advised to consult CSBA CSBA's District and County Office of Education Legal Services or the district's legal counsel, accordingly.

District employees may engage in private, personal activities, including the exercise of their religious, political, cultural, social or other beliefs or activities, during personal time including such as when employees are not on duty or engaged in the supervision or instruction of students.

CSBA NOTE: The following ~~optional~~ paragraph provides for the right to privacy of district employees pursuant to Article 1, Section 1 of the California Constitution. ~~In addition~~ Additionally, Education Code 49091.24 ~~allows~~ authorizes teachers ~~the right~~ to refuse to submit to district surveys or evaluations concerning certain personal beliefs as stated below.

The district shall make no inquiry concerning the personal values, attitudes, and beliefs of district employees or their sexual orientation or political or religious affiliations, beliefs, or opinions except when authorized by law. ~~In addition~~ Additionally, no district employee shall be required to provide critical appraisals of other individuals with whom the employee has a familial relationship. However, the district reserves the right to access any publicly available information about any employee.

CSBA NOTE: Education Code 48907 gives students the right to exercise freedom of speech and of the press and ~~mandates~~ requires that districts to adopt reasonable rules and regulations concerning the time, place, and manner for students to engage in those activities; For more information on student free speech, see BP/AR 5145.2 - Freedom of Speech/Expression. ~~In addition~~ Additionally, Education Code 48950 prohibits a district from disciplining any high school student solely for the student's speech or other communication which would be protected by either the U.S. or California Constitution if engaged in outside of school campus. Both of these ~~provisions~~ statutes prohibit the disciplining ~~of any~~ an employee who acts to protect a student engaged in ~~any~~ conduct authorized under these provisions.

No employee shall be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in conduct authorized under Education Code 48907 or 48950.

CSBA NOTE: When investigating an allegation of employee misconduct, the district may need to consider whether a search of the employee's desk, files, or other district-provided equipment, such as a computer or cell phone, is warranted. Additionally, the district may direct employees to search their personal accounts, devices, and records for district-related documents or information.

The determination of whether a search is such searches are legally justified is complex and depends on whether the employee has a reasonable expectation of privacy in the items to be searched and whether the search is reasonable at its inception. Given the legal complexities, it is recommended that CSBA District and County Office of Education Legal Services or district legal counsel be consulted prior to a search and that employees conducting searches receive appropriate instruction as to how the search is to be conducted.

~~When necessary to protect~~ As permitted by law, the health, welfare, or safety of students and staff, school officials district may conduct a search of district property under an employee's control and

may direct the employee to search the employee's personal accounts, devices, and records for district-related documents or information.

Whistleblower Protection

CSBA NOTE: Education Code 44110-44114, the Reporting by School Employees of Improper Governmental Activities Act, and Labor Code 1102.5 provide "whistleblower protection" to employees who refuse to be a party to, or who report, noncompliance with a state or federal law or regulation. This

Whistleblower protection does not cover employees when they speak out within their employment setting on matters related to their official duties. In *Garcetti v. Ceballos*, the U.S. Supreme Court held that when public employees speak out in the workplace about work-related issues, they may be subject to employee discipline since they are not speaking as citizens for First Amendment purposes. However, employees have the right to speak out as concerned citizens outside of the work environment. ~~In addition, to~~To the extent that the employee's speech is on an issue subject to whistleblower protection, ~~then~~ the protections provided to employees by the whistleblower statutes would be applicable.

It is recommended that districts with questions regarding whistleblower protections and related requirements consult CSBA's District and County Office of Education Legal Services or district legal counsel.

An employee shall have the right to disclose to a Board member, a school administrator, a member of the County Board of Education, the County Superintendent of Schools, or the Superintendent of Public Instruction any improper governmental activity by the district or a district employee that violates state or federal law, is economically wasteful, or involves gross misconduct, incompetency, or inefficiency. When the employee has reasonable cause to believe that the information discloses a violation of state or federal statute or a violation of or noncompliance with a state or federal rule or regulation, the employee has the right to disclose such information to a government or law enforcement agency or to refuse to participate in any such activity. (Education Code 44112, 44113; Labor Code 1102.5)

CSBA NOTE: In *Brown v. City of Inglewood*, the California Supreme Court held that elected officials are not considered "employees" eligible for whistleblower protections under Labor Code 1102.5.

For purposes of whistleblower protection, a Board member is not considered to be an employee.

CSBA NOTE: Pursuant to Labor Code 1102.8, a district is required to prominently display a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline, in lettering at least 15 point type. Labor Code 98.11 requires the Labor Commissioner's Office to create a model list of employees' rights and responsibilities under the whistleblower laws that complies with the requirements of Labor Code 1102.8, and provides that a district will be deemed in compliance with the posting requirement of Labor Code 1102.8 if it posts the model list created by the Labor Commissioner's Office. The accompanying exhibit is a copy, without the original formatting, of the model list created by the Labor Commissioner's Office, which can be viewed and downloaded directly from the website of the Labor Commissioner's Office.

The Superintendent or designee shall prominently display in lettering ~~larger than size 14~~ of at least 15 point type a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline maintained by the office of the California Attorney General. (Labor Code 1102.7, 1102.8)

No employee shall use or attempt to use official authority status or influence to intimidate, threaten, coerce, or command, or attempt to intimidate, threaten, coerce, or command, another employee for the purpose of interfering with that employee's right to disclose improper governmental activity. (Education Code 44113)

CSBA NOTE: An employee may be liable for an action in civil damages for interfering with the right of another employee to disclose an improper governmental action. In *Hartnett v. Crosier*, a California appellate court ruled that "management employees" could also be held liable for their acts of retaliation committed when acting in a supervisory role.

An employee who has disclosed improper governmental activity and believes that acts or attempted acts of reprisal have subsequently occurred shall file a written complaint in accordance with the district's complaint procedures. After filing a complaint with the district, the employee may also file a copy of the complaint with local law enforcement and/or seek civil law remedies against the supervisor or administrator who retaliated or attempted to retaliate against the employee, in accordance with Education Code 44114.

Protection Against Liability

CSBA NOTE: 20 USC 7941-7948 limit the liability of teachers, principals, and other school personnel who maintain discipline and/or ensure safety when harm is caused while they are acting within the scope of their employment. The law also applies to Governing Board members; For more information on legal protections for Board members, see BB 9260 - Legal Protection. The following section is made applicable to all employees; ~~however, any district that wishes to apply the section only to teachers should modify the section accordingly.~~

No employee shall be liable for harm caused by the employee's act or omission when acting within the scope of employment or district responsibilities, the employee's act or omission is in conformity with federal, state, and local laws, district policy, or administrative regulation, and the employee's act or omission is in furtherance of an effort to control, discipline, expel, or suspend a student or to maintain order or control in the classroom or school. (20 USC 7946)

The protection against liability shall not apply when: (20 USC 7946)

1. The employee acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to rights or safety of the individual harmed.
2. The employee caused harm by operating a motor vehicle or other vehicle requiring license or insurance.
3. The employee was not properly licensed, if required, by state law for such activities.

4. The employee was found by a court to have violated a federal or state civil rights law.
5. The employee was under the influence of alcohol or any drug at the time of the misconduct.
6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the employee has been convicted in a court.
7. The misconduct involved a sexual offense for which the employee has been convicted in a court.
8. The misconduct occurred during background investigations, or other actions, involved in the employee's hiring.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 1, Section 1	Inalienable rights
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 44040	Discrimination based on employee's appearance before certain boards or committees
Ed. Code 44110-44114	Reporting by school employees of improper governmental activity
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49091.24	Teacher rights to refuse evaluation/survey of personal life
Ed. Code 7050-7058	Political activities of school officers and employees
Gov. Code 12650-12656	False claims actions
Gov. Code 12940-12953	Discrimination prohibited; unlawful practices
Gov. Code 3540.1	Public employment; definitions
Gov. Code 3543.5	Interference with employee's rights prohibited
Gov. Code 815.3	Intentional torts
Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity

Lab. Code 98.11

Lab. Code 1102.5-1106

Federal

18 USC 16

20 USC 1681-1688

20 USC 7941-7948

42 USC 12101-12213

42 USC 2000d-2000d-7

42 USC 2000e-2000e-17

U.S. Constitution, First Amendment

Management Resources

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Website

Website

Website

Model list of whistleblower protections

Whistleblower protections

Description

Crime of violence; definition

Title IX of the Education Amendments of 1972;
discrimination based on sex

Teacher liability protection

Americans with Disabilities Act

Title VI, Civil Rights Act of 1964

Title VII, Civil Rights Act of 1964, as amended

Free exercise, free speech, and establishment clauses

Description

Kennedy v. Bremerton (2022) 142 S.Ct. 2407

New Jersey v. T.L.O. (1985) 469 U.S. 325

Garcetti v. Ceballos (2006) 547 U.S. 410

Hartnett v. Crosier (2012) 205 Cal.App.4th 685

Johnson v. Poway Unified School District (2011) 658 F.3d 954

O'Conner v. Ortega (1987) 480 U.S. 709

Ohton v. CSU San Diego (2007) 56 Cal.Rptr.3d 111
Ohton v. CSU San Diego (2007) 148 Cal.App.4th 749

Dodge v. Evergreen School District (2022) 56 F.4th 767

Brown v. City of Inglewood (2025) 18 Cal.5th 33

CSBA District and County Office of Education Legal Services

Labor Commissioner's Office

California Office of the Attorney General

Cross References

Code

1312.1

1312.1

1312.3

1312.3

1312.3-E(1)

Description

Complaints Concerning District Employees

Complaints Concerning District Employees

Uniform Complaint Procedures

Uniform Complaint Procedures

Uniform Complaint Procedures

1312.3-E(2)	Uniform Complaint Procedures
3320	Claims And Actions Against The District
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3515	Campus Security
3515	Campus Security
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4140	Bargaining Units
4144	Complaints
4144	Complaints
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4232	Publication Or Creation Of Materials

4236	Nonschool Employment
4240	Bargaining Units
4244	Complaints
4244	Complaints
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4340	Bargaining Units
4344	Complaints
4344	Complaints
5131.4	Student Disturbances
5131.4	Student Disturbances
9260	Legal Protection

Exhibit 4219.1: Civil And Legal Rights

Status: ADOPTED

Original Adopted Date: 08/01/2026 | Last Reviewed Date: 08/01/2026

CSBA NOTE: Pursuant to Labor Code 1102.8, a district is required to prominently display a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline, in lettering at least 15 point type. Labor Code 98.11 requires the Labor Commissioner's Office to create a model list of employees' rights and responsibilities under the whistleblower laws that complies with the requirements of Labor Code 1102.8, and provides that a district will be deemed in compliance with the posting requirement of Labor Code 1102.8 if it posts the model list created by the Labor Commissioner's Office. The following exhibit is a copy, without the original formatting, of the model list created by the Labor Commissioner's Office, which can be viewed and downloaded directly at the website of the Labor Commissioner's Office.

It is recommended that districts with questions regarding whistleblowers protections and related requirements consult CSBA's District and County Office of Education Legal Services or the district's legal counsel.

WHISTLEBLOWERS ARE PROTECTED

It is the public policy of the State of California to encourage employees to notify an appropriate government or law enforcement agency, person with authority over the employee, or another employee with authority to investigate, discover, or correct the violation or noncompliance, and to provide information to and testify before a public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not complying with a local, state or federal rule or regulation.

Who is protected?

Pursuant to California Labor Code Section 1102.5, employees are the protected class of individuals. "Employee" means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. (California Labor Code Section 1106)

What is a whistleblower?

A "whistleblower" is an employee who discloses information to a government or law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, where the employee has reasonable cause to believe that the information discloses:

1. A violation of a state or federal statute
2. A violation or noncompliance with a local, state, or federal rule or regulation, or

3. With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation of or noncompliance with a local, state, or federal rule or regulation.

Even if an employee does not engage in such protected activity, but their employer believes they did or will engage in protected activity in the future, they are perceived to be a whistleblower and are protected.

What protections are afforded to whistleblowers?

1. An employer may not make, adopt, or enforce any rule, regulation, or policy preventing an employee from being a whistleblower
2. An employer may not retaliate against an employee who is a whistleblower or is perceived to be a whistleblower
3. An employer may not retaliate against an employee for refusing to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation
4. An employer may not retaliate against an employee for having exercised their rights as a whistleblower in any former employment

Under California Labor Code Section 1102.5, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages and civil monetary penalties, and take other steps necessary to comply with the law.

How to report improper acts

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, **call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225.**

The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 1, Section 1	Inalienable rights
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 44040	Discrimination based on employee's appearance before certain boards or committees

Ed. Code 44110-44114	Reporting by school employees of improper governmental activity
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49091.24	Teacher rights to refuse evaluation/survey of personal life
Ed. Code 7050-7058	Political activities of school officers and employees
Gov. Code 12650-12656	False claims actions
Gov. Code 12940-12953	Discrimination prohibited; unlawful practices
Gov. Code 3540.1	Public employment; definitions
Gov. Code 3543.5	Interference with employee's rights prohibited
Gov. Code 815.3	Intentional torts
Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity
Lab. Code 98.11	Model list of whistleblower protections
Lab. Code 1102.5-1106	Whistleblower protections
Federal	Description
18 USC 16	Crime of violence; definition
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 7941-7948	Teacher liability protection
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
U.S. Constitution, First Amendment	Free exercise, free speech, and establishment clauses
Management Resources	Description
Court Decision	Kennedy v. Bremerton (2022) 142 S.Ct. 2407
Court Decision	New Jersey v. T.L.O. (1985) 469 U.S. 325
Court Decision	Garcetti v. Ceballos (2006) 547 U.S. 410
Court Decision	Hartnett v. Crosier (2012) 205 Cal.App.4th 685
Court Decision	Johnson v. Poway Unified School District (2011) 658 F.3d 954
Court Decision	O'Conner v. Ortega (1987) 480 U.S. 709

Court Decision	Ohton v. CSU San Diego (2007) 148 Cal.App.4th 749
Court Decision	Dodge v. Evergreen School District (2022) 56 F.4th 767
Court Decision	Brown v. City of Inglewood (2025) 18 Cal.5th 33
Website	CSBA District and County Office of Education Legal Services
Website	Labor Commissioner's Office
Website	California Office of the Attorney General

Cross References

Code	Description
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3320	Claims And Actions Against The District
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3515	Campus Security
3515	Campus Security
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4132	Publication Or Creation Of Materials

4136	Nonschool Employment
4140	Bargaining Units
4144	Complaints
4144	Complaints
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4240	Bargaining Units
4244	Complaints
4244	Complaints
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4340	Bargaining Units
4344	Complaints
4344	Complaints
5131.4	Student Disturbances
5131.4	Student Disturbances
9260	Legal Protection

Policy 4231: Staff Development

Status: ADOPTED

Original Adopted Date: 07/01/2005 | Last Revised Date: 07/08/01/20152026 | Last Reviewed
Date: 07/08/01/20152026

CSBA NOTE: Staff development is not one of the enumerated items within the scope of collective bargaining pursuant to Government Code 3543.2. ~~However~~ However, in *United Faculty of Contra Costa Community College District v. Contra Costa Community College District*, the Public Employment Relations Board (PERB) has found that some aspects of staff development may be negotiable if they are related to an enumerated subject of bargaining, such as working hours, wages, or other enumerated terms or conditions of employment (*United Faculty of Contra Costa Community College District v. Contra Costa Community College District*). Because the terms "staff development" and "training" are not always clear, their negotiability, in the absence of an agreement, may be determined by PERB on a case-by-case basis. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel regarding questions about staff development and/or staff training as it relates to collective bargaining.

Pursuant to Education Code 45391, a district that expends funds for professional development for any school site staff ~~must~~ is required to consider the needs of its classified school employees to update their skills and learn best practices.

Pursuant to Education Code 45387, the Governing Board may authorize a permanent classified employee to attend job-related inservice training with pay during working hours for one or more school days each year.

The Governing Board recognizes that classified staff does essential work that supports students, helps create a healthy school environment, and furthers the educational program. Classified staff shall have opportunities to participate in staff development activities in order to improve job skills, learn best practices, retrain as appropriate in order to meet changing conditions in the district, and/or enhance personal growth.

Staff shall attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy 4219.1 – Civil and Legal Rights.

CSBA NOTE: Education Code 52060-52077 ~~require~~ requires districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions; see, For more information regarding LCAP requirements, BP/AR 0460 - Local Control and Accountability Plan. The district's Alignment of the district's staff development program ~~should be aligned~~ with its priorities and goals, as outlined in the LCAP and other applicable district and school plans, will help the district meet such goals and priorities.

The Superintendent or designee shall involve classified staff, site and district administrators, and others, as appropriate, in the development of the district's staff development program. ~~He/she~~ The

Superintendent or designee shall ensure that the district's staff development program is aligned with district goals, school improvement objectives, the local control and accountability plan, and other district and school plans.

CSBA NOTE: Items #1-10 below reflect optional topics for professional 2 in the following list are required. Due to ongoing litigation related to the religious rights of employees, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel if an employee objects to certain content of a staff training on religious grounds.

The district's staff development of program shall assist classified staff specified in Education Code 45391 and may be revised to reflect district practice. Staff development may address general workplace skills and/or skills and in developing knowledge specific to the duties of each classified position and skills, including, but not limited to, the following topics: (;

CSBA NOTE: Pursuant to Education Code 49428.2, on or before July 1, 2029, districts are required to certify to the California Department of Education (CDE) that 40 percent of its classified employees, who have direct contact with students in any of grades 7-12, have received youth behavioral health training at least one time, in accordance with the requirements in Education Code 45391) 49428.2.

1. Youth behavioral health

On or before July 1, 2029, 40 percent of classified staff who have direct contact with students in any of grades 7-12 shall, at least one time, receive youth behavioral health training which provides instruction around the unique risk factors and warning signs of behavioral health problems in adolescents, builds understanding of the importance of early intervention, and teaches classified staff how to help an adolescent in crisis or experiencing a behavioral health challenge. The training may also include instruction on: (Education Code 49428.2)

- a. Recognizing the signs and symptoms of youth behavioral health disorders, including, but not limited to, psychiatric conditions and substance use disorders such as opioid and alcohol abuse
- b. How to maintain student privacy and confidentiality in a manner consistent with federal and state privacy laws
- c. Safe de-escalation of crisis situations involving students with a youth behavioral health disorder

CSBA NOTE: Pursuant to Education Code 44691, districts are required to provide annual training, using the online training module provided by the California Department of Social Services, to their employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements. This training is required to include information that failure to report an incident of known or reasonably suspected child abuse or neglect, is a misdemeanor. Additionally, the training is required to include

information on the prevention of abuse, including sexual abuse and assault, of children on school grounds, by school personnel and volunteers, or in district-sponsored programs. CDE is required to develop and disseminate information to districts, and their school personnel and volunteers, regarding the detection and reporting of child abuse, and the prevention of abuse, including sexual abuse and assault.

2. Mandated reporter requirements

Classified staff shall receive training annually, or if hired during the course of the school year upon being hired, on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in district-sponsored programs. The training shall include that failure to report an incident of known or reasonably suspected child abuse or neglect is a misdemeanor punishable by up to six months confinement in a county jail, or by a fine of one thousand dollars (\$1,000), or by both imprisonment and fine. (Education Code 44691)

CSBA NOTE: The remaining items are suggested, but not required, and may be revised to reflect district practice.

Education Code 33319.6, as added by AB 121 (Ch. 8, Statutes of 2025), appropriates funding for districts to expend prior to the end of the 2029-30 fiscal year to train classified staff who provide literacy instruction or who support any teacher who provides literacy instruction using specified professional development criteria.

Additionally, pursuant to Education Code 33319.6, as amended by SB 147 (Ch. 744, Statutes of 2025), the State Board of Education is required to approve, and CDE is required to post on its website, criteria and guidance for the selection or development of inservice professional development programs for effective means of teaching literacy in grades transitional kindergarten-5, with a list of inservice professional development programs that have been deemed to meet those criteria.

3. Student learning and achievement (Education Code 45391)

- a. How paraprofessionals can assist teachers and administrators to improve the academic achievement of students
- b. Alignment of curriculum and instructional materials with Common Core State Standards
- c. The management and use of state and local student data to improve student learning
- d. Best practices in appropriate interventions and assistance to at-risk students

CSBA NOTE: CSBA's guide, "Practical Steps Toward Advancing Equitable and Supportive Discipline," a summary of research from the University of California, Los Angeles', and University of California, Berkeley's Race, Education, and Community Healing (REACH), offers actionable, research-informed steps for Boards to support more equitable discipline practices, including the

support of professional development opportunities that equip educators with effective restorative-focused classroom management tools.

1. 4. Student and campus safety, including implementation of the school safety plan (Education Code 45391)
2. 5. Education technology, including management strategies and best practices regarding the use of education technology to improve student performance (Education Code 45391)
3. 6. School facility maintenance and operations, including best practices in the operation and maintenance of school facilities, such as green technology and energy efficiency, that help reduce the use and cost of energy at school sites (Education Code 45391)
4. 7. Special education, including best practices to meet the needs of special education students and to comply with any new state and federal mandates (Education Code 45391)
5. 8. School transportation and bus safety (Education Code 45391)
6. 9. Parent/guardian involvement, including ways to increase parent/guardian involvement at school sites (Education Code 45391)
7. 10. Food service, including food preparation to provide nutritional meals, food safety, and food management (Education Code 45391)
8. 11. Health, counseling, and nursing services (Education Code 45391)
9. 12. Environmental safety, including pesticides and other possibly toxic substances so that they may be safely used at school sites (Education Code 45391)

Staff Development Materials and Services

The Board shall adopt staff development materials and services that align with the district's mission, vision, and goals, are relevant to student academic achievement and well-being, and are instrumental in assisting classified staff in developing the knowledge and skills specified in Items #1-12, above.

CSBA NOTE: Education Code 244, as amended by AB 715 (Ch. 428, Statutes of 2025), prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. For more information regarding nondiscrimination in staff development, see BP 0410 – Nondiscrimination in District Programs and Activities.

The Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220 and Board Policy 0410 – Nondiscrimination in District Programs and Activities. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to take remedial action as described below, if the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred, which violated Education Code 220. The following paragraph requires the Superintendent or designee to conduct the investigation on behalf of the Board.

If the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to Education Code 220, the Superintendent or designee shall remediate the action, which may include, but is not limited to, implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 60152, as added by AB 715, if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district is required to notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. For more information regarding such notification, see AR 1312.3 – Uniform Complain Procedures.

If it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district shall notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, the California Department of Education may use any means authorized by law to effect compliance. (Education Code 60152)

CSBA NOTE: The following ~~optional~~ paragraph may be revised to reflect district practice. Pursuant to Education Code 44277, as amended by SB 1060 (Ch. 199, Statutes of 2014), the district is required to evaluate any program of professional growth it offers to its teachers and classified employees who are involved in direct instruction of students based on specified criteria. For details of the requirement related to teachers, see BP 4131 - Staff Development.

For classroom instructional aides or other classified staff involved in direct instruction of students, staff development activities may also include academic content of the core curriculum, teaching strategies, classroom management, or other training designed to improve student performance, conflict resolution, and relationships among students. Such professional learning opportunities shall be evaluated based on criteria specified in Education Code 44277 and ~~BP~~**Board Policy** 4131 - Staff Development.

The district's staff evaluation process may be used to recommend additional individualized staff development for individual employees.

[CSBA NOTE: Pursuant to Government Code 12940.2, as added by SB 303 (Ch. 216, Statutes of 2025), an employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. For more information regarding nondiscrimination in employment, see BP 4030 – Nondiscrimination in Employment.]

An employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. (Government Code 12940.2)

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. Based on the Superintendent's report, the Board may revise the program as necessary to ensure that the staff development program supports the district's priorities for student achievement and well-being.

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

Description

Ed. Code 218.3

Lesbian, gay, bisexual, transgender, queer, and questioning staff training

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=218.3&lawCode=EDC)

Ed. Code 220

Prohibition of discrimination

(Prohibition of discrimination)

Ed. Code 244

Nondiscrimination in staff development

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244&lawCode=EDC)

Ed. Code 33319.6

Literacy instruction training

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=33319.6&lawCode=EDC)

Ed. Code 44032

Travel expense payment

Ed. Code 44277

Professional growth programs for individual teachers

Ed. Code 44691

Mandated reporter training

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=44691.&nodeTreePath=2.2.7.6&lawCode=EDC)

Ed. Code 45380-45387

Retraining and study leave (classified employees)

Ed. Code 45390-45392	Professional development for classified school employees
Ed. Code 49428.2	Youth behavioral health training (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49428.2&lawCode=EDC)
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 53008	Reading difficulties screening (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=53008&lawCode=EDC)
Ed. Code 56240-56245	Staff development; service to persons with disabilities
Ed. Code 60152	Complaint procedures (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60152&lawCode=EDC)
Gov. Code 12940.2	Bias mitigation training (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=12940.2&lawCode=GOV)
Gov. Code 3543.2	Scope of representation
Pen. Code 11165.7	Mandated reporter; definition (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=11165.7&lawCode=PEN)
Management Resources	Description
CSBA Publication	Practical Steps Toward Advancing Equitable and Supportive Discipline, (2025) (https://transformschoools.ucla.edu/wp-content/uploads/2025/07/REACH_Advancing_Equitable-Executive-Summary-2025.pdf)
Court Decision	Dodge v. Evergreen School District (2022) 56 F.4th 767 United States Courts Opinions Govinfo;
Public Employment Relations Board Decision	United Faculty of Contra Costa Community College District v. Contra Costa Community College District (1990) PERB Dec. No. 804, 14 PERC P21-085
Website	CSBA District and County Office of Education Legal Services
Website	California School Employees Association
Website	California Association of School Business Officials
Website	PRISM, LGBTQ+ cultural competency training (https://prismcalifornia.org/home)

Website

University of California, Los Angeles', and University of California Berkeley's Race, Education, and Community Healing (REACH) Network

(<https://transformschoools.ucla.edu/research/race-education-and-community-healing-reach-network/>)

Cross References

Code	Description
0000	Vision
0100	Philosophy
0200	Goals For The School District
<u>0410</u>	<u>Nondiscrimination in District Programs and Activities</u>
0415	Equity
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0441	Artificial Intelligence
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0500	Accountability
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures

1312.3-E(2)	Uniform Complaint Procedures
1313	Civility
3100	Budget
3100	Budget
3230	Federal Grant Funds
3230	Federal Grant Funds
3260	Fees And Charges
3260	Fees And Charges
3350	Travel Expenses
3510	Green School Operations
3511	Energy And Water Management
3511	Energy And Water Management
3511.1	Integrated Waste Management
3511.1	Integrated Waste Management
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3514.2	Integrated Pest Management
3515	Campus Security
3515	Campus Security
3515.2	Disruptions
3515.2	Disruptions
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.2	Bomb Threats
3516.3	Earthquake Emergency Procedure System

3540	Transportation
3541	Transportation Routes And Services
3541.2	Transportation For Students With Disabilities
3542	School Bus Drivers
3543	Transportation Safety And Emergencies
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
3551	Food Service Operations/Cafeteria Fund
3551	Food Service Operations/Cafeteria Fund
3552	Summer Meal Program
3552	Summer Meal Program
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3580	District Records
3580	District Records
4000	Concepts And Roles
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4112.23	Special Education Staff
<u>4119.1</u>	<u>Civil and Legal Rights</u>
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.41	Employees With Infectious Disease
4157	Employee Safety
4157	Employee Safety
4158	Employee Security
4158	Employee Security

4161	Leaves
4161	Leaves
4200	Classified Personnel
4200	Classified Personnel
4215	Evaluation/Supervision
<u>4219.1</u>	<u>Civil and Legal Rights</u>
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.41	Employees With Infectious Disease
4222	Teacher Aides/Paraprofessionals
4222	Teacher Aides/Paraprofessionals
4257	Employee Safety
4257	Employee Safety
4258	Employee Security
4258	Employee Security
4261	Leaves
4261	Leaves
4261.3	Professional Leaves
<u>4319.1</u>	<u>Civil and Legal Rights</u>
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.41	Employees With Infectious Disease
4357	Employee Safety
4357	Employee Safety
4358	Employee Security
4358	Employee Security
4361	Leaves

4361	Leaves
5030	Student Wellness
5121	Grades/Evaluation Of Student Achievement
5121	Grades/Evaluation Of Student Achievement
5123	Promotion/Acceleration/Retention
5123	Promotion/Acceleration/Retention
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141	Health Care And Emergencies
5141	Health Care And Emergencies
5141.21	Administering Medication And Monitoring Health Conditions
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.23	Asthma Management
5141.23	Asthma Management
5141.24	Specialized Health Care Services
5141.26	Tuberculosis Testing
5141.27	Food Allergies/Special Dietary Needs
5141.27	Food Allergies/Special Dietary Needs
5141.3	Health Examinations
5141.3	Health Examinations
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5141.6	School Health Services
5141.6	School Health Services

5145.12	Search And Seizure
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.9	Hate-Motivated Behavior
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6020	Parent Involvement
6020	Parent Involvement
6111	School Calendar
6116	Classroom Interruptions
6120	Response To Instruction And Intervention
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.91	Reading/Language Arts Instruction
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6164.5	Student Success Teams
6164.5	Student Success Teams
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children

6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.4	Education For American Indian Students
6174	Education For English Learners
6174	Education For English Learners
6175	Migrant Education Program
6175	Migrant Education Program

Policy 4319.1: Civil And Legal Rights

Status: ADOPTED

Original Adopted Date: 03/01/2004 | Last Revised Date: 09/08/01/20222026 | Last Reviewed Date: 09/08/01/20222026

CSBA NOTE: The following policy is optional and may be revised to reflect district practice. Though employees generally have the same constitutional and statutory rights as other citizens, there are situations in which the district may limit some of those rights. In Johnson v. Poway Unified School District, the federal court of appeals found that a district's action controlling the speech of its employee when the employee posted two large banners that contained text which when taken out of context promoted a religious viewpoint did not violate the employee's First Amendment right when the speech occurred at work in the employee's role as a teacher.

The Governing Board believes that the personal life of an employee is not an appropriate concern of the district, except as it may directly relate to the performance of the employee's duties.

CSBA NOTE: When disciplining an employee, the district must ensure that all is required to consider and analyze all of the surrounding facts and circumstances are considered and analyzed within the parameters of any applicable constitutional or legal framework. In

In Johnson v. Poway Unified School District, the Ninth Circuit Court of Appeals found that a district could direct a teacher not to post large banners with quotations that appeared to promote a religious viewpoint, even though the quotations were taken from instructional materials. Because the speech occurred in the teacher's classroom, the court held that it was part of the employee's role as a teacher and, thus, could be regulated by the district. In contrast, in Dodge v. Evergreen School District, the Ninth Circuit Court of Appeals held that a principal inappropriately reprimanded a teacher who brought (but did not wear) a hat with a presidential campaign slogan on it to an on-site professional development session because (1) the expression was as a private citizen on a national political campaign, which was a matter of public concern and (2) the fact that some employees in attendance took offense did not create the type of substantial disruption necessary to justify limiting the teacher's right to free speech. Additionally, in Kennedy v. Bremerton School District, the U.S. Supreme Court held found that thea district violated the employee's protected free exercise and free speech rightsfootball coach did not coerce students to pray when the district did not rehire the employee, a coach, for refusing to follow knelt at midfield after games to offer a quiet personal prayer and rejected the district's direction to refrain from kneeling and praying at the 50-yard line immediately after each football game.argument that any visible religious conduct by a teacher or coach amounted to impermissible coercion on students. The district's direction was based on a concern that the employee's prayer violated the district's religious practices policy and could subject the district to an Establishment Clause violation. Notwithstanding thatCourt concluded that the coach was acting in a private capacity and not in the capacity of an employee of the district because the prayer occurred at a school event and in the presence of students, the court reasoned that the timing and circumstances indicated that the coach's prayers were was offered as a private citizen rather than as a district employee. The Court held that since the prayer occurred during a break, a period when employees would ordinarily be free to engage in personal activities such as speaking with friends, checking email, calling for restaurant reservations, etc., the district's

concerns about a possible Establishment Clause violation did not justify restricting the employee's free exercise and free speech rights to offer a private, time when school employees were free to attend to personal prayer. Employee matters.

Because employee discipline, especially with respect to suspension and dismissal, involves complex legal considerations and, it is recommended that districts are advised to consult CSBA CSBA's District and County Office of Education Legal Services or the district's legal counsel, accordingly.

District employees may engage in private, personal activities, including the exercise of their religious, political, cultural, social or other beliefs or activities, during personal time including such as when employees are not on duty or engaged in the supervision or instruction of students.

CSBA NOTE: The following ~~optional~~ paragraph provides for the right to privacy of district employees pursuant to Article 1, Section 1 of the California Constitution. ~~In addition~~ Additionally, Education Code 49091.24 ~~allows~~ authorizes teachers ~~the right~~ to refuse to submit to district surveys or evaluations concerning certain personal beliefs as stated below.

The district shall make no inquiry concerning the personal values, attitudes, and beliefs of district employees or their sexual orientation or political or religious affiliations, beliefs, or opinions except when authorized by law. ~~In addition~~ Additionally, no district employee shall be required to provide critical appraisals of other individuals with whom the employee has a familial relationship. However, the district reserves the right to access any publicly available information about any employee.

CSBA NOTE: Education Code 48907 gives students the right to exercise freedom of speech and of the press and ~~mandates~~ requires that districts to adopt reasonable rules and regulations concerning the time, place, and manner for students to engage in those activities; For more information on student free speech, see BP/AR 5145.2 - Freedom of Speech/Expression. ~~In addition~~ Additionally, Education Code 48950 prohibits a district from disciplining any high school student solely for the student's speech or other communication which would be protected by either the U.S. or California Constitution if engaged in outside of school campus. Both of these ~~provisions~~ statutes prohibit the disciplining of ~~any~~ an employee who acts to protect a student engaged in ~~any~~ conduct authorized under these provisions.

No employee shall be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in conduct authorized under Education Code 48907 or 48950.

CSBA NOTE: When investigating an allegation of employee misconduct, the district may need to consider whether a search of the employee's desk, files, or other district-provided equipment, such as a computer or cell phone, is warranted. Additionally, the district may direct employees to search their personal accounts, devices, and records for district-related documents or information.

The determination of whether a search ~~is~~ such searches are legally justified is complex and depends on whether the employee has a reasonable expectation of privacy in the items to be searched and whether the search is reasonable at its inception. Given the legal complexities, it is recommended that CSBA District and County Office of Education Legal Services or district legal counsel be consulted prior to a search and that employees conducting searches receive appropriate instruction as to how the search is to be conducted.

~~When necessary to protect~~ As permitted by law, the health, welfare, or safety of students and staff, school officials district may conduct a search of district property under an employee's control and may direct the employee to search the employee's personal accounts, devices, and records for

[district-related documents or information.](#)

Whistleblower Protection

CSBA NOTE: Education Code 44110-44114, the Reporting by School Employees of Improper Governmental Activities Act, and Labor Code 1102.5 provide "whistleblower protection" to employees who refuse to be a party to, or who report, noncompliance with a state or federal law or regulation. This

Whistleblower protection does not cover employees when they speak out within their employment setting on matters related to their official duties. In *Garcetti v. Ceballos*, the U.S. Supreme Court held that when public employees speak out in the workplace about work-related issues, they may be subject to employee discipline since they are not speaking as citizens for First Amendment purposes. However, employees have the right to speak out as concerned citizens outside of the work environment. ~~In addition, to~~To the extent that the employee's speech is on an issue subject to whistleblower protection, ~~then~~ the protections provided to employees by the whistleblower statutes would be applicable.

It is recommended that districts with questions regarding whistleblower protections and related requirements consult CSBA's District and County Office of Education Legal Services or district legal counsel.

An employee shall have the right to disclose to a Board member, a school administrator, a member of the County Board of Education, the County Superintendent of Schools, or the Superintendent of Public Instruction any improper governmental activity by the district or a district employee that violates state or federal law, is economically wasteful, or involves gross misconduct, incompetency, or inefficiency. When the employee has reasonable cause to believe that the information discloses a violation of state or federal statute or a violation of or noncompliance with a state or federal rule or regulation, the employee has the right to disclose such information to a government or law enforcement agency or to refuse to participate in any such activity. (Education Code 44112, 44113; Labor Code 1102.5)

CSBA NOTE: In *Brown v. City of Inglewood*, the California Supreme Court held that elected officials are not considered "employees" eligible for whistleblower protections under Labor Code 1102.5.

For purposes of whistleblower protection, a Board member is not considered to be an employee.

CSBA NOTE: Pursuant to Labor Code 1102.8, a district is required to prominently display a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline, in lettering at least 15 point type. Labor Code 98.11 requires the Labor Commissioner's Office to create a model list of employees' rights and responsibilities under the whistleblower laws that complies with the requirements of Labor Code 1102.8, and provides that a district will be deemed in compliance with the posting requirement of Labor Code 1102.8 if it posts the model list created by the Labor Commissioner's Office. The accompanying exhibit is a copy, without the original formatting, of the model list created by the Labor Commissioner's Office, which can be viewed and downloaded directly from the website of the Labor Commissioner's Office.

The Superintendent or designee shall prominently display in lettering ~~larger than size 14~~of at least 15 point type a list of employees' rights and responsibilities under the whistleblower laws, including

the telephone number of the whistleblower hotline maintained by the office of the California Attorney General. (Labor Code 1102.7, 1102.8)

No employee shall use or attempt to use official authority status or influence to intimidate, threaten, coerce, or command, or attempt to intimidate, threaten, coerce, or command, another employee for the purpose of interfering with that employee's right to disclose improper governmental activity. (Education Code 44113)

CSBA NOTE: An employee may be liable for an action in civil damages for interfering with the right of another employee to disclose an improper governmental action. In *Hartnett v. Crosier*, a California appellate court ruled that "management employees" could also be held liable for their acts of retaliation committed when acting in a supervisory role.

An employee who has disclosed improper governmental activity and believes that acts or attempted acts of reprisal have subsequently occurred shall file a written complaint in accordance with the district's complaint procedures. After filing a complaint with the district, the employee may also file a copy of the complaint with local law enforcement and/or seek civil law remedies against the supervisor or administrator who retaliated or attempted to retaliate against the employee, in accordance with Education Code 44114.

Protection Against Liability

CSBA NOTE: 20 USC 7941-7948 limit the liability of teachers, principals, and other school personnel who maintain discipline and/or ensure safety when harm is caused while they are acting within the scope of their employment. The law also applies to Governing Board members; [For more information on legal protections for Board members](#), see BB 9260 - Legal Protection. The following section is made applicable to all employees; however, any district that wishes to apply the section only to teachers should modify the section accordingly.

No employee shall be liable for harm caused by the employee's act or omission when acting within the scope of employment or district responsibilities, the employee's act or omission is in conformity with federal, state, and local laws, district policy, or administrative regulation, and the employee's act or omission is in furtherance of an effort to control, discipline, expel, or suspend a student or to maintain order or control in the classroom or school. (20 USC 7946)

The protection against liability shall not apply when: (20 USC 7946)

1. The employee acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to rights or safety of the individual harmed:
2. The employee caused harm by operating a motor vehicle or other vehicle requiring license or insurance:
3. The employee was not properly licensed, if required, by state law for such activities:
4. The employee was found by a court to have violated a federal or state civil rights law:
5. The employee was under the influence of alcohol or any drug at the time of the misconduct:

6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the employee has been convicted in a court.
7. The misconduct involved a sexual offense for which the employee has been convicted in a court.
8. The misconduct occurred during background investigations, or other actions, involved in the employee's hiring.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 1, Section 1	Inalienable rights
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 44040	Discrimination based on employee's appearance before certain boards or committees
Ed. Code 44110-44114	Reporting by school employees of improper governmental activity
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49091.24	Teacher rights to refuse evaluation/survey of personal life
Ed. Code 7050-7058	Political activities of school officers and employees
Gov. Code 12650-12656	False claims actions
Gov. Code 12940-12953	Discrimination prohibited; unlawful practices
Gov. Code 3540.1	Public employment; definitions
Gov. Code 3543.5	Interference with employee's rights prohibited
Gov. Code 815.3	Intentional torts
Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity
<u>Lab. Code 98.11</u>	<u>Model list of whistleblower protections</u>
Lab. Code 1102.5-1106	Whistleblower protections

Federal	Description
----------------	--------------------

18 USC 16	Crime of violence; definition
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 7941-7948	Teacher liability protection
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
U.S. Constitution, First Amendment	Free exercise, free speech, and establishment clauses
Management Resources	Description
Court Decision	Kennedy v. Bremerton (2022) 142 S.Ct. 2407
Court Decision	New Jersey v. T.L.O. (1985) 469 U.S. 325
Court Decision	Garcetti v. Ceballos (2006) 547 U.S. 410
Court Decision	Hartnett v. Crosier (2012) 205 Cal.App.4th 685
Court Decision	Johnson v. Poway Unified School District (2011) 658 F.3d 954
Court Decision	O'Conner v. Ortega (1987) 480 U.S. 709
Court Decision	Ohnion v. CSU San Diego (2007) 56 Cal.Rptr.3d 111 Ohnion v. CSU San Diego (2007) 148 Cal.App.4th 749
Court Decision	Dodge v. Evergreen School District (2022) 56 F.4th 767
Court Decision	Brown v. City of Inglewood (2025) 18 Cal.5th 33
Website	CSBA District and County Office of Education Legal Services
Website	Labor Commissioner's Office
Website	California Office of the Attorney General

Cross References

Code	Description
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3320	Claims And Actions Against The District

3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3515	Campus Security
3515	Campus Security
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4140	Bargaining Units
4144	Complaints
4144	Complaints
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4240	Bargaining Units

4244	Complaints
4244	Complaints
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4340	Bargaining Units
4344	Complaints
4344	Complaints
5131.4	Student Disturbances
5131.4	Student Disturbances
9260	Legal Protection

Exhibit 4319.1: Civil And Legal Rights

Status: ADOPTED

Original Adopted Date: 08/01/2026 | Last Reviewed Date: 08/01/2026

CSBA NOTE: Pursuant to Labor Code 1102.8, a district is required to prominently display a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline, in lettering at least 15 point type. Labor Code 98.11 requires the Labor Commissioner's Office to create a model list of employees' rights and responsibilities under the whistleblower laws that complies with the requirements of Labor Code 1102.8, and provides that a district will be deemed in compliance with the posting requirement of Labor Code 1102.8 if it posts the model list created by the Labor Commissioner's Office. The following exhibit is a copy, without the original formatting, of the model list created by the Labor Commissioner's Office, which can be viewed and downloaded directly at the website of the Labor Commissioner's Office.

It is recommended that districts with questions regarding whistleblowers protections and related requirements consult CSBA's District and County Office of Education Legal Services or the district's legal counsel.

WHISTLEBLOWERS ARE PROTECTED

It is the public policy of the State of California to encourage employees to notify an appropriate government or law enforcement agency, person with authority over the employee, or another employee with authority to investigate, discover, or correct the violation or noncompliance, and to provide information to and testify before a public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not complying with a local, state or federal rule or regulation.

Who is protected?

Pursuant to California Labor Code Section 1102.5, employees are the protected class of individuals. "Employee" means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. (California Labor Code Section 1106)

What is a whistleblower?

A "whistleblower" is an employee who discloses information to a government or law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, where the employee has reasonable cause to believe that the information discloses:

1. A violation of a state or federal statute
2. A violation or noncompliance with a local, state, or federal rule or regulation, or

3. With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation of or noncompliance with a local, state, or federal rule or regulation.

Even if an employee does not engage in such protected activity, but their employer believes they did or will engage in protected activity in the future, they are perceived to be a whistleblower and are protected.

What protections are afforded to whistleblowers?

1. An employer may not make, adopt, or enforce any rule, regulation, or policy preventing an employee from being a whistleblower
2. An employer may not retaliate against an employee who is a whistleblower or is perceived to be a whistleblower
3. An employer may not retaliate against an employee for refusing to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation
4. An employer may not retaliate against an employee for having exercised their rights as a whistleblower in any former employment

Under California Labor Code Section 1102.5, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages and civil monetary penalties, and take other steps necessary to comply with the law.

How to report improper acts

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, **call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225.**

The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 1, Section 1	Inalienable rights
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 44040	Discrimination based on employee's appearance before certain boards or committees

Ed. Code 44110-44114	Reporting by school employees of improper governmental activity
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49091.24	Teacher rights to refuse evaluation/survey of personal life
Ed. Code 7050-7058	Political activities of school officers and employees
Gov. Code 12650-12656	False claims actions
Gov. Code 12940-12953	Discrimination prohibited; unlawful practices
Gov. Code 3540.1	Public employment; definitions
Gov. Code 3543.5	Interference with employee's rights prohibited
Gov. Code 815.3	Intentional torts
Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity
Lab. Code 98.11	Model list of whistleblower protections
Lab. Code 1102.5-1106	Whistleblower protections
Federal	Description
18 USC 16	Crime of violence; definition
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 7941-7948	Teacher liability protection
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
U.S. Constitution, First Amendment	Free exercise, free speech, and establishment clauses
Management Resources	Description
Court Decision	Kennedy v. Bremerton (2022) 142 S.Ct. 2407
Court Decision	New Jersey v. T.L.O. (1985) 469 U.S. 325
Court Decision	Garcetti v. Ceballos (2006) 547 U.S. 410
Court Decision	Hartnett v. Crosier (2012) 205 Cal.App.4th 685
Court Decision	Johnson v. Poway Unified School District (2011) 658 F.3d 954
Court Decision	O'Conner v. Ortega (1987) 480 U.S. 709

Court Decision	Ohton v. CSU San Diego (2007) 148 Cal.App.4th 749
Court Decision	Dodge v. Evergreen School District (2022) 56 F.4th 767
Court Decision	Brown v. City of Inglewood (2025) 18 Cal.5th 33
Website	CSBA District and County Office of Education Legal Services
Website	Labor Commissioner's Office
Website	California Office of the Attorney General

Cross References

Code	Description
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3320	Claims And Actions Against The District
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3515	Campus Security
3515	Campus Security
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4132	Publication Or Creation Of Materials

4136	Nonschool Employment
4140	Bargaining Units
4144	Complaints
4144	Complaints
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4240	Bargaining Units
4244	Complaints
4244	Complaints
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4332	Publication Or Creation Of Materials
4336	Nonschool Employment
4340	Bargaining Units
4344	Complaints
4344	Complaints
5131.4	Student Disturbances
5131.4	Student Disturbances
9260	Legal Protection

Policy 4331: Staff Development

Status: ADOPTED

Original Adopted Date: 10/01/1998 | Last Revised Date: 12/08/01/2013/2026 | Last Reviewed Date: 12/08/01/2013/2026

The Governing Board recognizes that professional development enhances employee effectiveness and contributes to personal growth. Staff development for administrative and supervisory personnel shall be designed to guide institutional improvement, build leadership skills, and enhance overall management efficiency.

Staff shall attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy 4319.1 – Civil and Legal Rights.

CSBA NOTE: Education Code 52060-52077, as added by AB 97 (Ch. 47, Statutes of 2013), require requires districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions; For more information regarding LCAP requirements, see BP/AR 0460 - Local Control and Accountability Plan. The district's Alignment of the district's staff development program should be aligned with its priorities and goals, as outlined in the LCAP and other applicable district and school plans, will help the district meet such goals and priorities.

Education Code 44690 established the 21st Century California School Leadership Academy to organize and offer high-quality professional learning opportunities and to select providers of high-quality professional learning for administrators and other school leaders to receive grants to ensure the availability of professional learning through the 21st Century California School Leadership Academy, free of charge, to districts that receive federal Title II funds.

The U.S. Department of Education's, "Supporting Effective Instruction State Grants (Title II, Part A)," provides grants to State educational agencies and subgrants to local educational agencies to (1) increase student achievement consistent with challenging state academic standards, (2) improve the quality and effectiveness of teachers, principals, and other school leaders, (3) increase the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools, and (4) provide low-income and minority students greater access to effective teachers, principals, and other school leaders.

The Superintendent or designee shall develop a plan for administrator support and development activities that is based on a systematic assessment of the needs of district students and staff and is aligned to the district's vision, goals, local control and accountability plan, and other comprehensive plans.

CSBA NOTE: Pursuant to Education Code 44517, the state's Administrator Training Program self-repealed on January 1, 2013. Funding for that program has been redirected into the local control funding formula pursuant to AB 97 (Ch. 47, Statutes of 2013). Thus, the content of the district's staff development program for administrators may be adapted to meet district needs. Items #1-10 below are optional.

CSBA NOTE: Items #1-2 in the following list are required.

Due to ongoing litigation related to the religious rights of employees, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel if an employee objects to certain content of a staff training on religious grounds.

The district's staff development program ~~for~~shall assist district and school administrators ~~may include~~in developing knowledge and skills, including, but is not limited to, ~~the following topics:~~

CSBA NOTE: Pursuant to Education Code 44691, districts are required to provide annual training, using the online training module provided by the California Department of Social Services to their employees and persons working on their behalf who are mandated reporters, on the mandated reporting requirements. This training is required to include information that failure to report an incident of known or reasonably suspected child abuse or neglect, is a misdemeanor. Additionally, this training is required to include information on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in school-sponsored programs. In addition, the California Department of Education (CDE) is required to develop and disseminate information to all school districts, and their school personnel in California, regarding the detection and reporting of child abuse.

1. Mandated reporter requirements

Administrative and supervisory staff shall receive training annually, or if hired during the course of the school year upon being hired, on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in district-sponsored programs. The training shall include that failure to report an incident of known or reasonably suspected child abuse or neglect is a misdemeanor punishable by up to six months confinement in a county jail, or by a fine of one thousand dollars (\$1,000), or by both imprisonment and fine. (Education Code 44691)

CSBA NOTE: Pursuant to Education Code 49428.2, on or before July 1, 2029, districts are required to certify to CDE that 100 percent of its certificated employees and 40 percent of its classified employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training, at least one time, in accordance with the requirements specified in Education Code 49428.2.

2. Youth behavioral health

On or before July 1, 2029, administrative and supervisory staff who have direct contact with students in any of grades 7-12 shall, at least one time, receive youth behavioral health training which provides instruction around the unique risk factors and warning signs of behavioral health problems in adolescents, builds understanding of the importance of early intervention, and teaches staff how to help an adolescent in crisis or experiencing a behavioral health challenge. The training may also include instruction on: (Education Code 49428.2)

- a. Recognizing the signs and symptoms of youth behavioral health disorders, including, but not limited to, psychiatric conditions and substance use disorders such as opioid and alcohol abuse
- b. How to maintain student privacy and confidentiality in a manner consistent with federal and state privacy laws
- c. Safe de-escalation of crisis situations involving students with a youth behavioral health disorder

CSBA NOTE: The remaining items are suggested, but not required and may be revised to reflect district practice.

- 1. 3. Personnel management, including best practices on hiring, recruitment, assignment, and retention of staff
- 2. 4. Effective fiscal management and accountability practices
- 3. 5. Academic standards and standards-aligned curriculum and instructional materials
- 4. 6. Leadership training to improve the academic achievement of all students, including capacity building in pedagogies of learning, instructional strategies that meet the varied learning needs of students, and student motivation
- 5. 7. The use of student assessments, including analysis of disaggregated assessment results to identify needs and progress of student subgroups
- 6. 8. The use of technology to improve student performance and district operations

[CSBA NOTE: CSBA's guide, "Practical Steps Toward Advancing Equitable and Supportive Discipline," a summary of research from the University of California, Los Angeles', and University of California, Berkeley's Race, Education, and Community Healing (REACH), offers actionable, research-informed steps for Governing Boards to support more equitable discipline practices, including the support of professional development opportunities that equip educators with effective restorative-focused classroom management tools.]

- 7. 9. Creation of safe and inclusive school environments
- 8. 10. ~~Parental~~ Parent/guardian involvement and community collaboration
- 9. 11. Employee relations
- 10. 12. Effective school and district planning processes

The Board shall adopt staff development materials and services that align with the district's mission, vision, and goals, are relevant to student academic achievement and well-being, and are instrumental in assisting administrative and supervisory staff in developing the knowledge and skills specified in Items #1-12, above.

CSBA NOTE: Education Code 244, as amended by AB 715 (Ch. 428, Statutes of 2025), prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. For more information regarding nondiscrimination in staff development, see BP 0410 – Nondiscrimination in District Programs and Activities.

The Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220 and Board Policy 0410 – Nondiscrimination in District Programs and Activities. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to take remedial action as described below, if the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred, which violated Education Code 220. The following paragraph requires the Superintendent or designee to conduct the investigation on behalf of the Board.

If the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to Education Code 220, the Superintendent or designee shall remediate the action, which may include, but is not limited to, implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 60152, as added by AB 715, if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district is required to notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. For more information regarding such notification see AR 1312.3 – Uniform Complain Procedures.

If it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district shall notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, the California Department of Education may use any means authorized by law to effect compliance. (Education Code 60152)

The district's staff evaluation process may be used to recommend additional staff development for individual employees.

The Superintendent or designee shall evaluate the benefit to staff and students of professional development activities.

CSBA NOTE: Pursuant to Government Code 12940.2, as added by SB 303 (Ch. 216, Statutes of 2025), an employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. For more information regarding nondiscrimination in employment, see BP 4030 – Nondiscrimination in Employment.

An employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. (Government Code 12940.2)

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. Based on the Superintendent's report, the Board may revise the program as necessary to ensure that the staff development program supports the district's priorities for student achievement and well-being.

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

Description

Ed. Code 220

Prohibition of discrimination

Ed. Code 244

Nondiscrimination in staff development

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244&lawCode=EDC)

Ed. Code 44681-44689

Administrator training and evaluation

Ed. Code 44690

21st Century California School Leadership Academy

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=44690&lawCode=EDC)

Ed. Code 44691

Mandated reporter training

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=44691&lawCode=EDC)

Ed. Code 49428.2

Youth behavioral health training

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49428.2&lawCode=EDC)

Ed. Code 52060-52077

[Ed. Code 60152](#)

[Gov. Code 12940.2](#)

[Pen. Code 11165.7](#)

Management Resources

[Court Decision](#)

[CSBA Publication](#)

[WestEd Publication](#)

Website

Website

Website

Website

Website

~~WestEd Publication~~ [Website](#)

[Website](#)

Local control and accountability plan

[Complaint procedures](#)

[\(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60152&lawCode=EDC\)](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60152&lawCode=EDC)

[Bias mitigation training](#)

[\(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=12940.2&lawCode=GOV\)](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=12940.2&lawCode=GOV)

[Mandated reporter; definition](#)

[\(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=11165.7&lawCode=PEN\)](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=11165.7&lawCode=PEN)

Description

[Dodge v. Evergreen School District \(2022\) 56 F.4th 767](#)

[\(United States Courts Opinions | Govinfo;](#)

[Practical Steps Toward Advancing Equitable and Supportive Discipline, 2025](#)

[\(https://transformschoools.ucla.edu/wp-content/uploads/2025/07/REACH_Advancing_Equitable-Executive-Summary-2025.pdf\)](https://transformschoools.ucla.edu/wp-content/uploads/2025/07/REACH_Advancing_Equitable-Executive-Summary-2025.pdf)

[California Professional Standards for Educational Leaders, 2001](#)

CSBA District and County Office of Education Legal Services

Association of California School Administrators

Commission on Teacher Credentialing

WestEd

California Department of Education

~~California Professional Standards for Educational Leaders, 2001~~ [Supporting Effective Instruction State Grants \(Title II, Part A\)](#)

[\(http://www.ed.gov/grants-and-programs/formula-grants/school-improvement-grants/supporting-effective-instruction-state-grants-title-ii-part\)](http://www.ed.gov/grants-and-programs/formula-grants/school-improvement-grants/supporting-effective-instruction-state-grants-title-ii-part)

[U.S. Department of Education, Supporting Effective Instruction State Grants \(Title II, Part A\)](#)

[\(http://www.ed.gov/grants-and-programs/formula-grants/school-improvement-grants/supporting-effective-instruction-state-grants-title-ii-part\)](http://www.ed.gov/grants-and-programs/formula-grants/school-improvement-grants/supporting-effective-instruction-state-grants-title-ii-part)

Website

University of California, Los Angeles', and University of California, Berkeley's Race, Education, and Community Healing (REACH) Network

(<https://transformschoools.ucla.edu/research/race-education-and-community-healing-reach-network/>)

Cross References

Code	Description
0000	Vision
0100	Philosophy
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0441	Artificial Intelligence
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0500	Accountability
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures

1312.3-E(2)	Uniform Complaint Procedures
1313	Civility
3100	Budget
3100	Budget
3230	Federal Grant Funds
3230	Federal Grant Funds
3260	Fees And Charges
3260	Fees And Charges
3350	Travel Expenses
3460	Financial Reports And Accountability
3460	Financial Reports And Accountability
3511.1	Integrated Waste Management
3511.1	Integrated Waste Management
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3515	Campus Security
3515	Campus Security
3515.2	Disruptions
3515.2	Disruptions
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.2	Bomb Threats
3516.3	Earthquake Emergency Procedure System
3542	School Bus Drivers
3551	Food Service Operations/Cafeteria Fund
3551	Food Service Operations/Cafeteria Fund
3552	Summer Meal Program
3552	Summer Meal Program
3580	District Records

3580	District Records
4000	Concepts And Roles
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4111	Recruitment And Selection
4112.23	Special Education Staff
4113	Assignment
4113	Assignment
<u>4119.1</u>	<u>Civil and Legal Rights</u>
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.41	Employees With Infectious Disease
4157	Employee Safety
4157	Employee Safety
4158	Employee Security
4158	Employee Security
4161	Leaves
4161	Leaves
4211	Recruitment And Selection
<u>4219.1</u>	<u>Civil and Legal Rights</u>
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.41	Employees With Infectious Disease
4257	Employee Safety
4257	Employee Safety
4258	Employee Security
4258	Employee Security
4261	Leaves
4261	Leaves

4311	Recruitment And Selection
4315	Evaluation/Supervision
<u>4319.1</u>	<u>Civil and Legal Rights</u>
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.41	Employees With Infectious Disease
4357	Employee Safety
4357	Employee Safety
4358	Employee Security
4358	Employee Security
4361	Leaves
4361	Leaves
5137	Positive School Climate
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.9	Hate-Motivated Behavior
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6000	Concepts And Roles
6011	Academic Standards
6020	Parent Involvement

6020	Parent Involvement
6111	School Calendar
6120	Response To Instruction And Intervention
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6171	Title I Programs
6171	Title I Programs
6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.4	Education For American Indian Students
6174	Education For English Learners

6174	Education For English Learners
6175	Migrant Education Program
6175	Migrant Education Program
6178	Career Technical Education
6178	Career Technical Education

Policy 5020: Parent Rights And Responsibilities

Status: ADOPTED

Original Adopted Date: 02/01/1999 | Last Revised Date: 11/08/01/2025/2026 | Last Reviewed
Date: 11/08/01/2025/2026

The Governing Board recognizes that parents/guardians of district students have certain rights as well as responsibilities related to the education of their children.

CSBA NOTE: Pursuant to Education Code 51101, each Governing Board is **mandated** to adopt ~~policy~~policies, jointly developed with parents/guardians, including parents/guardians whose primary language is not English, that ~~outlines~~outline how parents/guardians, school staff, and students may share the responsibility for continuing the intellectual, physical, emotional, and social development and well-being of students at each school site. Such policy is required to include (1) the means by which the school and parents/guardians may help students achieve academic and other standards of the school, (2) a description of the school's responsibility to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the school, and (3) the manner in which parents/guardians may support the learning environment of their ~~children~~students, including, but not limited to, the responsibilities as detailed in the accompanying administrative regulation.

The following This policy and the accompanying administrative regulation should be revised, so long as done so in accordance with law, to reflect the policy modified, jointly developed with parents/guardians, to reflect district practice.

The Governing Board recognizes that parents/guardians of district students have certain rights as well as responsibilities related to the education of their students.

The Board believes that the district's relationship with parents/guardians is one of mutual support and respect. The Superintendent or designee shall work with parents/guardians, including parents/guardians of English learners, to determine appropriate roles and responsibilities of parents/guardians for continuing the intellectual, physical, emotional, and social development and well-being of their students, including the means by which the district and parents/guardians can help their students achieve academic and other standards of the district.

Within this framework, the district's primary responsibility shall be to provide The district is responsible for providing a high-quality curriculum and instructional program in a safe, supportive, and effective learning environment that enables all students to meet the academic expectations of the district.

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their ~~children~~students succeed in school. (~~Education Code 51100~~)

The Superintendent or designee shall ensure that district staff understand the rights of parents/guardians afforded by law, Board policy, and administrative regulation, and follow acceptable practices that respect those rights.

CSBA NOTE: Districts are required to annually provide parents/guardians with notice of their rights pursuant to the Family Educational Rights and Privacy Act (FERPA) (20 USC 1232g; 34 CFR 99.1-99.8). For more information regarding annual notifications to parents/guardians, see BP/E(1) 5145.6 - Parent/Guardian Notifications.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights, including, but not limited to, their rights in accordance with 20 USC 1232g and 34 CFR 99.1-99.8, the federal Family Educational Rights and Privacy Act (FERPA), and as specified in Board Policy/Exhibit (1) 5145.6 - Parent/Guardian Notifications.

CSBA NOTE: Districts are required to teach certain instructional content. For example, Education Code 51204.5 requires instruction in social sciences to include a study of the role and contributions of specified groups of people to the economic, political, and social development of California and the United States of America, which includes people of all genders, Native Americans, African Americans, Latino Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) Americans, and members of other ethnic, cultural, religious, and socioeconomic status groups. Additionally, pursuant to Education Code 243 and 51501, the Board may not prohibit the continued use of an appropriately adopted textbook, instructional material, or curriculum on the basis that it contains inclusive or diverse perspectives

State law requires districts. [For more information on required instructional content, see BP/AR 6143 - Courses of Study.](#)

[Districts are required](#) to provide parents/guardians notice and the opportunity to opt their students out of certain instruction, in some instances only based on religious beliefs and in other instances for any basis: [not prohibited by law. For example, Education Code 51938 requires districts to provide parents/guardians notice about planned comprehensive sexual health and HIV prevention education and the opportunity to opt their students out of such instruction.](#) For more information [on comprehensive sexual health and HIV prevention education](#), see BP/AR 6142.1 -- [Sexual Health And HIV/AIDS Prevention Instruction.](#)

Additionally, in June 2025, the U.S. Supreme Court, in *Mahmoud v. Taylor*, held that the First Amendment prohibited a district from including LGBTQ+ storybooks as part of elementary school instruction without providing parents with notice and the ability to opt their students out of that instructional content on the grounds that the storybooks substantially interfered with the religious development of their children. The court's reasoning may be interpreted to apply to other instructional content that parents/guardians could view as substantially interfering with the religious development of their children. In addition, the court's holding emphasized that the question of whether certain instructional content substantially interferes with the religious development of a student will always be fact-intensive. For more information [regarding parent/guardian opt-outs related to interference with religious development](#), see BP/AR 6141.2 -

Recognition of Religious Beliefs and Customs.

In light of *Mahmoud and*, the existence of some statutorily required opt-outs, and the requirement to teach certain content, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining the instructional content for which parents/guardians may opt their students out, creating opt-out procedures, and evaluating opt-out requests.

When required by law, Board policy, or administrative regulation, the district shall notify parents/guardians that they may request to opt their student out of certain instruction. Students for whom the district has approved the opt out shall be offered an alternative activity of similar educational value.

CSBA NOTE: Education Code 51101.1 provides that parents/guardians be afforded all rights pursuant to Education Code 51100-51140, regardless of English fluency, and grants additional rights for parents/guardians of English learners. See [For more information regarding rights of parents/guardian of English learners](#), see the accompanying administrative regulation.

Additionally, Education Code 51101.1 requires the district to take all reasonable steps to ensure that parents/guardians of English language learners are notified of the rights and opportunities available to them in English and in their home language pursuant to Education Code 48985. Education Code 48985 provides that when 15 percent or more of students enrolled in a school speak a single primary language other than English, all notices and reports sent to the parents/guardians of these students are required to also be written in the primary language and may be answered by the parent/guardian in either language.

In addition, Education Code 51101.1 encourages those districts with a substantial number of English learners to establish parent centers with district staff who can communicate with the parents/guardians and to encourage their participation in the district's educational programs.

The Superintendent or designee shall take all reasonable steps to ensure that all parents/guardians who speak a language other than English are properly notified in English, and in their home language, of the rights and opportunities available to them pursuant to Education Code 48985. (Education Code 51101.1)

The Superintendent or designee may establish a parent center [for parents/guardians](#) at a school with a substantial number of students with a home language other than English, to encourage parent/guardian understanding of, and participation in, ~~their children's~~ [the](#) educational programs. (Education Code 51101.1)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

StateEd. Code 220.3-[220.5](#)

Ed. Code 243

Ed. Code 33126

Ed. Code 35291

Ed. Code 48070.5

Ed. Code 48985

Ed. Code 49091.10-49091.19

Ed. Code 49602

Ed. Code 51100-51140

Ed. Code 51204.5

Ed. Code 51240

Ed. Code 51501

Ed. Code 51513

Ed. Code 51930-51939

Ed. Code 60510

Federal

20 USC 1232g

20 USC 1232h

34 CFR 99.1-99.8

Management Resources

Court Decision

[Court Decision](#)

Website

Website

Website

Description

Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression

Refusal of approval or prohibition of instructional materials

School accountability report card

Rules

Promotion and retention of students

Notices to parents/guardians in language other than English

~~Parental~~[Parent/guardian](#) review of curriculum and instruction

Counseling and confidentiality of student information

Parent/guardian rights

History of California; contributions of people of all genders, ethnic, and cultural groups to development of state and nation

Excuse from health instruction due to conflicts with religious beliefs

Prohibited means of instruction; continued use of appropriately adopted materials

Personal beliefs

California Healthy Youth Act

Disposal of surplus instructional materials

Description

Family Educational Rights and Privacy Act (FERPA) of 1974

Privacy rights

Family Educational Rights and Privacy Act

Description~~Mahmoud v. Taylor (2025) 606 U.S. ____ (2025 WL 1773627)~~[Mahmoud v. Taylor \(2025\) 606 U.S. 522](#)[Mirabelli v. Bonta \(2026\) 146 S.Ct. 797](#)

CSBA District and County Office of Education Legal Services

California Department of Education

CSBA

Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1100	Communication With The Public
1240	Volunteer Assistance
1240	Volunteer Assistance
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1340	Access To District Records
1340	Access To District Records
1700	Relations Between Private Industry And The Schools
3260	Fees And Charges
3260	Fees And Charges
4131	Staff Development
5021	Noncustodial Parents
5022	Student And Family Privacy Rights
5022	Student And Family Privacy Rights
5113	Absences And Excuses
5113	Absences And Excuses
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5121	Grades/Evaluation Of Student Achievement
5121	Grades/Evaluation Of Student Achievement
5123	Promotion/Acceleration/Retention
5123	Promotion/Acceleration/Retention
5125	Student Records

5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5132	Dress And Grooming
5132	Dress And Grooming
5141.3	Health Examinations
5141.3	Health Examinations
5142	Safety
5142	Safety
5144	Discipline
5144	Discipline
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6000	Concepts And Roles
6020	Parent Involvement
6020	Parent Involvement
6120	Response To Instruction And Intervention
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6142.1	Sexual Health And HIV/AIDS Prevention Instruction

6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
<u>6143</u>	<u>Courses of Study</u>
<u>6143</u>	<u>Courses of Study</u>
6154	Homework/Makeup Work
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6174	Education For English Learners
6174	Education For English Learners
9200	Limits Of Board Member Authority

Regulation 5020: Parent Rights And Responsibilities

Status: ADOPTED

Original Adopted Date: 11/01/2002 | Last Revised Date: 11/08/01/20252026 | Last Reviewed
Date: 11/08/01/20252026

Parent/Guardian Rights

CSBA NOTE: Education Code 49091.10-49091.19 and 51100-51102 specify explicit The following rights of parents/guardians regarding are established by state and federal law, although the education of their children, however, such list is not necessarily comprehensive and some additional rights may be established in other policies and regulations. However, these rights may not conflict with a valid restraining order, protective order, or order for custody or visitation issued by a court. For more information about noncustodial parent rights, see BP 5021 - Noncustodial Parents.

Some of the rights specified in Education Code 49091.10-49091.19 and 51100-51102 may be addressed in other policies and regulations. However, districts may choose to adopt this separate section on parent/guardian rights in order to compile these provisions in one location as provided in the following optional section.

The rights of parents/guardians of district students include, but are not limited to, the following:

1. To observe, within a reasonable period of time after making the a written request, the classroom(s) in which their child student is enrolled or for the purpose of selecting the school in which their child student will be enrolled (Education Code 49091.10, 51101)

~~Parents/guardians may observe instructional and other school activities that involve their child in accordance with Board policy and administrative regulations adopted to ensure the safety of students and staff, prevent undue interference with instruction or harassment of school staff, and provide reasonable accommodation to parents/guardians. Upon written request by a parent/guardian, the Superintendent or designee shall arrange for parental observation of a class or activity in a reasonable time frame and in accordance with Board policy and administrative regulations. (Education Code 49091.10)~~

CSBA NOTE: Pursuant to Education Code 49091.10, the district may adopt rules for parent/guardian observation of a school, classroom, or district activity or program in order to ensure the safety of students and staff, prevent undue interference with instruction or harassment of school staff, and provide reasonable accommodation to parents/guardians. The following paragraph should be revised to reflect district practice.

Upon receiving a request to observe a specific classroom, the principal or designee shall coordinate with the parent/guardian and the classroom teacher to determine the appropriate date, time, duration, and conditions of the visit.

Upon receiving a request to observe a school, the principal or designee shall coordinate with the parent/guardian to determine the appropriate date, time, duration, and conditions of the

visit.

Additionally, a principal or designee may establish, in consultation with school site staff, a regular visitation schedule for parents/guardians.

2. To meet, within a reasonable time of their request, with their ~~child's~~student's teacher(s) and the principal (Education Code 51101)
3. Under the supervision of district employees, to volunteer their time and resources for the improvement of ~~school~~district facilities and ~~school~~ programs, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher, in accordance with Board Policy and Administrative Regulation 1240 – Volunteer Assistance (Education Code 51101)
4. To be notified, on a timely basis, if their ~~child~~student is absent from school without permission (Education Code 51101)
5. To receive the results of their ~~child's~~student's performance and the school's performance on standardized tests and statewide tests (Education Code 51101)

For parents/guardians of English learners, this right shall include the right to receive the results of their ~~child's~~student's performance on the English language development test. (Education Code 51101.1)

6. To request a particular school for their ~~child~~student and to receive a response from the district (Education Code 51101)
7. To have a school environment for their ~~child~~student that is safe and supportive of learning (Education Code 51101)

CSBA NOTE: 20 USC 1232h, the Protection of Pupil Rights Act Amendment, mandates that any district receiving funds from a program administered by the U.S. Department of Education adopt a policy regarding, among other things, the right of parents/guardians to inspect instructional materials. See BP/AR 5022 - Student and Family Privacy Rights for language implementing this mandate. It is recommended that districts with questions about the inspection of instructional materials consult CSBA's District and County Office of Education Legal Services or district legal counsel.

8. To examine the curriculum materials of the class(es) in which their ~~child~~student is enrolled (Education Code 51101; 20 USC 1232h)

Parents/guardians may inspect, in a reasonable time frame, all primary supplemental instructional materials and assessments including textbooks, teacher's manuals, films, audio and video recordings, and software, stored by the classroom teacher. (Education Code 49091.10)

Each school site shall make available to parents/guardians and others, upon request, a copy of the prospectus for each course, including the titles, descriptions and instructional aims of the course. (Education Code 49091.14)

The school may charge an amount not to exceed the cost of duplication if a hardcopy is created. (Education Code 49091.14)

CSBA NOTE: State law requires districts to provide parents/guardians notice and the opportunity to opt their students out of certain instruction, in some instances only based on religious beliefs and in other instances for any basis: not prohibited by law. For example, Education Code 51938 requires districts to provide parents/guardians notice about planned comprehensive sexual health and HIV prevention education and the opportunity to opt their students out of such instruction. For more information regarding parent/guardian opt-outs related to sexual health instruction, see BP/AR 6142.1 -- Sexual Health ~~And~~ and HIV/AIDS Prevention Instruction.

Additionally, in June 2025, the U.S. Supreme Court, in *Mahmoud v. Taylor*, held that the First Amendment prohibited a district from including lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ ~~+~~) storybooks as part of elementary school instruction without providing parents with notice and the ability to opt their students out of that instructional content on the grounds that the storybooks substantially interfered with the religious development of their children. The court's reasoning may be interpreted to apply to other instructional content that parents/guardians could view as substantially interfering with the religious development of their children. In addition, the court's holding emphasized that the question of whether certain instructional content substantially interferes with the religious development of a student will always be fact-intensive. For more information regarding parent/guardian opt-outs related to interference with religious development, see BP/AR 6141.2 - Recognition of Religious Beliefs and Customs.

In light of *Mahmoud* ~~and~~, the existence of some statutorily required opt-outs, and the requirement to teach certain content, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining the instructional content for which parents/guardians may opt their students out, creating opt-out procedures, and evaluating opt-out requests.

9. To be notified of the opportunity to opt their ~~child~~ student out of certain instruction, as required by law (Education Code 51240, 51938)
10. To be informed of their ~~child's~~ student's progress in school and of the appropriate school personnel whom they should contact if problems arise with their ~~child~~ student (Education Code 51101)
11. For parents/guardians of English learners, to support their ~~child's~~ student's advancement toward literacy (Education Code 51101.1)

The Superintendent or designee may make available, to the extent possible, surplus or

undistributed instructional materials to parents/guardians pursuant to Education Code 60510. (Education Code 51101.1)

12. For parents/guardians of English learners, to be informed, through the school accountability report card, about statewide and local academic standards, testing programs, accountability measures, and school improvement efforts (Education Code 51101.1)

CSBA NOTE: Pursuant to Education Code 220.3, as added by AB 1955 (Ch. 95, Statutes of 2024), a district is prohibited from requiring an employee or contractor to disclose any information related to a student's sexual orientation, gender identity, or gender expression, including changing student records, to any other person without the student's consent unless otherwise required by state or federal law. For information regarding disclosure of student records, see BP/AR 5125 - Student Records. It is recommended that districts with questions regarding the disclosure of student records consult CSBA's District and County Office of Education Legal Services or district legal counsel.

13. To have access to the student records of their child To have access to their student's records in accordance with Board Policy and Administrative Regulation 5125 – Student Records (Education Code 51101)
14. To receive information concerning the academic performance standards, proficiencies, or skills their child student is expected to accomplish (Education Code 51101)
15. To be informed in advance about school rules, including disciplinary rules and procedures in accordance with Education Code 48980, attendance policies, dress codes, and procedures for visiting the school (Education Code 51101)
16. To be notified, as early in the school year as practicable pursuant to Education Code 48070.5, if their child student is identified as being at risk of retention, and of their right to consult with district personnel responsible for a decision to promote or retain their child student and to appeal such a decision (Education Code 51101)
17. To receive notice and information about and to opt out of any psychological testing involving their child student (Education Code 51101)

CSBA NOTE: 20 USC 1232h grants a parent/guardian the right to refuse to allow the parent/guardian's child to participate in a survey requesting personal information or information for marketing purposes. See AR 5022 - Student and Family Privacy Rights.

18. To receive notice and information about and to opt out of any assessment, analysis, evaluation, or monitoring of the quality or character of the student's home life, any form of parent/guardian screening or testing, any nonacademic home-based counseling program, parent/guardian training, or any prescribed family education service plan, and to inspect any survey collecting personal information in accordance with Board Policy and Administrative

Regulation 5022 - Student and Family Privacy Rights (Education Code 49091.18; 20 USC 1232h)

19. To participate as a member of a parent advisory committee, school site council, or site-based management leadership team in accordance with any rules and regulations governing membership in these organizations (Education Code 51101)

For parents/guardians of English learners, this right shall include the right to participate in school and district advisory bodies in accordance with federal and state law and regulations. (Education Code 51101.1)

20. To question anything in their ~~child's student record~~ student's records that the parent/guardian feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school in accordance with Board Policy and Administrative Regulation 5125 - Student Records (Education Code 51101)

CSBA NOTE: Pursuant to Education Code 220.3 and 220.5, a district or a Governing Board member may not require an employee or contractor to disclose any information related to a student's sexual orientation, gender identity, or gender expression to any other person, or enact or enforce any policy, rule, or administrative regulation that would require the same disclosure requirement, without the student's consent unless otherwise required by state or federal law.

Additionally, in *Mirabelli v. Bonta*, the U.S. Supreme Court affirmed a lower court order that prohibits the enforcement of any laws, guidance, training, or policies that would (1) permit or require any district employee to lie to or mislead a student's parent/guardian about the student's gender presentation at school, such as using a different set of preferred pronouns/names when speaking with the parent/guardian than is being used at school, or (2) permit or require the use of a name or pronoun other than a student's legal name or pronoun assigned at birth when the parent/guardian has objected to such use.

Because this area of law is complex and still evolving, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when disclosing a student's gender identity or when a parent/guardian objects to the district treating a student in a manner inconsistent with the student's sex.

21. To object, in accordance with Administrative Regulation 5145.3 - Nondiscrimination/Harassment, to any treatment of the student by the district that is inconsistent with the student's sex, such as in the use of the student's preferred name and pronouns and access to sex-segregated facilities, programs, and activities

21. 22. To provide informed, written parental consent before their child is tested for a behavioral, mental, or emotional evaluation (Education Code 49091.12)

A general consent, including medical consent used to approve admission to or involvement

in a special education or remedial program or regular school activity, shall not constitute written consent for these purposes. (Education Code 49091.12)

- ~~22.~~ 23. For parents/guardians of English learners, to be given any required written notification, under any applicable law, in English and the student's home language pursuant to Education Code 48985 (Education Code 51101.1)

These rights shall be exercised in accordance with applicable Board policy and administrative regulation.

Parent Responsibilities

CSBA NOTE: Education Code 51101 requires that the policy adopted by the district include Items #1-7 below, except that Item #4 below has been expanded to include social media and other forms of online entertainment and Item #7 has been expanded to include decisions related to the district.

Parents/guardians may support the learning environment of their ~~child~~student by: (Education Code 51101)

1. Monitoring attendance ~~of their child~~
2. Ensuring that homework is completed and turned in on time
3. Encouraging ~~their child to participate~~participation in extracurricular and cocurricular activities
4. Monitoring and prohibiting or regulating the use of social media and other forms of online entertainment ~~viewed by their child~~
5. Working ~~with their child~~ at home ~~in~~on learning activities that extend the classroom learning
6. Volunteering in their ~~child's~~student's classroom(s) or for other school activities in accordance with Board Policy and Administrative Regulation 1240 – Volunteer Assistance
7. Participating in decisions related to the district, their student's school, or the education of ~~their own child or the total school program~~the student, as appropriate

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

Ed. Code 220.3-[220.5](#)

Description

Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression

Ed. Code 243

Refusal of approval or prohibition of instructional materials

Ed. Code 33126

School accountability report card

Ed. Code 35291

Rules

Ed. Code 48070.5

Promotion and retention of students

Ed. Code 48985

Notices to parents/guardians in language other than English

Ed. Code 49091.10-49091.19

~~Parental~~[Parent/guardian](#) review of curriculum and instruction

Ed. Code 49602

Counseling and confidentiality of student information

Ed. Code 51100-51140

Parent/guardian rights

Ed. Code 51204.5

History of California; contributions of people of all genders, ethnic, and cultural groups to development of state and nation

Ed. Code 51240

Excuse from health instruction due to conflicts with religious beliefs

Ed. Code 51501

Prohibited means of instruction; continued use of appropriately adopted materials

Ed. Code 51513

Personal beliefs

Ed. Code 51930-51939

California Healthy Youth Act

Ed. Code 60510

Disposal of surplus instructional materials

Federal

20 USC 1232g

Description

Family Educational Rights and Privacy Act (FERPA) of 1974

20 USC 1232h

Privacy rights

34 CFR 99.1-99.8

Family Educational Rights and Privacy Act

Management Resources

Court Decision

Description

~~Mahmoud v. Taylor (2025) 606 U.S. ____ (2025 WL 1773627)~~[Mahmoud v. Taylor \(2025\) 606 U.S. 522](#)

[Court Decision](#)

[Mirabelli v. Bonta \(2026\) 146 S.Ct. 797](#)

Website

CSBA District and County Office of Education Legal Services

Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1100	Communication With The Public
1240	Volunteer Assistance
1240	Volunteer Assistance
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1340	Access To District Records
1340	Access To District Records
1700	Relations Between Private Industry And The Schools
3260	Fees And Charges
3260	Fees And Charges
4131	Staff Development
5021	Noncustodial Parents
5022	Student And Family Privacy Rights
5022	Student And Family Privacy Rights
5113	Absences And Excuses
5113	Absences And Excuses
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5121	Grades/Evaluation Of Student Achievement
5121	Grades/Evaluation Of Student Achievement
5123	Promotion/Acceleration/Retention

5123	Promotion/Acceleration/Retention
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5132	Dress And Grooming
5132	Dress And Grooming
5141.3	Health Examinations
5141.3	Health Examinations
5142	Safety
5142	Safety
5144	Discipline
5144	Discipline
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6000	Concepts And Roles
6020	Parent Involvement
6020	Parent Involvement
6120	Response To Instruction And Intervention
6141.2	Recognition Of Religious Beliefs And Customs

6141.2	Recognition Of Religious Beliefs And Customs
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
<u>6143</u>	<u>Courses of Study</u>
<u>6143</u>	<u>Courses of Study</u>
6154	Homework/Makeup Work
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6174	Education For English Learners
6174	Education For English Learners
9200	Limits Of Board Member Authority

Policy 5022: Student And Family Privacy Rights

Status: ADOPTED

Original Adopted Date: 11/01/2002 | Last Revised Date: 03/08/01/20182026 | Last Reviewed
Date: 03/08/01/20182026

CSBA NOTE: Pursuant to 20 USC 1232h, the Protection of Pupil Rights Act (PPRA), mandates that ~~that~~ Amendment, any district receiving funds from a program administered by the U.S. Department of Education (USDOE) is mandated to adopt a policy regarding the (1) administration of surveys and physical exams/screenings, (2) right of parents/guardians to inspect instructional materials, and (3) collection of personal information for marketing purposes. See the accompanying administrative regulation for additional requirements pertaining to these topics.

Pursuant to Education Code 220.3 and 220.5, a district or a Governing Board member may not require an employee or contractor to disclose any information related to a student's sexual orientation, gender identity, or gender expression to any other person, or enact or enforce any policy, rule, or administrative regulation that would require the same disclosure requirement, without the student's consent unless otherwise required by state or federal law.

Additionally, in *Mirabelli v. Bonta*, the U.S. Supreme Court affirmed a lower court order that prohibits the enforcement of any laws, guidance, training, or policies that would (1) permit or require any district employee to lie to or mislead a student's parent/guardian about the student's gender presentation at school, such as using a different set of preferred pronouns/names when speaking with the parent/guardian than is being used at school, or (2) permit or require the use of a name or pronoun other than a student's legal name or pronoun assigned at birth when the parent/guardian has objected to such use. For more information on the rights of transgender and gender-nonconforming students, see AR 5145.3 – Nondiscrimination/Harassment.

Because this area of law is complex and still evolving, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when disclosing a student's gender identity or when a parent/guardian objects to the district treating a student in a manner inconsistent with the student's sex.

The Governing Board respects the privacy rights of district students and their families, which shall only be limited by law, and Board policy and administrative regulation.

CSBA NOTE: Districts are required to annually provide parents/guardians with notice of their rights pursuant to the Family Educational Rights and Privacy Act (FERPA) (20 USC 1232g; 34 CFR 99.1-99.8). For more information regarding annual notifications to parents/guardians, see BP/E(1) 5145.6 - Parent/Guardian Notifications.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights, including, but not limited to, their rights in accordance with 20 USC 1232g and 34 CFR 99.1-99.8, the federal Family Educational Rights and Privacy Act (FERPA), and as specified in Board Policy and Exhibit (1) 5145.6 - Parent/Guardian Notifications.

The Superintendent or designee may collect, disclose, or use students' personal information for the

exclusive purpose of developing, evaluating, or providing educational products or services for or to students or educational institutions, such as the following: (20 USC 1232h)

1. College or other postsecondary education recruitment or military recruitment
2. Book clubs, magazines, and programs providing access to low-cost literary products
3. Curriculum and instructional materials used by elementary and secondary schools
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments
5. The sale by students of products or services to raise funds for school-related or education-related activities
6. Student recognition programs

CSBA NOTE: 20 USC 1232h mandates that districts adopt a policy concerning the collection, disclosure, or use of collected personal information for marketing purposes. Option 1 below is for use by districts that choose to prohibit the collection of personal information for marketing purposes. Option 2 is for use by districts that choose to authorize the collection of personal information for marketing purposes.

OPTION 1:

OPTION 1: (Prohibits the collection of personal information for marketing purposes)

The However, the Superintendent or designee is prohibited from collecting, disclosing, or using a student's individually identifiable information, including ~~his/her~~ the student's name, parent/guardian's name, home or other physical address, telephone number, or social security number, for the purpose of marketing or selling that information or providing the information to others for that purpose.

OPTION 1 ENDS HERE

OPTION 2: (Authorizes the collection of personal information for marketing purposes)

CSBA NOTE: Although 20 USC 1232h authorizes the collection, disclosure, or use of students' personal information, including social security numbers, for the purpose of marketing or selling, Education Code 49076.7 prohibits the collection of social security numbers or the last four digits of social security numbers unless otherwise required to do so by state or federal law. The collection of personal information for marketing purposes is not required by law, and thus districts should not collect social security numbers or the last four digits of social security numbers for marketing purposes.

~~In addition~~ Additionally, pursuant to Education Code 234.7, as added by AB 699 (Ch. 493, Statutes of 2017), districts are prohibited from collecting information or documents regarding citizenship or immigration status of students or their families. For more information on collecting information or documents regarding citizenship or immigration status of students or their families, see BP/AR 1445—Response to Immigration Enforcement and BP/AR 5125 – Student Records.

~~In addition~~ Additionally, the Superintendent or designee may collect, disclose, or use a student's individually identifiable information, including ~~his/her~~ the student's name, parent/guardian's name, home or other physical address, or telephone number for the purpose of marketing or selling that information or providing the information to others for that purpose.

However, the district shall not use surveys to collect social security numbers or the last four digits of social security numbers, or information or documents regarding citizenship or immigration status, of students or their families. (Education Code 234.7, 49076.7)

In addition, documents regarding citizenship or immigration status of students or their families may only be released in accordance with Board Policy and Administrative Regulation 1445 – Response to Immigration Enforcement.

OPTION 2 ENDS HERE

CSBA NOTE: The remainder of this policy is for use by all districts.

20 USC 1232h requires that the district's policy regarding student privacy be developed in consultation with parents/guardians. Such consultation could occur during meetings of the school site council or parent association or a separate committee could be convened to review the draft policy. The following paragraph may be modified to reflect district practice.

The Superintendent or designee shall consult with parents/guardians regarding the development of regulations pertaining to other uses of personal information, which shall, at a minimum, address the following: (20 USC 1232h)

1. Arrangements for protecting student privacy when collecting, disclosing, or using students' individually identifiable information for any purpose
2. Arrangements to protect student privacy in the administration of surveys that may request information about the personal beliefs and practices of students and their families
3. The rights of parents/guardians to inspect the following, and any applicable procedures for granting reasonable access to the following in a reasonable period of time:
 - a. Survey instruments requesting information about their personal beliefs and practices or those of their children
 - b. Instructional materials used as part of their children's educational curriculum

CSBA NOTE: Item #3c is for use only by districts that select Option 2 above.

- c. Instruments used in the collection of personal information for the purpose of marketing or sale

4. Any nonemergency physical examinations or screenings that the school may administer

CSBA NOTE: 20 USC 1232h mandates that the district's policy provide for reasonable notice to parents/guardians of the adoption or continued use of this policy. See the accompanying administrative regulation for additional requirements pertaining to the timing and content of such notice.

The Superintendent or designee shall notify parents/guardians of the adoption or continued use of the district's policy pertaining to the rights specified in ~~items~~ Items #1-4 above. (20 USC 1232h)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State

Ed. Code ~~234.7~~ 200-280

Description

~~Student protections relating to immigration and citizenship status~~ Educational Equity; prohibition of discrimination
https://leginfo.legislature.ca.gov/faces/codes_displayexpand.dbranch.xhtml?lawCode=EDC&division=1.&title=1.&part=1.&chapter=2.&article=1.&goUp=Y

Ed. Code 49076.7

Privacy of student records; social security numbers

Ed. Code 49450-49458

Physical examinations of students

Ed. Code 49602

Counseling and confidentiality of student information

Ed. Code 51101

Parents Rights Act of 2002

Ed. Code 51513

Test, questionnaire, survey, or examination concerning personal beliefs

Ed. Code 51514

Nonremoval of survey questions pertaining to sexual orientation or gender identity

Ed. Code 51938

Sexual Health and HIV/AIDS Prevention Education Act; notice and ~~parental~~ parent/guardian excuse

Federal

20 USC 1232g

Description

Family Educational Rights and Privacy Act (FERPA) of 1974

20 USC 1232h

Privacy rights

34 CFR 99.1-99.8

Family Educational Rights and Privacy Act
<https://www.ecfr.gov/current/title-34/subtitle-A/part-99/subpart-A>

Management Resources

[Court Decision](#)

[Court Decision](#)

[CSBA](#)

[California Department of Justice Publication](#)

[California Department of Education Publication](#)

Website

Website

[Website](#)

Website

Website

Description

[Mahmoud v. Taylor \(2025\) 606 U.S. 522](#)
(<https://www.supremecourt.gov/opinions/opinions.aspx>)

[Mirabelli v. Bonta \(2026\) 146 S.Ct. 797](#)
(<https://www.supremecourt.gov/opinions/opinions.aspx>)

[Legal Guidance: Immigration issues affecting California LEAs, April 2026](#)
(<https://www.csba.org/-/media/Legal-Guidance-Immigration-2026.ashx?la=en&rev=6afe6081ed504732901815ceaf7ac04c>)

[Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025](#)
(<https://oag.ca.gov/system/files/media/school-guidance-model-k12.pdf>)

[Our Schools: Resources to Include Immigrant Families](#)
(<https://www.cde.ca.gov/ls/pf/if/immigration-toolkit.asp>)

CSBA District and County Office of Education Legal Services

U.S. Department of Education, Office of the Chief Privacy Officer

[U.S. Department of Education, Annual Notices](#)
(<https://studentprivacy.ed.gov/annual-notices>)

California Department of Education

CSBA

Cross References

Code

1113

1113

1113-E(1)

1114

1114

[1312.2](#)

[1312.2](#)

Description

District And School Websites

District And School Websites

District And School Websites

District-Sponsored Social Media

District-Sponsored Social Media

[Complaints Concerning Instructional Materials](#)

[Complaints Concerning Instructional Materials](#)

<u>1312.2</u>	<u>Complaints Concerning Instructional Materials</u>
<u>1312.3</u>	<u>Uniform Complaint Procedures</u>
<u>1312.3</u>	<u>Uniform Complaint Procedures</u>
<u>1312.3</u>	<u>Uniform Complaint Procedures</u>
<u>1312.3</u>	<u>Uniform Complaint Procedures</u>
1321	Solicitation Of Funds From And By Students
1321	Solicitation Of Funds From And By Students
<u>1445</u>	<u>Response To Immigration Enforcement</u>
<u>1445</u>	<u>Response To Immigration Enforcement</u>
3290	Gifts, Grants And Bequests
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
4135	Soliciting And Selling
4235	Soliciting And Selling
4335	Soliciting And Selling
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5021	Noncustodial Parents
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5126	Awards For Achievement
5126	Awards For Achievement
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5131.61	Drug Testing
5131.62	Tobacco
5131.62	Tobacco
5141.21	Administering Medication And Monitoring Health Conditions

5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.3	Health Examinations
5141.3	Health Examinations
5141.32	Health Screening For School Entry
5141.6	School Health Services
5141.6	School Health Services
5142.1	Identification And Reporting Of Missing Children
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6162.8	Research
6162.8	Research
6164.2	Guidance/Counseling Services
6164.5	Student Success Teams
6164.5	Student Success Teams

Regulation 5022: Student And Family Privacy Rights

Status: ADOPTED

Original Adopted Date: 03/01/2004 | Last Revised Date: 03/08/01/20182026 | Last Reviewed
Date: 03/08/01/20182026

CSBA NOTE: Pursuant to 20 USC 1232h, the Protection of Pupil Rights Amendment mandates that any district receiving funds from a program administered by the U.S. Department of Education (USDOE) is mandated to adopt a policy regarding the (1) administration of surveys and physical exams/screenings, (2) right of parents/guardians to inspect instructional materials, and (3) collection of personal information for marketing purposes.

Surveys Requesting Information about Beliefs and Practices

CSBA NOTE: Education Code 51513 provides that districts shall ~~may~~ not administer exams, surveys, or questionnaires containing questions about a student's or ~~his/her~~ the student's family's personal beliefs or practices in sex, family life, morality, and religion unless the student's parent/guardian has provided prior written consent (i.e., "active consent"). The following paragraph regarding surveys is for use by all districts and is **mandated**, pursuant to 20 USC 1232h, for districts receiving funds from a program administered by the ~~U.S. Department of Education (USDOE).~~

A student's parent/guardian, or a student who is an adult or emancipated minor, shall provide prior written consent before the student is required to participate in a survey inquiring about one or more of the following: (Education Code 51513; 20 USC 1232h)

1. Political affiliations or beliefs of the student or ~~his/her~~ the student's parent/guardian
2. Mental or psychological problems of the student or ~~his/her~~ the student's family
3. Sexual behavior or attitudes or personal beliefs and practices in family life or morality
4. Illegal, anti-social, self-incriminating, or demeaning behavior
5. Critical appraisals of other individuals with whom the student has close family relationships
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, or ministers
7. Religious practices, affiliations, or beliefs of the student or ~~his/her~~ the student's parent/guardian
8. Income, except to the extent that income is required to be disclosed by law for participation in a program or for receiving financial assistance under such a program

CSBA NOTE: Pursuant to 20 USC 1232h, districts receiving funds from a USDOE-administered program are **mandated** to adopt a policy regarding the district's arrangements to protect student privacy in the event that a student participates in a survey requesting information about beliefs and practices as defined above.

If a student participates in such a survey requesting information about personal beliefs and practices, ~~school officials and staff members~~ district employees shall not request or disclose the student's identity.

CSBA NOTE: Education Code 51938 creates an exception to the requirement for prior written consent for ~~districts that administer to~~ students in grades 7-12 who are administered anonymous, voluntary surveys regarding student health behaviors and risks ~~upon providing~~ when written parent/guardian notification is provided and ~~allowing a~~ the parent/guardian is allowed to opt his/her child the student out of participation (i.e., "passive consent"). ~~See sections below entitled~~ See "Parent/Guardian Access to Surveys and Instructional Materials" and "Notifications," below.

Notwithstanding the above requirements for prior written consent, the district may administer to students in grades 7-12 anonymous, voluntary, and confidential research and evaluation tools to measure student health risks and behaviors, including tests and surveys about student attitudes or practices related to sex as long as provided that parents/guardians are provided written notice and given an opportunity to request, in writing, that their child not participate. (Education Code 51938)

CSBA NOTE: Pursuant to Education Code 51514, as added by AB 677 (Ch. 744, Statutes of 2017), districts that administer a voluntary survey that includes questions pertaining to sexual orientation and/or gender identity are prohibited from removing such questions.

If the district administers a voluntary survey that already includes questions pertaining to sexual orientation and/or gender identity, the Superintendent or designee shall not remove such questions. (Education Code 51514)

Parent/Guardian Access to Surveys and Instructional Materials

CSBA NOTE: 20 USC 1232h **mandates** that districts receiving funds from a USDOE-administered program adopt a policy detailing a parent/guardian's right to inspect (1) survey instruments requesting information about the parent/guardian's or his/her the child's personal beliefs and practices and (2) instructional materials used as part of the educational curriculum of the parent/guardian's child, as specified below. Under California law, Education Code 51101 authorizes parental inspection of instructional materials; For more information regarding the rights of parents/guardians of district students, see AR 5020 - Parent Rights and Responsibilities. ~~In addition~~ Additionally, pursuant to Education Code 51938, districts that administer to students in grades 7-12 anonymous, voluntary surveys regarding health behaviors and risks ~~must~~ are required to allow parents/guardians the opportunity to review the instrument and to request that their child not participate.

Pursuant to 20 USC 1232h, those districts that authorize the collection of personal information for marketing or sale (Option 2 in the accompanying Board policy) are **mandated** to adopt a policy concerning a parent/guardian's right to inspect any instrument used for the collection of a student's personal information for purposes of marketing or selling the information.

The parent/guardian of any district student, upon his/her request, shall have the right to inspect: (Education Code 51938; 20 USC 1232h)

1. A survey or other instrument to be administered or distributed to his/her the parent/guardian's child that either collects personal information for marketing or sale or requests information about beliefs and practices
2. Any instructional material to be used as part of his/her the child's educational curriculum

Parents/guardians may file a complaint concerning the content or use of instructional materials in accordance with Board Policy and Administrative Regulation 1312.2 – Complaints Concerning Instructional Materials or Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures, and may request to opt their student out of specific instructional materials in accordance with Board Policy and Administrative Regulation 5020 -- Parent Rights and Responsibilities.

CSBA NOTE: 20 USC 1232h **mandates** districts receiving funds from a USDOE-administered program to adopt a policy which includes procedures for providing parents/guardians reasonable access to surveys, instruments, and instructional materials within a reasonable amount of time after the request has been received. The following paragraph may be modified to reflect the district's definition of a reasonable timeline and reasonable access.

Within a reasonable period of time after receiving a parent/guardian's request, the principal or designee shall permit the parent/guardian to view the survey or other ~~document he/she~~ requested document. A parent/guardian may view the document any time during normal business hours.

CSBA NOTE: The following paragraph is optional:

No student shall be subject to penalty for ~~his/her parent/guardian's~~ exercise of any of the rights stated above.

Health Examinations

CSBA NOTE: 20 USC 1232h **mandates** a district receiving funds from a USDOE-administered program to adopt a policy on certain physical examinations or screenings that the school may administer to students. The administration of nonemergency, invasive physical examinations requires prior parental notification, as provided below. This requirement does not apply to any physical examination or screening that is permitted without parental notification by an applicable state law.

Authorized school officials may administer to any student any physical examination or screening permitted under California law. However, no student shall be subjected to a nonemergency, invasive physical examination without prior written notice to his/her the student's parent/guardian, unless an applicable state law authorizes the student to provide consent without parent/guardian notification. (20 USC 1232h)

Invasive physical examination means any medical examination that involves the exposure of private body parts or any act during such examination that includes incision, insertion, or injection into the body, but does not include a properly authorized hearing, vision, or scoliosis screening. (20 USC 1232h)

Notifications

CSBA NOTE: 20 USC 1232h requires that districts receiving funds from a USDOE-administered program notify parents/guardians of the following. A sample notification letter is available on the web site of the USDOE's Family Policy Compliance Office "[Protecting Student Privacy, Annual Notices](#)" website.

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians of: (20 USC 1232h)

1. The district's policy regarding student privacy
2. The process to opt their children out of participation in any activity described in this administrative regulation and the accompanying Board policy
3. The specific or approximate dates during the school year when the following activities are scheduled:
 - a. Survey requesting personal information
 - b. Physical examinations or screenings

CSBA NOTE: Item #c below is for districts that permit the collection of personal information for marketing or sale (Option 2 in the accompanying Board policy).

- c. Collection of personal information from students for marketing or sale

Prior to administering any anonymous and voluntary survey regarding health risks and behaviors to students in grades 7-12, the district shall provide parents/guardians with written notice that the survey is to be administered. (Education Code 51938)

~~Parents~~ Additionally, parents/guardians shall also be notified of any substantive change to this policy and administrative regulation within a reasonable period of time after adoption of the change. (20 USC 1232h)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State

Ed. Code 234.7 200-280

Description

Student protections relating to immigration and citizenship status Educational Equity; prohibition of discrimination

(https://leginfo.legislature.ca.gov/faces/codes_displayexpand.dbranch.xhtml?lawCode=EDC&division=1.&title=1.&part=1.&chapter=2.&article=1.&goUp=Y)

Ed. Code 49076.7	Privacy of student records; social security numbers
Ed. Code 49450-49458	Physical examinations of students
Ed. Code 49602	Counseling and confidentiality of student information
Ed. Code 51101	Parents Rights Act of 2002
Ed. Code 51513	Test, questionnaire, survey, or examination concerning personal beliefs
Ed. Code 51514	Nonremoval of survey questions pertaining to sexual orientation or gender identity
Ed. Code 51938	Sexual Health and HIV/AIDS Prevention Education Act; notice and parental parent/guardian excuse
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Privacy rights
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act (https://www.ecfr.gov/current/title-34/subtitle-A/part-99/subpart-A)
Management Resources	Description
Court Decision	Mahmoud v. Taylor (2025) 606 U.S. 522 (https://www.supremecourt.gov/opinions/opinions.aspx)
Court Decision	Mirabelli v. Bonta (2026) 146 S.Ct. 797 (https://www.supremecourt.gov/opinions/opinions.aspx)
CSBA	Legal Guidance: Immigration issues affecting California LEAs, April 2026 (https://www.csba.org/-/media/Legal-Guidance-Immigration-2026.ashx?la=en&rev=6afe6081ed504732901815ceaf7ac04c)
California Department of Justice Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025 (https://oag.ca.gov/system/files/media/school-guidance-model-k12.pdf)
California Department of Education Publication	Our Schools: Resources to Include Immigrant Families (https://www.cde.ca.gov/ls/pf/if/immigration-toolkit.asp)
Website	CSBA District and County Office of Education Legal Services

Website	U.S. Department of Education, Office of the Chief Privacy Officer
Website	U.S. Department of Education, Annual Notices (https://studentprivacy.ed.gov/annual-notices)
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1321	Solicitation Of Funds From And By Students
1321	Solicitation Of Funds From And By Students
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3290	Gifts, Grants And Bequests
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
4135	Soliciting And Selling
4235	Soliciting And Selling
4335	Soliciting And Selling
5020	Parent Rights And Responsibilities

5020	Parent Rights And Responsibilities
5021	Noncustodial Parents
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5126	Awards For Achievement
5126	Awards For Achievement
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5131.61	Drug Testing
5131.62	Tobacco
5131.62	Tobacco
5141.21	Administering Medication And Monitoring Health Conditions
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.3	Health Examinations
5141.3	Health Examinations
5141.32	Health Screening For School Entry
5141.6	School Health Services
5141.6	School Health Services
5142.1	Identification And Reporting Of Missing Children
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
<u>5145.3</u>	<u>Nondiscrimination/Harassment</u>
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
6142.1	Sexual Health And HIV/AIDS Prevention Instruction

6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6162.8	Research
6162.8	Research
6164.2	Guidance/Counseling Services
6164.5	Student Success Teams
6164.5	Student Success Teams

Policy 5125: Student Records

Status: ADOPTED

Original Adopted Date: 03/01/2009 | Last Revised Date: 01~~08~~⁰⁸/01/2026 | Last Reviewed Date:
01~~08~~⁰⁸/01/2026

CSBA NOTE: The following **mandated** policy and accompanying administrative regulation address student records, which are governed by both federal and state law, including the Family Educational Rights and Privacy Act (FERPA) (20 USC 1232g, 34 CFR 99.1-99.8), the Protection of Pupil Rights Amendment (PPRA) (20 USC 1232h), the Children's Online Privacy Protection Act (COPPA) (15 USC 6501-6506, 16 CFR 312), Education Code 49069.7 and 49073.1, K-12 Pupil Online Personal Information Protection Act (Business and Professions Code 22584), Early Learning Personal Information Protection Act (Business and Professions Code 22586), and 5 CCR 430-438. For information regarding public access to certain records in accordance with the California Public Records Act (CPRA) (Government Code 7920.000 - 7930.215), see BP/AR 1340 - Access to District Records and BB 9012 - Board Member Electronic Communications. For information regarding retention of records, see BP/AR 3580 - District Records and AR 4112.6/4212.6/4312.6 - Personnel Files.

Pursuant to 5 CCR 431, districts are **mandated** to establish policies and procedures to implement state law and regulations regarding student records, including policies and procedures which (1) enumerate and describe the student records collected and maintained by the district, (2) ensure security of the records, and (3) guarantee access to authorized persons within five days of a request. Education Code 49069.7 **mandates** procedures related to review of student records by parent/guardian. See the accompanying administrative regulation for additional language implementing these mandates.

The Governing Board recognizes the importance of keeping accurate, comprehensive student records as required by law. The Superintendent or designee shall establish administrative regulations governing the identification, collection, retention, disclosure, and security of student records. These regulations shall ensure the rights of authorized persons to have timely access to student records while maintaining the confidentiality of student records in accordance with state and federal law.

The Superintendent or designee shall designate a certificated employee to serve as custodian of records with responsibility for student records at the district level. At each school, the principal or a certificated employee shall be designated as custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)

CSBA NOTE: The privacy of online information of students in prekindergarten (preK) through grade 12 is addressed in Privacy Rights for California Minors in the Digital World (Business and Professions Code 22580-22582), the K-12 Pupil Online Personal Information and Protection Act

(Business and Professions Code 22584-22585), and the Early Learning Personal Information Protection Act (Business and Professions Code 22586-22587), which However, Business and Professions Code 22584 does not require the deletion of student records held by a national assessment provider when the records only include standardized test results.

Additionally, pursuant to Business and Professions Code 22584 and 22586, an operator is required to delete a student's covered information that is not subject to the California Consumer Privacy Act which is under the operator's control, as specified below. Business and Professions Code 22584 and 22586 do not require the deletion of mandatory permanent student records or any official records or files directly related to a student and maintained by the operator, school, or district.

If student records containing covered information which is not subject to the California Consumer Privacy Act are under the control of the operator of a website, online service or application, or mobile application, and the student's parent/guardian or the student, if 18 years of age or older, requests deletion of such records, the Superintendent or designee shall provide documentation to the operator that the student has not been enrolled in the district for at least 60 days. (Business and Professions Code 22584)

All appropriate personnel shall receive training regarding district policies and procedures for gathering and handling sensitive student information, including which information should not be solicited.

CSBA NOTE: Pursuant to Education Code 49076.7, a district is prohibited from soliciting or collecting social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. One such exception is the collection of the last four digits of the social security number for the purpose of establishing eligibility for a federal benefit program.

The district shall not collect or solicit social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. (Education Code 49076.7)

Records Related to Immigration or Citizenship Status

CSBA NOTE: Unless an exception applies, Education Code 234.7, as amended by AB 495 (Ch. 664, Statutes of 2025), prohibits the collection and disclosure of information or documents regarding the citizenship or immigration status of students or their family members. Additionally, the California Attorney General's July 2026 guidance, "Promoting Safe and Secure Government Access for All: Guidance and Model Policies to Assist State and Local Agencies in Responding to Immigration Issues Pursuant to Senate Bill 580 (2025)," provides recommendations, pursuant to SB 580 (Ch. 670, Statutes of 2025), for databases operated by state and local agencies to limit the availability of information in those databases for the purposes of immigration enforcement.

For more information regarding the prohibition against collecting and disclosing citizenship or immigration status of students or their family members, and limited exceptions, see BP/AR 1445 - Response to Immigration Enforcement and BP/AR 1340 - Access to District Records.

The immigration or citizenship status of a student or a student's family member may only be collected and disclosed in accordance with Board Policy ~~and~~ Administrative Regulation 1445 -

Response to Immigration Enforcement.

The district or any district employee shall not compile a list, registry, or database based on students' national origin, ethnicity, or religious belief, practice, or affiliation, or disclose student information to federal government authorities for the purpose of compiling such a list, registry, or database for purposes of immigration enforcement. This prohibition does not apply to information that is aggregated and is not personally identifiable. (Government Code 8310.3)

Family Court Records

CSBA NOTE: Pursuant to Family Code 6323.5, districts are required to develop protocols to comply with a court's restraining order that prohibits a party from accessing records and information pertaining to the education, ~~daycare~~ day care, health care, recreational activities, or employment of a minor child of the parties, which may include prohibiting access to a parent/guardian who would otherwise be entitled to the records. The protocols must, at a minimum, (1) designate an appropriate employee(s) who is responsible for receiving protective order(s), (2) establish a means of ensuring that the restrained party is not able to access the prohibited records or information, and (3) implement a procedure for submitting a copy of the restraining order including confirmation of when and to whom it was submitted. It is recommended that districts with questions about complying with these procedures consult CSBA's District and County Office of Education Legal Services or district legal counsel.

The Superintendent or designee shall develop protocols to comply with a court's restraining order that prohibits a party from accessing specified records and information pertaining to a student. (Family Code 6323.5)

Student Records from Social Media

CSBA NOTE: ~~The following section is optional and may be revised to reflect district practice.~~ Pursuant to Education Code 49073.6, any district considering a program to gather information from students' social media activity, as defined, is required to first notify students and parents/guardians and provide an opportunity for public comment. The notification may be provided as part of the annual parent/guardian notification required pursuant to Education Code 48980. If such a program is then adopted, the district is required to comply with program requirements reflected in "Student Records from Social Media" in the accompanying administrative regulation. If a district does not gather information from students' social media, the following section may be deleted.

It is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel before gathering any other online information that does not meet the definition of social media in Education Code 49073.6.

The Superintendent or designee may gather and maintain information from the social media of any district student, provided that the district first notifies students and parents/guardians about the proposed program, offers an opportunity for public comment at a regularly scheduled Board meeting, and gathers only information that directly pertains to school safety or student safety. (Education Code 49073.6)

Retention, Disclosure, and Security of Student Records

CSBA NOTE: The use of artificial intelligence (AI) may pose risks to keeping student records private and secure. CSBA's, "Understanding Artificial Intelligence in K-12 Education: What Governance Teams Should Know," cautions districts to consider whether information about students shared with or stored in an AI-enabled system is subject to federal or state privacy laws and whether interactions between students and AI systems may create records that are required to be protected by law, such as when a chatbot or automated tutor generates written guidance to a student.

Pursuant to Education Code 33328.5, the Superintendent of Public Instruction has convened a working group related to AI in public schools in order to develop guidance on the safe use of AI in education and, subsequently, to develop a model policy on the safe and effective use of AI. [California Department of Education \(CDE\) developed guidance on the safe use of AI in education and a model policy on the safe and effective use of AI. CDE's webpage, "Artificial Intelligence: Information regarding the role of artificial intelligence \(AI\) in California Public Schools," includes guidance for the safe and effective use of AI in schools, including data privacy, and a model policy. Regarding student records, the model AI policy states that \(1\) AI tools should protect student data, \(2\) AI usage should adhere to legal requirements including, but not limited to, FERPA, \(3\) education records or other confidential information should not be entered into AI tools unless expressly authorized under district policy, and \(4\) all AI vendor contracts should include enforceable provisions protecting student data privacy and security.](#)

For more information on AI, see BP 0441 - Artificial Intelligence, BP/E(1) 4040 - Employee Use of Technology, BP 5131.9 - Academic Honesty, and BP/AR 6163.4 - Student Use of Technology.

The Superintendent or designee shall ensure the confidentiality of student records as required by law and [Additionally, the Superintendent or designee shall establish processes and procedures to safeguard data student records against damage, loss, or theft, including damage, loss, or theft which that may be caused by the use of any technology used in the retention or disclosure of student records, including artificial intelligence and breaches, or by a breach to the district's district's digital infrastructure, in the retention or disclosure of student records.](#)

The Superintendent or designee shall ensure that employees receive information and training about cybersecurity, including ways to protect student records from breaches to the district's digital infrastructure.

If the district experiences a cyberattack that impacts more than 500 students or personnel, the Superintendent or designee shall report the cyberattack to the California Cybersecurity Integration Center. (Education Code 35266)

CSBA NOTE: Education Code 49073.1 authorizes districts to enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or for software designed for this purpose. A district that chooses to enter into such a contract is **mandated** to adopt policy allowing such contracts and is required to ensure that the contract includes all the provisions

specified in Education Code 49073.1. Also For more information regarding contracts for digital storage and maintenance of student records, see BP 3312 - Contracts.

The In accordance with law and Board Policy 3312 – Contracts, the Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records; provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.

CSBA NOTE: The privacy of online information of students in prekindergarten (preK)-12 is addressed in Privacy Rights for California Minors in the Digital World (Business and Professions Code 22580-22582), the K-12 Pupil Online Personal Information and Protection Act (Business and Professions Code 22584-22585), and the Early Learning Personal Information Protection Act (Business and Professions Code 22586-22587). These statutes prohibit an operator of a website, online service or application, or mobile application from knowingly using, disclosing, or compiling the personal information of a minor for the purpose of marketing or advertising specified types of products or services; allowing a third party to use, disclose, or compile such information; or selling or disclosing specified student information or knowingly using such student information to engage in targeted advertising to students or parents/guardians or to amass a profile about a preK-12 student. Covered student information includes any personally identifiable information or materials created or provided by a student, parent/guardian, or district employee, such as name, contact information, educational record, discipline records, test results, health records, and socioeconomic information. Pursuant to Business and Professions Code 22584 and 22586, an operator is required to delete data under the control of the school or district upon the request of the school or district.

Additionally, pursuant to Business and Professions Code 22584 and 22586, upon request by a student's parent/guardian or the student if 18 years of age or older, such operator is required to delete the student's covered information that is under the operator's control but which is not subject to the California Consumer Privacy Act (Civil Code 1798.100 - 1798.199.100).

However, Business and Professions Code 22584 and 22586 do not require the deletion of student records held by a national assessment provider when the records only include standardized test results, mandatory permanent student records, and any official records or files directly related to a student and maintained by the operator, school, or district.

The operator of a website, online service or application, or mobile application that controls such student record shall delete any student data under the control of the school or district upon request by the district. Additionally, the student's parent/guardian, or the student if 18 years of age or older, may request the operator to delete any student's records containing covered information which is not subject to the California Consumer Privacy Act. (Business and Professions Code 22584, 22586)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 16020-16027	Destruction of records of school districts
5 CCR 430-438	Individual student records
Bus. and Prof. Code 22580-22582	Privacy rights for California minors in the digital world
Bus. and Prof. Code 22584-22585	Student Online Personal Information Protection Act
Bus. and Prof. Code 22586-22587	Early Learning Personal Information Protection Act
<u>Civ. Code 1798.100 - 1798.199.100</u>	<u>California Consumer Privacy Act</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=3.&part=4.&lawCode=CIV&title=1.81.5.)
Code of Civil Procedure 1985.3	Subpoena duces tecum
Ed. Code 17604	Delegation of powers to agents
<u>Ed. Code 220.3</u>	<u>Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=220.3&lawCode=EDC)
Ed. Code 220.3 5	Prohibition of <u>enactment or enforcement of policy, rule, or administrative regulation</u> requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=220.5.&lawCode=EDC)
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 33328.5	Statewide AI Task Force (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=33328.5.&lawCode=EDC)
Ed. Code 35266	Reporting of cyberattacks
Ed. Code 48201	Transfer student's record for acts that resulted in suspension or expulsion
Ed. Code 48853.5	Foster youth; placement, immunizations
Ed. Code 48902	Notification of law enforcement of specified violations
Ed. Code 48904-48904.3	Withholding grades, diplomas, or transcripts
Ed. Code 48918	Rules governing expulsion procedures

Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49060-49079	Student records
Ed. Code 49091.14	Parent/guardian review of curriculum
Ed. Code 51745	Independent study
Ed. Code 56041.5	Rights of students with disabilities
Ed. Code 56050	Surrogate parents
Ed. Code 56055	Foster parents
<u>Ed. Code 56325</u>	<u>Unofficial transcripts for transfer students; students with disabilities</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=56325.&lawCode=EDC)</u>
Ed. Code 60900- 60901 <u>60902</u>	California Longitudinal Pupil Achievement Data System <u>(https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=4.&chapter=10.&part=33.&lawCode=EDC&title=2.)</u>
Ed. Code 69432.9	Cal Grant program; notification of grade point average
Ed. Code 69475	Conditional repeal of Cal Grant program <u>(http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=69475.&lawCode=EDC)</u>
Fam. Code 3025	Access to records by noncustodial parents
Fam. Code 6323.5	<u>Ex parte orders</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=6323.5.&lawCode=FAM)</u>
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 7920.000-7930.215	California Public Records Act
H&S Code 120440	Immunizations; disclosure of information
Pen. Code 245	Assault with deadly weapon
W&I Code 16010	Health and education records of a minor
W&I Code 681	Truancy petitions
W&I Code 701	Juvenile court law

Federal

Description

15 USC 6501-6506	Children’s Online Privacy Protection Act https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title15-chapter91&saved=%7CKHRpdGxIOjE1IHNIY3Rpb246NjUwMSBIZGI0aW9uOnByZWxpbSkdT1lgKGdyYW51bGVpZDpVU0MtcHJlbGltLXRpdGxIMTUtc2VjdGlvbjY1MDEp%7CdHJlZXNvcnQ%3D%7C%7C0%7Cfalse%7Cprelim&edition=prelim
16 CFR Part 312	Children's Online Privacy Protection Rule
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Protection of Pupil Rights Amendment https://uscode.house.gov/view.xhtml?req=(title:20%20section:1232h%20edition:prelim)%20OR%20(granuleid:USC-prelim-title20-section1232h)&f=treesort&edition=prelim&num=0&jumpTo=true
26 USC 152	Definition of dependent child
34 CFR 300.501	Opportunity to examine records for parents/guardians of student with disability
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions
Management Resources	Description
Court Decision	Mirabelli v. Bonta (2026) 146 S.Ct. 797 https://www.supremecourt.gov/opinions/opinions.aspx
CSBA Publication	Legal Guidance: Immigration issues affecting California LEAs, April 2026 https://www.csba.org/-/media/Legal-Guidance-Immigration-2026.ashx?la=en&rev=6afe6081ed504732901815ceaf7ac04c
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
CA Office of the Attorney General Publication	Promoting Safe and Secure Government Access for All: Guidance and Model Policies to Assist State and Local Agencies in Responding to Immigration Issues Pursuant to Senate Bill 580 (2025), July 2026

	https://oag.ca.gov/system/files/media/guidance-state-local-sb580.pdf
CSBA Publication	Understanding Artificial Intelligence in K-12 Education: What Governance Teams Should Know, September 2023
CSBA Publication	Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017
Federal Register	Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855
U.S. Department of Education Publication	Dear Colleague Letter regarding Family Educational Rights and Privacy Act, March 2025 https://studentprivacy.ed.gov/sites/default/files/resource_document/file/Secretary_Comb_SPPO_DCL_Annual%20Notice_0.pdf
U.S. Department of Education Publication	IDEA and FERPA Crosswalk: A side-by-side comparison of the privacy provisions under Parts B and C of the IDEA and FERPA, August 2022
U.S. Department of Education Publication	School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA), February 2019
U.S. Department of Education Publication	An Eligible Student Guide to the Family Educational Rights and Privacy Act (FERPA), March 2023
U.S. Department of Education Publication	A Parent Guide to the Family Educational Rights and Privacy Act (FERPA), July 2021
U.S. Department of Education Publication	Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, Oct 2007
U.S. Department of Education Publication	Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	California Department of Education, Artificial Intelligence: Information regarding the role of artificial intelligence (AI) in California Public Schools https://www.cde.ca.gov/ci/pl/aiincalifornia.asp

Website	California IT in Education, Student Data Privacy
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
Website	California Office of the Attorney General
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan
0441	Artificial Intelligence
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
1400	Relations Between Other Governmental Agencies And The Schools
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3250	Transportation Fees
3250	Transportation Fees

3260	Fees And Charges
3260	Fees And Charges
3290	Gifts, Grants And Bequests
3312	Contracts
3515	Campus Security
3515	Campus Security
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4112.6	Personnel Files
4113.5	Working Remotely
4117.7	Employment Status Reports
4119.23	Unauthorized Release Of Confidential/Privileged Information
4158	Employee Security
4158	Employee Security
4212.6	Personnel Files
4213.5	Working Remotely
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4258	Employee Security
4258	Employee Security

4312.6	Personnel Files
4313.5	Working Remotely
4317.7	Employment Status Reports
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4358	Employee Security
4358	Employee Security
5000	Concepts And Roles
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5021	Noncustodial Parents
5022	Student And Family Privacy Rights
5022	Student And Family Privacy Rights
5111	Admission
5111	Admission
5111.1	District Residency
5111.1	District Residency
5111.2	Nonresident Foreign Students
5112.1	Exemptions From Attendance
5112.1	Exemptions From Attendance
5112.2	Exclusions From Attendance
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5113.12	District School Attendance Review Board
5113.12	District School Attendance Review Board
5113.2	Work Permits
5113.2	Work Permits
5119	Students Expelled From Other Districts

5121	Grades/Evaluation Of Student Achievement
5121	Grades/Evaluation Of Student Achievement
5123	Promotion/Acceleration/Retention
5123	Promotion/Acceleration/Retention
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.2	Withholding Grades, Diploma Or Transcripts
5125.3	Challenging Student Records
5126	Awards For Achievement
5126	Awards For Achievement
5131.1	Bus Conduct
5131.1	Bus Conduct
5131.2	Bullying
5131.2	Bullying
5131.61	Drug Testing
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5131.9	Academic Honesty
5138	Conflict Resolution/Peer Mediation
5141.21	Administering Medication And Monitoring Health Conditions
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.23	Asthma Management
5141.23	Asthma Management
5141.24	Specialized Health Care Services
5141.26	Tuberculosis Testing
5141.27	Food Allergies/Special Dietary Needs

5141.27	Food Allergies/Special Dietary Needs
5141.3	Health Examinations
5141.3	Health Examinations
5141.31	Immunizations
5141.31	Immunizations
5141.32	Health Screening For School Entry
5141.33	Head Lice
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5141.6	School Health Services
5141.6	School Health Services
5142.1	Identification And Reporting Of Missing Children
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5144.4	Required Parental Attendance
5144.4	Required Parental Attendance
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5146	Married/Pregnant/Parenting Students
5148	Child Care And Development

5148	Child Care And Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6143	Courses Of Study
6143	Courses Of Study
6145.2	Athletic Competition
6145.2	Athletic Competition
6146.11	Alternative Credits Toward Graduation
6146.11	Alternative Credits Toward Graduation
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2-E(1)	Certificate Of Proficiency/High School Equivalency
6158	Independent Study
6158	Independent Study
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6162.8	Research

6162.8	Research
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6164.2	Guidance/Counseling Services
6164.5	Student Success Teams
6164.5	Student Success Teams
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6172.1	Concurrent Enrollment In College Classes
6172.1	Concurrent Enrollment In College Classes
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.3	Education For Juvenile Court School Students
6175	Migrant Education Program
6175	Migrant Education Program
6178.1	Work-Based Learning
6178.1	Work-Based Learning
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Regulation 5125: Student Records

Status: ADOPTED

Original Adopted Date: 12/01/2014 | Last Revised Date: 01/08/2026 | Last Reviewed Date: 01/08/2026

CSBA NOTE: The following **mandated** administrative regulation and accompanying Board policy address student records, which are governed by both federal and state law, including the Family Educational Rights and Privacy Act (FERPA) (20 USC 1232g, 34 CFR 99.1-99.8), the Protection of Pupil Rights Amendment (PPRA) (20 USC 1232h), the Children's Online Privacy Protection Act (COPPA) (15 USC 6501-6506, 16 CFR 312), Education Code 49069.7 and 49073.1, K-12 Pupil Online Personal Information Protection Act (Business and Professions Code 22584), Early Learning Personal Information Protection Act (Business and Professions Code 22586), and 5 CCR 430-438. For information regarding public access to certain records in accordance with the California Public Records Act (CPRA) (Government Code 7920.000 - 7930.215), see BP/AR 1340 - Access to District Records and BB 9012 - Board Member Electronic Communications. For information regarding retention of records, see BP/AR 3580 - District Records and AR 4112.6/4212.6/4312.6 - Personnel Files.

Pursuant to 5 CCR 431, districts are **mandated** to establish policies and procedures to implement state law and regulations regarding student records, including policies and procedures which (1) enumerate and describe the student records collected and maintained by the district, (2) ensure security of the records, and (3) guarantee access to authorized persons within five days of a request. Education Code 49069.7 **mandates** procedures related to review of student records by parents/guardians. The following administrative regulation includes language implementing these mandates.

Definitions

Access means a personal inspection and review of a record or an accurate copy of a record, or receipt of an accurate copy of a record or an oral description or communication of a record, and a request to release a copy of any record. (Education Code 49061)

Adult student is a person who is or was enrolled in the district and who is at least 18 years of age. (5 CCR 430)

Attendance includes, but is not limited to, attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunication technologies for students who are not physically present in the classroom, and the period during which a person is working under a work-study program. (34 CFR 99.3)

Contractor or consultant is anyone with a formal written agreement or contract with the district regarding the provision of services or functions outsourced by the district. Contractor or consultant

shall not include a volunteer or other party. (Education Code 49076)

County placing agency means the county social service department or county probation department. (Education Code 49061)

Custodian of records is the employee responsible for the security of student records maintained by the district and for devising procedures for assuring that access to such records is limited to authorized persons. (5 CCR 433)

Disclosure means to permit access to, or the release, transfer, or other communication of, personally identifiable information contained in student records to any party, except the party that provided or created the record, by any means including oral, written, or electronic. (34 CFR 99.3)

CSBA NOTE: Education Code 49063 requires districts to include the criteria for defining "school officials and employees" in their annual notification. 34 CFR 99.31 defines "school officials and employees" for purposes of determining who may be given personally identifiable information from student records. In 73 Fed.Reg. 74815 (2008), the U.S. Department of Education (USDOE) stated that local agencies are in the best position to determine the types of parties who may serve as school officials. Examples cited include school transportation officials (including bus drivers), school nurses, practicum and fieldwork students, unpaid interns, consultants, contractors, volunteers, and other outside parties providing institutional services and performing institutional functions, provided that each of the requirements in 34 CFR 99.31 has been met. For accuracy, this Board policy uses the phrase "district officials and employees" rather than the phrase "school officials and employees," which is used in the applicable laws and regulations.

District officials and employees are officials or employees, including teachers, whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require access to student records. (34 CFR 99.31)

CSBA NOTE: Education Code 49063 requires districts to include the criteria for defining "legitimate educational interest" in their annual notification.

Legitimate educational interest is an interest held by any district official, employee, contractor, or consultant whose official duties, responsibilities, or contractual obligations to the district, whether routine or as a result of special circumstances, require access to information contained in student records.

Mandatory interim student records are those records which the district is directed to compile and maintain for specified periods of time and are then destroyed in accordance with state law, regulation, or administrative directive. (5 CCR 430)

Mandatory permanent student records are those records which are maintained in perpetuity and which the district has been directed to compile by state law, regulation, or administrative directive. (5 CCR 430)

Parent/guardian means a natural parent, an adopted parent, legal guardian, surrogate parent, or

foster parent. (Education Code 49061, 56050, 56055)

Permitted student records are those records having clear importance only to the current educational process of the student. (5 CCR 430)

Personally identifiable information includes, but is not limited to: (34 CFR 99.3)

1. The student's name
2. The name of the student's parent/guardian or other family members
3. The address of the student or student's family

CSBA NOTE: Pursuant to 34 CFR 99.3, the definition of "personally identifiable information" includes a personal identifier such as a student's social security number. Education Code 49076.7 prohibits districts from collecting or soliciting social security numbers, or the last four digits of social security numbers, from students or their parents/guardians unless otherwise required to do so by state or federal law. If a social security number is collected under such circumstances, it must be classified as personally identifiable information and is subject to the restrictions related to access or de-identification of records specified in 34 CFR 99.30-99.39 and this administrative regulation.

4. A personal identifier, such as the student's social security number, student number, or biometric record (e.g., fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting)
5. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name
6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty
7. Information requested by a person who the district reasonably believes knows the identity of the student to whom the student record relates

Student means any individual who is or has been in attendance at the district and regarding whom the district maintains student records. (34 CFR 99.3)

CSBA NOTE: USDOE and the U.S. Department of Health and Human Services', "Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records," clarifies that a student's immunization and health record maintained by the district is a "student record" subject to FERPA.

Student records are any items of information (in handwriting, print, tape, film, computer, or other medium) gathered within or outside the district that are directly related to an identifiable student and maintained by the district, required to be maintained by an employee in the performance of the employee's duties, or maintained by a party acting for the district. Any information maintained for the purpose of second-party review is considered a student record. Student records include the student's health record. (Education Code 49061, 49062; 5 CCR 430; 34 CFR 99.3)

Student records do not include: (Education Code 49061, 49062; 34 CFR 99.3)

1. Directory information
2. Informal notes compiled by a district official or employee which remain in the sole possession of the maker, are used only as a personal memory aid, and are not accessible or revealed to any other person except a substitute employee

CSBA NOTE: USDOE guidance, "School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA)," clarifies that records created by the district's law enforcement unit, such as student images appearing on security videotapes, are not considered student records under FERPA as long as the records are created for a law enforcement purpose.

3. Records of the law enforcement unit of the district, as specified in 34 CFR 99.8
4. Records created or received by the district after an individual is no longer a student and that are not directly related to the individual's attendance as a student
5. Grades on peer-graded papers before they are collected and recorded by a teacher

Persons Granted ~~Absolute~~ Access

In accordance with law, ~~absolute~~ access to any student records shall be granted to:

1. Parents/guardians of students younger than 18 years of age, including the parent who is not the student's custodial parent (Education Code 49069.7; Family Code 3025; [34 CFR 99.4](#))

CSBA NOTE: Pursuant to Family Code 6323.5, districts are required to develop protocols to comply with a court's restraining order that prohibits a party from accessing records and information pertaining to the education, ~~daycare~~ [day care](#), health care, recreational activities, or employment of a minor child of the parties, which may include a parent/guardian who would otherwise be entitled to the records. The accompanying Board policy specifies this requirement.

However, the district shall not disclose student records to a party, including a parent/guardian, who is legally prohibited from accessing records and information of a

student pursuant to a restraining order. (Family Code 6323.5)
; [34 CFR 99.4](#))

2. An adult student, or a student under 18 years of age, who attends a postsecondary institution, in which case the student alone shall exercise rights related to the student's records and grant consent for the release of records (34 CFR 99.3, 99.5)

CSBA NOTE: Pursuant to Education Code 56041.5, all the rights accorded to the parent/guardian of a student with exceptional needs, including the right to access student records, are transferred to the student at 18 years of age, except when the student has been declared incompetent under state law.

3. Parents/guardians of an adult student with exceptional needs who is 18 years of age or older and has been declared incompetent under state law (Education Code 56041.5)

Access for Limited Purpose/Legitimate Educational Interest

The following persons or agencies shall have access to those particular records that are relevant to their legitimate educational interest or other legally authorized purpose:

CSBA NOTE: Education Code 49076 and 34 CFR 99.31 require that access to relevant records be given to parents/guardians of a dependent child, defined by 26 USC 152 as one who lives with a parent/guardian for more than half the taxable year, meets the specified age requirements, has not provided more than half of one's own support during that year, and has not filed a joint tax return with a spouse.

1. Parents/guardians of a student 18 years of age or older who is a dependent child as defined in 26 USC 152 (Education Code 49076; 34 CFR 99.31)
2. Students who are 16 years of age or older or who have completed the 10th grade (Education Code 49076)
3. District officials and employees, consistent with the definition provided in "Definitions," above (Education Code 49076; 34 CFR 99.31)
4. Members of a school attendance review board (SARB) appointed pursuant to Education Code 48321 who are authorized representatives of the district and any volunteer aide 18 years of age or older who has been investigated, selected, and trained by the SARB to provide follow-up services to a referred student (Education Code 49076)
5. Officials and employees of other districts, school systems, or postsecondary institutions where the student intends or is directed to enroll, including local, county, or state correctional facilities where educational programs leading to high school graduation are

provided, or where the student is already enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer (Education Code 49076; 34 CFR 99.31)

CSBA NOTE: 34 CFR 99.34 requires the district to make a reasonable attempt to notify the parent/guardian or adult student when the district discloses certain information as described in the following paragraph. However, if the district includes a statement in its annual parent/guardian notification that the district may forward education records under such circumstances, it is not obligated to individually notify parents/guardians or adult students. The following optional paragraph may be deleted by districts that include such a statement in their annual parent/guardian notification. See "Notification of Parents/Guardians," below.

Unless the annual parent/guardian notification issued pursuant to Education Code 48980 includes a statement that the district may disclose students' personally identifiable information to officials of another district, school system, or postsecondary institution where the student seeks or intends to enroll, the Superintendent or designee shall, when such a disclosure is made, make a reasonable attempt to notify the parent/guardian or adult student at the last known address, provide a copy of the record that is disclosed, and give the parent/guardian or adult student an opportunity for a hearing to challenge the record. (34 CFR 99.34)

CSBA NOTE: Item #6 is for use by districts that maintain high schools. Education Code 69432.9 provides that all students in grade 12 will be considered Cal Grant applicants and will have their grade point average (GPA) submitted to the Student Aid Commission, unless they opt out or are permitted under Commission rules to submit test scores in lieu of the GPA. Education Code 69432.9 requires that the report be submitted on a standardized form provided by the Commission. Pursuant to Education Code 69432.92, the Commission may also require that districts submit verification of high school graduation or its equivalent for all students who graduated in the prior academic year, except for students who have opted out.

Education Code 69432.9 requires that parents/guardians be notified that their child's GPA will be forwarded, unless they opt out within the time period specified in the notice. This notification may be included in the annual parent/guardian notification issued pursuant to Education Code 48980.

6. The Student Aid Commission, to provide the grade point average (GPA) of all district students in grade 12 and, when required, verification of high school graduation or its equivalent of all students who graduated in the prior academic year, for use in the Cal Grant postsecondary financial aid program

However, such information shall not be submitted when students opt out or are permitted by the rules of the Student Aid Commission to provide test scores in lieu of the GPA. (Education Code 69432.9, 69432.92)

No later than January 1 each year, the Superintendent or designee shall notify each student in grade 11, and the student's parents/guardians if the student is under 18 years of age, that

the student's GPA will be forwarded to the Student Aid Commission by October 1, unless the student opts out within a period of time specified in the notice, which shall not be less than 30 days. (Education Code 69432.9)

Students' social security numbers shall not be included in the submitted information unless the Student Aid Commission deems it necessary to complete the financial aid application and the Superintendent or designee obtains permission from the student's parent/guardian, or from the adult student, to submit the social security number. (Education Code 69432.9)

CSBA NOTE: Item #7 is for use by districts that serve students in grades 9-12. Pursuant to Education Code 60900, districts are required to enter into a data sharing agreement with the California College Guidance Initiative (CCGI), and by June 30, 2026, submit data for students in grades 9-12, as specified. Pursuant to Education Code 60900 and 60900.5, the California Department of Education (CDE) also shares specified data with CCGI. The district is required to include in the annual notification to parents/guardians the sharing of data with CCGI; see "Notification of Parents/Guardians," below.

7. The California College Guidance Initiative (CCGI) in accordance with a data sharing agreement pursuant to Education Code 60900, to provide data for use when planning for and applying to California public colleges and universities (Education Code 60900, 60900.5)
8. Federal, state, and local officials, as needed for an audit or evaluation of, or compliance with, a state or federally funded education program and in accordance with a written agreement developed pursuant to 34 CFR 99.35 (Education Code 49076; 34 CFR 99.3, 99.31, 99.35)

CSBA NOTE: Pursuant to Education Code 49076, county placing agencies authorized to assess the effectiveness of a state or federally funded program on behalf of federal, state, or local officials and agencies may be allowed access to student records. Additionally, Education Code 49076 authorizes districts, county offices of education, and county placing agencies to develop cooperative agreements to facilitate confidential access to and exchange of student information by email, facsimile, electronic format, or other secure means, provided the agreement complies with the requirements of 34 CFR 99.35.

9. Any county placing agency acting as an authorized representative of a state or local educational agency which is required to audit or evaluate a state or federally supported education program pursuant to Item #8 above (Education Code 49076)
10. Any person, agency, or organization authorized in compliance with a court order or lawfully issued subpoena (Education Code 49077; 5 CCR 435; 34 CFR 99.31)

Unless otherwise instructed by the court, the Superintendent or designee shall, prior to disclosing a record pursuant to a court order or subpoena, give the parent/guardian or adult student at least three days' notice of the name of the requesting agency and the specific record requested, if lawfully possible within the requirements of the judicial order. (Education Code 49077; 5 CCR 435; 34 CFR 99.31)

11. Any district attorney who is participating in or conducting a truancy mediation program or participating in the presentation of evidence in a truancy petition (Education Code 49076)
12. A district attorney's office for consideration against a parent/guardian for failure to comply with compulsory education laws (Education Code 49076)
13. Any probation officer, district attorney, or counsel of record for a student who is a minor for the purposes of conducting a criminal investigation or an investigation in regards to declaring the minor a ward of the court or involving a violation of a condition of probation, subject to evidentiary rules specified in Welfare and Institutions Code 701 (Education Code 49076)

When disclosing records for these purposes, the Superintendent or designee shall obtain written certification from the recipient of the records that the information will not be disclosed to another party without prior written consent of the student's parent/guardian or the holder of the student's educational rights, unless specifically authorized by state or federal law. (Education Code 49076)

14. Any judge or probation officer for the purpose of conducting a truancy mediation program for a student or for the purpose of presenting evidence in a truancy petition pursuant to Welfare and Institutions Code 681 (Education Code 49076)

In such cases, the judge or probation officer shall certify in writing to the Superintendent or designee that the information will be used only for truancy purposes. Upon releasing student information to a judge or probation officer, the Superintendent or designee shall inform, or provide written notification to, the student's parent/guardian within 24 hours. (Education Code 49076)

15. A foster family agency with jurisdiction over a currently enrolled or former student; short-term residential treatment program staff responsible for the education or case management of a student; or a caregiver who has direct responsibility for the care of a student, including a certified or licensed foster parent, an approved relative or nonrelated extended family member, or a resource family, as defined (Education Code 49076)

Such individuals shall have access to the student's current or most recent records of grades, transcripts, attendance, discipline, online communication on platforms established by the district for students and parents/guardians, and any individualized education program or Section 504 plan developed and maintained by the district. (Education Code 49069.3)

16. A student 14 years of age or older who is an unaccompanied minor experiencing homelessness as defined in 42 USC 11434a (Education Code 49076)

CSBA NOTE: Family Code 6552, as amended by AB 495 (Ch. 664, Statutes of 2025), changes the definition of "relative", for purposes of a Caregiver's Authorization Affidavit, to include any adult who is related to the child by blood, adoption, or affinity within the fifth

degree of kinship, including all stepparents, stepsiblings, and all relatives whose status is preceded by the words "great," "great-great," or "grand."

In "Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes," the California Attorney General encourages families to develop a Family Safety Plan and to consider completing a Caregiver Authorization Affidavit or a Petition for Appointment of Temporary Guardian, which would give a relative the authority to make educational and medical decisions for the student.

17. An individual who completes ~~items~~ **Items #1-4** of the Caregiver's Authorization Affidavit pursuant to Family Code 6552 and signs the affidavit for the purpose of enrolling a minor in school (Education Code 49076)
18. A caseworker or other representative of a state or local child welfare agency or tribal organization that has legal responsibility in accordance with state or tribal law for the care and protection of a student, provided that the individual is authorized by the agency or organization to receive the records and the information requested is directly related to providing assistance to address the student's educational needs (Education Code 49076; 20 USC 1232g)
19. Appropriate law enforcement authorities, in circumstances where Education Code 48902 requires that the district provide special education and disciplinary records of a student with ~~exceptional needs~~ **a disability** who is suspended or expelled for committing an act violating Penal Code 245 (Education Code 48902, 49076)

When disclosing such records, the Superintendent or designee shall obtain written certification by the recipient of the records as described in Item #13 above. (Education Code 49076)

20. Designated peace officers or law enforcement agencies in cases where the district is authorized by law to assist law enforcement in investigations of suspected criminal conduct or kidnapping and a written consent by a parent/guardian, lawfully issued subpoena, or court order is submitted to the district, or information is provided to it indicating that an emergency exists in which the student's information is necessary to protect the health or safety of the student or other individuals (Education Code 49076.5)

In such cases, the Superintendent or designee shall provide information about the identity and location of the student as it relates to the transfer of that student's records to another district in California or any other state or to a California private school. (Education Code 49076.5)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency, or organization that is permitted to receive such records.

Any person, agency, or organization granted access is prohibited from releasing information to

another person, agency, or organization without written permission from the parent/guardian or adult student unless specifically allowed by state law or the federal Family Educational Rights and Privacy Act (FERPA). (Education Code 49076; 20 USC 1232g; 34 CFR 99.1-99.8)

Additionally, the parent/guardian or adult student may provide written consent for access to be granted to persons, agencies, or organizations not afforded access rights by law. The written consent shall specify the records to be released and the party or parties to whom they may be released. (Education Code 49061, 49075)

Only a parent/guardian having legal custody of the student may consent to the release of records to others. Either parent/guardian may grant consent if both parents/guardians notify the district, in writing, that such an agreement has been made. (Education Code 49061)

Discretionary Access

At the discretion of the Superintendent or designee, information may be released from a student's records to the following:

1. Appropriate persons, including parents/guardians of a student, in connection with an emergency if the knowledge of the information is necessary to protect the health or safety of the student or other persons (Education Code 49076; 34 CFR 99.31, 99.32, 99.36)

When releasing information to any such appropriate person, the Superintendent or designee shall record information about the threat to the health or safety of the student or any other person that formed the basis for the disclosure and the person(s) to whom the disclosure was made. (Education Code 49076; 34 CFR 99.32)

CSBA NOTE: The following optional paragraph, including the timeline, may be revised to reflect district practice.

Unless it would further endanger the health or safety of the student or other persons, the Superintendent or designee shall inform the parent/guardian or adult student within one week of the disclosure that the disclosure was made, of the articulable and significant threat to the health or safety of the student or other individuals that formed the basis for the disclosure, and of the parties to whom the disclosure was made.

2. Accrediting associations in order to carry out their accrediting functions (Education Code 49076; 34 CFR 99.31)
3. Organizations conducting studies on behalf of educational institutions or agencies for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction, provided that: (Education Code 49076; 34 CFR 99.31)

- a. The study is conducted in a manner that does not permit personal identification of students or parents/guardians by individuals other than representatives of the organization who have legitimate interests in the information
 - b. The information is destroyed when no longer needed for the purposes for which the study is conducted
 - c. The district enters into a written agreement with the organization that complies with 34 CFR 99.31
4. Officials and employees of other districts, private schools, or school systems where the student is enrolled or intends to enroll, subject to the rights of parents/guardians as provided in Education Code 49068 and in compliance with 34 CFR 99.34 (Education Code 49076; 34 CFR 99.31, 99.34)
5. Local health departments operating countywide or regional immunization information and reminder systems and the California Department of Public Health, unless the parent/guardian has requested that no disclosures of this type be made (Health and Safety Code 120440)

CSBA NOTE: Education Code 49076 includes "contractors" and "consultants," as defined in "Definitions" above, with a legitimate educational interest who have a formal written agreement or contract with the district, among the categories of individuals to whom a student's personally identifiable information may be disclosed under certain circumstances. Unlike 34 CFR 99.31, however, Education Code 49076 prohibits disclosure of such information to volunteers and other parties.

Pursuant to Education Code 49073.1, a district may enter into a contract with a third party to provide (1) services, including cloud-based services, for the digital storage, management, and retrieval of student records and/or (2) digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records as provided. When entering into a contract with a third party, it is recommended that districts utilize data sharing agreements to ensure contractors and consultants comply with student data privacy laws. California IT in Education (CITE) has student data privacy resources, including a sample student data privacy agreement, available on its website. For more information on contracts for digital storage and maintenance of student records, see BP 3312 - Contracts.

6. Contractors and consultants having a legitimate educational interest based on services or functions which have been outsourced to them through a formal written agreement or contract with the district, excluding volunteers or other parties (Education Code 49076)

CSBA NOTE: Items #7 and 8 below are for use by districts that maintain high schools.

7. Agencies or organizations in connection with the student's application for or receipt of financial aid, provided that information permitting the personal identification of a student or the student's parents/guardians for these purposes is disclosed only as may be necessary to

determine the eligibility of the student for financial aid, determine the amount of financial aid, determine the conditions which will be imposed regarding the financial aid, or enforce the terms or conditions of the financial aid (Education Code 49076; 34 CFR 99.31)

8. County elections officials for the purpose of identifying students eligible to register to vote or offering such students an opportunity to register, subject to the limits set by 34 CFR 99.37 and under the condition that any information provided on this basis shall not be used for any other purpose or transferred to any other person or agency (Education Code 49076; 34 CFR 99.37)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency, or organization that is permitted to receive such records.

Any person, agency, or organization granted access is prohibited from releasing information to another person, agency, or organization without written permission from the parent/guardian or adult student unless specifically allowed by state law or FERPA. (Education Code 49076; 20 USC 1232g; 34 CFR 99.1-99.8)

Persons Generally Denied Access

CSBA NOTE: Pursuant to Education Code 234.7, as amended by AB 495, districts ~~are~~were mandated to update their policies by March 1, 2026, with language that is equivalent to the model policy language (2025 MPL) developed by the California Attorney General in "Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes," (2025 Guidance). The 2025 Guidance is available on the Office of the Attorney General's website.

The following section is consistent with the 2025 MPL but not required by law, and should be modified to reflect district practice. For more information regarding response to immigration enforcement, see BP/AR 1445 - Response to Immigration Enforcement.

A request for student records by an officer or employee of an agency conducting immigration enforcement shall be denied except in accordance with Board Policy ~~and~~ and Administrative Regulation 1445 - Response to Immigration Enforcement.

De-identification of Records

CSBA NOTE: 20 USC 1232g and Education Code 49076 authorize the district to release student records for specified purposes without parent/guardian consent after the removal of all "personally identifiable information," as defined in "Definitions" above, and provided that the district has made a reasonable determination that a student's identity will not be personally identifiable through single or multiple releases. Education Code 49074 further authorizes the district to provide de-identified statistical data to public or private agencies, postsecondary institutions, or educational research organizations when such actions would be "in the best educational interests of students."

34 CFR 99.31 lists objective standards under which districts may release information from de-identified records. These standards are applicable to both requests for individual, redacted records and requests for statistical information from multiple records.

When authorized by law for any program audit, educational research, or other purpose, the Superintendent or designee may release information from a student record without prior consent of the parent/guardian or adult student after the removal of all personally identifiable information. Prior to releasing such information, the Superintendent or designee shall make a reasonable determination that the student's identity is not personally identifiable, whether through single or multiple releases and taking into account other reasonably available information. (Education Code 49074, 49076; 20 USC 1232g; 34 CFR 99.31)

Process for Providing Access to Records

CSBA NOTE: Education Code 49069.7 **mandates** procedures for notifying parents/guardians of the location of student records if not centrally located. The following paragraph may be expanded to include notification procedures.

Student records shall be maintained in a central file at the school attended by the student or, when records are maintained at different locations, a notation shall be placed in the central file indicating where other records may be found. Parents/guardians and adult students shall be notified of the location of student records if not centrally located. (Education Code 49069.7; 5 CCR 433)

The custodian of records shall be responsible for the security of student records and shall ensure that access is limited to authorized persons. (5 CCR 433)

CSBA NOTE: 5 CCR 431 **mandates** districts to establish written procedures to ensure the security of student records, including (1) guaranteeing access to authorized persons within five business days following the date of request, (2) assuring security of the records, and (3) enumerating and describing the student records collected and maintained by the district. The following three paragraphs reflect this mandate and should be modified to reflect any specific physical, technological, or administrative controls developed by the district. The types of student records collected and maintained by the district are enumerated and described in "Retention and Destruction of Student Records," below.

34 CFR 99.31 requires districts to use "reasonable methods" to (1) ensure that district officials, employees, contractors, and consultants obtain access to only those records, both paper and electronic, in which they have a legitimate educational interest, and (2) identify and authenticate the identity of parents/guardians, students, district officials and employees, and any other party to whom the district discloses personally identifiable information from education records. Additionally, 34 CFR 99.31 specifies that a district that does not use physical or technological access controls, such as a locked file cabinet or computer security limiting access, is required to ensure that its administrative policy for controlling access is effective and remains in compliance with the "legitimate educational interest" requirement.

In commentary accompanying the Final Rule (73 Fed.Reg. 237, page 74817), USDOE suggests a balance of physical, technological, and administrative controls to prevent unauthorized access and to ensure that district officials and employees do not have unrestricted access to the records of all students. ~~The Analysis also~~ Additionally, the commentary clarifies that the reasonableness of the method depends, in part, on the potential harm involved. For example, high-risk records, such as social security numbers or other information that could be used for identity theft, should receive greater and more immediate protection.

In addition, as a condition of participation in an interagency data information system, such as the California Longitudinal Pupil Achievement Data System (CALPADS), Education Code 49076 requires that the district develop security procedures or devices by which unauthorized personnel cannot access data in the system and procedures or devices to secure privileged or confidential data from unauthorized disclosure.

The custodian of records shall develop reasonable methods, including physical, technological, and administrative policy controls, to ensure that district officials and employees obtain access to only those student records in which they have legitimate educational interests. (Education Code 49076; 5 CCR 431; 34 CFR 99.31)

To inspect, review, or obtain copies of student records, authorized persons shall submit a request to the custodian of records. Prior to granting the request, the custodian of records shall authenticate the individual's identity. For any individual granted access based on a legitimate educational interest, the request shall specify the interest involved.

CSBA NOTE: Education Code 49069.7 and 5 CCR 431 **mandate** that the district adopt procedures for granting parent/guardian requests to inspect, review, and obtain copies of records.

Within five business days following the date of request, the authorized person shall be granted access to inspect, review, and obtain copies of student records during regular school hours. (Education Code 49069.7; 5 CCR 431)

CSBA NOTE: 34 CFR 99.30 specifies information that is required to be included in the parent/guardian consent form, as provided below.

When required by law, a student's parent/guardian or an adult student shall provide written, signed, and dated consent before the district discloses the student record. Such consent may be given through electronic means in those cases where it can be authenticated. The district's consent form shall specify the records that may be disclosed, state the purpose of the disclosure, and identify the party or class of parties to whom the disclosure may be made. Upon request by the parent/guardian or adult student, the district shall provide a copy of the records disclosed. (34 CFR 99.30)

If the parent/guardian or adult student refuses to provide written consent for the release of student information, the Superintendent or designee shall not release the information, unless it is otherwise subject to release based on a court order or a lawful subpoena.

CSBA NOTE: Education Code 49069.7 **mandates** procedures for the availability of qualified certificated personnel to interpret records when requested. The following paragraph may be expanded to include specific procedures for persons to request and receive the assistance of certificated personnel.

Qualified certificated personnel shall be available to interpret records when requested. (Education Code 49069.7)

The custodian of records or the Superintendent or designee shall prevent the alteration, damage, or loss of records during inspection. (5 CCR 435)

Access Log

A log shall be maintained for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the record and the legitimate educational interest of the requester. (Education Code 49064)

In every instance of inspection by persons who do not have assigned educational responsibility, the custodian of records shall make an entry in the log indicating the record inspected, the name of the person granted access, the reason access was granted, and the time and circumstances of inspection. (5 CCR 435)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice.

Additionally, the custodian of records shall make an entry in the log regarding any request for record(s) that was denied and the reason for the denial.

CSBA NOTE: Education Code 49064 does not require the district to record access by individuals specified in Items #1-5 below. If the district wants to record access by all individuals as part of the reasonable administrative controls required by 34 CFR 99.31, the following list and section should be modified to reflect district practice.

The log need not include requests for access to records by: (Education Code 49064)

1. Parents/guardians or adult students
2. Students who are 16 years of age or older or who have completed the 10th grade
3. Parties obtaining district-approved directory information
4. Parties who have received written consent by a parent/guardian and have provided it to the district, in which case the consent notice shall be filed with the record pursuant to Education Code 49075

5. District officials and employees who have a legitimate educational interest

The log shall be open to inspection only by the parent/guardian, adult student, dependent adult student, custodian of records, and certain state or federal officials specified in Education Code 49064. (Education Code 49064; 5 CCR 432)

Duplication of Student Records

CSBA NOTE: Education Code 49069.7 **mandates** that the district adopt procedures for granting parent/guardian requests for copies of student records pursuant to Education Code 49065.

To provide copies of any student record, the district may charge a reasonable fee not to exceed the actual cost of providing the copies. No charge shall be made for providing up to two transcripts or up to two verifications of various records for any former student. No charge shall be made to locate or retrieve any student record. (Education Code 49065)

Changes to Student Records

Only a parent/guardian having legal custody of a student or a student who is 18 years of age or is attending an institution of postsecondary education may challenge the content of a record or offer a written response to a record. (Education Code 49061)

No addition or change shall be made to a student's record after high school graduation or permanent departure, other than routine updating, unless required by law or with prior consent of the parent/guardian or adult student. (Education Code 49070; 5 CCR 437)

CSBA NOTE: Pursuant to Education Code 220.3, a district is prohibited from requiring an official, employee, contractor, or consultant to disclose any information related to a student's sexual orientation, gender identity, or gender expression, including changing student records, to any other person without the student's consent unless otherwise required by state or federal law.

Any request to change a student's legal name in the student's mandatory permanent student record shall be accompanied with appropriate documentation.

CSBA NOTE: Pursuant to Education Code 220.3 and 220.5, a district or Governing Board member may not require an employee or contractor to disclose any information related to a student's sexual orientation, gender identity, or gender expression to any other person, or enact or enforce any policy, rule, or administrative regulation that would require the same disclosure requirement, without the student's consent unless otherwise required by state or federal law.

The district shall update a current student's name and/or gender consistent with Administrative Regulation 5145.3– Nondiscrimination/Harassment.

CSBA NOTE: Education Code 49062.5 requires a district to update a former student's records to reflect a change to the former student's name and/or gender, as specified below.

Updating Name and/or Gender of Former Students

CSBA NOTE: Education Code 49062.5 requires a district to update a former student's records to reflect a change to the former student's name and/or gender, as specified below.

~~When~~ However, when a former student submits a state-issued driver's license, birth certificate, passport, social security card, court order, or other government-issued documentation demonstrating that the former student's legal name and/or gender has changed, the district shall update the former student's records to include the updated legal name and/or gender. Upon request by the former student, the district shall reissue any documents conferred upon the former student, including, but not limited to, a transcript, a high school diploma, a high school equivalency certificate, or other similar documents. (Education Code 49062.5)

If the former student's name or gender is changed and the requested records are reissued, a new document shall be added to the former student's file that includes all of the following information: (Education Code 49062.5)

1. The date of the request
2. The date the requested records were reissued to the former student
3. A list of the records that were requested by and reissued to the former student
4. The type of documentation, if any, provided by the former student to demonstrate a legal change to the student's name and/or gender
5. The name of the employee who completed the request
6. The current and former names and/or genders of the student

Any former student who submits a request to change the legal name and/or gender on the student's records but is unable to provide any government-issued documentation demonstrating the legal name or gender change, may request a name or gender change through the process described in Education Code 49070 and Administrative Regulation 5125.3 - Challenging Student Records. (Education Code 49062.5)

Any challenge to the content of a student's record shall be filed in accordance with Education Code 49070 and the process specified in Administrative Regulation 5125.3 - Challenging Student Records.

Retention and Destruction of Student Records

All anecdotal information and assessment reports maintained as student records shall be dated and signed by the individual who originated the data. (5 CCR 431)

The following mandatory permanent student records shall be kept indefinitely: (5 CCR 432, 437)

1. Legal name of student
2. Date and place of birth and method of verifying birth date
3. Sex of student
4. Name and address of parent/guardian of minor student
 - a. Address of minor student if different from the above
 - b. Annual verification of parent/guardian's name and address and student's residence
5. Entrance and departure dates of each school year and for any summer session or other extra session
6. Subjects taken during each year, half-year, summer session, or quarter, and marks or credits given towards graduation
7. Verification of or exemption from required immunizations
8. Date of high school graduation or equivalent

Mandatory interim student records, unless forwarded to another district, shall be maintained subject to destruction during the third school year after the school year in which they originated, following a determination that their usefulness has ceased or the student has left the district. These records include: (Education Code 48918, 51747; 5 CCR 432, 437, 16027)

1. Expulsion orders and the causes therefor
2. A log identifying persons or organizations who request or receive information from the student record
3. Health information, including verification or waiver of the health screening for school entry

4. Information on participation in special education programs, including required tests, case studies, authorizations, and actions necessary to establish eligibility for admission or discharge
5. Language training records
6. Progress slips/notices required by Education Code 49066 and 49067
7. Parent/guardian restrictions/stipulations regarding access to directory information
8. Parent/guardian or adult student rejoinders to challenged records and to disciplinary action
9. Parent/guardian authorization or prohibition of student participation in specific programs
10. Results of standardized tests administered within the past three years
11. Written findings resulting from an evaluation conducted after a specified number of missed assignments to determine whether it is in a student's best interest to remain in independent study

Permitted student records may be destroyed six months after the student completes or withdraws from the educational program and their usefulness ceases, including: (5 CCR 432, 437)

1. Objective counselor and/or teacher ratings
2. Standardized test results older than three years
3. Routine discipline data
4. Verified reports of relevant behavioral patterns
5. All disciplinary notices
6. Supplementary attendance records

Records shall be destroyed in a way that assures they will not be available to possible public inspection in the process of destruction. (5 CCR 437)

Transfer of Student Records

When a student transfers into the district from any other district, a private school, or school system, the Superintendent or designee shall inform the student's parent/guardian of rights regarding student records, including a parent/guardian's right to review, challenge, and receive a copy of student records. (Education Code 49068; 5 CCR 438)

CSBA NOTE: Education Code 48201 requires districts to request records of a transferring student regarding acts that resulted in the student's suspension or expulsion from the previous school, as specified below. Once the record is received, the Superintendent or designee is required to inform the student's teachers of the acts. For more information regarding teacher security, see AR 4158/4258/4358 - Employee Security.

When a student transfers into ~~this~~the district from another district, the Superintendent or designee shall request that the student's previous district provide any records, either maintained by that district in the ordinary course of business or received from a law enforcement agency, regarding acts committed by the transferring student that resulted in the student's suspension or expulsion. (Education Code 48201)

CSBA NOTE: When a student with a disability transfers into the district, Education Code 56325 requires the district to take reasonable steps to promptly obtain the student's records from their previous school, including the individualized education program and supporting documents and any other records relating to the provision of special education and related services to the student. Pursuant to Education Code 56325, as amended by AB 1412 (Ch. 453, Statutes of 2025), districts are required to take reasonable steps that are consistent with specified components of the Interstate Compact on Educational Opportunity for Military Children, including that the new school accept unofficial records provided by the student's parent/guardian until validated by official records. For more information regarding the Interstate Compact on Educational Opportunity for Military Children, see BP/AR 6173.2 – Education of Children of Military Families.

When a student with a disability transfers into the district from another district, the Superintendent or designee shall take reasonable steps to promptly obtain the student's records, including the individualized education program and the supporting documents related to the provision of special education services, in accordance with Administrative Regulation 6159 – Individualized Education Program.

CSBA NOTE: Pursuant to Education Code 49068, a district is required to transfer a copy of a student's records to another school in which the student is enrolled or intends to enroll within 10 school days of receiving a request for the records. However, this is not applicable in circumstances where a more restrictive timeline is required. For example, a district is required to transfer the records of a student who is a foster youth to the new school within two business days, pursuant to Education Code 48853.5. For more information regarding transferring student records, see BP/AR 6146.3 - Reciprocity ~~of~~of Academic Credit.

When a student transfers from this district to another school district or to a private school, the Superintendent or designee shall forward a copy of the student's mandatory permanent record

within 10 school days of the district's receipt of the request for the student's records. The original record or a copy shall be retained permanently by this district. If the transfer is to another California public school, the student's entire mandatory interim record shall also be forwarded. If the transfer is out of state or to a private school, the mandatory interim record may be forwarded. Permitted student records may be forwarded to any other district or private school. (Education Code 48918, 49068; 5 CCR 438)

Upon receiving a request from a county placing agency to transfer a student in foster care out of a district school, the Superintendent or designee shall transfer the student's records to the next educational placement within two business days. (Education Code 49069.5)

Additionally, when a student in foster care is enrolling in a district school, the district's liaison for foster youth shall contact, within two business days of the student's request for enrollment, the school last attended by the student to obtain all academic and other records. (Education Code 48853.5)

All student records shall be updated before they are transferred. (5 CCR 438)

Student records shall not be withheld from the requesting district because of any charges or fees owed by the student or parent/guardian. (5 CCR 438)

If the district is withholding grades, diploma, or transcripts from the student because of damage or loss of district property, this information shall be sent to the requesting district along with the student's records.

Notification of Parents/Guardians

Upon any student's initial enrollment, and at the beginning of each school year thereafter, the Superintendent or designee shall notify parents/guardians and eligible students, in writing, in accordance with Board Policy/Exhibit(1) 5145.6 – Parent/Guardian Notifications, of their rights related to student records. If 15 percent or more of the students enrolled in the district speak a single primary language other than English, then the district shall provide these notices in that language. Otherwise, the district shall provide these notices in the student's home language insofar as practicable. The district shall effectively notify parents/guardians or eligible students with exceptional needs. (Education Code 48985, 49063; 5 CCR 431; 34 CFR 99.7)

The notice shall include: (Education Code 49063, 60900.5; 34 CFR 99.7, 99.34)

1. The types of student records kept by the district and the information contained therein
2. The title(s) of the official(s) responsible for maintaining each type of record
3. The location of the log identifying those who request information from the records

4. District criteria for defining district officials and employees and for determining legitimate educational interest
5. District policies for reviewing and expunging student records
6. The right to inspect and review student records and the procedures for doing so
7. The right to challenge and the procedures for challenging the content of a student record that the parent/guardian or student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights
8. The cost, if any, charged for duplicating copies of records
9. The categories of information defined as directory information pursuant to Education Code 49073
10. The right to consent to disclosures of personally identifiable information contained in the student's records except when disclosure without consent is authorized by law
11. Availability of the curriculum prospectus developed pursuant to Education Code 49091.14 containing the titles, descriptions, and instructional aims of every course offered by the school

CSBA NOTE: Item #12 is for districts that serve students in grades 9-12. Pursuant to Education Code 60900, districts are required to annually notify parents/guardians that specified district data and data collected by CDE ~~is~~are shared with CCGI.

12. The sharing with CCGI of specified district data and data collected by the California Department of Education for the purposes of college admissions, academic placement, and eligibility for student financial aid (Education Code 60900)
13. Any other rights and requirements set forth in Education Code 49060-49085, and the right of parents/guardians to file a complaint with the U.S. Department of Education concerning an alleged failure by the district to comply with 20 USC 1232g

CSBA NOTE: Pursuant to 34 CFR 99.34, if the district's annual parent/guardian notification contains the information described in optional Item #14 below, the district does not need to attempt to individually notify a parent/guardian or adult student when the district discloses an education record to officials of another district, school system, or postsecondary institution; see Item #5 in the list of persons/agencies with legitimate educational interests in "Access for Limited Purpose/Legitimate Educational Interest," above.

14. A statement that the district forwards education records to other agencies or institutions that request the records and in which the student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment

CSBA NOTE: The following paragraph is consistent with the 2025 MPL but not required by law, and should be modified to reflect district practice.

Additionally, the annual parent/guardian notification shall include a statement that a student's citizenship status, immigration status, place of birth, or any other information indicating national origin will only be released in accordance with Board Policy ~~and~~ Administrative Regulation 1445 - Response to Immigration Enforcement.

Student Records from Social Media

CSBA NOTE: The following optional section is for use by districts that have adopted a program, pursuant to Education Code 49073.6, to gather or maintain any information obtained from students' social media activity that pertains directly to school safety or student safety. Districts that adopt such a program, as specified in the accompanying Board policy, are required to comply with the requirements described below. Districts that have not adopted such a program should delete the following section.

For the purpose of gathering and maintaining records of students' social media activity, the Superintendent or designee shall: (Education Code 49073.6)

1. Gather or maintain only information that pertains directly to school safety or student safety
2. Provide a student with access to any information that the district obtained from the student's social media activity and an opportunity to correct or delete such information
3. Destroy information gathered from social media and maintained in student records within one year after a student turns 18 years of age or within one year after the student is no longer enrolled in the district, whichever occurs first
4. Notify each parent/guardian that the student's information is being gathered from social media and that any information maintained in the student's records shall be destroyed as provided in Item #3 above

Additionally, the notification shall include, but is not limited to, an explanation of the process by which a student or the student's parent/guardian may access the student's records for examination of the information gathered or maintained and the process by which removal of the information may be requested or corrections to the information may be made. The notification may be provided as part of the annual parent/guardian notification required pursuant to Education Code 48980.

5. If the district contracts with a third party to gather information on a student from social media, ensure that the contract:
 - a. Prohibits the third party from using the information for purposes other than those specified in the contract or from selling or sharing the information with any person or entity other than the district, the student, or the student's parent/guardian
 - b. Requires the third party to destroy the information immediately upon satisfying the terms of the contract, or when the district notifies the third party that the student has turned 18 years of age or is no longer enrolled in the district, whichever occurs first

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 16020-16027

Description

Destruction of records of school districts

5 CCR 430-438

Individual student records

Bus. and Prof. Code 22580-22582

Privacy rights for California minors in the digital world

Bus. and Prof. Code 22584-22585

Student Online Personal Information Protection Act

Bus. and Prof. Code 22586-22587

Early Learning Personal Information Protection Act

Civ. Code 1798.100 - 1798.199.100

California Consumer Privacy Act

(https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=3.&part=4.&lawCode=CIV&title=1.81.5.)

Code of Civil Procedure 1985.3

Subpoena duces tecum

Ed. Code 17604

Delegation of powers to agents

Ed. Code 220.3

Prohibition of requiring employee or contractor to disclose information related to student's sexual orientation, gender identity, or gender expression

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=220.3&lawCode=EDC)

Ed. Code 220.35

Prohibition of enactment or enforcement of policy, rule, or administrative regulation requiring employee or contractor to

	disclose information related to student's sexual orientation, gender identity, or gender expression https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=220.5.&lawCode=EDC
Ed. Code 234.7	Student protections relating to immigration and citizenship status
Ed. Code 33328.5	Statewide AI Task Force https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=33328.5.&lawCode=EDC
Ed. Code 35266	Reporting of cyberattacks
Ed. Code 48201	Transfer student's record for acts that resulted in suspension or expulsion
Ed. Code 48853.5	Foster youth; placement, immunizations
Ed. Code 48902	Notification of law enforcement of specified violations
Ed. Code 48904-48904.3	Withholding grades, diplomas, or transcripts
Ed. Code 48918	Rules governing expulsion procedures
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49060-49079	Student records
Ed. Code 49091.14	Parent/guardian review of curriculum
Ed. Code 51745	Independent study
Ed. Code 56041.5	Rights of students with disabilities
Ed. Code 56050	Surrogate parents
Ed. Code 56055	Foster parents
Ed. Code 56325	Unofficial transcripts for transfer students; students with disabilities https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=56325.&lawCode=EDC
Ed. Code 60900- 60901 60902	California Longitudinal Pupil Achievement Data System https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=4.&chapter=10.&part=33.&lawCode=EDC&title=2.)
Ed. Code 69432.9	Cal Grant program; notification of grade point average

Ed. Code 69475	Conditional repeal of Cal Grant program http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=69475.&lawCode=EDC
Fam. Code 3025	Access to records by noncustodial parents
Fam. Code 6323.5	Ex parte orders Ex parte orders https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=6323.5.&lawCode=FAM
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 7920.000-7930.215	California Public Records Act
H&S Code 120440	Immunizations; disclosure of information
Pen. Code 245	Assault with deadly weapon
W&I Code 16010	Health and education records of a minor
W&I Code 681	Truancy petitions
W&I Code 701	Juvenile court law
Federal	Description
15 USC 6501-6506	Children's Online Privacy Protection Act https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title15-chapter91&saved=%7CKHRpdGxIOjE1IHNIY3Rpb246NjUwMSBIZGI0aW9uOnByZWxpbSkdT1lgKGdyYW51bGVpZDpVUOMtcHJlbGltLXRpdGxIMTUtc2VjdGlvbjY1MDEp%7CdHJIZXNvcnQ%3D%7C%7C0%7Cfalse%7Cprelim&edition=prelim
16 CFR Part 312	Children's Online Privacy Protection Rule
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Protection of Pupil Rights Amendment https://uscode.house.gov/view.xhtml?req=(title:20%20section:1232h%20edition:prelim)%20OR%20(granuleid:USC-prelim-title20-section1232h)&f=treesort&edition=prelim&num=0&jumpTo=true
26 USC 152	Definition of dependent child
34 CFR 300.501	Opportunity to examine records for parents/guardians of student with disability
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act
42 USC 11434a	McKinney-Vento Homeless Assistance Act; definitions

Management Resources

Court Decision

Description

Mirabelli v. Bonta (2026) 146 S.Ct. 797

(<https://www.supremecourt.gov/opinions/opinions.aspx>)

CSBA Publication

Legal Guidance: Immigration issues affecting California LEAs, April 2026

(<https://www.csba.org/-/media/Legal-Guidance-Immigration-2026.ashx?la=en&rev=6afe6081ed504732901815ceaf7ac04c>)

CA Office of the Attorney General
Publication

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025

CA Office of the Attorney General Publication

Promoting Safe and Secure Government Access for All: Guidance and Model Policies to Assist State and Local Agencies in Responding to Immigration Issues Pursuant to Senate Bill 580 (2025), July 2026
(<https://oag.ca.gov/system/files/media/guidance-state-local-sb580.pdf>)

CSBA Publication

Understanding Artificial Intelligence in K-12 Education: What Governance Teams Should Know, September 2023

CSBA Publication

Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

Federal Register

Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855

U.S. Department of Education Publication

Dear Colleague Letter regarding Family Educational Rights and Privacy Act, March 2025

(https://studentprivacy.ed.gov/sites/default/files/resource_document/file/Secretary_Comb_SPPO_DCL_Annual%20Notice_0.pdf)

U.S. Department of Education
Publication

IDEA and FERPA Crosswalk: A side-by-side comparison of the privacy provisions under Parts B and C of the IDEA and FERPA, August 2022

U.S. Department of Education
Publication

School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA), February 2019

U.S. Department of Education Publication	An Eligible Student Guide to the Family Educational Rights and Privacy Act (FERPA), March 2023
U.S. Department of Education Publication	A Parent Guide to the Family Educational Rights and Privacy Act (FERPA), July 2021
U.S. Department of Education Publication	Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, Oct 2007
U.S. Department of Education Publication	Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008
Website	California Department of Education, Resources to Include Immigrant Families
Website	California Department of Education, LEA Immigration Enforcement Policy Submission
Website	California Department of Education, Artificial Intelligence: Information regarding the role of artificial intelligence (AI) in California Public Schools (https://www.cde.ca.gov/ci/pl/aiincalifornia.asp)
Website	California IT in Education, Student Data Privacy
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
Website	California Office of the Attorney General California Office of the Attorney General
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan
0441	Artificial Intelligence
1100	Communication With The Public
1113	District And School Websites
1113	District And School Websites

1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
1400	Relations Between Other Governmental Agencies And The Schools
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3250	Transportation Fees
3250	Transportation Fees
3260	Fees And Charges
3260	Fees And Charges
3290	Gifts, Grants And Bequests
3312	Contracts
3515	Campus Security
3515	Campus Security
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
3580	District Records
3580	District Records
4040	Employee Use Of Technology

4040-E(1)	Employee Use Of Technology
4112.6	Personnel Files
4113.5	Working Remotely
4117.7	Employment Status Reports
4119.23	Unauthorized Release Of Confidential/Privileged Information
4158	Employee Security
4158	Employee Security
4212.6	Personnel Files
4213.5	Working Remotely
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4258	Employee Security
4258	Employee Security
4312.6	Personnel Files
4313.5	Working Remotely
4317.7	Employment Status Reports
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4358	Employee Security
4358	Employee Security
5000	Concepts And Roles
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5021	Noncustodial Parents
5022	Student And Family Privacy Rights
5022	Student And Family Privacy Rights
5111	Admission

5111	Admission
5111.1	District Residency
5111.1	District Residency
5111.2	Nonresident Foreign Students
5112.1	Exemptions From Attendance
5112.1	Exemptions From Attendance
5112.2	Exclusions From Attendance
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5113.12	District School Attendance Review Board
5113.12	District School Attendance Review Board
5113.2	Work Permits
5113.2	Work Permits
5119	Students Expelled From Other Districts
5121	Grades/Evaluation Of Student Achievement
5121	Grades/Evaluation Of Student Achievement
5123	Promotion/Acceleration/Retention
5123	Promotion/Acceleration/Retention
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.2	Withholding Grades, Diploma Or Transcripts
5125.3	Challenging Student Records
5126	Awards For Achievement
5126	Awards For Achievement
5131.1	Bus Conduct
5131.1	Bus Conduct
5131.2	Bullying
5131.2	Bullying

5131.61	Drug Testing
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5131.9	Academic Honesty
5138	Conflict Resolution/Peer Mediation
5141.21	Administering Medication And Monitoring Health Conditions
5141.21	Administering Medication And Monitoring Health Conditions
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.23	Asthma Management
5141.23	Asthma Management
5141.24	Specialized Health Care Services
5141.26	Tuberculosis Testing
5141.27	Food Allergies/Special Dietary Needs
5141.27	Food Allergies/Special Dietary Needs
5141.3	Health Examinations
5141.3	Health Examinations
5141.31	Immunizations
5141.31	Immunizations
5141.32	Health Screening For School Entry
5141.33	Head Lice
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5141.6	School Health Services
5141.6	School Health Services
5142.1	Identification And Reporting Of Missing Children
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process

5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5144.4	Required Parental Attendance
5144.4	Required Parental Attendance
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5146	Married/Pregnant/Parenting Students
5148	Child Care And Development
5148	Child Care And Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6143	Courses Of Study
6143	Courses Of Study
6145.2	Athletic Competition
6145.2	Athletic Competition
6146.11	Alternative Credits Toward Graduation
6146.11	Alternative Credits Toward Graduation
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2-E(1)	Certificate Of Proficiency/High School Equivalency
6158	Independent Study
6158	Independent Study

6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6162.8	Research
6162.8	Research
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6164.2	Guidance/Counseling Services
6164.5	Student Success Teams
6164.5	Student Success Teams
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6172.1	Concurrent Enrollment In College Classes
6172.1	Concurrent Enrollment In College Classes
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth

6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.3	Education For Juvenile Court School Students
6175	Migrant Education Program
6175	Migrant Education Program
6178.1	Work-Based Learning
6178.1	Work-Based Learning
9011	Disclosure Of Confidential/Privileged Information
9012	Board Member Electronic Communications
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Policy 5131.8: Mobile Communication Devices

Status: ADOPTED

Original Adopted Date: 10/01/2019 | Last Revised Date: 03/08/01/2025/2026 | Last Reviewed
Date: 03/08/01/2025/2026

CSBA NOTE: The following policy ~~will be~~ is mandated beginning July 1, 2026, and may be revised to reflect district practice. Pursuant to Education Code 48901.7, as amended by AB 3216 (Ch. 500, Statutes of 2024), the Governing Board is required, ~~by July 1, 2026,~~ to adopt a policy that limits or prohibits student use of smartphones while at a school site or under the supervision and control of district employee(s), and subsequently, to update the policy every five years.

Additionally, Education Code 48901.7 requires the development of the policy to include significant stakeholder participation in order to ensure that the policy is responsive to the unique needs and desires of students, parents/guardians, and educators in each community. Such participation may occur at Board meetings, school site council meetings, or other appropriate meetings, in order to receive stakeholder input.

Education Code 48901.5 authorizes the district to regulate ~~the,~~ while on campus, attending school-sponsored activities, or under the supervision and control of school district employees, student possession or use of electronic signaling devices that operate through the transmission or receipt of radio waves; ~~unless.~~ However, no student is prohibited from possessing or using an electronic signaling device that is determined by a licensed physician and surgeon to be essential for a ~~student's~~ the health of the student, the use of which is limited to purposes related to the health of the student.

The U.S. Department of Education's 2024 guidance, "Planning Together: A Playbook for Student Personal Device Policies," provides districts guidance for adopting policies around the use of cellphones and personal devices on campus.

Additionally, the U.S. Surgeon General's Advisory, "Surgeon General's Warning on the Harms of Screen Use: An advisory and toolkit on how to protect children and adolescents," provides that healthy screen use in children includes (1) delaying access to tablets, smartphones, and social media as long as possible and (2) implementing, evaluating, and measuring the impacts of bell-to-bell school cell phone policy restrictions to minimize screen time during the school day.

In addition, the UC|CSU Collaborative for Neuroscience, Diversity, and Learning's, "Strengthening K-12 Cellphone Policies to Support Student Learning and Well-Being: Research-Based Guidance for U.S. Education Leaders," provides that (1) cellphones in classrooms can be both distracting and valuable, (2) students need support in building healthy digital habits, (3) the impact of phone and social media use on mental health depends on how it is used, with the potential for both harmful

and beneficial impact on well-being, and (4) the risks and benefits of cellphone use are not uniform. The publication also includes core policy elements for K-12 education leaders, which districts may find helpful when revising this policy to reflect district practice, the grade levels served, and the unique needs and desires of district schools.

The Governing Board recognizes that student use of smartphones and other mobile communication devices on campus may be have beneficial to as well as harmful and disruptive effects on student learning and well-being, and could be harmful and disruptive of on the instructional program in some circumstances. When on campus or when under the supervision of district employees, students may use smartphones and other mobile communication devices only as permitted under this policy.

CSBA NOTE: The following two options offer different approaches to regulating regulate the use of smartphones and other mobile communication devices. Districts should choose the option below, or revise this policy consistent with their approach. Education Code 48901.7, as amended by AB 3216, requires significant stakeholder participation in the development of the policy, in order the following, to ensure that reflect the policy is responsive to the unique needs and desires of students, parents/guardians, and educators in each of the community-, district practice, school location, and student demographics such as age and grade level.

Option 1, below, limits the use of smartphones and other mobile communication devices to noninstructional time. Option 2, below, prohibits the use of smartphones and other mobile communication devices while at a school site or under the supervision and control of a district employee.

Option 1: (Limited use of smartphones and other mobile communication devices)

Students may, subject to this Board policy, use smartphones or other mobile communication devices on campus during noninstructional time as long as the device is utilized in accordance with law and any applicable school rules.

Mobile communication devices shall be turned off during instructional time.

End Option 1

Option 2: (Prohibited use of smartphones and other mobile communication devices)

Students shall not use smartphones or other mobile communication devices while at a school site or under the supervision and control of a district employee.

End Option 2

CSBA NOTE: The following applies to all districts, irrespective of which option the district chooses. Education Code 48901.7 specifies circumstances in which the district is not permitted to prohibit student use of smartphones and other mobile communication devices.

However, a student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: (Education Code 48901.5, 48901.7)

1. ~~In the case of an emergency, or in response to a perceived threat of danger~~
2. ~~1.~~ When a teacher or administrator grants permission to the student to possess or use a mobile communication device, subject to any reasonable limitation imposed by that teacher or administrator
3. ~~2.~~ When a licensed physician or surgeon determines that the possession or use is necessary for the student's health and well-being
4. ~~3.~~ When the possession or use is required by the student's individualized education program

CSBA NOTE: Districts should choose Option 1 or Option 2 below irrespective of which option the district chose above. Education Code 48901.7 specifies circumstances in which the district is not permitted to prohibit student use of smartphones and other mobile communication devices. However, pursuant to Education Code 48901.7, as amended by AB 962 (Ch. 284, Statutes of 2025), a student may be prohibited from possessing or using a smartphone in the case of an emergency or in response to a perceived threat of danger, if explicitly addressed in the comprehensive school safety plan (CSSP).

Option 1, below, is for districts that do not prohibit students from possessing or using a smartphone or other mobile communication device in the case of an emergency or in response to a perceived threat of danger. Option 2, below, is for districts that prohibit students from possessing or using a smartphone or other mobile communication device in the case of an emergency or in response to a perceived threat of danger, and have specifically addressed such in the CSSP. For more information on CSPPs, see BP/AR 0450 – Comprehensive Safety Plan.

Option 1: (Students are not prohibited from possessing/using smartphones or other mobile communication devices during emergency/response to a perceived threat of danger)

Additionally, a student shall not be prohibited from possessing or using a smartphone or other communication device in the case of an emergency or in response to a perceived threat of danger. (Education Code 48901.7)

End Option 1

Option 2: (Students are prohibited from possessing/using smartphones or other mobile communication devices during emergency/response to a perceived threat of danger)

However, a student shall be prohibited from possessing or using a smartphone or other communication device in the case of an emergency or in response to a perceived threat of danger, with the prohibited possession and use explicitly addressed in the comprehensive school safety plan. (Education Code 48901.7)

End Option 2

CSBA NOTE: Pursuant to Education Code 48901.7; as amended by AB 3216, the district's policy may include enforcement mechanisms that limit student access to smartphones. However, the district is not permitted to monitor, collect, or otherwise access any information related to a student's online activities.

The Superintendent or designee may undertake measures or strategies in accordance with law, to limit student access to smartphones and other mobile communication devices on campus.
(Education Code 48901.7)

Smartphones and other mobile communication devices shall not be used in any manner which infringes on the privacy rights of any other person.

CSBA NOTE: Penal Code 1546.1 prohibits warrantless searches of students' personal electronic devices such as mobile phones, except in the circumstances specified in the following paragraph. Additionally, a search of a student's personally owned mobile communication device may be subject to the Fourth Amendment of the U.S. Constitution, which prohibits unreasonable search and seizure. See For more information regarding circumstances under which the search of an individual student may be authorized, see BP/AR 5145.12 - Search and Seizure. It is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel, with questions related to the search of a student's mobile communication device.

A student's personal electronic device shall not be searched without the consent of the student's parent/guardian, except pursuant to a lawfully issued warrant, when a school official, in good faith, believes that an emergency involving danger of death or serious physical injury to the student or others requires access to the electronic device information, or when the search is otherwise permitted pursuant to Penal Code 1546.1.

When a student uses a mobile communication device in an unauthorized manner while at a school site or under the supervision and control of a district employee, the student may be disciplined and in accordance with Board Policy/Administrative Regulation 5144 - Discipline, Board Policy/Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities). Additionally, the district employee may temporarily confiscate the device. The, in which case the employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate.

CSBA NOTE: The following optional paragraph addresses students' off-campus conduct during nonschool hours. In general, courts have upheld districts' discipline of students for off-campus conduct that posed a threat to the safety of other students, staff, or school property or presented a risk of substantial disruption of school activities, provided that the district was able to document the impact or disruption that the conduct had, or could be expected to have, on school activities.

Pursuant to Education Code 48900, districts have the authority to suspend or expel students who engage in cyberbullying off campus, provided that the act meets the criteria specified in the definition of "bullying" in Education Code 48900, which are a severe or pervasive physical or verbal act or conduct that has or can be reasonably predicted to have the effect of placing a reasonable student in fear of harm to the student's person or property, causing a substantially detrimental effect on the student's physical or mental health, causing substantial interference with the student's academic performance, or causing substantial interference with the student's ability to participate in

or benefit from school services, activities, or privileges. For more information regarding bullying, including cyberbullying, see BP 5131.2 - Bullying.

In adopting policy related to off-campus conduct, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel to ensure that the policy does not violate students' First Amendment rights to freedom of speech or expression. For more information regarding freedom of speech or expression, see BP 5145.2 - Freedom of Speech/Expression.

~~A~~In addition, a student may ~~also~~ be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.

The district ~~will~~is not ~~be~~ responsible or liable for a student's mobile communication device which is brought on campus or to a school activity and is lost, stolen, or damaged.

~~CSBA NOTE: Pursuant to Education Code 48901.7, as amended by AB 3216, the district's policy limiting or prohibiting student use of smartphones while at a school site or under the supervision and control of district employee(s) is required to be updated every five years.~~

The Board shall review and, as necessary, update this policy at least once every five years. Any such review or update shall include significant stakeholder participation to ensure that the policy is responsive to the unique needs and desires of the school community: students, parents/guardians, and educators. (Education Code 48901.7)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 300-307	Duties of students
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 200- 262.4 <u>280</u>	Prohibition of discrimination
Ed. Code 32280-32289. 5 <u>6</u>	School safety plans
Ed. Code 35181	Governing board authority to set policy on responsibilities of students
Ed. Code 35291-35291.5	Rules
Ed. Code 44807	Teachers' duty concerning conduct of students

Ed. Code 48900- 48925 48926	Suspension and expulsion
Ed. Code 48901.5	Prohibition of electronic signaling devices
Ed. Code 48901.7	Limitation or prohibition of student use of smartphones
Ed. Code 48901.8	Limitation or prohibition of student use of social media (California Code, EDC 48901.8.)
Ed. Code 51512	Prohibited use of electronic listening or recording device
Pen. Code 1546.1	Electronic Communications Privacy Act (California Code, PEN 1546.1.)
Pen. Code 288.2	Harmful matter with intent to seduce
Pen. Code 313	Harmful matter
Pen. Code 647	Use of camera or other instrument to invade person's privacy; misdemeanor
Pen. Code 653.2	Electronic communication devices; threats to safety
Veh. Code 23123-23124	Prohibitions against use of electronic devices while driving

Federal

20 USC 1681-1688

Description

Title IX of the Education Amendments of 1972; discrimination based on sex

[\(20 USC Ch. 38: DISCRIMINATION BASED ON SEX OR BLINDNESS\)](#)

Management Resources

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

CSBA Publication

CSBA Publication

Description

Safford Unified School District V. Redding (2009) 557 US 364

Mahanoy Area School District v. B.L. (2021) 594 U.S. 180

J.C. v. Beverly Hills Unified School District (2010) 711 F.Supp.2d 1094

New Jersey v. T.L.O. (1985) 469 U.S. 325

Tinker v. Des Moines Independent Community School District (1969) 393 U.S. 503

Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010

[\(CyberbullyingPB_Final.ashx\)](#)

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

	(Planning Together: A Playbook for Student Personal Device Policies)
California Department of Education Publication	Bullying at School, 2003 (Bullying at School - School Environment (CA Dept of Education))
U.S. Department of Education Publication	Planning Together: A Playbook for Student Personal Device Policies, December 2024
U.S. Surgeon General Advisory	Surgeon General's Warning on the Harms of Screen Use: An advisory and toolkit on how to protect children and adolescents, 2026 (U.S. Surgeon General's Advisory: Surgeon General's Warning on the Harms of Screen Use)
UC CSU Collaborative for Neuroscience, Diversity, and Learning Publication	Strengthening K-12 Cellphone Policies to Support Student Learning and Well-Being: Research-Based Guidance for U.S. Education Leaders, 2025 (UCLACTSUCCSUCollaborative K-12CellphonePoliciesBrief_FINALv.3.pdf)
Website	CSBA District and County Office of Education Legal Services
Website	National School Safety Center
Website	Center for Safe and Responsible Internet Use (VAWnet.org)
Website	California Department of Education, Safe Schools
Website	CSBA
Website	U.S. Department of Education
Website	UC CSU Collaborative for Neuroscience, Diversity, and Learning (https://ca-diverse-learning.org/)

Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
5131	Conduct

5131.2	Bullying
5131.2	Bullying
5131.4	Student Disturbances
5131.4	Student Disturbances
5131.9	Academic Honesty
5137	Positive School Climate
5141.52	Suicide Prevention
5141.52	Suicide Prevention
<u>5144</u>	<u>Discipline</u>
<u>5144.1</u>	<u>Suspension and Expulsion/Due Process</u>
<u>5144.2</u>	<u>Suspension and Expulsion/Due Process (Students with Disabilities)</u>
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
6159	Individualized Education Program
6159	Individualized Education Program
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology

Policy 5145.3: Nondiscrimination/Harassment

Status: ADOPTED

Original Adopted Date: 10/01/2014 | Last Revised Date: 06/08/01/2025 2026 | Last Reviewed
Date: 06/08/01/2025 2026

CSBA NOTE: The following **mandated** policy reflects various provisions of state and federal law which prohibit discrimination against students in educational programs and activities based on certain actual or perceived characteristics of an individual.

The California Department of Education, through its Federal Program Monitoring process, reviews districts' uniform complaint procedures (UCP) and other anti-discrimination policies and processes to ensure compliance with mandated policy requirements. Additionally, the U.S. Department of Education's Office for Civil Rights (~~OCR~~USOCR) is responsible for the administrative enforcement of federal laws and regulations prohibiting discrimination on the basis of race, color, national origin, sex, disability, and age in programs and activities that receive federal financial assistance from the department, and requires the adoption of nondiscrimination policies and complaint procedures.

In accordance with various provisions of state and federal law and regulation, and related court cases, discrimination in education programs and activities is unlawful when it is based on certain actual or perceived characteristics of an individual. This includes, but is not limited to, discrimination based on race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status. For more information regarding the requirement for district programs and activities to be free from discrimination, see BP 0410 - Nondiscrimination in District Programs and Activities, and regarding the protection of students against sexual harassment, see BP/AR 5145.7 - Sexual Harassment.

Education Code 200 and 210.2, as amended by SB 1137 (Ch. 779, Statutes of 2024), provide that ~~prohibited discrimination includes discrimination not just because of one protected class under state law, but also because of the combination of two or more protected bases~~ and AR/E(1) 5145.71 – Title IX Sexual Harassment Complaint Procedures.

Title IX of the Education Amendments of 1972 (20 USC 1681-1688) prohibits discrimination based on sex in district programs and activities. Although the Title IX regulations were amended by 89 Fed.Reg. 33474, effective August 1, 2024, these amendments were vacated nationwide by the United States District Court in *Tennessee v. Cardona* on January 9, 2025. Following this decision, ~~OCR's~~USOCR's February 4, 2025 Dear Colleague Letter clarified that ~~OCR~~USOCR will enforce Title IX based on the regulations as they existed prior to August 1, 2024. Therefore, references in this Board policy to Title IX and its implementing regulations are to the Title IX regulations as they existed prior to August 1, 2024.

For information regarding the prohibition of discrimination as it applies to textbooks, instructional materials, supplemental instructional materials, staff development materials, or other curriculum for

classroom instruction, or any book or resource in a school library, see BP 0410 - Nondiscrimination in District Programs and Activities, BP [4131 – Staff Development \(certificated staff\)](#), BP [4231 – Staff Development \(classified staff\)](#), BP [4331 – Staff Development \(supervisory/managerial staff\)](#), BP/AR/E(1) 6161.1 - Selection and Evaluation of Instructional materials, BP 6161.11 - Supplementary Instructional Materials, and BP 6163.1 - Library Media Centers. Also see CSBA's publication, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," and corresponding Fact Sheet and Reference, "[Instructional Materials Adoptions: Local governing board responsibilities](#)," and "[State Roles, Responsibilities, and Process for Instructional Materials Adoption](#)," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."

The Governing Board desires to provide a welcoming, safe, and supportive school environment that allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities.

This policy shall apply to all acts constituting unlawful discrimination or harassment related to district activity or attendance, to acts which occur off campus or outside of district-related or district-sponsored activities but which may have an impact on or create a hostile environment at school, and to all acts of the Board and the Superintendent in enacting policies and procedures that govern the district.

The Board prohibits, at any district school or activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, against an individual or group based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; a perception of one or more, or any combination, of such characteristics; or association with a person or group with one or more, or any combination, of these actual or perceived characteristics. (Education Code 200, 210.1, 210.2, [210.3](#), 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 20 USC 1681-1688, 42 USC 2000d-2000d-7)

CSBA NOTE: Pursuant to Education Code 51500, teachers may not give instruction and districts may not sponsor any activity that promotes a discriminatory bias. For more information regarding the prohibition of discriminatory bias, see BP 0410 – Nondiscrimination in District Programs and Activities.

Additionally, the Board prohibits teacher instruction and district-sponsored activities that promote discriminatory bias based on any of the characteristics specified above. Discriminatory bias in instruction and school-sponsored activities does not require a showing of direct harm to members of a protected group and members of a protected group do not need to be present while the discriminatory bias is occurring for the act to be considered discriminatory bias. (Education Code 51500)

CSBA NOTE: Title VI (42 USC 2000d-2000d-7) prohibits discrimination based on race, color, or national origin in programs and activities that receive federal financial assistance, including school districts.

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. ~~Unlawful~~ Additionally, unlawful discrimination ~~also~~ occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

CSBA NOTE: In addition to the types of prohibited student conduct described above, unlawful discrimination includes different treatment of students with respect to the provision of opportunities to participate in district programs or activities or the provision or receipt of educational benefits or services. See **BP 0410 - Nondiscrimination in District Programs and Activities**.

Pursuant to Government Code 53080, as amended by AB 932 (Ch. 628, Statutes of 2025), districts are prohibited from discriminating against any person on the basis of sex or gender in the operation, conduct, or administration of community youth athletics programs, or in the allocation of parks and recreation facilities and resources, or school and recreation facilities and resources, that support or enable such programs.

For more information regarding unlawful discrimination in district programs and activities, see BP 0410 - Nondiscrimination in District Programs and Activities.

~~Unlawful discrimination also~~ In addition, unlawful discrimination includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in district programs or activities or the provision or receipt of educational benefits or services.

CSBA NOTE: The following paragraph addresses unlawful discrimination which may occur when disciplining students.

For more information regarding student discipline, see BP/AR 5144 - Discipline, BP/AR 5144.1 - Suspension and Expulsion/Due Process, and AR 5144.2 - Suspension and Expulsion/Due Process (Students With Disabilities).

Because unlawful discrimination could occur when disciplining students, including suspension and expulsion, the Superintendent or designee shall ensure that staff enforce discipline rules fairly, consistently, and in a non-discriminatory manner, as specified in Board Policy and Administrative Regulation 5144 - Discipline, Board Policy and Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students With Disabilities).

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates, participates, or refuses to participate in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination ~~complaint~~ complaints.

CSBA NOTE: Pursuant to Education Code 234.1 and 34 CFR 106.8, a district is required to publicize its nondiscrimination policies. Additionally, Education Code 234.1, as amended by SB 153 (Ch. 38, Statutes of 2024), and 234.6 require the district to make readily accessible on its website its

nondiscrimination, harassment, intimidation, bullying, sexual harassment, suicide prevention, and other specified policies and information related to specified state and federal laws and resources. In addition, 34 CFR 104.8 requires districts to take "continuing steps" to notify students and parents/guardians, that it does not discriminate on the basis of disability in its education programs or activities.

Beginning with the 2025-26 school year, Education Code 234.6, as amended by SB 939 (Ch. 907, Statutes of 2024), requires districts to ensure that certain state and federal laws and resources, including resources related to neurodiversity developed by the University of California and California State University Collaborative for Neurodiversity and Learning are readily accessible in a prominent location on the district's website in a manner that is easily accessible to parents/guardians and students.

. In addition, 34 CFR 104.8 requires districts to take "continuing steps" to notify students and parents/guardians that it does not discriminate on the basis of disability in its education programs or activities.

For further information regarding specific posting requirements, see "Measures to Prevent Discrimination" in the accompanying administrative regulation.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. ~~In addition~~ Additionally, the Superintendent or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's website in a manner that is easily accessible to students and parents/guardians ~~and students~~, in accordance with law and the accompanying administrative regulation. (Education Code 234.1, 234.6; 34 CFR 106.8)

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action shall be taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

CSBA NOTE: Policies related to discrimination must be consistent with the First Amendment right to free speech. Education Code 48950 prohibits a district from subjecting a high school student to disciplinary sanctions solely on the basis of speech or other communication that would be constitutionally protected if engaged in outside of campus. However, Education Code 48950 also specifies that the law does not prohibit discipline for harassment, threats, or intimidation unless constitutionally protected. Whether such speech might be entitled to constitutional protection would be determined on a case-by-case basis, with consideration for the specific words used and the circumstances involved. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel as necessary. For more information

regarding students' rights to freedom of speech and of the press, see BP/AR 5145.2 – Freedom of Speech/Expression.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation, shall be subject to appropriate ~~consequence~~consequences or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination related to a district activity, attendance, or district-related or district-sponsored activity, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

CSBA NOTE: The following paragraph may be revised to reflect district practice. Pursuant to Education Code 48900.5, the district is encouraged to have a student who has been suspended, or for whom other means of correction have been implemented pursuant to Education Code 48900.5 for an incident of racist bullying, harassment, or intimidation, as well as the victim, to engage in a restorative justice practice suitable to address the needs of both the victim and the perpetrator, in addition to the other measures specified in the following paragraph; For more information regarding discipline and corrective actions for a student who has committed an act of bullying, see BP/AR 5131.2 - Bullying.

When a student has been suspended, or other means of correction have been implemented against the student for an incident of racist bullying, harassment, or intimidation, the principal or designee may engage both the victim and perpetrator in a restorative justice practice suitable to the needs of the students. ~~The~~Additionally, the principal or designee may ~~also~~ require the perpetrator to engage in a culturally sensitive program that promotes racial justice and equity and combats racism and ignorance and regularly check on the victim to ensure that the victim is not in danger of suffering from any long-lasting mental health issues. (Education Code 48900.5)

When appropriate based on the severity or pervasiveness of the bullying or when otherwise required, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

CSBA NOTE: Education Code 234.1 requires that districts adopt a process for receiving and investigating complaints of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying that is consistent with the district's UCP specified in BP/AR 1312.3 - Uniform Complaint Procedures. However, the complaint procedures specified in the Title IX regulations (34 CFR 106.44- 106.45; as added by ~~85 Fed.Reg. 30026~~), which were adopted on May 19, 2020 and became effective on August 14, 2020, are required to be used to address any complaint of sexual harassment, as defined in 34 CFR 106.30, based on conduct that occurred between August 14, 2020 and July 31, 2024, and after January 9, 2025. For complaints initiated between August 1, 2024 and January 9, 2025, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel.

For more information regarding sexual harassment against students in the school setting, see BP/AR 5145.7 - Sexual Harassment, and for the Title IX grievance procedures, see AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

When a complaint alleges disability discrimination, such a claim may be brought under the Individuals with Disabilities Education Act (IDEA), the American with Disabilities Act, Title V of the

Complaints alleging unlawful discrimination in district programs and activities shall be investigated and resolved in accordance with Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures, when required by law. However, complaints alleging sexual harassment under Title IX shall be investigated and resolved in accordance with the procedures specified in Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures.

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State	Description
<u>2 CCR 14026</u>	<u>Discriminatory Practices and Unlawful Denial of Full and Equal Access</u>
5 CCR 432	Student records
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 17585	School modernization project; all-gender restroom
Ed. Code 200-262.4 <u>280</u>	<u>Educational Equity</u> ; Prohibition <u>prohibition</u> of discrimination
Ed. Code 33353	California Interscholastic Federation; standardized incident form
Ed. Code 35292.5	School restrooms; all-gender restrooms
Ed. Code 48900.3	Suspension or expulsion for act of hate violence
Ed. Code 48900.4	Suspension or expulsion for harassment, threats, or intimidation
Ed. Code 48900.5	Suspension; other means of correction
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations

Ed. Code 48950	Speech and other communication
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49020-49023 49023 49024	Athletic programs
Ed. Code 49060-49079	Student records
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500	Prohibited instruction or activity
Ed. Code 51501	Nondiscriminatory subject matter
Gov. Code 53080	Prohibition of discrimination on basis of sex or gender: community youth athletics programs
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12926	Prohibition of discrimination; definitions
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
28 CFR 35.101-35.190	Americans with Disabilities Act
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 104.8	Notice of Nondiscrimination on the Basis of Handicap
34 CFR 106.1-106.82	Discrimination on the basis of sex; effectuating Title IX (eCFR :: 34 CFR Part 106 (Aug. 14, 2020) -- Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)
34 CFR 106.30	Discrimination on the basis of sex; definitions
34 CFR 110.25	Prohibition of discrimination based on age
34 CFR 99.31	Disclosure of personally identifiable information

42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964 (42 USC CHAPTER 21, SUBCHAPTER V: FEDERALLY ASSISTED PROGRAMS)
42 USC 2000d 2000e -2000e-17	Title VI and Title VII Civil Rights Act of 1964, as amended (42 USC CHAPTER 21, SUBCHAPTER VI: EQUAL EMPLOYMENT OPPORTUNITIES)
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975
Management Resources	Description
CA Office of the Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's KTK-12 Schools in Responding to Requests for Access and Information for Immigration Issues Enforcement Purposes , December 2024 2025 https://oag.ca.gov/system/files/media/school-guidance-model-k12.pdf
California Department of Education Publication	Protection for LGBTQ+ Students: AB 1955
Court Decision	A.J.T. v. Osseo (2025) 605 U.S. 335 https://www.supremecourt.gov/opinions/opinions.aspx
Court Decision	Kennedy v. Bremerton (2022) 142 S.Ct. 2407 https://www.supremecourt.gov/opinions/opinions.aspx
Court Decision	Mirabelli v. Bonta (2026) 146 S.Ct. 797 https://www.supremecourt.gov/opinions/opinions.aspx
Court Decision	Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Students for Fair Admissions v. Harvard (2024) 600 U.S. 181
Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	McDonnell Douglas Corp v. Green (1973) 411 U.S. 792
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356

Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
CSBA Publication	LGBTQ+ Students in Focus: Demographics and Academic Achievement, Governance Brief, June 2025 (Brief-Students-in-Focus-LGBTQ_2025-(1).ashx)
CSBA Publication	Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, February 2024
CSBA Publication	Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024 State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, April 29, 2024 May 19, 2020 , Vol. 89 85 , No. 83 97 , pages 33474-33896 30026-30579 (Federal Register :: Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)
U.S DOE, Office for Civil Rights Publication	Resolution Agreement Between the Arcadia USD, US Dept of Ed, OCR, & the US DOJ, CRD (2013) OCR 09-12-1020, DOJ 169-12C-70
U.S. Department of Education Publication	Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973, July 2022
U.S. Department of Education Publication	Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, February 2026 (2026-guidance-constitutionally-protected-prayer-and-religious-expression-public-elementary-and-secondary-schools-113182.pdf)
U.S. DOE, Office for Civil Rights Publication	Frequently Asked Questions About Racial Preferences and Stereotypes Under Title VI of the Civil Rights Act, February 28, 2025

U.S. DOE, Office for Civil Rights Publication	<u>Dear Colleague Letter: Title VI of the Civil Rights Act in Light of Students For Fair Admissions v. Harvard, February 14, 2025</u>
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Addressing Discrimination Against Jewish Students, May 2023
Website	CSBA District and County Office of Education Legal Services
Website	<u>First Amendment Center</u>
Website	California Interscholastic Federation
Website	California Office of the Attorney General
Website	California Safe Schools Coalition
Website	CSBA
Website	California Department of Education
Website	U.S. Department of Education, Office for Civil Rights
<u>Website</u>	<u>The Trevor Project</u> <u>(24/7 Suicide Hotline for LGBTQ Youth - We're here for you Now)</u>
<u>Website</u>	<u>The UC CSU Collaborative for Neuroscience, Diversity, and Learning</u> <u>(UC CSU Collaborative)</u>

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1114	District-Sponsored Social Media

1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4112.6	Personnel Files

4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.6	Personnel Files
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development
4312.6	Personnel Files
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4331	Staff Development
5000	Concepts And Roles

5020	Parent Rights and Responsibilities
5030	Student Wellness
5111	Admission
5111	Admission
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5113.12	District School Attendance Review Board
5113.12	District School Attendance Review Board
5116.2	Involuntary Student Transfers
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5132	Dress And Grooming
5132	Dress And Grooming
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.27	Food Allergies/Special Dietary Needs
5141.27	Food Allergies/Special Dietary Needs
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5141.52	Suicide Prevention

5142

5144

5144

5144.1

5144.1

5144.2

5145.12

5145.12

5145.2

5145.2

5145.6

5145.6-E(1)

5145.7

5145.7

5145.71

5145.71-E(1)

5145.9

5146

6142.1

6142.1

6142.7

6142.7

6142.8

6142.8

6143

6143

6144

6145

6145

6145.2

6145.2

Safety

Discipline

Discipline

Suspension And Expulsion/Due Process

Suspension And Expulsion/Due Process

Suspension And Expulsion/Due Process (Students With Disabilities)

Search And Seizure

Search And Seizure

Freedom Of Speech/Expression

Freedom Of Speech/Expression

Parent/Guardian Notifications

Parent/Guardian Notifications

Sexual Harassment

Sexual Harassment

Title IX Sexual Harassment Complaint Procedures

Title IX Sexual Harassment Complaint Procedures

Hate-Motivated Behavior

Married/Pregnant/Parenting Students

Sexual Health And HIV/AIDS Prevention Instruction

Sexual Health And HIV/AIDS Prevention Instruction

Physical Education And Activity

Physical Education And Activity

Comprehensive Health Education

Comprehensive Health Education

Courses Of Study

Courses Of Study

Controversial Issues

Extracurricular And Cocurricular Activities

Extracurricular And Cocurricular Activities

Athletic Competition

Athletic Competition

6153	School-Sponsored Trips
6153	School-Sponsored Trips
6159.4	Behavioral Interventions For Special Education Students
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6163.1	Library Media Centers
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6164.2	Guidance/Counseling Services
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
7110	Facilities Master Plan

Regulation 5145.3: Nondiscrimination/Harassment

Status: ADOPTED

Original Adopted Date: 09/01/2016 | **Last Revised Date:** 0608/01/20252026 | **Last Reviewed**
Date: 0608/01/20252026

CSBA NOTE: The following **mandated** administrative regulation provides measures that may be implemented by a district to comply with state and federal laws and regulations prohibiting unlawful discrimination at any district school or in district-sponsored or district-related activities, including discriminatory harassment, intimidation, and bullying, when it is based on certain actual or perceived characteristics of an individual. This includes, but is not limited to, discrimination based on race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status. For more information regarding the requirement for district programs and activities to be free from discrimination, see BP 0410 - Nondiscrimination in District Programs and Activities, and regarding the protection of students against sexual harassment, see BP/AR 5145.7 - Sexual Harassment:

Education Code 200 and 210.2, as amended by SB 1137 (Ch. 779, Statutes of 2024), provide that prohibited discrimination includes discrimination not just because of one protected class under state law, but also because of the combination of two or more protected bases.

Federal and state law also [and AR/E\(1\) 5145.71 – Title IX Sexual Harassment Complaint Procedures](#).

[Additionally, federal and state law](#) prohibit retaliation against those who engage in activity to protect civil rights.

5 CCR 4621 requires the district to identify in its policies and procedures the person(s), [employee\(s\)](#), position(s), or unit(s) responsible for ensuring compliance with applicable state and federal laws and regulations governing educational programs, including the receiving and investigating of complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying. Additionally, 34 CFR 106.8 and other federal regulations **mandate** districts that receive federal financial assistance to adopt procedures for the "prompt and equitable" resolution of student and employee discrimination complaints, including the designation of one or more responsible employees to ensure district compliance with federal laws and regulations governing the district's educational programs.

During the Federal Program Monitoring process, California Department of Education (CDE) staff will check to ensure that the district's procedures list the specific title(s) of the employee(s) responsible

for investigating complaints. The U.S. Department of Education's Office for Civil Rights (~~OCR~~USOCR) is the agency responsible for the administrative enforcement of federal antidiscrimination laws and regulations in programs and activities that receive federal financial assistance from the department. In reviewing a district's discrimination policies and procedures, ~~OCR~~USOCR will examine whether the district has identified the employee(s) responsible for coordinating compliance with federal civil rights laws, including the investigation of complaints.

The following paragraph identifies the employee(s) designated to coordinate the district's efforts to comply with state and federal civil rights laws as the same person designated to ensure district compliance, and receive, investigate and resolve discrimination complaints under AR 1312.3 - Uniform Complaint Procedures, as well as the responsible employee to handle Title IX sexual harassment complaints under Title IX. 34 CFR 106.8 requires the district pursuant to designate at least one district employee as the Title IX Coordinator to coordinate its responsibilities under Title IX. The Title IX Coordinator is responsible for receiving complaints of sexual harassment and determining whether they should be handled in accordance with the uniform complaint procedures (UCP) specified in AR 1312.3 - Uniform Complaint Procedures or in accordance with Title IX complaint procedures specified in AR 5145.7 - Sexual Harassment and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. It is recommended that the Title IX Coordinator be the same person designated below and in AR 1312.3 - Uniform Complaint Procedures. However, if the district wishes to separate these responsibilities, it is recommended that one individual be responsible for oversight of the complaint process for the district; see AR 1312.3 - Uniform Complaint Procedures and AR 5145.7 - Sexual Harassment.

Districts may modify the following paragraph to reflect district practice. If the district designates more than one employee to coordinate compliance and/or receive and investigate complaints, each employee designated as a coordinator/compliance officer ~~must~~ is required to be properly trained.

The district designates the individual(s) identified below as the Compliance Officer(s). The employee(s) is responsible for coordinating the district's efforts to comply with applicable state and federal civil rights laws and to answer inquiries regarding the district's nondiscrimination policies. The individual(s) shall also serve as the Compliance Officer(s) specified in Administrative Regulation 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints alleging unlawful discrimination of a student, and the Title IX Coordinator specified in Administrative Regulation 5145.7 - Sexual Harassment as the responsible employee to handle complaints alleging unlawful sexual harassment, as permitted by law. The Compliance Officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

(title or position)

(address)

(telephone number)

(email)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at district schools or activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

CSBA NOTE: As part of its responsibility to monitor district compliance with legal requirements concerning discrimination pursuant to Education Code 234.1, as amended by SB 153 (Ch. 38, Statutes of 2024), CDE is required to ensure that the district prominently and conspicuously displays its nondiscrimination policies in all areas that are accessible to, and commonly frequented by, school site employees, students, and members of the public at each school site and district office, including, but not limited to, in school office lobbies, staff lounges, student government meeting rooms, and on the district's website.

~~In addition~~ **Additionally**, federal regulations enforced by ~~OCR~~ **USOCR** require the district to notify students, parents/guardians, and employees of its policies prohibiting discrimination on the basis of sex (34 CFR 106.8), disability (34 CFR 104.8 and 28 CFR 35.107), and age (34 CFR 110.25), and of related complaint procedures.

For additional notification requirements specific to sexual harassment, see BP/AR 5145.7 - Sexual Harassment and AR/E(1) 5145.71 – Title IX Sexual Harassment Complaint Procedures.

1. Publicize the district's nondiscrimination policy and related complaint procedures, including the Compliance Officer's contact information, to students, parents/guardians, employees, volunteers, and the general public by posting them in prominent locations and providing easy access to them through district-supported communications

CSBA NOTE: Education Code 234.1, as amended by SB 153, and 234.6 require the district to post its nondiscrimination policies on its website as specified below. In addition to the policies listed below, if the district has a policy in regard to the prevention and response to hate violence, it is also required to be posted, and the following item should be modified accordingly. See For more information regarding prevention strategies and complaints related to behavior motivated by hate, see BP 5145.9 - Hate-Motivated Behavior.

2. Post the district's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media, in a prominent location on the district's website in a manner that is easily accessible to students and parents/guardians ~~and students~~ (Education Code 234.1, 234.6)
3. Post the definition of sex discrimination and harassment as described in Education Code 230, including the rights set forth in Education Code 221.8, in a prominent location on the district's website in a manner that is easily accessible to students and parents/guardians ~~and students~~ (Education Code 234.6)

CSBA NOTE: Education Code 221.61 requires districts and public schools to post on their websites information related to Title IX (20 USC 1681-1688). Education Code 234.6 requires districts to post the Title IX information required pursuant to Education Code 221.61 in a prominent location on the district's website in a manner that is easily accessible to students and parents/guardians ~~and students~~. Additionally, districts are required to provide a link to the Title IX information included on CDE's website pursuant to Education Code 221.6, in the same manner. A comprehensive list of rights based on the federal regulations implementing Title IX can be found in Education Code 221.8. A district that does not maintain a website may comply by posting the information below on the website of its county office of education (COE). A school without a website may comply by posting the information on the website of the district or COE.

4. Post in a prominent location on the ~~district~~district's website in a manner that is easily accessible to students and parents/guardians ~~and students~~ information regarding Title IX prohibitions against discrimination based on a student's sex, including the following: (Education Code 221.6, 221.61, 234.6)
 - a. The name and contact information of the district's Title IX Coordinator, including the phone number and email address
 - b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the websites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (~~OCR~~USOCR)
 - c. A description of how to file a complaint of noncompliance under Title IX, which shall include:
 - i. An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations
 - ii. An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on ~~OCR's~~USOCR's website
 - iii. A web link to the ~~OCR~~USOCR complaints form and the contact information for the office, including the phone number and email address for the office
 - d. A link to the Title IX information included on the California Department of Education's (CDE) website

CSBA NOTE: Item #5 is for districts that participate in the California Interscholastic Federation (CIF). In order to track racial discrimination, harassment, or hazing that occurs at high school sporting games or events, Education Code 33353 requires a district that participates in CIF to post on its website a standardized incident form developed by CDE, including information on how to submit a completed incident form to the district. The district is required to submit information related to any completed standardized incident form to CDE, if requested.

5. Post CDE's standardized incident form to track racial discrimination, harassment, or hazing that occurs at high school sporting games or events, including information on how to submit a completed incident form to the district (Education Code 33353)

CSBA NOTE: Beginning with the 2025-26 school, Education Code 234.6, as amended by SB 939 (Ch. 907, Statutes of 2024), requires districts, in addition to ensuring that other already specified policies and information is readily accessible on the district's website, to ensure that resources related to neurodiversity developed by the University of California and California State University Collaborative for Neurodiversity and Learning are readily accessible in a prominent location on the district's website in a manner that is easily accessible to parents/guardians and students.

6. Post a link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families (Education Code 234.5. 234.6)

Such resources shall be posted in a prominent location on the district's website in a manner that is easily accessible to students and parents/guardians ~~and students~~. (Education Code 234.6)

7. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior
8. Annually notify all students and parents/guardians of the district's nondiscrimination policy, including its responsibility to provide a safe, nondiscriminatory school environment for all students

The notice shall inform students and parents/guardians that they may request to meet with the Compliance Officer to determine how best to accommodate or resolve concerns that may arise from the district's implementation of its nondiscrimination policies.

The~~Additionally, the~~ notice shall ~~also~~ inform all students and parents/guardians that, to the extent possible, the district will address any individual student's interests and concerns in private.

CSBA NOTE: Both federal and state laws contain requirements for translation of certain information and documents. Title VI of the Civil Rights Act of 1964 requires school districts to ensure meaningful access to their programs and activities by persons with limited English proficiency. Education Code 48985 requires translation of certain information and documents if 15 percent or more of students enrolled in the school speak a single primary language other than English.

9. Ensure that students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

10. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and/or information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them

Such training and information shall include details of guidelines the district may use to provide a discrimination-free environment for all district students.

CSBA NOTE: Item #11 applies to districts that serve students in any of grades 7-12. Pursuant to Education Code 234.1, as amended by SB 153, a district is required to provide certificated school employees serving students in any of grades 7-12 information on existing school and community resources related to the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) students, or related to the support of students who may face bias or bullying as specified below.

11. Provide to certificated employees serving students in grades 7-12 information on existing school and community resources related to the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) students, or related to the support of students who may face bias or bullying on the basis of any of the actual or perceived characteristics specified in Penal Code 422.55, including immigration status; Education Code 220; and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation; or association with a person or group with one or more of these actual or perceived characteristics (Education Code 234.1)

CSBA NOTE: Item #12 applies to districts that serve students in any of grades 7-12. Starting in the 2025-26 school year through the 2029-2030 school year, Education Code 218.3 requires a district serving students in any of grades 7-12 to provide at least one hour of training annually to all teachers and certificated employees serving students in grades 7-12 which incorporates CDE's online training curriculum to support LGBTQ+ cultural competency. The district is required to maintain records documenting the date that each employee completed the training and the name of the entity that provided the training. Due to ongoing litigation related to the religious rights of teachers, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel if a teacher objects to the content of this staff training on religious grounds. For more information regarding training for district staff, see BP 4131 – Staff

Development (certificated staff), BP 4231 – Staff Development (classified staff), and BP 4331 – Staff Development (supervisory and managerial staff).

12. ~~For the 2025-2026 school year through~~Until the 2029-2030 school year, provide annually to certificated employees serving students in grades 7-12 at least one hour of training to support LGBTQ+ cultural competency in accordance with Education Code 218.3

13. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so (Education Code 234.1)

CSBA NOTE: Item #14 below may be revised to reflect district practice. In some situations, the district may need to provide assistance to a student to protect the student from harassment or bullying. Each situation will need to be analyzed to determine the most appropriate course of action to meet the needs of the student, based on the circumstances involved.

14. At the beginning of each school year, inform each principal or designee of the district's responsibility to provide appropriate assistance or resources to protect students from threatened or potentially discriminatory behavior and ensure their privacy rights

Process for Initiating and Responding to Complaints

CSBA NOTE: Education Code 234.1 requires that districts adopt a process for receiving and investigating complaints of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying. Such a process, which is required to be consistent with the UCP as specified in BP/AR 1312.3 - Uniform Complaint Procedures, must include (1) a requirement that school personnel who witness an act take immediate steps to intervene when safe to do so, (2) a timeline for investigating and resolving complaints, (3) an appeal process, and (4) translation of forms when required by Education Code 48985. Additionally, federal regulations require districts to adopt procedures providing for the prompt and equitable resolution of complaints of discrimination on the basis of sex (34 CFR 106.8) and disability (34 CFR 104.7 and 28 CFR 35.107).

Students who feel that they have been subjected to unlawful discrimination described above or in district policy are strongly encouraged to immediately contact the Compliance Officer, Title IX Coordinator, principal, or any other staff member. ~~In addition~~Additionally, students who observe any such incident are strongly encouraged to report the incident to the Compliance Officer, Title IX Coordinator, or principal, regardless of whether the alleged victim files a complaint.

CSBA NOTE: The following paragraph related to employee reporting of unlawful discrimination should be revised to reflect the district's timeline.

Any district employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported, shall report the incident to the Compliance Officer, Title IX Coordinator, or principal within one workday, regardless of whether the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

CSBA NOTE: ~~Though~~ Although a formal complaint ~~must~~ is required to be in writing pursuant to 5 CCR 4600, the district's obligation to provide a safe school environment for its students overrides the need to comply with ~~formalities~~. this formality requirement. Additionally, once the district receives notice of an incident, whether verbally or in writing, it is recommended that the district begin the investigation of the report and take steps to stop any prohibited conduct and address any effect on students. The following paragraph reflects such practice.

Education Code 234.1 requires that districts adopt a process for receiving and investigating complaints of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying that is consistent with the district's UCP specified in BP/AR 1312.3 - Uniform Complaint Procedures. However, the complaint procedures specified in the Title IX regulations (34 CFR 106.44- 106.45; ~~as added by 85 Fed.Reg. 30026~~), which were adopted on May 19, 2020 and became effective on August 14, 2020, are required to be used to address any complaint of sexual harassment, as defined in 34 CFR 106.30, based on conduct that occurred between August 14, 2020 and July 31, 2024, and after January 9, 2025. For complaints initiated between August 1, 2024 and January 9, 2025, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel.

For more information regarding sexual harassment against students in the school setting, see BP/AR 5145.7 - Sexual Harassment, and for the Title IX grievance procedures, see AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

When a report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the principal, Compliance Officer, or Title IX Coordinator, the principal, Compliance Officer, or Title IX Coordinator shall notify the student or parent/guardian of the right to file a formal complaint in accordance with Administrative Regulation 1312.3 - Uniform Complaint Procedures or, for complaints of sexual harassment that meet the federal Title IX definition, Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures. Once notified verbally or in writing, regardless of whether a formal complaint is filed, the Compliance Officer or Title IX Coordinator shall begin the investigation and shall implement immediate measures necessary to stop the discrimination and ensure that all students have access to the educational program and a safe school environment. Any interim measures adopted to address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the principal, Compliance Officer, Title IX Coordinator, or any other person to whom a report would ordinarily be made or complaint filed shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

Support for Intersex, Nonbinary, Transgender and Gender-Nonconforming Students

CSBA NOTE: Pursuant to state law, a district has the responsibility to ensure a safe, nondiscriminatory school environment for all students and equal access to the educational program for intersex, nonbinary, transgender, and gender non-conforming students.

In light of recent federal executive orders [and investigations](#) that potentially conflict with state law, as well as [rulings by the U.S. Supreme Court, and](#) legal challenges to state law, including challenges based on religious grounds, it is recommended that districts with questions about the rights of transgender and gender-nonconforming students consult CSBA's District and County Office of Education Legal Services or district legal counsel.

The terms and definitions used below are consistent with California law, California case law, and generally accepted terms within academia, including provisions in the California Gender Recognition Act that recognize three gender options, female, male, and nonbinary.

[Pursuant to Education Code 219, the Superintendent of Public Instruction has established the LGBTQ+ Statewide Advisory Task Force to identify the needs of LGBTQ+ students and make recommendations to assist in implementing supportive measures including \(1\) mental health and feelings of safety and support, \(2\) inclusive and safe access to school facilities, \(3\) inclusive instructional material and school curriculum, \(4\) prevention of, response to, and oversight of, bullying and harassment to determine the effectiveness of policies and programs, and \(5\) inclusive participation in school activities.](#)

[For more information regarding the educational needs of LGBTQ+ students, see CSBA's, "LGBTQ+ Students in Focus: Demographics and Academic Achievement."](#)

Gender refers to a student's sex, and includes a student's gender identity and gender expression. (Education Code 210.7)

Gender identity refers to a student's gender-related identity, appearance, or behavior as determined from the student's internal sense, regardless of whether that gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression refers to a student's gender-related appearance and behavior, regardless of whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming refers to when a student's gender expression differs from stereotypical expectations.

Intersex refers to when a student has natural bodily variations in anatomy, hormones, chromosomes, and other traits that differ from expectations generally associated with female and male bodies.

Nonbinary refers to when a student's gender identity falls outside of the traditional conception of strictly either female or male, regardless of whether the student identifies as transgender, was born with intersex traits, uses gender-neutral pronouns, or uses agender, genderqueer, pangender, gender nonconforming, gender variant, or such other more specific term to describe their gender.

Sex refers to the biological condition of being a female or male human being. (5 CCR 4910)

Transgender refers to when a student's gender identity is different from the sex assigned at birth.

The district shall ensure that all students, regardless of sex, gender, gender identity, or gender expression, are afforded the same rights, benefits, and protections provided to students by law and Board policy. ([Education Code 200](#))

To do so, the Superintendent or designee shall address each situation that arises on a case-by-case basis and in accordance with the following guidelines [and Board Policy and Administrative Regulation 5020 - Parent Rights and Responsibilities](#):

CSBA NOTE: [Pursuant to Education Code 220.3 and 220.5, as added by AB 1955 \(Ch. 95, Statutes of 2024\)](#), clarify that under existing law a district, including [or](#) a Governing Board member, may not require an employee or contractor to disclose any information related to a student's sexual orientation, gender identity, or gender expression to any other person, or enact or enforce any policy, rule, or administrative regulation that would require the same [disclosure requirement](#), without the student's consent unless otherwise required by state or federal law. CDE's, "Protection for LGBTQ Students: AB 1955," clarifies

[Additionally, in *Mirabelli v. Bonta*, the U.S. Supreme Court affirmed a lower court order that Education Code 220.3 does not prohibits the enforcement of any laws, guidance, training, or policies that would \(1\) permit or require nondisclosure.](#)

[It any district employee to lie to or mislead a student's parent/guardian about the student's gender presentation at school, such as using a different set of preferred pronouns/names when speaking with the parent/guardian than is being used at school, or \(2\) permit or require the use of a name or pronoun other than a student's legal name or pronoun assigned at birth when the parent/guardian has objected to such use.](#)

[Because this area of law is complex and still evolving, it](#) is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel [before disclosing a student's gender identity without the student's consent.](#)

Pursuant to Education Code 221.5, a district is required to permit a student to use facilities and participate in sex-segregated district programs and activities consistent with the student's gender identity, regardless of the gender listed on the student's educational records.

Beginning July 1, 2026, Education Code 35292.5 requires each school maintaining any of grades 1-12 with more than one female student restroom and more than one male student restroom to

provide and maintain at least one all-gender restroom for student use that meets the requirements of law when disclosing a student's gender identity or when a parent/guardian objects to the district treating a student in a manner inconsistent with the student's sex.

1. Acceptance and Treatment of a Student's Gender Identity: The district shall accept the student's assertion of the student's gender identity and treat the student consistent with that gender identity unless the student's parent/guardian objects or district personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose
2. Use of Names and Pronouns: Upon request by a student, district personnel shall address the student by the requested name and pronoun(s), without the necessity of a court order or a change to the student's mandatory permanent student record, unless the student's parent/guardian objects

District personnel shall be consistent in the use of the student's name and pronoun such that the same name and pronoun is used when addressing the student at school as when speaking to the student's parent/guardian in regard to the student.

Inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or pronouns may not constitute a violation of this administrative regulation or the accompanying Board policy.

CSBA NOTE: Pursuant to Education Code 221.5, a district is required to permit a student to use facilities and participate in sex-segregated district programs and activities, including athletic teams and competitions, consistent with the student's gender identity, regardless of the gender listed on the student's educational records.

However, in view of ongoing legal proceedings, it is recommended that districts with questions about student participation in interscholastic athletic activities consistent with a student's gender identity consult CSBA's District and County Office of Education Legal Services or district legal counsel.

3. Accessibility to Sex-Segregated Facilities, Programs, and Activities: When the district maintains sex-segregated facilities, such as restrooms and locker rooms, or offers sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs, students shall be permitted to access facilities and participate in programs and activities consistent with their gender identity unless the student's parent/guardian objects

Additionally, a student shall be permitted to participate in accordance with the student's gender identity in other circumstances where students are separated by sex, such as for class discussions, yearbook pictures, and field trips unless the student's parent/guardian objects.

~~To~~ In addition, to address any student's privacy concerns in using sex-segregated facilities, the district shall consider offering a gender-neutral or single-use ~~restroom or~~ changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, or

use of the locker room before or after the other students. However, in no case shall the district require a student to utilize these options because of the student's sex, gender, gender identity~~identity~~, or gender expression. A student's right to participate in a sex-segregated activity in accordance with the student's gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

CSBA NOTE: The following paragraph is for district schools that are required to maintain an all-gender restroom, and may be revised by districts that do not meet such requirement to reflect district practice. Education Code 35292.5 requires each school maintaining any of grades 1-12 with more than one female student restroom and more than one male student restroom to provide and maintain at least one all-gender restroom for student use that meets the requirements of law.

Beginning July 1, 2026, each Each district school shall provide and maintain at least one all-gender restroom for student use that meets the requirements of Education Code 35292.5.

4.—~~Adherence to Uniforms/Dress Code: A student has the right to dress in a manner consistent with the student's gender identity, subject to any dress code adopted on a school site, which may not discriminate on the basis of sex, gender, gender identity or gender expression~~

5.—4. Equal Access to Educational Programs and Activities: Upon request by a student based on the student's gender identity or gender expression, the Compliance Officer shall identify and develop strategies for ensuring that the student's access to educational programs and activities is maintained, unless the student's parent/guardian objects to doing so

As necessary, the Compliance Officer shall involve the student's parent/guardian in the development of such strategies unless there is a reasonable belief that doing so would endanger the well-being of the student.

The Compliance Officer shall consider the rights of all students and how those rights may affect and be affected by the rights of other students. Additionally, the Compliance Officer shall identify specific school site employee(s) to whom the student may report any problem related to the student's sex, gender, gender identity, or gender expression so that prompt action can be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the arrangements for the student are providing equal access to programs and activities.

6.—5. Right to privacy: A student's sex, gender, gender identity, and gender status is private information

The district ~~may only~~shall disclose such information ~~to others~~upon request by a student's parent/guardian unless there is a reasonable belief that doing so would endanger the well-being of the student. Additionally, the district shall disclose such information when the disclosure is required or permitted by law, with the student's prior written consent, or when

the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. (Education Code 220.3, 220.5; 34 CFR 99.31, 99.36)

CSBA NOTE: Pursuant to Education Code 49061-49072, only a parent/guardian may authorize a change to a student's gender in the student's mandatory permanent student record. It is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel in developing processes and procedures in this regard.

~~7.~~6. Student Records: A student's sex and legal name shall be maintained as part of a student's mandatory permanent student record as specified in 5 CCR 432 and shall only be changed with proper documentation (Education Code 49061-49072)

When a request to change a student's gender or name is submitted without proper documentation, any change to the student's gender or name shall be applied only to documents not included in the mandatory permanent student record such as attendance sheets, report cards, and school identification. However, no such change shall be made if the student's parent/guardian objects.

The Superintendent or designee shall follow this guideline such that it does not change or alter the obligations of the district to maintain student records in accordance with Board Policy/ and Administrative Regulation 5125 - Student Records, and to ensure access to such records in accordance with Board Policy/ and Administrative Regulation 1340 - Access to District Records.

CSBA NOTE: To ensure that the district's dress and grooming policy complies with law, it is recommended that the district review BP/AR 5132 – Dress and Grooming and any other school site adopted dress code, and consult CSBA's District and County Office of Education Legal Services or district legal counsel.

A student has the right to dress in any manner consistent with Board Policy and Administrative Regulation 5132 – Dress and Grooming, subject to any dress code adopted on a school site.

The In accordance with law, the district prohibits any act of verbal, nonverbal, or physical aggression, intimidation, or hostility, including any such act based on sex, gender, gender identity, or gender expression, or that ~~have~~has the purpose or effect of producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment, regardless of whether the acts are sexual in nature, including, but not limited to:

1. Refusing to address or refer to a student in a manner consistent with the student's gender identity
2. Disciplining a student or excluding the student from participating in activities, for behavior or appearance that is consistent with the student's gender identity or that does not conform to stereotypical notions of masculinity or femininity
3. Blocking, prohibiting, or restricting a student's entry to the restroom that corresponds to the student's gender identity

4. Disclosing student records that reveal a student's gender identity to individuals who do not have a legitimate need for the information ~~except as permitted by law~~
5. ~~Verbally or physically assaulting a student because of the student's sex, gender, gender identity, or gender expression, including, but not limited to, causing~~Causing, attempting to cause, threatening to cause, or participating in an act of hate violence on the basis of sex, gender, gender identity, or gender expression

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
<u>2 CCR 14026</u>	<u>Discriminatory Practices and Unlawful Denial of Full and Equal Access</u>
5 CCR 432	Student records
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Ed. Code 17585	School modernization project; all-gender restroom
Ed. Code 200- 262.4 <u>280</u>	<u>Educational Equity</u> ; Prohibition <u>prohibition</u> of discrimination
Ed. Code 33353	California Interscholastic Federation; standardized incident form
Ed. Code 35292.5	School restrooms; all-gender restrooms
Ed. Code 48900.3	Suspension or expulsion for act of hate violence
Ed. Code 48900.4	Suspension or expulsion for harassment, threats, or intimidation
Ed. Code 48900.5	Suspension; other means of correction
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication

Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 49020-49023 49023 49024	Athletic programs
Ed. Code 49060-49079	Student records
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500	Prohibited instruction or activity
Ed. Code 51501	Nondiscriminatory subject matter
Gov. Code 53080	Prohibition of discrimination on basis of sex or gender; community youth athletics programs
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12926	Prohibition of discrimination; definitions
Pen. Code 422.55	Definition of hate crime
Pen. Code 422.6	Crimes; harassment
Federal	Description
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
28 CFR 35.101-35.190	Americans with Disabilities Act
28 CFR 35.107	Nondiscrimination on basis of disability; complaints
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 100.3	Prohibition of discrimination on basis of race, color or national origin
34 CFR 104.7	Section 504; Designation of responsible employee and adoption of grievances procedures
34 CFR 104.8	Notice of Nondiscrimination on the Basis of Handicap
34 CFR 106.1-106.82	Discrimination on the basis of sex; effectuating Title IX (eCFR :: 34 CFR Part 106 (Aug. 14, 2020) -- Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)
34 CFR 106.30	Discrimination on the basis of sex; definitions
34 CFR 110.25	Prohibition of discrimination based on age

34 CFR 99.31	Disclosure of personally identifiable information
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964 (42 USC CHAPTER 21, SUBCHAPTER V: FEDERALLY ASSISTED PROGRAMS)
42 USC 2000d 2000e -2000e-17	Title VI and Title VII Civil Rights Act of 1964, as amended (42 USC CHAPTER 21, SUBCHAPTER VI: EQUAL EMPLOYMENT OPPORTUNITIES)
42 USC 2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
42 USC 6101-6107	Age Discrimination Act of 1975
Management Resources	Description
CA Office of the Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, January 2024
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's KTK-12 Schools in Responding to Requests for Access and Information for Immigration Issues Enforcement Purposes , December 2024 2025 https://oag.ca.gov/system/files/media/school-guidance-model-k12.pdf
California Department of Education Publication	Protection for LGBTQ+ Students: AB 1955
Court Decision	A.J.T. v. Osseo (2025) 605 U.S. 335 https://www.supremecourt.gov/opinions/opinions.aspx
Court Decision	Kennedy v. Bremerton (2022) 142 S.Ct. 2407 https://www.supremecourt.gov/opinions/opinions.aspx
Court Decision	Mirabelli v. Bonta (2026) 146 S.Ct. 797 https://www.supremecourt.gov/opinions/opinions.aspx
Court Decision	Burlington Northern and Santa Fe Ry. Co. v. White (2006) 548 U.S. 53
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Students for Fair Admissions v. Harvard (2024) 600 U.S. 181

Court Decision	Olmstead v. L.C. ex rel. Zimring (1999) 527 U.S. 581
Court Decision	McDonnell Douglas Corp v. Green (1973) 411 U.S. 792
Court Decision	John T. D. v. River Delta Joint Unified School District (2021) WL 5176356
Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
CSBA Publication	LGBTQ+ Students in Focus: Demographics and Academic Achievement, Governance Brief, June 2025 (Brief-Students-in-Focus-LGBTQ 2025-(1).ashx)
CSBA Publication	Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities, February 2024
CSBA Publication	Reference: State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024 State Roles, Responsibilities, and Process for Instructional Materials Adoption, February 2024
CSBA Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, February 2024
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, April 29, 2024 May 19, 2020 , Vol. 89 85 , No. 83 97 , pages 33474-33896 30026-30579 (Federal Register :: Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance)
U.S DOE, Office for Civil Rights Publication	Resolution Agreement Between the Arcadia USD, US Dept of Ed, OCR, & the US DOJ, CRD (2013) OCR 09-12-1020, DOJ 169-12C-70
U.S. Department of Education Publication	Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973, July 2022

U.S. Department of Education Publication	Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, February 2026 (2026-guidance-constitutionally-protected-prayer-and-religious-expression-public-elementary-and-secondary-schools-113182.pdf)
U.S. DOE, Office for Civil Rights Publication	Frequently Asked Questions About Racial Preferences and Stereotypes Under Title VI of the Civil Rights Act, February 28, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Title VI of the Civil Rights Act in Light of Students For Fair Admissions v. Harvard, February 14, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Protecting Students from Discrimination, such as Harassment, Based on Race, Color, or National Origin, Including Shared Ancestry or Ethnic Characteristics, May 2024
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Discrimination, Including Harassment, Based on Shared Ancestry or Ethnic Characteristics, November 2023
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Addressing Discrimination Against Jewish Students, May 2023
Website	CSBA District and County Office of Education Legal Services
Website	First Amendment Center
Website	California Interscholastic Federation
Website	California Office of the Attorney General
Website	California Safe Schools Coalition
Website	CSBA
Website	California Department of Education
Website	U.S. Department of Education, Office for Civil Rights
Website	The Trevor Project (24/7 Suicide Hotline for LGBTQ Youth - We're here for you Now)
Website	The UC CSU Collaborative for Neuroscience, Diversity, and Learning

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1313	Civility
1340	Access To District Records
1340	Access To District Records
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3515.4	Recovery For Property Loss Or Damage

3515.4	Recovery For Property Loss Or Damage
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3580	District Records
3580	District Records
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4112.6	Personnel Files
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4131	Staff Development
4212.6	Personnel Files
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.21	Professional Standards
4219.21-E(1)	Professional Standards

4219.23	Unauthorized Release Of Confidential/Privileged Information
4231	Staff Development
4312.6	Personnel Files
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4331	Staff Development
5000	Concepts And Roles
5020	Parent Rights and Responsibilities
5030	Student Wellness
5111	Admission
5111	Admission
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5113.12	District School Attendance Review Board
5113.12	District School Attendance Review Board
5116.2	Involuntary Student Transfers
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E(1)	Release Of Directory Information
5125.3	Challenging Student Records
5131	Conduct
5131.2	Bullying

5131.2	Bullying
5131.5	Vandalism And Graffiti
5132	Dress And Grooming
5132	Dress And Grooming
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.27	Food Allergies/Special Dietary Needs
5141.27	Food Allergies/Special Dietary Needs
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5141.52	Suicide Prevention
<u>5142</u>	<u>Safety</u>
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures

5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
5146	Married/Pregnant/Parenting Students
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6159.4	Behavioral Interventions For Special Education Students
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6163.1	Library Media Centers
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6164.2	Guidance/Counseling Services
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth

Policy 6141: Curriculum Development And Evaluation

Status: ADOPTED

Original Adopted Date: 09/01/1988 | Last Revised Date: 07/08/01/20082026 | Last Reviewed Date: 07/08/01/20082026

CSBA NOTE: The following optional policy may be revised to reflect district practice.

The Governing Board desires to provide a research-based, sequential curriculum which promotes high levels of student achievement and emphasizes the development of basic skills, problem solving, and decision making. Upon recommendation of the Superintendent or designee, the Board shall adopt a written district curriculum which describes, for each subject area and grade level, the content objectives which are to be taught in all district schools.

The district's curriculum shall be aligned with the district's vision and goals for student learning, Board policies, academic content standards, state curriculum frameworks, state and district assessments, graduation requirements, school and district improvement plans, [local control and accountability plan](#), and, when necessary, related legal requirements.

The Superintendent or designee shall establish a process for curriculum development, selection, and/or adaptation which utilizes the professional expertise of teachers, principals, and district administrators representing various grade levels, disciplines, special programs, and categories of students as appropriate. ~~The~~[Additionally, the](#) process ~~also~~ may provide opportunities for input from students, parents/guardians, representatives of local businesses and postsecondary institutions, and other community members.

CSBA NOTE: Since instructional materials are often an important component of the curriculum, the process of adopting instructional materials should be coordinated with the curriculum review and adoption process. [See For more information regarding the adoption of instructional materials, see BP/AR 6161.1 - Selection and Evaluation of Instructional Materials.](#)

[The California Department of Education's, "Guidance for Local Instructional Materials Adoptions, provides guidance for districts when identifying, reviewing, piloting, and adopting instructional materials in all content areas, including links to current legislation, sample timelines, support for student groups, and implementation considerations. Additional information regarding the adoption of instructional materials can be found in CSBA's, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," "Instructional Materials Adoption: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books." For guidance regarding the adoption and implementation of mathematics instructional materials that meet the needs of English learners, see CSBA's "Defining High-Quality Instructional Materials for Mathematics to Meet the Needs of English Learners."](#)

The selection and evaluation of instructional materials shall be coordinated with the curriculum development and evaluation process.

The curriculum development and evaluation process shall be coordinated with the process specified in Board Policy and Administrative Regulation 6161.1 – Selection and Evaluation of Instructional Materials, for selecting and evaluating instructional materials for use in district schools.

When presenting a recommended curriculum for adoption, the Superintendent or designee shall provide research, data, or other evidence demonstrating the proven effectiveness of the proposed curriculum. He/she also Additionally, the Superintendent or designee shall present information about the resources that would be necessary to successfully implement the curriculum and describe any modifications or supplementary services that would be needed to make the curriculum accessible to all students.

CSBA NOTE: Pursuant to Education Code 244 and 51501, the Governing Board is prohibited from adopting or approving the use of any textbook or other instructional material, or as amended by AB 715 (Ch. 428, Statutes of 2025), any staff development material, if such use would reflect adversely upon persons based on race or ethnicity, gender, religion, or other characteristics specified in Education Code 220 or would subject a student to unlawful discrimination pursuant to Education Code 220. Additionally, Education Code 51501, as amended by AB 715, requires that instructional materials adopted by the Board be factually accurate and meet other requirements as specified below.

Any instructional materials recommended by the Superintendent or designee to implement the curriculum shall be factually accurate and reflect the adopted curriculum and standards reflected in Education Code 60200, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship. (Education Code 51501)

Additionally, any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, shall not be recommended by the Superintendent or designee to implement the curriculum if the use would subject a student to unlawful discrimination as specified in Education Code 220. (Education Code 244)

In addition, any textbook or other instructional material shall not be recommended by the Superintendent or designee to implement the curriculum if it contains any matter reflecting adversely upon persons on the basis of race or ethnicity, gender, religion, disability, nationality, or sexual orientation, or because of a characteristic listed in Education Code 220, or that violates Education Code 243, 244, 51500, or 60044. (Education Code 51501)

CSBA NOTE: The following ~~optional~~ paragraph may be revised to reflect district practice. Education Code 52376 requires districts with high schools to compare their career technical education programs with state model curriculum standards at least every three years; **For more information regarding career technical education**, see AR 6178 - Career Technical Education. At their discretion, districts may choose to establish a schedule of regular reviews in other subject areas to ensure continued alignment of district curricula with state standards.

The Board shall establish a review cycle for regularly evaluating the district's curriculum in order to ensure continued alignment with state and district goals for student achievement. At a minimum, these reviews shall be conducted whenever the State Board of Education adopts new or revised content standards or the curriculum framework for a particular subject or when new law requires a change or addition to the curriculum.

In addition~~ed~~Additionally, the Board may require a review of the curriculum in one or more subject areas as needed in response to student assessment results; feedback from teachers, administrators, or parent/guardians; new research on program effectiveness; or changing student needs.

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 4000-4091	School improvement programs
5 CCR 4400-4426	Improvement of elementary and secondary education
Ed. Code 221.5	Equal opportunity
<u>Ed. Code 220</u>	<u>Prohibition of discrimination</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=220&lawCode=EDC)
<u>Ed. Code 243</u>	<u>Prohibition of discrimination; instructional materials</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=243&lawCode=EDC)
<u>Ed. Code 244</u>	<u>Prohibition of discrimination; professional development materials</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244&lawCode=EDC)
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.1	Broad authority of school districts
Ed. Code 51050-51057	Enforcement of courses of study
Ed. Code 51200-51263	Required courses of study
Ed. Code 51500-51540	Prohibited instruction
Ed. Code 51705-51879.9	Authorized classes and courses of instruction
<u>Ed. Code 52060-52077</u>	<u>Local control and accountability plan</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=4.&title=2.&part=28.&chapter=6.1.&article=4.5.))
Ed. Code 60000-60424 <u>60443</u>	Instructional materials (https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=EDC&division=4.&title=2.&part=33.&chapter=1.&article=)

Gov. Code 3543.2	Scope of representation
Pen. Code 11166.5	Employment; statement of knowledge of duty to report child abuse or neglect
Management Resources	Description
California Department of Education Publication	Content Standards for California Public Schools: Kindergarten Through Grade 12
California Department of Education Publication	Curriculum Frameworks for California Public Schools: Kindergarten Through Grade 12
California Department of Education Publication	Guidance for Local Instructional Materials Adoption, March 2024 (https://www.cde.ca.gov/ci/cr/cf/glima.asp)
California Department of Justice Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024 (https://oag.ca.gov/system/files/attachments/press-docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.1157CLEAN.pdf)
CSBA Publication	Defining High-Quality Instructional Materials for Mathematics to Meet the Needs of English Learners, July 2025 (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/Summary-Defining-HQIM-ELs-2025.ashx?la=en&rev=1711e63699df40e6b9ce84c74070ba35)
CSBA Publication	State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024 (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-IM-StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca65588)
CSBA Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024 (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheet-IM-LocalRoles-REPD-07-2024-1-(1).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138)
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, Feb. 2024 (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-instructional-materials-brief.ashx)
Website	CSBA District and County Office of Education Legal Services
Website	Association for Supervision and Curriculum Development
Website	Association of California School Administrators

Website	California Association for Supervision and Curriculum Development
Website	California Department of Education, Curriculum and Instruction Resources
Website	CSBA

Cross References

Code	Description
0000	Vision
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0441	Artificial Intelligence
0460	Local Control And Accountability Plan
0500	Accountability
1000	Concepts And Roles
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1700	Relations Between Private Industry And The Schools
3100	Budget
3100	Budget
4131	Staff Development
4143	Negotiations/Consultation
4243	Negotiations/Consultation
4331	Staff Development
5131.9	Academic Honesty
6000	Concepts And Roles

6011	Academic Standards
6120	Response To Instruction And Intervention
6141.4	International Baccalaureate Program
6141.5	Advanced Placement
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.2	World Language Instruction
6142.2	World Language Instruction
6142.3	Civic Education
6142.4	Service Learning/Community Service Classes
6142.5	Environmental Education
6142.6	Visual And Performing Arts Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6146.1	High School Graduation Requirements
6159	Individualized Education Program
6159	Individualized Education Program
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6162.5	Student Assessment

6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6174	Education For English Learners
6174	Education For English Learners
6178	Career Technical Education
6178	Career Technical Education
6178.2	Regional Occupational Center/Program
6179	Supplemental Instruction
6190	Evaluation Of The Instructional Program
7110	Facilities Master Plan
9000	Role Of The Board
9310	Board Policies

Regulation 6141: Curriculum Development And Evaluation

Status: ADOPTED

Original Adopted Date: 07/01/2008 | Last Reviewed Date: 07/08/01/20082026 | Last Revised
Date: 08/01/2026

CSBA NOTE: The following optional administrative regulation may be revised to reflect district practice.

Curriculum Review Committee

CSBA NOTE: The following optional section may be revised to reflect the composition of the district's curriculum review committee. Also see AR 6161.1 - Selection and Evaluation of Instructional Materials for For legal requirements for regarding substantial teacher involvement in the selection of instructional materials, which may include establishment of an instructional materials evaluation committee, see AR 6161.1 - Selection and Evaluation of Instructional Materials.

The Superintendent or designee may establish a curriculum review committee to evaluate and recommend curriculum for Governing Board approval. This committee shall consist of a majority of teachers and may also include administrators, other staff who have subject-matter expertise, parents/guardians, representatives of local businesses and postsecondary institutions, other community members, and students as appropriate. This committee may be the same committee charged with the evaluation and recommendation of instructional materials pursuant to Board ~~policy and administrative regulation~~ Policy and Administrative Regulation 6161.1 – Selection and Evaluation of Instructional Materials.

Curriculum Development/Selection Process

The Superintendent or designee shall research and identify available curriculum in the subject area(s) and grade level(s) scheduled for review. ~~He/she~~ The Superintendent or designee may select a limited number of programs to present to the curriculum review committee for evaluation.

The committee shall recommend the curriculum that best meets the district's needs based on the following criteria and any additional factors deemed relevant by the committee:

1. Analysis of the effectiveness of the existing district curriculum for all students, including student achievement data disaggregated by grade level and student population
2. Alignment of the proposed curriculum with expectations established by the Board and the State Board of Education as to what students need to know and be able to do in the subject(s) and grade level(s) under consideration

3. Evidence of proven effectiveness of the proposed curriculum in raising student achievement, including the research and learning theory upon which the curriculum is based
4. Applicability and accessibility of the curriculum to all students, including, but not limited to, underperforming students, students with disabilities, English learners, and gifted and talented students
5. The estimated cost to purchase, adapt, and/or develop the curriculum
6. Resources required to implement the curriculum, such as time, facilities, instructional materials and technology, staffing, staff development, and funding
7. If the curriculum includes instructional materials, the extent to which the materials meet criteria established by law and the district

[CSBA NOTE: Education Code 60040-60043 requires that certain subject matter be included in the district's instructional materials, as specified below. Pursuant to Education Code 60040, the accurate portrayal of society's cultural and racial diversity includes the contributions of all genders, Latino Americans, lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) Americans, and members of other ethnic, cultural, religious, and socioeconomic status groups. For the complete list required by Education Code 60040, see AR 6161.1 – Selection and Evaluation of Instructional Materials.]

Additionally, pursuant to Education Code 60040.5, the California Department of Education (CDE) has published guidance, "Accurate and Inclusive Curriculum (AB 1078)," regarding how to review instructional materials to ensure that they represent diverse perspectives and are culturally relevant, which is available on CDE's webpage.

8. Represent diverse perspectives and be culturally relevant in accordance with Education Code 60040-60043

8.—9. Any potential impact on other parts of the educational program

If it is determined that available prepackaged curriculum is not cost effective or is inadequate to meet the needs of the district's students, the Superintendent or designee may adapt curriculum or develop new curriculum. Curriculum modification or development shall be performed by teachers, school administrators, and district administrators, with support and assistance, when available, from curriculum experts from the county office of education, postsecondary institutions, and/or curriculum or professional associations. Any modified or new curriculum shall be reviewed by the curriculum committee in accordance with the above criteria prior to being recommended to the Board.

Upon approval by the Board, a new curriculum may be implemented in a limited number of schools or classrooms on a pilot basis so that modifications may be made as necessary before implementing the curriculum districtwide.

Policy Reference UPDATE Service

Policy Reference Disclaimer:

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

State	Description
5 CCR 4000-4091	School improvement programs
5 CCR 4400-4426	Improvement of elementary and secondary education
Ed. Code 221.5	Equal opportunity
<u>Ed. Code 220</u>	<u>Prohibition of discrimination</u> <u>https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=220&lawCode=EDC</u>
<u>Ed. Code 243</u>	<u>Prohibition of discrimination; instructional materials</u> <u>https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=243&lawCode=EDC</u>
<u>Ed. Code 244</u>	<u>Prohibition of discrimination; professional development materials</u> <u>https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244&lawCode=EDC</u>
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.1	Broad authority of school districts
Ed. Code 51050-51057	Enforcement of courses of study
Ed. Code 51200-51263	Required courses of study
Ed. Code 51500-51540	Prohibited instruction
Ed. Code 51705-51879.9	Authorized classes and courses of instruction
<u>Ed. Code 52060-52077</u>	<u>Local control and accountability plan</u> <u>https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=4.&title=2.&part=28.&chapter=6.1.&article=4.5.)</u>
Ed. Code 60000- 60424 <u>60443</u>	Instructional materials <u>https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=EDC&division=4.&title=2.&part=33.&chapter=1.&article=)</u>
Gov. Code 3543.2	Scope of representation
Pen. Code 11166.5	Employment; statement of knowledge of duty to report child abuse or neglect

Management Resources Description

California Department of Education Publication	Content Standards for California Public Schools: Kindergarten Through Grade 12
California Department of Education Publication	Curriculum Frameworks for California Public Schools: Kindergarten Through Grade 12
<u>California Department of Education Publication</u>	<u>Guidance for Local Instructional Materials Adoption, March 2024</u> (https://www.cde.ca.gov/ci/cr/cf/glima.asp)
<u>California Department of Justice Publication</u>	<u>Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024</u> (https://oag.ca.gov/system/files/attachments/press-docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.1157CLEAN.pdf)
<u>CSBA Publication</u>	<u>Defining High-Quality Instructional Materials for Mathematics to Meet the Needs of English Learners, July 2025</u> (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/Summary-Defining-HQIM-ELs-2025.ashx?la=en&rev=1711e63699df40e6b9ce84c74070ba35)
<u>CSBA Publication</u>	<u>State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024</u> (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-IM-StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca65588)
<u>CSBA Publication</u>	<u>Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024</u> (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheet_IM-LocalRoles-REPD_07-2024-1-(1).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138)
<u>CSBA Publication</u>	<u>Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, Feb. 2024</u> (https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-instructional-materials-brief.ashx)
Website	CSBA District and County Office of Education Legal Services
Website	Association for Supervision and Curriculum Development
Website	Association of California School Administrators
Website	California Association for Supervision and Curriculum Development
Website	California Department of Education, Curriculum and Instruction Resources
Website	CSBA

Cross References

Code	Description
0000	Vision
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0441	Artificial Intelligence
<u>0460</u>	<u>Local Control And Accountability Plan</u>
0500	Accountability
1000	Concepts And Roles
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1700	Relations Between Private Industry And The Schools
3100	Budget
3100	Budget
4131	Staff Development
4143	Negotiations/Consultation
4243	Negotiations/Consultation
4331	Staff Development
5131.9	Academic Honesty
6000	Concepts And Roles
6011	Academic Standards
6120	Response To Instruction And Intervention
6141.4	International Baccalaureate Program
6141.5	Advanced Placement

6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.2	World Language Instruction
6142.2	World Language Instruction
6142.3	Civic Education
6142.4	Service Learning/Community Service Classes
6142.5	Environmental Education
6142.6	Visual And Performing Arts Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6146.1	High School Graduation Requirements
6159	Individualized Education Program
6159	Individualized Education Program
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials

6163.1	Library Media Centers
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6174	Education For English Learners
6174	Education For English Learners
6178	Career Technical Education
6178	Career Technical Education
6178.2	Regional Occupational Center/Program
6179	Supplemental Instruction
6190	Evaluation Of The Instructional Program
7110	Facilities Master Plan
9000	Role Of The Board
9310	Board Policies

Policy 6159: Individualized Education Program

Status: ADOPTED

Original Adopted Date: 03/01/2003 | **Last Revised Date:** 0308/01/20252026 | **Last Reviewed**
Date: 0308/01/20252026

CSBA NOTE: The following Board policy and the accompanying **mandated** administrative regulation should be revised for consistency with the policies and regulations of the Special Education Local Plan Area in which the district participates.

The Governing Board desires to provide full educational opportunities to all students with exceptional needs. Students with exceptional disabilities. Students with disabilities who require special education and related services to meet their unique needs shall receive a free appropriate public education (FAPE) and, to the maximum extent possible, shall be educated in the least restrictive environment with nondisabled students.

For each student with exceptional needs disabilities, an individualized education program (IEP) shall be developed which identifies the special education instruction and related services to be provided to the student. ~~The Superintendent or designee shall develop administrative regulations regarding the~~ The membership of the IEP team, the team's responsibility to develop and regularly review the IEP, the contents of the IEP, and the development, review, and revision processes shall be in accordance with the accompanying administrative regulation.

The district shall make FAPE available to individuals with disabilities ages 3-21 who reside in the district, including: (Education Code 56040, 56440; 20 USC 1412; 34 CFR 300.17, 300.101, 300.104)

1. Students who have been suspended or expelled from school
2. Students who are placed by the district in a nonpublic, nonsectarian school
3. Individuals age 18-21 years of age who are incarcerated in an adult correctional facility and were identified as being an individual with disabilities or had an IEP in their prior educational placement

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 3021-3029

Description

Identification, referral, and assessment

5 CCR 3040-3043	Instructional planning and the individualized education program
5 CCR 3051-3053	Implementation of the individualized education program
5 CCR 853-853.5	State assessments; accommodations
Ed. Code 46392	Emergencies
<u>Ed. Code 48204.3</u>	<u>Residency requirements</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=48204.3&lawCode=EDC)
<u>Ed. Code 49423.5</u>	<u>Performance of physical health care services</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49423.5&lawCode=EDC)
Ed. Code 48853.5	Students in foster care (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=48853.5&lawCode=EDC)
Ed. Code 51225.3	High school graduation requirements
<u>Ed. Code 56031</u>	<u>Special education; definition</u>
Ed. Code 56040.3	Availability of assistive technology device
Ed. Code 56040.6	Deaf and hard of hearing supports
Ed. Code 56043	Transition plans
Ed. Code 56049.1	Data related to least restrictive environment
Ed. Code 56055	Rights of foster parents pertaining to foster youth's education
Ed. Code 56136	Guidelines for low incidence disabilities areas
Ed. Code 56195.8	Adoption of policies
<u>Ed. Code 56301</u>	<u>Student copy of parental rights and safeguards</u>
<u>Ed. Code 56302.1</u>	<u>Identification and referral</u>
Ed. Code 56321	Notice of parental rights; consent of parents
Ed. Code 56321.5	Notice to include right to electronically record
<u>Ed. Code 56325</u>	<u>Transfers by students with disabilities</u>
Ed. Code 56340.1-56347	Instructional planning and individualized education program
Ed. Code 56348	IEP template translations
Ed. Code 56350-56354	IEP for visually impaired students
<u>Ed. Code 56364.2</u>	<u>Special day classes</u>
<u>Ed. Code 56364.3</u>	<u>Special classes staffing ratios</u>

Ed. Code 56380	IEP reviews; notice of right to request
Ed. Code 56390-56392	Recognition for educational achievement; special education
Ed. Code 56440	Special education programs for students ages 3 to 5
Ed. Code 56471	Workability programs
Ed. Code 56500-56509	Procedural safeguards
Ed. Code 60640-60648.5	California Assessment of Student Performance and Progress
Ed. Code 60900.1	English language and special education reporting
Ed. Code 60900.2	Graduation rates for students with exceptional needs/disabilities
Bus. and Prof. Code 3765	Offenses and enforcement
	 (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=3765&lawCode=BPC)
Fam. Code 6500-6502	Age of majority
Gov. Code 7572.5	Seriously emotionally disturbed child; expanded IEP team
W&I Code 300	Minors subject to jurisdiction
W&I Code 601	Minors habitually disobedient
W&I Code 602	Minors violating law; ward of court
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1400-1482	Individuals with Disabilities Education Act
34 CFR 300.1-300.818	Individuals with Disabilities Education Act
Management Resources	Description
Attorney General Opinion	85 Ops.Cal.Atty.Gen. 157 (2002)
California Department of Education Publications Publication	California Practitioners' Guide for Educating English Learners with Disabilities, July 2019
California Department of Education Publications Publication	Frequently Asked Questions: Promotion, Retention, and Grading (Students with Disabilities)
Department of War Education Activity Publication	Interstate Compact on Educational Opportunity for Military Children
	 (https://www.dodea.edu/education/partnership-and-resources/military-interstate-compact)
Court Decision	Capistrano Unified School District v. S.W. and C.W. (9th Cir. 2021) 21 F.4th 1125
Court Decision	Endrew F. v. Douglas County School District Re-1, (2017) 137 S. Ct. 988

Court Decision	Marshall v. Monrovia Unified School District (9th Circuit , <u>Circ.</u> , 2010) 327 F. 3d 773
Court Decision	Sacramento City School District v. Rachel H. (9th Cir., 1994) 14 F.3d 1398
Court Decision	Schaffer v. Weast (2005) 125 S. Ct. 528
Court Decision	Shapiro v. Paradise Valley Unified School District, No. 69 (9th Circuit , <u>Cir.</u> , 2003) 317 F.3d 1072
U.S. Department of Education Publication	Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973, July 2022
USDOE Ofc of Special Edu, Rehab Svcs & EdTech Pub	Dear Colleague Letter on the Provision of Assistive Technology Devices and Services for Children with Disabilities under the Individuals with Disabilities Education Act, January 22, 2024
Website	U.S. Department of Education, Office of Educational Technology
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Office of Special Education and Rehabilitative Services
Website	California Department of Education

Cross References

Code	Description
0200	Goals For The School District
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3250	Transportation Fees

3250	Transportation Fees
3541	Transportation Routes And Services
3541.2	Transportation For Students With Disabilities
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
4112.23	Special Education Staff
5113.11	Attendance Supervision
5125	Student Records
5125	Student Records
5126	Awards For Achievement
5126	Awards For Achievement
5131.8	Mobile Communication Devices
5131.9	Academic Honesty
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.31	Immunizations
5141.31	Immunizations
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6000	Concepts And Roles
6112	School Day
6112	School Day

6117	Year-Round Schedules
6120	Response To Instruction And Intervention
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6143	Courses Of Study
6143	Courses Of Study
6146.1	High School Graduation Requirements
6146.11	Alternative Credits Toward Graduation
6146.11	Alternative Credits Toward Graduation
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6151	Class Size
6154	Homework/Makeup Work
6158	Independent Study
6158	Independent Study
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.4	Behavioral Interventions For Special Education Students
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests

6163.2	Animals At School
6163.2	Animals At School
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.5	Student Success Teams
6164.5	Student Success Teams
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6174	Education For English Learners
6174	Education For English Learners
6176	Weekend/Saturday Classes
6177	Summer Learning Programs
6178	Career Technical Education
6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice
<u>6183</u>	<u>Home and Hospital Instruction</u>

6184	Continuation Education
6184	Continuation Education
6185	Community Day School
6185	Community Day School

Regulation 6159: Individualized Education Program

Status: ADOPTED

Original Adopted Date: 11/01/2010 | Last Revised Date: 03/08/01/20252026 | Last Reviewed
Date: 03/08/01/20252026

CSBA NOTE: The following **mandated** administrative regulation reflects the federal Individuals with Disabilities Education Act (IDEA) (20 USC 1400-1482), implementing federal regulations (34 CFR 300.1-300.818), and conforming state legislation. ~~Note that in~~ In cases where state law provides greater protections, state law supersedes federal law.

Pursuant to Education Code 56302.5, the term "assessment" as used in state law has the same meaning as "evaluation" provided in 20 USC 1414. The following administrative regulation uses the terms interchangeably.

In *Capistrano Unified School District v. S.W. and C.W.*, the Ninth Circuit Court of Appeals held that when a student is enrolled in private school by the student's parents/guardians, the district only needs to prepare an individualized education program (IEP) if the parents/guardians ask for one, regardless of whether a claim for reimbursement has been filed.

At the beginning of each school year, the district shall have an individualized education program (IEP) in effect for each student with ~~an exceptional need~~ a disability within district jurisdiction. The IEP shall be a written statement that is developed, reviewed, and revised by the IEP team to meet the unique educational needs of a student with ~~an exceptional need~~ a disability. (Education Code 56344, 56345; 34 CFR 300.320, 300.323)

Members of the IEP Team

Unless excused by written agreement in accordance with Education Code 56341, the IEP team for any student with ~~an exceptional need~~ a disability shall include the following members: (Education Code 56341, 56341.5; 20 USC 1414; 34 CFR 300.321)

1. One or both of the student's parents/guardians and/or a representative selected by them

CSBA NOTE: Education Code 56055 provides that a foster parent, to the extent permitted by federal law, shall have the same rights relative to the foster child's education as a parent/guardian. Education Code 56055 clarifies that this right applies only when the juvenile court has limited the right of a parent/guardian to make educational decisions on the student's behalf and the student has been placed in a planned permanent living arrangement. Education Code 56055 defines "foster parent" as a licensed person, relative caretaker, or nonrelative extended family member.

Because the rights granted to parents/guardians under the IDEA (20 USC 1400-1482) are often complex, it is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel, as appropriate.

To the extent permitted by federal law, a foster parent shall have the same rights relative to a foster child's IEP as a parent/guardian, subject to juvenile court orders regarding the foster child's educational rights holder(s). (Education Code 56055)

2. If the student is or may be participating in the general education program, at least one of the student's general education teachers designated by the Superintendent or designee to represent the student's general education teachers

The general education teacher shall, to the extent appropriate, participate in the development, review, and revision of the student's IEP, including assisting in the determination of appropriate positive behavioral interventions, supports, and other strategies for the student, and supplementary aids and services, program modifications, and supports for school personnel that will be provided for the student, consistent with 34 CFR 300.320. (Education Code 56341; 20 USC 1414; 34 CFR 300.324)

3. At least one of the student's special education teachers or, where appropriate, special education providers
4. A representative of the district who is:
 - a. Qualified to provide or supervise the provision of specially designed instruction to meet the unique needs of students with ~~exceptional needs~~ disabilities
 - b. Knowledgeable about the general education curriculum
 - c. Knowledgeable about the availability of district resources

5. An individual who can interpret the instructional implications of assessment results

This individual may already be a member of the team as described in Items #2-4 above or in Item #6 below.

CSBA NOTE: Pursuant to Education Code 56341 and 34 CFR 300.321, the determination as to whether an individual identified in Item #6 below has "knowledge or special expertise" is required to be made by the party (either the district or parent/guardian) who invites the individual to the IEP team meeting.

In 85 Ops.Cal.Atty.Gen. 157 (2002) the Attorney General opined that members of the media may not attend an IEP team meeting as observers even though the parents/guardians have consented to such attendance. The Attorney General based this decision on the fact that the media would be "observers," not a "person with knowledge or expertise," as detailed below.

6. At the discretion of the parent/guardian or the Superintendent or designee, other individuals who have knowledge or special expertise regarding the student, including related services personnel, as appropriate

The determination of whether the individual has knowledge or special expertise regarding the student shall be made by the party who invites the individual to be a member of the IEP

team. ([Education Code 56341](#))

7. Whenever appropriate, the student

In the development, review, or revision of the IEP, the student shall be allowed to provide confidential input to any representative of the IEP team. (Education Code 56341.5)

8. When the [IEP team is determining eligibility for a](#) student [who](#) is suspected of having a specific learning disability, at least one individual who is qualified to conduct individual diagnostic examinations of the student such as a school psychologist, speech language pathologist, or remedial reading teacher ([34 CFR 300.308](#))

In accordance with 34 CFR 300.310, at least one team member other than the student's general education teacher shall observe the student's academic performance and behavior in the areas of difficulty in the student's learning environment, including in the general education classroom setting. If the child is younger than five years [of age](#) or not enrolled in school, a team member shall observe the child in an environment appropriate for a child of that age.

In the following circumstances, the Superintendent or designee shall invite other specified individuals to an IEP team meeting:

1. When the student has been placed in a group home by the juvenile court, a representative of the group home shall be invited to attend the IEP team meeting (Education Code 56341.2)
2. Whenever the IEP team is meeting to consider the student's postsecondary goals and the transition services needed to assist the student in reaching the goals, the following individuals shall be invited to attend: (34 CFR 300.321)

a. The student, regardless of the student's age

If the student does not attend the IEP team meeting, the Superintendent or designee shall take other steps to ensure that the student's preferences and interests are considered.

b. To the extent appropriate, and with the consent of the parent/guardian or adult student, a representative of any other agency that is likely to be responsible for providing or paying for the transition services

3. If the student was previously served under the Early Education for Individuals with Exceptional Needs (Education Code 56425-56432) or the California Early Intervention Services Act (Government Code 95000-95004), and upon request of the student's parent/guardian, the Superintendent or designee shall invite the Infant and Toddlers with Disabilities Coordinator or other representative of the early education or early intervention system to the initial IEP team meeting to assist with the smooth transition of services (Education Code 56341; 20 USC 1414; 34 CFR 300.321)

A member of the IEP team shall not be required to attend an IEP team meeting, in whole or in part, if the parent/guardian and the district agree, in writing, that the attendance of the member is not necessary because the member's area of the curriculum or related services is not being modified or discussed at the meeting. ~~Even if~~ When the meeting involves a discussion of the IEP team member's area of the curriculum or related service, the member may be excused from the meeting if the parent/guardian, in writing, and the district consent to the excusal after conferring with the member and the member submits to the parent/guardian and IEP team written input into the development of the IEP prior to the meeting. (Education Code 56043, 56341; 20 USC 1414; 34 CFR 300.321)

Contents of the IEP

CSBA NOTE: Education Code 56348, as added by SB 445 (Ch. 906, Statutes of 2024), provides for the creation, by the California Collaborative for Educational Excellence, of a state standardized IEP template, which, by the earlier of January 1, 2027, or 18 months after the final draft of the IEP template is converted to a digital platform, is required to be translated into the 10 most commonly spoken languages used across California other than English and made available on the California Department of Education's (CDE) website, with notification to districts of their availability.

The IEP shall include, but not be limited to, all of the following: (Education Code 56345, 56345.1; 20 USC 1414; 34 CFR 300.320)

1. A statement of the present levels of the student's academic achievement and functional performance, including:
 - a. The manner in which the ~~exceptional need~~ disability affects the student's involvement and progress in the general education curriculum (~~i.e., which is the same curriculum as for a student without exceptional needs~~) disabilities
 - b. For a preschool student, as appropriate, the manner in which the ~~exceptional need~~ disability affects the student's participation in appropriate activities
 - c. For a student with an ~~exceptional need~~ a disability who takes alternate assessments aligned to alternate achievement standards, a description of benchmarks or short-term objectives

CSBA NOTE: Education Code 56345 requires a statement of a student's academic and functional goals, as specified below, and expresses legislative recognition that, although some students with ~~exceptional needs~~ disabilities may not meet the growth projected in the annual goals and objectives, districts are required to make a good faith effort to assist them in achieving the goals in their IEP.

2. A statement of measurable annual goals, including academic and functional goals, designed to:
 - a. Meet the student's needs that result from an ~~exceptional need~~ the disability in order to enable the student to be involved in and make progress in the general education curriculum

- b. Meet each of the student's other educational needs that result from the ~~exceptional need~~ disability
3. A description of the manner in which the student's progress toward meeting the annual goals described in Item #2₁ above₁ will be measured and when the district will provide periodic reports on the progress the student is making toward meeting the annual goals, such as through the use of quarterly or other periodic reports, concurrent with the issuance of report cards
4. A statement of the special education instruction and related services and supplementary aids and services, based on peer-reviewed research to the extent practicable, to be provided to the student or on behalf of the student, and a statement of the program modifications or supports for school personnel that will be provided to enable the student to:
 - a. Advance appropriately toward attaining the annual goals
 - b. Be involved and make progress in the general education curriculum in accordance with Item #1₁ above₁ and to participate in extracurricular and other nonacademic activities
 - c. Be educated and participate with other students with ~~exceptional needs~~ disabilities and students without ~~exceptional needs~~ disabilities in the activities described in the IEP
5. An explanation of the extent, if any, to which the student will not participate with students without ~~exceptional needs~~ disabilities in the regular class and in extracurricular and other nonacademic activities described in the IEP

CSBA NOTE: Pursuant to 20 USC 1412, students with ~~exceptional needs~~ disabilities are required to be included in state and district assessments, with appropriate accommodations. However, with respect to such assessments, exceptions exist. For example, pursuant to Education Code 60640, a student with ~~exceptional needs~~ disabilities who is unable to participate in state achievement tests even with accommodations shall be given an alternate assessment in accordance with the student's IEP. For specific program requirements, exceptions, waivers, and permitted accommodations concerning such state or districtwide assessments, see AR 6162.51 - State Academic Achievement Tests.

Education Code 56345 and 34 CFR 300.320 require a description of the individual accommodations that will be used by the student and, if the student will not participate in the regular assessment, a statement as to the reason for that determination and what alternate assessment will be provided.

6. A statement of any appropriate individual accommodations necessary to measure the academic achievement and functional performance of the student on state and districtwide assessments

If the IEP team determines that the student shall take an alternate assessment instead of a particular regular state or districtwide assessment, the student's IEP shall also include a statement of the reason that the student cannot participate in the regular assessment and the reason that the particular alternate assessment selected is appropriate for the student.

CSBA NOTE: In *Los Angeles Unified School District v. A.O.*, the Ninth Circuit Court of Appeals held that the district violated IDEA by failing to specify the frequency and duration of proposed services. The district's plan to provide speech therapy for 30 minutes per week in one to 10 sessions and audiology services for 20 minutes per month in one to five sessions "fell short of the IDEA because it failed to specify clearly the frequency and duration of offered services" as required by law.

7. The projected date for the beginning of the services and modifications described in Item #4, above, and the anticipated frequency, location, and duration of those services and modifications

CSBA NOTE: Commencing July 1, 2025, Education Code 56043, as amended by AB 438 (Ch. 901, Statutes of 2024), requires a student's IEP, if determined appropriate by a student's IEP team, to include measurable postsecondary goals and transition services beginning when the student starts high school or not later than the first IEP to be in effect when the student is 16 years of age, or younger, as appropriate, and updated annually thereafter. Education Code 56471 provides grant funding to workability programs that provide instruction and experiences that reinforce core curriculum concepts and skills leading to gainful employment, which, as amended by SB 153 (Ch. 38, Statutes of 2024), is not available to nonpublic, nonsectarian schools.

8. If determined appropriate by the IEP team, when the student starts high school or not later than the first IEP to be in effect when the student is 16 years of age, or younger, as appropriate, and updated annually thereafter, the following:

- a. Appropriate measurable postsecondary goals based upon age-appropriate transition assessments related to training, education, employment, and where appropriate, independent living skills
- b. The transition services, including courses of study, needed to assist the student in reaching those goals

If the IEP team determines the student would benefit from postponing the measurable postsecondary goals and transition services until the student is 16 years of age, the IEP team should document the reason(s) for the postponement.

CSBA NOTE: Education Code 56345 requires that the following component be addressed in the development of a new IEP or at the next regularly scheduled review of an existing IEP.

9. A description of the means by which the IEP will be provided under emergency conditions, as described in Education Code 46392, in which instruction and/or services cannot be provided to the student either at the school or in person for more than 10 school days

The description shall take into account public health orders and shall include special education and related services, supplementary aids and services, transition services, and extended school year services.

10. Beginning at least one year before the student reaches 18 years of age 18, a statement that the student has been informed of the rights, if any, that will transfer to the student upon reaching 18 years of age 18, pursuant to Education Code 56041.5

11. For a student in grades 7-12, any alternative means and modes necessary for the student to complete the district's prescribed course of study and to meet or exceed proficiency standards required for graduation
12. For a student whose native language is not English, linguistically appropriate goals, objectives, programs, and services
13. Extended school year services when the IEP team determines, on an individual basis, that the services are necessary for the provision of a free appropriate public education (FAPE)
14. If the student is to be transferred from a special class or nonpublic, nonsectarian school into a general education program in a public school for any part of the school day, provision for transition into the general education program including descriptions of activities intended to:
 - a. Integrate the student into the general education program, including the nature of each activity and the time spent on the activity each day or week
 - a. Support the transition of the student from the special education program into the general education program
15. For a student with low incidence disabilities, specialized services, materials, and equipment consistent with the guidelines pursuant to Education Code 56136

CSBA NOTE: Education Code 56353 authorizes, but does not require, districts to consider elements of the expanded core curriculum, as defined, when developing an IEP for a student who is blind, has low vision, or is visually impaired.

To assist a student who is blind, has low vision, or is visually impaired to achieve the student's maximum potential, the IEP team may consider instruction in the expanded core curriculum, including compensatory skills such as Braille, concept development, or other skills needed to access the core curriculum; orientation and mobility; social interaction skills; career technical education; assistive technology, including optical devices; independent living skills; recreation and leisure; self-determination; and sensory efficiency. When appropriate, such services may be offered before or after school. (Education Code 56353)

Development of the IEP

Within 30 days of an initial determination that a student needs special education and related services, the Superintendent or designee shall ensure that a meeting to develop an initial IEP is conducted. (Education Code 56043; 34 CFR 300.323)

Any IEP required as a result of an assessment of a student shall be developed within 60 days from the date of receipt of the parent/guardian's written consent for assessment, unless the parent/guardian agrees, in writing, to an extension: , or repeatedly fails or refuses to produce the child for the assessment. (Education Code 56043, 56302.1, 56344)

Days between the student's regular school sessions, terms, or school vacation of more than five school days shall not be counted. In the case of school vacations, the 60-day time limit shall recommence on the date that the student's school days reconvene. (Education Code 56043, 56344)

However, when the IEP is required as a result of an assessment of a student for whom a referral has been made referred for assessment with 30 or fewer days or less prior to remaining until the end of the preceding regular school year, the IEP shall be developed within 30 days after the commencement of the subsequent regular school year. (Education Code 56344)

In developing the IEP, the IEP team shall consider all of the following: (Education Code 56040.6, 56341.1, 56345; 20 USC 1414; 34 CFR 300.324)

1. The strengths of the student
2. The concerns of the parents/guardians for enhancing the education of their child
3. The results of the initial or most recent assessment of the student
4. The academic, developmental, and functional needs of the student

CSBA NOTE: The U.S. Department of Education's (USDOE) guidance, "Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973," provides guidance regarding schools' obligations to meet the needs of students with behavior based in an exceptional need a disability and other steps schools are required to take to avoid discrimination on the basis of an exceptional need a disability when disciplining students with exceptional needs disabilities.

5. In the case of a student whose behavior impedes the student's learning or that of others, the use of positive behavioral interventions and supports and other strategies to address that behavior
6. In the case of a student with limited English proficiency, the language needs of the student as such needs relate to the student's IEP
7. In the case of a student who is blind or visually impaired, the need to provide for instruction in Braille and instruction in the use of Braille

However, such instruction need not be included in the IEP if the IEP team determines that instruction in Braille or the use of Braille is not appropriate for the student. This determination shall be based upon an assessment of the student's reading and writing skills, needs, and appropriate reading and writing media, including an assessment of future needs for instruction in Braille or the use of Braille.

CSBA NOTE: Pursuant to Education Code 56040.6, as added by AB 1938 (Ch. 903, Statutes of 2024), IEP teams, when determining the least restrictive environment for a deaf, hard of hearing, or deaf-blind student, are required to consider the language needs of the student, and to consider reviewing placements and services available to the student, as specified.

~~Additionally, by July 1, 2025, CDE is required to communicate these requirements to districts.~~

8. The communication needs of the student and, in the case of a student who is deaf, hard of hearing, or deaf-blind, the student's language and communication needs, opportunities for direct communications with peers and professional personnel in the student's language and communication mode, academic level, and full range of needs, including opportunities for direct instruction in the student's language and communication mode

~~The~~Additionally, the team shall ~~also~~ consider placements, related services, and program options that provide the student with an equal opportunity for communication access in the least restrictive environment, as ~~described~~specified in Education Code 56040.6 and 56345.

9. Whether the student requires assistive technology devices and services, including artificial intelligence devices and services

If, in considering the special factors in Items #1-9 above, the IEP team determines that the student needs a particular device or service, including an intervention, accommodation, or other program modification, in order to receive FAPE, the team shall include a statement to that effect in the student's IEP. (Education Code 56341.1)

Provision of Special Education and Related Services

CSBA NOTE: Education Code 56031 defines "special education" as specially designed instruction, at no cost to the parent/guardian, to meet the unique needs of students with disabilities, including instruction conducted in the classroom, in the home, in hospitals and institutions, and other settings, and instruction in physical education. Additionally, Education Code 56031, as amended by AB 784 (Ch. 44, Statutes of 2025), clarifies that this definition does not prohibit an IEP from including specialized deaf and hard-of-hearing related services as the only services.

Pursuant to Education Code 56364.3, as added by AB 560 (Ch. 560, Statutes of 2025), on or before July 1, 2027, the Superintendent of Public Instruction is required to recommend a maximum adult-to-student staffing ratio for special classes authorized pursuant to Education Code 56364.2 for students 3-22 years of age, inclusive, and post the recommendation on CDE's website.

Special education is specially designed instruction, at no cost to the parent/guardian, to meet the unique needs of individuals with disabilities, including instruction conducted in the classroom, in the home, in hospitals and institutions, and other settings, and instruction in physical education. This definition does not prohibit an IEP from including specialized deaf and hard-of-hearing related services as the only services provided to a student with disabilities. (Education Code 56031)

The district shall ensure that, as soon as possible following development of the IEP, special education and related services are made available to the student in accordance with the IEP. (Education Code 56344; 34 CFR 300.323)

The Superintendent or designee shall ensure that the student's IEP is accessible to each general education teacher, special education teacher, related service provider, and any other service provider who is responsible for its implementation. ~~The~~Additionally, the Superintendent or designee

also shall ensure that such teachers and providers are informed of their specific responsibilities related to implementing the IEP and the specific accommodations, modifications, and supports that ~~must~~shall be provided to the student in accordance with the IEP. (34 CFR 300.323)

CSBA NOTE: Education Code 56354 establishes requirements for orientation and mobility evaluations conducted for students who are blind, have low vision, or are visually impaired. Such services are used to teach individuals how to navigate around their home, school, and community. If the district chooses to prohibit orientation and mobility specialists from using their vehicles to transport students to and from orientation and mobility instruction, the district must provide transportation for that purpose.

If an orientation and mobility evaluation is determined to be needed for a student who is blind, has low vision, or is visually impaired, the evaluation shall be conducted by a person who is appropriately certified as an orientation and mobility specialist and shall occur in familiar and unfamiliar environments, in varying lighting conditions, and in the home, school, and community, as appropriate. The Superintendent or designee may require annual written parent/guardian consent to provide orientation and mobility services when such services are provided before or after school and when they are provided away from the school site. (Education Code 56354; 5 CCR 3051.3)

CSBA NOTE: Pursuant to Education Code 56041.1, an IEP team is required to consider whether a student with ~~exceptional need~~disabilities needs assistive technology devices or services, defined in 20 USC 1401 as any item, piece of equipment, or product system that is used to increase, maintain, or improve functional capabilities of a student with an ~~exceptional needs~~. See "Development of the IEP" above.

Education Code 56040.3 requires a district to provide the use of school-purchased assistive technology devices in a student's home or other settings if the student's IEP team determines that the student needs access to the devices in order to receive free appropriate public education (FAPE), consistent with 34 CFR 300.105. It also requires the district to provide continued access to assistive technology devices, for two months or until alternative arrangements can be made, whichever comes first, to a student who transfers out of the district~~disabilities~~. For more information regarding determination of the needs for assistive technology devices or services, see "Development of the IEP" above.

USDOE's January 2024, "Dear Colleague Letter on the Provision of Assistive Technology Devices and Services for Children with Disabilities under the Individuals with Disabilities Education Act," provides guidance to support children with ~~exceptional needs~~disabilities who need assistive technology devices and services for meaningful access and engagement in education.

If a student's IEP requires the provision of assistive technology devices or services, including artificial intelligence services, the district shall provide such devices or services and shall, on a case-by-case basis, provide for the use of school-purchased devices or services in the student's home or other settings if the IEP team determines that the student needs access to those devices or services in order to receive FAPE. If a student who requires the use of an assistive technology device or services transfers to another local educational agency, the district shall provide the student with continued access to that device or services or a comparable device or service for two months from the date the student ceased to be enrolled in the district or until alternative arrangements can be made to provide access to the device, whichever occurs first. (Education Code 56040.3; 34 CFR 300.105)

CSBA NOTE: Pursuant to Education Code 49423.5, as amended by SB 389 (Ch. 582, Statutes of 2025), and Business and Professions Code 3765, a licensed vocational nurse is authorized to perform suctioning and other basic respiratory tasks and services under the supervision of a credentialed school nurse for a student with disabilities who requires specialized physical health care services.

Students with disabilities who require specialized physical health care services during the regular school day may be assisted by the persons authorized in Education Code 49423.5.

[CSBA NOTE: Pursuant to 5 CCR 3051.4, special education and related services provided in the home or hospital are limited to students who have been identified as students with disabilities for whom the IEP team recommends such instruction or services. For more information regarding home or hospital instruction, see AR 6183 – Home and Hospital Instruction.]

Special education and related services provided in the home or hospital are limited to students who have been identified as students with disabilities and for whom the IEP team recommends such instructions or services. Such services shall be provided in accordance with law, including 5 CCR 3051.4, and Administrative Regulation 6183 – Home and Hospital Instruction.

Review and Revision of the IEP

CSBA NOTE: Education Code 56043 and 56380 **mandate** the district to maintain procedures to ensure that the IEP team reviews the IEP periodically, but at least annually, to determine whether the annual goals for the student are being achieved and, as appropriate, revises the IEP to address the conditions specified below.

Pursuant to Education Code 60900.2, ~~as added by AB 1340 (Ch. 576, Statutes of 2024)~~, CDE is required to include a report on its website that allows the public to view statewide-level four- and five-year cohort graduation rates for students with ~~exceptional needs~~ disabilities, disaggregated by disability or disabilities, as specified in 34 CFR 300.8.

The Superintendent or designee shall ensure that the IEP team reviews the IEP periodically, but at least annually, in order to: (Education Code 56043, 56341.1, 56380; 20 USC 1414; 34 CFR 300.324)

1. Determine whether the annual goals for the student are being achieved
2. Revise the IEP, as appropriate, to address:
 - a. Any lack of expected progress toward the annual goals and in the general education curriculum, where appropriate
 - b. The results of any reassessment conducted pursuant to Education Code 56381

- c. Information about the student provided to or by the parents/guardians regarding review of evaluation data pursuant to 34 CFR 300.305 and Education Code 56381
 - d. The student's anticipated needs
 - e. Any other relevant matter
3. Consider the special factors listed in Items #5-9 above, under "Development of the IEP," when reviewing the IEP of any student with an ~~exceptional need~~ a disability to whom one of those factors may apply

The ~~Additionally, the~~ IEP team shall ~~also~~ meet at any other time upon request by the student's parent/guardian or teacher to review or revise the IEP. (Education Code 56343)

When a parent/guardian requests an IEP team meeting to review the IEP, the team shall meet within 30 days of receiving the parent/guardian's written request, not counting days between the student's regular school sessions or terms or days of school vacation in excess of five school days. If a parent/guardian makes an oral request, the district shall notify the parent/guardian of the need for a written request and the procedure for filing such a request. (Education Code 56043, 56343.5)

CSBA NOTE: Education Code 56195.8 ~~mandates~~ requires that the district's policy set forth procedures and timelines for the review of a classroom assignment of a student with an ~~exceptional need~~ a disability when so requested by a general education or special education teacher. Education Code 56195.8 does not state a specific deadline for the review. The following paragraph provides a timeline of 20 days for reviewing the request and 30 days for convening an IEP team meeting. The district should revise this timeline to be consistent with district practice and the policies and regulations of the Special Education Local Plan Area (SELPA) in which the district participates and ~~should~~ specify the title of the individual responsible for the review, rather than "Superintendent or designee."

A regular education or special education teacher may request a review of the classroom assignment of a student with an ~~exceptional need~~ a disability by submitting a written request to the Superintendent or designee. The Superintendent or designee shall consider the request within 20 days of receiving it, not counting days when school is not in session or, for year-round schools, days when the school is off track. If the review indicates a need for change in the student's placement, instruction, and/or related services, the Superintendent or designee shall convene an IEP team meeting, which shall be held within 30 days of the Superintendent or designee's review, not counting days when school is not in session or days when school is off track, unless the student's parent/guardian consents in writing to an extension of time.

If a participating agency other than the district fails to provide the transition services described in the student's IEP, the team shall reconvene to identify alternative strategies to meet the transition service objectives set out for the student in the IEP. (Education Code 56345.1; 20 USC 1414; 34 CFR 300.324)

CSBA NOTE: Pursuant to Education Code 48853.5, for a foster youth who is a student with exceptional needs disabilities, "school of origin" includes a placement in a nonpublic, nonsectarian school. Any nonsectarian school or agency serving a foster youth is required to agree in writing to

be designated as the school of origin and to allow the foster youth to continue in the school.

Education Code 56157 specifies that when the district has placed a foster student in a nonpublic, nonsectarian school, the district is required to conduct an annual evaluation, as specified below. ~~In addition~~ Additionally, Education Code 56157 requires the nonpublic, nonsectarian school to report to the district regarding the educational progress made by the student.

Pursuant to Education Code 56049.1, CDE is required to publish data related to federal measures of least restrictive environment for students with ~~exceptional needs~~ disabilities on its website and include it as a resource on the California School Dashboard.

If a student with ~~an exceptional need~~ a disability residing in a licensed children's institution or foster family home has been placed by the district in a nonpublic, nonsectarian school, the Superintendent or designee shall conduct an annual evaluation as part of the IEP process of whether the placement is the least restrictive environment that is appropriate to meet the student's needs. (Education Code 56157)

To the extent possible, the Superintendent or designee shall encourage the consolidation of reassessment meetings and other IEP team meetings for a student. (20 USC 1414; 34 CFR 300.324)

When a change is necessary to a student's IEP after the annual IEP team meeting for the school year has been held, the parent/guardian and the Superintendent or designee may agree not to convene an IEP team meeting for the purpose of making the change and instead may develop a written document to amend or modify the student's current IEP. The IEP team shall be informed of any such changes. Upon request, the Superintendent or designee shall provide the parent/guardian with a revised copy of the IEP with the incorporated amendments. (Education Code 56380.1; 20 USC 1414; 34 CFR 300.324)

Audio Recording of IEP Team Meetings

CSBA NOTE: Pursuant to Education Code 56341.1, parents/guardians and the district may audio record an IEP team meeting subject to certain requirements as specified in the following section. Audio recordings made by a district, SELPA, or county office of education are subject to the federal Family Educational Rights and Privacy Act (20 USC 1232g) and the confidentiality requirements of 34 CFR 300.610-300.626.

Parents/guardians and the Superintendent or designee shall have the right to audio record the proceedings of IEP team meetings, provided members of the IEP team are notified of this intent at least 24 hours before the meeting. If the Superintendent or designee gives notice of intent to audio record a meeting and the parent/guardian objects or refuses to attend because the meeting would be audio recorded, the meeting shall not be audio recorded. Parents/guardians also have the right to: (Education Code 56341.1)

1. Inspect and review the audio recordings
2. Request that an audio recording be amended if they believe it contains information that is inaccurate, misleading, or in violation of the student's privacy rights or other rights

3. Challenge, in a hearing, information that the parents/guardians believe is inaccurate, misleading, or in violation of the student's privacy rights or other rights

Parent/Guardian Participation and Other Rights

The Superintendent or designee shall take steps to ensure that one or both of the parents/guardians of the student with ~~an exceptional need~~ a disability are present at each IEP team meeting or are afforded the opportunity to participate. These steps shall include notifying the parents/guardians of the meeting early enough to ensure that they will have the opportunity to attend and scheduling the meeting at a mutually agreed upon time and place. (Education Code 56341.5; 34 CFR 300.322)

The Superintendent or designee shall send parents/guardians notices of IEP team meetings that: (Education Code 56341.5; 34 CFR 300.322)

1. Indicate the purpose, time, and location of the meeting
2. Indicate who will be in attendance at the meeting
3. Inform them of:
 - a. Their right to bring to the meeting other individuals who have knowledge or special expertise about the student, pursuant to Education Code 56341
 - b. The provision of Education Code 56341 relating to the participation of the Infant and Toddlers with Disabilities Coordinator at the initial IEP team meeting, if the student was previously served under Early Education for Individuals with Exceptional Needs (Education Code 56425-56432) or the California Early Intervention Services Act (Government Code 95000-95004)

Additionally, when the IEP team ~~meeting is to consider~~ convenes at the development, review, or ~~revision~~ start of the student's high school experience, or not later than the first IEP meeting, to develop the IEP of a student with ~~an exceptional need~~ a disability who ~~is~~ will be 16 years of age or older, ~~or younger than 16 if deemed appropriate by the IEP team~~, the Superintendent or designee's notice to the student's parents/guardians shall include the following: (Education Code 56341.5)

1. An indication that ~~a~~ one purpose of the meeting will be the consideration of postsecondary goals and transition services for the student pursuant to Education Code 56345.1, 20 USC 1414, and 34 CFR 300.320
2. An indication that the student is invited to the IEP team meeting

CSBA NOTE: Pursuant to Education Code 56301, as amended by SB 373 (Ch. 579, Statutes of 2025), students are required to be given a copy of their rights and procedural safeguards once every school year and at additional specified times in accordance with Education Code 56301, 20 USC 1415, and 34 CFR 300.504.

At each IEP team meeting convened by the district, the district administrator or specialist on the team shall inform the parent/guardian and student of the federal and state procedural safeguards included in the notice of parental rights provided pursuant to Education Code 56321. (Education Code 56301, 56500.1)

The parent/guardian shall have the right and opportunity to examine all of the student's school records upon request, before any IEP meeting, and in connection with any hearing or resolution session on matters affecting the student, including, but not limited to, initial formal assessment, procedural safeguards, and due process. Upon receipt of an oral or written request, the Superintendent or designee shall provide complete copies of the records within five business days. (Education Code 56043, 56504)

The parent/guardian shall have the right to present information to the IEP team in person or through a representative and the right to participate in meetings that relate to eligibility for special education and related services, recommendations, and program planning. (Education Code 56341.1)

If neither parent/guardian can attend the meeting, the Superintendent or designee shall use other methods to ensure parent/guardian participation, including video conferences or individual or conference telephone calls. (Education Code 56341.5; 20 USC 1414; 34 CFR 300.322)

An IEP team meeting may be conducted without a parent/guardian in attendance if the Superintendent or designee is unable to convince the parent/guardian to attend. In such a case, the Superintendent or designee shall maintain a record of the attempts to arrange a mutually agreed upon time and place for the meeting, including: (Education Code 56341.5; 34 CFR 300.322)

1. Detailed records of telephone calls made or attempted and the results of those calls
2. Copies of correspondence sent to the parent/guardian and any responses received
3. Detailed records of visits made to the parent/guardian's home or place of employment and the results of those visits

The Superintendent or designee shall take any action necessary to ensure that the parents/guardians understand the proceedings of the meeting, including arranging for an interpreter for parents/guardians with deafness or whose native language is not English. (Education Code 56341.5; 34 CFR 300.322)

The Superintendent or designee shall give the parents/guardians of a student with an ~~exceptional need~~ a disability a copy of the IEP at no cost. (Education Code 56341.5; 34 CFR 300.322)

Parent/Guardian Consent for Provision of Special Education and Services

Before providing special education and related services to any student pursuant to 20 USC 1414, the Superintendent or designee shall seek to obtain informed consent of the student's parent/guardian. (Education Code 56346)

If the parent/guardian fails to respond or refuses to consent to the initiation of services, the district shall not use the due process hearing procedures pursuant to 20 USC 1415 to obtain agreement or a ruling that the services may be provided to the student. In such circumstances, the district shall not be required to convene an IEP team or develop an IEP for the student. (Education Code 56346)

If the parent/guardian consents in writing to the receipt of special education and related services for the student but does not consent to all of the components of the IEP, then those components to which the parent/guardian has consented shall be implemented so as not to delay providing instruction and services to the student. If the Superintendent or designee determines that a part of a proposed IEP to which the parent/guardian does not consent is necessary in order to provide the student with FAPE, a due process hearing shall be initiated in accordance with 20 USC 1415. While the due process hearing is pending, the student shall remain in the current placement unless the parent/guardian and the Superintendent or designee agree otherwise. (Education Code 56346)

CSBA NOTE: CFR 300.300 authorizes a parent/guardian to revoke, at any time and in writing, consent for the continued provision of special education and related services to the student. Once this revocation has been received, the district need not convene an IEP team meeting or develop an IEP, but rather must promptly provide "prior written notice" and, within a reasonable period of time, discontinue all services to the student. For details regarding the contents of the prior written notice, see AR 6159.1 - Procedural Safeguards and Complaints for Special Education.

~~In addition~~ Additionally, 34 CFR 300.300 and Education Code 56346 specify that a district may not override the parent/guardian's revocation by filing for a due process hearing or requesting mediation in order to require that services be provided. In such a situation, the district shall be deemed to be in compliance with the requirement to make ~~FAPE~~ a free appropriate public education (FAPE) available to the student and is under no obligation to convene an IEP team meeting or to develop an IEP for further provision of special education and related services to the student.

If at any time subsequent to the initial provision of services, the student's parent/guardian, in writing, revokes consent for the continued provision of special education services, the Superintendent or designee shall provide prior written notice within a reasonable time before ceasing to provide services to the student. The Superintendent or designee shall not request a due process hearing or pursue mediation in order to require an agreement or ruling that services be provided to the student. (Education Code 56346; 34 CFR 300.300, 300.503)

CSBA NOTE: The following paragraph is optional and should be modified to reflect district practice.

Prior to the discontinuation of services, the Superintendent or designee may offer to meet with the parents/guardians to discuss concerns for the student's education. However, this meeting shall be voluntary on the part of the parent/guardian and shall not delay the implementation of the parent/guardian's request for discontinuation of services.

CSBA NOTE: Pursuant to 34 CFR 300.9, when a parent/guardian revokes consent for provision of special education services, the district is not required to amend the student's records to remove any reference to the student's prior receipt of special education services. In some circumstances, a student who is no longer receiving special education services may be eligible for accommodation under Section 504 of the Rehabilitation Act of 1973; For more information regarding accommodations under Section 504, see BP/AR 6164.6 - Identification and Education under Section 504. However, because the law is unclear, it is recommended that districts with questions

consult CSBA's District and County Office of Education Legal Services or legal counsel, as appropriate.

When the district ceases to provide special education services in response to the parent/guardian's revocation of consent, the student shall be classified as a general education student.

Transfer Students

CSBA NOTE: Education Code 56325 details the requirements for students transferring from districts within and outside of California, as specified below. Pursuant to Education Code 56325, districts are required to take reasonable steps to promptly obtain the student's records from their previous school, including the IEP and supporting documents and any other records relating to the provision of special education and related services to the student, and, as amended by AB 1412 (Ch. 453, Statutes of 2025), requires such reasonable steps to be consistent with specified requirements of the Interstate Compact on Educational Opportunity for Military Children. This requires the new school to accept unofficial records provided by the student's parent/guardian until validated by official records, consistent with specified requirements of the Interstate Compact on Educational Opportunity for Military Children. For more information regarding the Interstate Compact on Educational Opportunity for Military Children, see BP/AR 6173.2 – Education of Children of Military Families.

Districts should be careful to comply with the time requirements, though in *Marshall v. Monrovia Unified School District*, the Ninth Circuit Court of Appeals ruled in favor of defendant, a school district, on the question of whether the district denied FAPE to a student with an ~~exceptional need~~ a disability by not developing a valid IEP within 30 days of the student's transfer into the district. The court reasoned that the delay in developing the IEP was minimal and that the student did not suffer any deprivation of educational benefit.

To facilitate the transition of a student with an ~~exceptional need~~ a disability who is transferring into the district, the Superintendent or designee shall take reasonable steps to promptly obtain the student's records, including the IEP and the supporting documents related to the provision of special education services. The district shall accept unofficial records provided by the student's parent/guardian pending validation by the official records, consistent with the requirements of the Interstate Compact on Educational Opportunity for Military Children. (Education Code 56325; 34 CFR 300.323)

If the student transfers into the district from another school district within the same Special Education Local Plan Area (SELPA) during the school year, the district shall continue to provide services comparable to those described in the student's existing IEP, unless the student's parent/guardian and the district agree to develop, adopt, and implement a new IEP that is consistent with state and federal law. (Education Code 56325; 34 CFR 300.323)

If the student transfers into the district from a school district outside of the district's SELPA during the school year, the district shall provide the student with FAPE, including services comparable to those described in the previous district's IEP in consultation with the student's parent/guardian, for a period not to exceed 30 days. By the end of that period, the district shall either adopt the previous district's IEP or shall develop, adopt, and implement a new IEP that is consistent with state and federal law. (Education Code 56325; 34 CFR 300.323)

If the student transfers into the district from an out-of-state district during the school year, the district shall provide the student with FAPE, including services comparable to the out-of-state district's IEP, in consultation with the parent/guardian, until such time as the Superintendent or designee conducts an assessment, if it determines that such an assessment is necessary, and develops, adopts, and implements a new IEP, if appropriate. (Education Code 56325; 34 CFR 300.323) ([Education Code 56325; 34 CFR 300.323](#))

CSBA NOTE: Education Code 56325, as amended by AB 1412, requires the district, for students with disabilities who transfer into the district with an IEP, to, within 30 days of receipt of official records or specified unofficial records, either adopt and implement the IEP previously adopted for the student or develop, adopt, and implement a new IEP for the student that is consistent with federal and state law, as applicable.

If the student transfers into the district within the same academic year from outside the state, within the state, or from district to district within the same SELPA, within 30 days of receipt of official records or specified unofficial records, the Superintendent or designee shall either adopt and implement the IEP previously adopted for the student or develop, adopt, and implement a new IEP for the student that is consistent with federal and state law, as applicable. For students transferring into the district from outside the state, the district may conduct a full and individual initial assessment pursuant to 20 USC 1414 when such assessment is necessary to develop an IEP that is consistent with federal and state law. (Education Code 56325)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 3021-3029	Identification, referral, and assessment
5 CCR 3040-3043	Instructional planning and the individualized education program
5 CCR 3051-3053	Implementation of the individualized education program
5 CCR 853-853.5	State assessments; accommodations
Ed. Code 46392	Emergencies
Ed. Code 48204.3	Residency requirements (https://leginfo.ca.gov/faces/codes_displaySection.xhtml?sectionNum=48204.3&lawCode=EDC)
Ed. Code 49423.5	Performance of physical health care services (https://leginfo.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49423.5&lawCode=EDC)
Ed. Code 48853.5	Students in foster care

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=48853.5&lawCode=EDC

Ed. Code 51225.3

High school graduation requirements

[Ed. Code 56031](#)

[Special education; definition](#)

Ed. Code 56040.3

Availability of assistive technology device

Ed. Code 56040.6

Deaf and hard of hearing supports

Ed. Code 56043

Transition plans

Ed. Code 56049.1

Data related to least restrictive environment

Ed. Code 56055

Rights of foster parents pertaining to foster youth's education

Ed. Code 56136

Guidelines for low incidence disabilities areas

Ed. Code 56195.8

Adoption of policies

[Ed. Code 56301](#)

[Student copy of parental rights and safeguards](#)

[Ed. Code 56302.1](#)

[Identification and referral](#)

Ed. Code 56321

Notice of parental rights; consent of parents

Ed. Code 56321.5

Notice to include right to electronically record

[Ed. Code 56325](#)

[Transfers by students with disabilities](#)

Ed. Code 56340.1-56347

Instructional planning and individualized education program

Ed. Code 56348

IEP template translations

Ed. Code 56350-56354

IEP for visually impaired students

[Ed. Code 56364.2](#)

[Special day classes](#)

[Ed. Code 56364.3](#)

[Special classes staffing ratios](#)

Ed. Code 56380

IEP reviews; notice of right to request

Ed. Code 56390-56392

Recognition for educational achievement; special education

[Ed. Code 56440](#)

[Special education programs for students ages 3 to 5](#)

Ed. Code 56471

Workability programs

Ed. Code 56500-56509

Procedural safeguards

Ed. Code 60640-60648.5

California Assessment of Student Performance and Progress

Ed. Code 60900.1

English language and special education reporting

Ed. Code 60900.2

Graduation rates for students with exceptional
needs [disabilities](#)

[Bus. and Prof. Code 3765](#)

[Offenses and enforcement](#)

	https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=3765&lawCode=BPC
Fam. Code 6500-6502	Age of majority
Gov. Code 7572.5	Seriously emotionally disturbed child; expanded IEP team
W&I Code 300	Minors subject to jurisdiction
W&I Code 601	Minors habitually disobedient
W&I Code 602	Minors violating law; ward of court
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1400-1482	Individuals with Disabilities Education Act
34 CFR 300.1-300.818	Individuals with Disabilities Education Act
Management Resources	Description
Attorney General Opinion	85 Ops.Cal.Atty.Gen. 157 (2002)
California Department of Education Publications Publication	California Practitioners' Guide for Educating English Learners with Disabilities, July 2019
California Department of Education Publications Publication	Frequently Asked Questions: Promotion, Retention, and Grading (Students with Disabilities)
Department of War Education Activity Publication	Interstate Compact on Educational Opportunity for Military Children
	https://www.dodea.edu/education/partnership-and-resources/military-interstate-compact
Court Decision	Marshall v. Monrovia Unified School District (9th Cir. 2010) 327 F.3d 773
Court Decision	Capistrano Unified School District v. S.W. and C.W. (9th Cir. 2021) 21 F.4th 1125
Court Decision	Endrew F. v. Douglas County School District Re-1, (2017) 137 S. Ct. 988
Court Decision	Marshall v. Monrovia Unified School District (9th Circuit , Circ. , 2010) 327 F .3d 773
Court Decision	Sacramento City School District v. Rachel H. (9th Cir., 1994) 14 F.3d 1398
Court Decision	Schaffer v. Weast (2005) 125 S. Ct. 528
Court Decision	Shapiro v. Paradise Valley Unified School District, No. 69 (9th Circuit , Cir. , 2003) 317 F.3d 1072

U.S. Department of Education Publication	Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline under Section 504 of the Rehabilitation Act of 1973, July 2022
USDOE Ofc of Special Edu, Rehab Svcs & EdTech Pub	Dear Colleague Letter on the Provision of Assistive Technology Devices and Services for Children with Disabilities under the Individuals with Disabilities Education Act, January 22, 2024
Website	U.S. Department of Education, Office of Educational Technology
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Office of Special Education and Rehabilitative Services
Website	California Department of Education

Cross References

Code	Description
0200	Goals For The School District
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3250	Transportation Fees
3250	Transportation Fees
3541	Transportation Routes And Services
3541.2	Transportation For Students With Disabilities
3555	Nutrition Program Compliance
3555-E(1)	Nutrition Program Compliance
4112.23	Special Education Staff

5113.11	Attendance Supervision
5125	Student Records
5125	Student Records
5126	Awards For Achievement
5126	Awards For Achievement
5131.8	Mobile Communication Devices
5131.9	Academic Honesty
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.31	Immunizations
5141.31	Immunizations
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6000	Concepts And Roles
6112	School Day
6112	School Day
6117	Year-Round Schedules
6120	Response To Instruction And Intervention
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction

6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6143	Courses Of Study
6143	Courses Of Study
6146.1	High School Graduation Requirements
6146.11	Alternative Credits Toward Graduation
6146.11	Alternative Credits Toward Graduation
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6151	Class Size
6154	Homework/Makeup Work
6158	Independent Study
6158	Independent Study
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.4	Behavioral Interventions For Special Education Students
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6163.2	Animals At School
6163.2	Animals At School
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education

6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.5	Student Success Teams
6164.5	Student Success Teams
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6174	Education For English Learners
6174	Education For English Learners
6176	Weekend/Saturday Classes
6177	Summer Learning Programs
6178	Career Technical Education
6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice
<u>6183</u>	<u>Home and Hospital Instruction</u>
6184	Continuation Education
6184	Continuation Education
6185	Community Day School
6185	Community Day School

Policy 6159.1: Procedural Safeguards And Complaints For Special Education

Status: ADOPTED

Original Adopted Date: 06/01/1998 | **Last Revised Date:** 07/08/01/20202026 | **Last Reviewed Date:** 07/08/01/20202026

CSBA NOTE: The following **mandated** policy reflects the federal Individuals with Disabilities Education Act ([IDEA](#)) (20 USC 1400-1482), implementing federal regulations (34 CFR 300.1-300.818), and conforming state legislation. ~~Note that in~~[In](#) cases where state law provides greater protections to students, state law supersedes federal law.

Education Code 56195.8 and 20 USC 1415 **mandate** all entities providing special education to adopt policy on procedural safeguards, and Education Code 56500.1 requires entities providing special education to establish and maintain all procedural safeguards granted by federal law. For California law related to due process rights and due process hearing rights and procedures, see Education Code 56501-56509 and 5 CCR 3082. For federal due process procedure requirements, see 34 CFR 300.500-300.520.

Pursuant to Education Code 56301, as amended by SB 373 (Ch. 579, Statutes of 2025), students are required to be given a copy of their rights and procedural safeguards in accordance with 20 USC 1415 and 34 CFR 300.504.

This policy and accompanying administrative regulation should be revised for consistency with the policy and regulations of the Special Education Local Plan Area in which the district participates.

The Governing Board recognizes its obligation to provide a free appropriate public education (FAPE) to students with disabilities and to uphold the rights of parents/guardians to be involved in educational decisions regarding their child. ~~Parents~~ [Students with disabilities and the parents/guardians of such students with disabilities](#) shall receive written notice of their rights under the federal Individuals with Disabilities Education Act.

Whenever there is a dispute between the district and the parent/guardian of a student with disabilities regarding the identification, assessment, or educational placement of the student or the provision of FAPE to the student, the Superintendent or designee shall encourage the early, informal resolution of the dispute at the school level to the extent possible. ~~The~~[Additionally, the](#) district or parent/guardian may ~~also~~ request mediation and/or a due process hearing in accordance with law, Board policy, and administrative regulation.

CSBA NOTE: Education Code 56195.8 authorizes the Governing Board to adopt policy for the involvement of Board members in any due process hearing procedure activities. However, a best practice is to designate the Superintendent or designee to serve as the district representative at the hearing. The following optional paragraph may be revised to reflect district practice.

The Superintendent or designee shall represent the district in any due process hearing conducted with regard to district students and shall inform the Board about the result of the hearing.

CSBA NOTE: 5 CCR 3200-3205, as added by Register 2020, No. 21, require requires complaints alleging a violation of federal or state law or regulation related to the provision of a free appropriate public education to students with disabilities to be submitted to the California Department of Education rather than being addressed through the district's uniform complaint procedures as described in BP/AR 1312.3 - Uniform Complaint Procedures. For further information regarding state compliance complaints, see the accompanying administrative regulation.

Any A complaint alleging the district's noncompliance with federal or state laws or regulations related to the provision of a free appropriate public education to students with disabilities shall be filed in accordance with 5 CCR 3200-3205.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 3000-3100	Regulations governing special education
5 CCR 3080-3089	Procedural safeguards
5 CCR 3200-3205	Special education compliance complaints
Ed. Code 56000	Special education; legislative findings and declarations
Ed. Code 56001	Provision of the special education programs
Ed. Code 56020-56035	Definitions
Ed. Code 56195.7	Written agreements
Ed. Code 56195.8	Adoption of policies
Ed. Code 56300-56385	Identification and referral; assessment, instructional planning
Ed. Code 56360-56369	Implementation of special education
Ed. Code 56440-56447.1	Programs for individuals between <u>the ages of</u> three and five years <u>of age</u>
Ed. Code 56500-56509	Procedural safeguards
Ed. Code 56600-56606	Evaluation, audits, and information
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
<u>42 USC 12101-12213</u>	<u>Americans with Disabilities Act</u> <u>(https://uscode.house.gov/view.xhtml?path=/prelim@title42/chapter126&edition=prelim)</u>
20 USC 1400-1482	Individuals with Disabilities Education Act

29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 104.36	Procedural safeguards
34 CFR 300.1-300.818	Assistance to states for the education of students with disabilities
34 CFR 300.150-300.153	State compliance complaints
34 CFR 300.500-300.520	Procedural safeguards and due process for parents/ <u>guardians</u> and students
34 CFR 99.10-99.22	Inspection, review, and procedures for amending education records
42 USC 11434	Homeless assistance
Management Resources	Description
<u>Court Decision</u>	<u>Perez v. Sturgis Public Schools (2023) 143 S.Ct. 859</u> <u>(https://www.supremecourt.gov/opinions/22pdf/21-887_k53m.pdf)</u>
<u>Court Decision</u>	<u>A.J.T. v Osseo Area Schools (2024) WL 2316893</u> <u>(https://www.supremecourt.gov/opinions/24pdf/24-249_a86c.pdf)</u>
Court Decision	Winkelman v. Parma City School District (2007) 550 U.S. 516
Website	CSBA District and County Office of Education Legal Services
Website	Office of Administrative Hearings, Special Education Division
Website	California Department of Education, Special Education
Website	U.S. Department of Education, Office of Special Education Programs

Cross References

Code	Description
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3523	Electronic Signatures
3523	Electronic Signatures

5125	Student Records
5125	Student Records
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.4	Behavioral Interventions For Special Education Students
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
9000	Role Of The Board
9200	Limits Of Board Member Authority

Regulation 6159.1: Procedural Safeguards And Complaints For Special Education **Status:** ADOPTED

Original Adopted Date: 03/01/2005 | **Last Revised Date:** 07/08/01/20202026 | **Last Reviewed Date:** 07/08/01/20202026

CSBA NOTE: The following **mandated** administrative regulation reflects the federal Individuals with Disabilities Education Act ([IDEA](#)) (20 USC 1400-1482), implementing federal regulations (34 CFR 300.1-300.818), and conforming state legislation. ~~Note that in~~ [In](#) cases where state law provides greater protections to students, state law supersedes federal law.

Both federal and state law give parents/guardians of students with disabilities the right to due process and require the district to provide procedural safeguards, as specified below. Education Code 56501 extends ~~these~~ [due process hearing](#) rights to the student only if the student is an emancipated minor or a ward or dependent of the court with no available parent/guardian or surrogate parent. See [For more information regarding the circumstances under which a surrogate parent is appointed to represent a student with disabilities, see AR 6159.3 - Appointment of Surrogate Parent for Special Education Students](#). As part of these rights, districts ~~must~~ [are required to](#) provide ~~two different notices, the prior written notice and the procedural safeguards notice,~~ to parents/guardians at specified times detailed below.

[Pursuant to Education Code 56301, as amended by SB 373 \(Ch. 579, Statutes of 2025\), students are required to be given a copy of their rights and procedural safeguards in accordance with 20 USC 1415 and CFR 34 300.504](#)

Prior Written Notice

CSBA NOTE: Pursuant to 20 USC 1415, districts are mandated to adopt procedures that include prior written notice to parents/guardians of students with disabilities under the circumstances described below.

The Superintendent or designee shall send to the parents/guardians of any student with disabilities a prior written notice: (Education Code 56346, 56500.4, 56500.5; 20 USC 1415; 34 CFR 300.102, 300.300, 300.503)

1. Before the district initially refers the student for assessment
2. Within a reasonable time before the district proposes to initiate or change the student's identification, assessment, educational placement, or the provision of a free appropriate public education (FAPE) to the student
3. Within a reasonable time before the district refuses to initiate or change the student's identification, assessment, or educational placement or the provision of FAPE to the student

4. Within a reasonable time before the student graduates from high school with a regular diploma thus resulting in a change in placement

CSBA NOTE: 34 CFR 300.300 states that a parent/guardian may revoke consent for the continued provision of special education and related services at any time. Upon receipt of this written revocation, 34 CFR 300.300 requires the district to provide prior written notice and, within a reasonable period of time, discontinue all services to the student. See AR 6159 - Individualized Education Program.

5. Upon receipt of the parent/guardian's written revocation of consent for the continued provision of special education and related services to the student

This prior written notice shall include: (Education Code 56500.4; 20 USC 1415; 34 CFR 300.503)

1. A description of the action proposed or refused by the district
2. An explanation as to why the district proposes or refuses to take the action
3. A description of each assessment procedure, assessment, record, or report the district used as a basis for the proposed or refused action
4. A statement that the parents/guardians of the student have protection under procedural safeguards and, if this notice is not an initial referral for assessment, the means by which a copy of the description of procedural safeguards can be obtained
5. Sources for parents/guardians to obtain assistance in understanding these provisions
6. A description of any other options that the individualized education program (IEP) team considered and why those options were rejected
7. A description of any other factors relevant to the district's proposal or refusal

Procedural Safeguards Notice

A procedural safeguards notice shall be made available to ~~parents/guardians~~ of students with disabilities and each of their parents/guardians once each school year and: (Education Code 56301; 20 USC 1415; 34 CFR 300.504)

1. Upon initial referral or parent/guardian request for assessment

CSBA NOTE: Pursuant to 34 CFR 300.504, the procedural safeguards notice ~~must~~ is required to be provided upon receipt of the first state complaint filed against the district in a school year pursuant to 34 CFR 300.151-300.153. For complaint procedures addressing alleged violation of federal or state law or regulation related to the provision of a free appropriate public education (FAPE), see ~~the section~~ "State Compliance Complaints" ~~below~~.

2. Upon receipt of the first state compliance complaint in a school year, filed in accordance with the section "State Compliance Complaints" below
3. Upon receipt of the first due process hearing request in a school year
4. In accordance with the discipline procedures pursuant to 34 CFR 300.530(h), when removal of a student because of a violation of a code of conduct constitutes a change of placement
5. Upon request by a parent/guardian or student with disabilities

CSBA NOTE: 34 CFR 300.504 lists the required content of the procedural safeguards notice. A sample procedural safeguards notice is available on the California Department of Education's (CDE) web site[website](#).

The procedural safeguards notice shall include a full explanation of all of the procedural safeguards available under 34 CFR 300.148, 300.151-300.153, 300.300, 300.502-300.503, 300.505-300.518, 300.520, 300.530-300.536, and 300.610-300.625 relating to: (Education Code 56301; 20 USC 1415; 34 CFR 300.504)

1. Independent educational evaluation
2. Prior written notice
3. Parental consent, including a parent/guardian's right to revoke consent, in writing, to the student's continued receipt of special education and related services
4. Access to educational records
5. Opportunity to present complaints and resolve complaints through the due process complaint and state compliance complaint procedures, including the time period in which to file a complaint, the opportunity for the district to resolve the complaint, and the difference between a due process complaint and the state compliance complaint procedures, including the jurisdiction of each procedure, ~~what~~ issues that may be raised, filing and decisional timelines, and relevant procedures
6. The availability of mediation
7. The student's placement during the pendency of any due process complaint
8. Procedures for students who are subject to placement in an interim alternative educational setting

9. Requirements for unilateral placement by parents/guardians of students in private schools at public expense
10. Hearings on due process complaints, including requirements for disclosure of assessment results and recommendations
11. State-level appeals
12. Civil actions, including the time period in which to file those actions
13. Availability of attorneys' fees pursuant to 34 CFR 300.517

This Additionally, this notice shall ~~also~~ include the rights and procedures contained in Education Code 56500-56509, including: (Education Code 56321, 56321.5, 56321.6)

1. Information on the procedures for requesting an informal meeting, prehearing mediation conference, mediation conference, or due process hearing
2. The timelines for completing each process
3. Whether the process is optional
4. The type of representative who may be invited to participate
5. The right of the parent/guardian and/or the district to electronically record the proceedings of IEP meetings in accordance with Education Code 56341.1
6. Information regarding the state special schools for students who are deaf, hard of hearing, blind, visually impaired, or deaf-blind

A copy of this notice shall be attached to the student's assessment plan. At each IEP meeting, the Superintendent or designee shall inform the parent/guardian of the federal and state procedural safeguards that were provided in the notice. (Education Code 56321, 56500.1)

Format of Parent/Guardian Notices

CSBA NOTE: 20 USC 1415 **mandates** that districts adopt procedures to ensure that the parent/guardian ~~notice is~~ notices are in the native language of the parent/guardian/student, unless it is clearly not feasible to do so. 34 CFR 300.29 defines "native language" as the language normally used by the individual and, for a child, the language regularly used in the home environment. Pursuant to 34 CFR 300.503 and 300.504, the notice ~~must~~ is required to be in an "understandable language" as specified below. ~~Districts that subscribe to CSBA's GAMUT Policy Plus may use the~~

program's web-based translator to translate policy documents uploaded into the district's GAMUT web site.

The parents/guardians of a student with a disability shall be provided written notice of their rights in language easily understood by the general public and in their native language or other mode of communication used by them, unless to do so is clearly not feasible. (Education Code 56341, 56506; 34 CFR 300.503, 300.504)

If the native language ~~of~~or other mode of communication of the parent/guardian is not a written language, the district shall take steps to ensure that the notice is translated orally or by other means in the parent/guardian's native language or other mode of communication and that the parent/guardian understands the contents of the notice. (34 CFR 300.503)

The district may place a copy of the procedural safeguards notice on the district's ~~web site~~website. (20 USC 1415)

CSBA NOTE: The following optional paragraph is for use by districts that wish to grant parents/guardians the option to receive notices electronically pursuant to 34 CFR 300.505.

A parent/guardian of a student with disabilities may elect to receive the prior written notice or procedural safeguards notice by ~~an~~ electronic mail communication. (34 CFR 300.505)

CSBA NOTE: Because the authorization for a student to receive the procedural safeguards notice by electronic mail communication is not specified in 34 CFR 300.505, districts may revise the following paragraph to reflect district practice.

A student with disabilities may elect to receive the procedural safeguards notice by electronic mail communication.

Filing Due Process Complaints

CSBA NOTE: In California, due process hearings required by federal law are held only at the state level. Related rights and procedures are set forth in Education Code 56501-56506 and 5 CCR 3080-3089. Note that in cases where state law provides greater protection, state law supersedes federal law.

When a parent/guardian has revoked consent for the continued provision of special education services to the student, 34 CFR 300.300 specifies that a district may not use the due process hearing procedures to obtain an agreement or a ruling to require that services be provided.

20 USC 1415 **mandates** that the district adopt procedures regarding a party's right to initiate a due process hearing concerning the issues specified in ~~items~~Items #1-4 below.

A parent/guardian and/or the district may initiate due process hearing procedures whenever: (Education Code 56501; 20 USC 1415)

1. There is a proposal to initiate or change the student's identification, assessment, or educational placement or the provision of FAPE to the student.

2. There is a refusal to initiate or change the student's identification, assessment, or educational placement or the provision of FAPE to the student.
3. The parent/guardian refuses to consent to an assessment of the student.
4. There is a disagreement between a parent/guardian and the district regarding the availability of a program appropriate for the student, including the question of financial responsibility, as specified in 34 CFR 300.148.

CSBA NOTE: Pursuant to 20 USC 1415 and 34 CFR 300.508, the district is **mandated** to adopt procedures (1) requiring either party (the district or the parent/guardian) or their attorney to provide a due process complaint notice to the other party and (2) requiring that the party may not have a due process hearing until that complaint notice has been filed. CDE has developed model forms to assist parties in filing a complaint and due process complaint notice.

Prior to having a due process hearing, the party requesting the hearing, or the party's attorney, shall provide the opposing party a due process complaint, which shall remain confidential, specifying: (Education Code 56502; 20 USC 1415; 34 CFR 300.508)

1. The student's name
2. The student's address or, in the case of a student identified as homeless pursuant to 42 USC 11434, available contact information for that student
3. The name of the school the student attends
4. A description of the nature of the student's problem relating to the proposed or refused initiation or change, including facts relating to the problem
5. A proposed resolution to the problem to the extent known and available to the complaining party at the time

CSBA NOTE: Although Education Code 56502 states that all requests for a due process hearing ~~must~~are required to be filed with the Superintendent of Public Instruction, according to CDE's ~~web~~website, due process hearing requests should be filed with the Special Education Division of the Office of Administrative Hearings.

Parties filing a due process complaint shall file their request with the ~~state~~California Office of Administrative Hearings, Special Education Division.

CSBA NOTE: 20 USC 1415 **mandates** that the district's procedures include an opportunity to file a complaint about an alleged violation that occurred not more than two years before the parent/guardian or district knew or should have known about the alleged violation, unless an exception specified in law applies.

The request shall be filed within two years from the date the party initiating the request knew or had reason to know of the facts underlying the basis for the request. This timeline shall not apply if the district misrepresented that it had solved the problem or withheld required information from

the parent/guardian. (Education Code 56505; 20 USC 1415; 34 CFR 300.507, 300.511)

District's Response to Due Process Complaints

If the district has sent prior written notice to the parent/guardian regarding the subject matter of the parent/guardian's due process complaint, the district shall, within 10 days of receipt of the complaint, send a response specifically addressing the issues in the complaint. (20 USC 1415; 34 CFR 300.508)

If the district has not sent a prior written notice to the parent/guardian regarding the subject matter contained in the parent/guardian's due process complaint, the district shall send a response to the parent/guardian within 10 days of receipt of the complaint containing: (20 USC 1415; 34 CFR 300.508):

1. An explanation of why the district proposed or refused to take the action raised in the complaint
2. A description of other options that the IEP team considered and the reasons that those options were rejected
3. A description of each assessment procedure, assessment, record, or report the district used as the basis for the proposed or refused action
4. A description of the factors that are relevant to the district's proposal or refusal

Upon the filing of a due process complaint by either party or upon request of the parent/guardian, the district shall inform the parent/guardian of any free or low-cost legal and other relevant services available in the area. (34 CFR 300.507)

Informal Process/Pre-Hearing Mediation Conference

CSBA NOTE: 20 USC 1415 **mandates** that the district's due process procedures include an opportunity for mediation. Education Code 56500.3 establishes a state-level mediation process. ~~In addition~~ **Additionally**, Education Code 56502 authorizes an informal meeting process conducted at the local level, as described in the following paragraph.

Prior to or upon initiating a due process hearing, the Superintendent or designee and a parent/guardian may, if the party initiating the hearing so chooses, agree to meet informally ~~to resolve~~ **to resolve** any issue(s) relating to the identification, assessment, education and placement, or provision of FAPE for a student with disabilities. The Superintendent or designee shall have the authority to resolve the issue(s). (Education Code 56502)

~~In addition~~ **Additionally**, either party may file a request with the state Office of Administrative Hearings for a mediation conference. (Education Code 56500.3)

If resolution is reached that resolves the due process issue(s), the parties shall enter into a legally binding agreement that satisfies the requirements of Education Code 56500.3. (Education Code 56500.3)

Attorneys may attend or otherwise participate only in those mediation conferences that are scheduled after the filing of a request for due process hearing. (Education Code 56500.3, 56501)

State Compliance Complaints

CSBA NOTE: 5 CCR 3200-3205, as added by Register 2020, No. 21, ~~require~~ requires complaints alleging violation of federal or state law or regulation related to the provision of FAPE to students with disabilities to be submitted to CDE rather than being addressed through the district's uniform complaint procedures as described in BP/AR 1312.3 - Uniform Complaint Procedures. State compliance complaints differ from the due process complaints described above and are investigated and resolved by CDE.

Pursuant to 34 CFR 300.152, if a written complaint is the subject of both a state compliance complaint and a due process complaint, or contains multiple issues which include one or more issues that are a part of a due process hearing, CDE ~~must~~ is required to set aside any part of the state compliance complaint that is being addressed in the due process hearing until the conclusion of the hearing.

When a complaint alleges disability discrimination, such a claim may be brought under the IDEA, the American with Disabilities Act, Title V of the Rehabilitation Act, including section 504, or other federal laws protecting the rights of children with disabilities. Additionally, in *Perez v. Sturgis Public Schools*, the U.S. Supreme Court held that the IDEA did not require the plaintiff to exhaust all administrative remedies prior to pursuing a claim under another federal law, when the remedy being sought was not available under the IDEA.

Any individual, including a person's duly authorized representative or an interested third party, public agency, or organization may file with the California Department of Education (CDE) a written and signed statement alleging that, within the previous year, any of the following occurred: (5 CCR 3200, 3201)

1. The district violated Part B of the Individuals with Disabilities Education Act (20 USC 1411-1419) and its implementing regulations (34 CFR 300.1-300.818);
2. The district violated Part 30 of the Education Code (Education Code 56000-56865) and 5 CCR 3200-3205;
3. The district violated the terms of a settlement agreement related to the provision of FAPE, excluding any allegation related to an attorney fees provision in a settlement agreement;
4. The district failed or refused to implement a due process hearing order to which the district is subject;
5. Physical safety concerns interfered with the provision of FAPE.

The complaint shall include: (5 CCR 3202; 34 CFR 300.153)

1. A statement that the district has violated or failed to comply with any provision set forth in 5 CCR 3201
2. The facts on which the statement is based
3. The signature and contact information for the complainant
4. If alleging violations with respect to a specific student, the student's name and address (or other available contact information for a homeless student), the name of the school that the student is attending, a description of the nature of the student's problem and facts related to the problem, and a proposed resolution of the problem to the extent known and available to the party at the time the complaint is filed

The complainant shall forward a copy of the complaint to the Superintendent or designee at the same time the complaint is filed with CDE. (5 CCR 3202)

CSBA NOTE: Pursuant to 5 CCR 3203 and 34 CFR 300.152, CDE ~~must~~ is required to complete its investigation of the state compliance complaint within 60 calendar days. This time limit may be extended only if (1) exceptional circumstances exist with respect to the particular complaint, or (2) the complainant and the district agree to extend the time to engage in mediation. Within 30 days of the issuance of the investigation report, either the district or the complainant may request reconsideration of the decision. Within 60 days of receiving the request for reconsideration, CDE ~~must~~ is required to respond in writing to the parties by either denying the request for reconsideration or modifying the investigative report.

Within 30 days of the date of CDE's investigation report, the district or complainant may request reconsideration of the decision in accordance with 5 CCR 3204. Pending CDE's response, any corrective actions set forth in the report shall remain in effect and enforceable, unless stayed by a court. (5 CCR 3204)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 3000-3100	Regulations governing special education
5 CCR 3080-3089	Procedural safeguards
5 CCR 3200-3205	Special education compliance complaints
Ed. Code 56000	Special education; legislative findings and declarations
Ed. Code 56001	Provision of the special education programs
Ed. Code 56020-56035	Definitions
Ed. Code 56195.7	Written agreements

Ed. Code 56195.8	Adoption of policies
Ed. Code 56300-56385	Identification and referral; assessment, instructional planning
Ed. Code 56360-56369	Implementation of special education
Ed. Code 56440-56447.1	Programs for individuals between <u>the ages of</u> three and five years <u>of age</u>
Ed. Code 56500-56509	Procedural safeguards
Ed. Code 56600-56606	Evaluation, audits, and information
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
<u>42 USC 12101-12213</u>	<u>Americans with Disabilities Act</u> (https://uscode.house.gov/view.xhtml?path=/prelim@title42/chapter126&edition=prelim)
20 USC 1400-1482	Individuals with Disabilities Education Act
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 104.36	Procedural safeguards
34 CFR 300.1-300.818	Assistance to states for the education of students with disabilities
34 CFR 300.150-300.153	State compliance complaints
34 CFR 300.500-300.520	Procedural safeguards and due process for parents/ <u>guardians</u> and students
34 CFR 99.10-99.22	Inspection, review, and procedures for amending education records
42 USC 11434	Homeless assistance
Management Resources	Description
<u>Court Decision</u>	<u>Perez v. Sturgis Public Schools (2023) 143 S.Ct. 859</u> (https://www.supremecourt.gov/opinions/22pdf/21-887_k53m.pdf)
<u>Court Decision</u>	<u>A.J.T. v Osseo Area Schools (2024) WL 2316893</u> (https://www.supremecourt.gov/opinions/24pdf/24-249_a86c.pdf)
Court Decision	Winkelman v. Parma City School District (2007) 550 U.S. 516
Website	CSBA District and County Office of Education Legal Services
Website	Office of Administrative Hearings, Special Education Division
Website	California Department of Education, Special Education

Cross References

Code	Description
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3523	Electronic Signatures
3523	Electronic Signatures
5125	Student Records
5125	Student Records
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.4	Behavioral Interventions For Special Education Students
6164.4	Identification And Evaluation Of Individuals For Special Education

6164.4	Identification And Evaluation Of Individuals For Special Education
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
9000	Role Of The Board
9200	Limits Of Board Member Authority <u>Limits Of Board Member Authority</u>

Policy 6159.2: Nonpublic, Nonsectarian School And Agency Services For Special Education **Status:** ADOPTED

Original Adopted Date: 06/01/1995 | **Last Revised Date:** 03/08/01/2025/2026 | **Last Reviewed Date:** 03/08/01/2025/2026

CSBA NOTE: Education Code 56195.8 **mandates** districts to adopt policies for the special education programs and services they operate, including nonpublic, nonsectarian services provided to students with ~~exceptional needs~~ **disabilities** when no appropriate public education program is available to meet their special education needs. The nonpublic, nonsectarian school or agency (NPS/A) ~~must~~ **is required to** be certified as meeting state standards pursuant to Education Code 56366 and 56366.1.

The following policy and accompanying administrative regulation should be revised to comply with the policies and regulations of the Special Education Local Plan Area in which the district operates.

The Governing Board recognizes its responsibility to provide a free appropriate public education to students with ~~exceptional needs~~ **disabilities** in accordance with law. When the district is unable to provide direct special education and/or related services to students with ~~exceptional needs~~ **disabilities**, the Board may enter into a contract with a nonpublic, nonsectarian school or agency (NPS/A) to meet student needs consistent with the comprehensive local plan of the Special Education Local Plan Area.

CSBA NOTE: Pursuant to Education Code 56366 and 56366.1, a district contracting with an NPS/A ~~must~~ **is required to** verify that the NPS/A meets certification requirements. 5 CCR 3067 ~~allows~~ **authorizes** the district to request, in writing, that the California Department of Education (CDE) review the certification status of an NPS/A.

Additionally, Education Code 56366.1 ~~also~~ requires districts to verify that the NPS/A provides staff training in the use of evidence-based practices and interventions specific to the unique behavioral needs of the NPS/A's student population.

Prior to entering into a contract to place any student in an NPS/A, the Superintendent or designee shall verify that the school or agency is certified to provide special education and related services to individuals with ~~exceptional needs~~ **disabilities** and complies with staff training requirements in accordance with Education Code 56366 and 56366.1.

CSBA NOTE: Pursuant to Education Code 56366.1, an NPS/A that is certified or seeking certification is required to provide assurances to CDE that for any foster youth it serves, the NPS/A will serve as the school of origin of the foster youth and that the foster youth will be allowed to continue the foster youth's education in the school. For such purposes, "school of origin" includes placement in an NPS/A.

Additionally, the Superintendent or designee, such as the district's liaison for foster youth, shall verify that for any student served by an NPS/A who is a foster youth, the NPS/A agrees to serve as the school of origin of the foster youth and allow the foster youth to continue the foster youth's education in the NPS/A in accordance with Education Code 56366.1.

The Superintendent or designee shall monitor, on an ongoing basis, the certification of any NPS/A with which the district has a contract to ensure that the certification has not expired.

CSBA NOTE: Pursuant to Education Code 56366.45, within 14 days of becoming aware of any change to the certification status of an NPS/A, the district is required to notify parents/guardians of district students who attend the NPS/A of the change in certification status and include in that notice, a copy of procedural safeguards.

Within 14 days of becoming aware of any change to the certification status of an NPS/A, including, but not limited to, receiving notification of a determination to suspend or revoke the certification of the NPS/A pursuant to Education Code 56366.4, the district shall notify, through email or regular mail, the parents/guardians of any district student who attends the NPS/A of the change in certification status, which includes a copy of procedural safeguards. The district shall maintain a record of such notice and make the notice available for inspection upon request by the California Department of Education. (Education Code 56366.45)

No district student with ~~exceptional needs~~ **disabilities** shall be referred to, or placed in, an NPS/A unless the student's individualized education program (IEP) team has determined that the placement is appropriate for the student. (Education Code 56342.1)

CSBA NOTE: Pursuant to Education Code 56365, students enrolled in an NPS/A are deemed to be enrolled in public schools for state apportionment purposes. Districts ~~then~~ pay to the NPS/A the full amount of the school tuition or the agency fees for participating students pursuant to the contract.

The district shall pay to the NPS/A the full amount of the tuition or fees, as applicable, for students with ~~exceptional needs~~ **disabilities** who are enrolled in programs or receiving services provided by the NPS/A pursuant to the contract. (Education Code 56365)

In accordance with law, any student with ~~exceptional needs~~ **disabilities** placed in an NPS/A shall have all the rights and protections to which students with ~~exceptional needs~~ **disabilities** are generally entitled, including, but not limited to, procedural safeguards, due process rights, and periodic review of the student's IEP.

During the period when any student with ~~exceptional needs~~ **disabilities** is placed in an NPS/A, the student's IEP team shall retain responsibility for monitoring the student's progress towards meeting the goals identified in the IEP.

CSBA NOTE: The U.S. Department of Education's January 2025, "Secretary's letter on Restraint and Seclusion," reminds educators of their collective responsibility to ensure that all students are educated in learning environments that are safe, supportive, and responsive to their needs and encourages districts to provide educators opportunities to learn about and implement positive, proactive practices in schools and early childhood programs, including how to effectively support and respond to students' behavioral needs.

The Superintendent or designee shall ensure that any contract with an NPS/A contains a requirement for the NPS/A to comply with district policy, procedures, and practices related to student rights, health, and safety, including the use of seclusion and restraint. All NPS/A staff that serve district students shall be made aware of, and trained in such policies, procedures, and practices.

CSBA NOTE: The following optional paragraph may be modified to reflect district practice.

Pursuant to Education Code 56366.1, the Superintendent of Public Instruction is required to take actions prior to certifying an NPS/A located outside of California, which, as amended by SB 373 (Ch. 579, Statutes of 2025), have been expanded. Additionally, Education Code 56366.1, as amended by SB 373, expands the requirements for districts related to monitoring visits of NPS/A located outside of California. For more information regarding certification of NPS/A, see the accompanying AR.

The Superintendent or designee shall notify the Board prior to approving an out-of-state placement for any district student.

The Superintendent or designee may apply to the Superintendent of Public Instruction to waive any of the requirements of Education Code 56365, 56366, and 56366.6. (Education Code 56366.2)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 3001	Definitions
5 CCR 3051-3051.24	Special education; standards for related services and staff qualifications
5 CCR 3060-3070	Nonpublic, nonsectarian school and agency services
<u>Ed. Code 97</u>	<u>Emotional disability; definition</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=97&lawCode=EDC)</u>
Ed. Code 51225.3	High school graduation requirements
Ed. Code 51225.31-51225.32	Graduation exemption for students with exceptional <u>needs/disabilities</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=4.&title=2.&part=28.&chapter=2.&article=3.)</u>
Ed. Code 56034-56035	Definitions of nonpublic <u>Nonpublic</u> , nonsectarian school and agency; <u>definitions</u>
Ed. Code 56042	Placement not to be recommended by attorney or advocate with conflict of interest
Ed. Code 56101	Waivers
Ed. Code 56163	Certification
Ed. Code 56168	Responsibility for education of student in hospital or health facility school

Ed. Code 56195.8	Adoption of policies
Ed. Code 56342.1	Individualized education program; placement
Ed. Code 56360-56369	Implementation of special education
Ed. Code 56711	Computation of state aid
Ed. Code 56740-56743	Apportionments and reports
Ed. Code 56760	Annual budget plan; service proportions
Ed. Code 56775.5	Reimbursement of assessment and identification costs
Ed. Code 56836.20-56836.21	Special education funding; SELPA contracts with nonpublic nonsectarian schools
Fam. Code 7911-7912	Interstate compact on placement of children
Gov. Code 7570-7587	Interagency responsibilities for providing services to children with exceptional needs <u>disabilities</u>
Gov. Code 7572.55	Seriously emotionally disturbed child; out-of-state placement
W&I Code 362.2	Out-of-home placement for IEP
W&I Code 727.1	Out-of-state placement of wards of court
Federal	Description
20 USC 1400-1487	Individuals with Disabilities Education Act
<u>34 CFR 300.8</u>	<u>Emotional disturbance definition</u> <u>https://www.ecfr.gov/current/title-34/subtitle-B/chapter-III/part-300/appendix-Appendix%20F%20to%20Part%20300</u>
34 CFR 300.129-300.148	Children with disabilities in private schools
Management Resources	Description
Court Decision	Agostini v. Felton (1997) <u>521 U.S. 203</u> , 117 S.Ct. 1997
<u>U.S Department of Education Letter</u>	<u>Secretary's letter on Restraint and Seclusion, January 2025</u> <u>https://www.ed.gov/laws-and-policy/key-policy-letters/secretarys-letter-restraint-and-seclusion</u>
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Office of Special Education and Rehabilitative Services
Website	California Department of Education
<u>Website</u>	<u>California Department of Education, Guidance for LEA onsite visit to NPS</u> <u>https://www.cde.ca.gov/sp/se/ds/npsleasonsitevisit.asp</u>

Cross References

Code	Description
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0500	Accountability
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1431	Waivers
3541.2	Transportation For Students With Disabilities
3580	District Records
3580	District Records
4112.23	Special Education Staff
5125	Student Records
5125	Student Records
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
6146.1	High School Graduation Requirements
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6162.51	State Academic Achievement Tests

6162.51	State Academic Achievement Tests
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families

**Regulation 6159.2: Nonpublic, Nonsectarian School And Agency
Services For Special Education**

Status: ADOPTED

Original Adopted Date: 06/01/1995 | **Last Revised Date:** 03/08/01/2025/2026 | **Last Reviewed
Date:** 03/08/01/2025/2026

CSBA NOTE: The following administrative regulation may be revised to reflect district practice and the procedures of the Special Education Local Plan Area in which the district participates.

Master Contract

CSBA NOTE: Education Code 56366 details the provisions that ~~must~~are required to be included in a master contract with nonpublic, nonsectarian schools or agencies (NPS/As) for the purpose of special education services.

Every master contract between the district and a nonpublic, nonsectarian school or agency (NPS/A) shall specify the general administrative and financial agreements for providing special education and designated instruction and services. The master contract shall be for a term not to exceed one year and shall be renegotiated prior to June 30. Provisions of the contract shall include, but not be limited to: (Education Code 56366; 5 CCR 3062)

1. Student-teacher ratios
2. Transportation specified in a student's individualized education program (IEP)

The contract shall not include special education transportation provided through the use of services or equipment owned, leased, or contracted by the district for students enrolled in the NPS/A unless provided directly or subcontracted by that NPS/A.
3. Procedures for recordkeeping and documentation
4. The maintenance of school records by the district to ensure that appropriate high school graduation credit is received by any participating student
5. An individual services agreement for each student, which will be negotiated for the length of time for which NPS/A special education and designated instruction and services are specified in the student's IEP
6. A description of the process to be utilized by the district to oversee and evaluate placements in the NPS/A, including a method for evaluating whether each student is making appropriate educational progress
7. Procedures and responsibilities for attendance and unexcused absences

8. General provisions related to modifications and amendments to the contract, waivers, disputes, contractor's status, conflicts of interest, termination, inspection and audits, compliance with applicable state and federal laws and regulations, and indemnification and insurance requirements
9. Payment schedules, including, but not limited to, payment amounts, payment demand, right to withhold, and audit exceptions

The contract may allow for partial or full-time attendance at the NPS/A. (Education Code 56366)

With mutual agreement of the district and NPS/A, changes may be made to the administrative and financial agreements in the master contract at any time, provided the change does not alter a student's educational instruction, services, or placement as outlined in the student's individual services agreement. (Education Code 56366)

The master contract or individual services agreement may be terminated for cause if either party gives 20 days' notice. However, the availability of a public education program initiated during the period of the contract shall not give cause for termination unless the parent/guardian agrees to transfer the student to the program. (Education Code 56366)

Placement and Services

For any student to be placed in an NPS/A, the Superintendent or designee shall develop an individual services agreement based on the student's IEP. Each individual services agreement shall specify the length of time authorized in the student's IEP for the NPS/A services, not to exceed one year. Changes in a student's educational instruction, services, or placement shall be made only on the basis of revisions to the student's IEP. (Education Code 56366)

At least once each year, the district shall: (Education Code 56366)

CSBA NOTE: Pursuant to Education Code 56366, each student placed in an NPS/A will be administered the California Assessment of Student Performance and Progress by NPS/A staff who have attended the regular testing training sessions provided by the district or another local educational agency. Student assessment results are reported in accordance with the state's accountability system. [See For more information regarding the responsibility to ensure accountability to the public for the performance of the district and each district school, see BP 0500 - Accountability.](#)

1. Evaluate the educational progress of each student placed in an NPS/A, including a review of state assessment results
2. During the annual meeting held to review the student's IEP pursuant to Education Code 56343, consider whether the student's needs continue to be best met at the NPS/A and whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting

CSBA NOTE: The following paragraph is for use by elementary school districts.

Prior to the annual review of a student's IEP, the Superintendent or designee shall notify any high school district to which the student may transfer of the student's enrollment in an NPS/A. (5 CCR 3069)

When a special education student meets the district requirements for completion of the prescribed course of study as designated in the student's IEP, the district shall award the student a diploma of graduation. (5 CCR 3070)

CSBA NOTE: Pursuant to Education Code 51225.31, districts are required to exempt an eligible student with ~~exceptional needs~~ disabilities who entered the ninth grade in the 2022-23 school year or later, from all coursework and other requirements adopted by the Governing Board that are in addition to the statewide course requirements specified in Education Code 51225.3, and award such student a high school diploma.

Additionally, pursuant to Education Code 51225.32, as added by SB 153 (Ch. 38, Statutes of 2024), districts are authorized, until July 1, 2031, to extend such exemption and award a high school diploma to an eligible student with ~~exceptional needs~~ disabilities who was enrolled in grade 10 or higher in the 2022-23 school year.

However, a student with ~~exceptional needs~~ disabilities who entered the ninth grade in the 2022-23 school year or later shall be exempted from all coursework and other requirements adopted by the Governing Board that are in addition to the statewide course requirements for high school graduation, if the student's IEP meets the criteria specified in law and Board Policy 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities. (Education Code 51225.31)

Additionally, the Superintendent or designee may, until July 1, 2031, exempt a student with ~~exceptional needs~~ disabilities who was enrolled in grade 10 or higher in the 2022-23 school year from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements for high school graduation if the student meets the eligibility criteria specified in Education Code 51225.32.

Out-of-State Placements

CSBA NOTE: Government Code 7572.55 and Welfare and Institutions Code 362.2 and 727.1 address the out-of-state placement of children who are seriously emotionally disturbed and/or wards of the court. Such placements may be made only after in-state alternatives have been considered and found not to meet the child's needs.

Pursuant to Education Code 97, the term, "emotional disturbance," as defined in 34 CFR 300.8, may also be known as "emotional disability" under California state law.

Before contracting with an NPS/A outside California, the Superintendent or designee shall document the district's efforts to use public schools and/or to find an appropriate program offered by an NPS/A within California. (Education Code 56365)

Within 15 days of any decision for an out-of-state placement, the student's IEP team shall submit to the Superintendent of Public Instruction (SPI) a report with information about the services provided by the out-of-state program, the costs of the special education and related services provided, and

the district's efforts to locate an appropriate public school or NPS/A within California. (Education Code 56365)

If the district decides to place a student with an NPS/A ~~outside the~~ out-of-state, the district shall indicate the anticipated date of the student's return to a placement within California and shall document efforts during the previous year to return the student to California. (Education Code 56365)

CSBA NOTE: Education Code 56366.1, requires the Superintendent of Public Instruction (SPI) to take actions prior to certifying an NPS/A located outside of California, which, as amended by SB 373 (Ch. 579, Statutes of 2025), have been expanded. Pursuant to Education Code 56366.1, as amended by SB 373, for an NPS/A located outside of California, the SPI is required to make available, upon request from a district or SELPA (1) information and documentation relating to the certification status of the NPS/A, (2) a summary of the SPI's findings supporting the determination, and (3) access to relevant documents used to support the determination, if available. Additionally, districts are required to disclose the information received to parent(s)/guardian(s) at the time the individualized education program (IEP) team considers placement of the student in an NPS/A.

For an NPS/A located outside of California, the district may request the SPI to make available information and documentation relating to the NPS/A's certification status, if available. The district shall disclose the information received, if available, to parent(s)/guardian(s) at the time the IEP considers placement of the student in an out-of-state NPS/A. (Education Code 56366.1)

On-Site Visits

CSBA NOTE: Education Code 56366.1 requires a district that enters into a master contract with an NPS/A to conduct on-site visits to the NPS/A as described in the following section. Findings from the monitoring visit ~~must~~ are required to be reported to the California Department of Education (CDE) using criteria published by CDE.

The Superintendent or designee shall conduct an on-site visit to an NPS/A before the placement of a student at the NPS/A; if the district does not have any other students currently enrolled at the NPS/A. (Education Code 56366.1)

At least once per year, the Superintendent or designee shall conduct an on-site monitoring visit to each NPS/A at which the district has a student attending and with which it maintains a master contract. The monitoring visit shall include, but is not limited to: (Education Code 56366.1)

1. A review of services provided to the student through the individual services agreement
2. A review of progress the student is making toward the goals set forth in the student's IEP
3. A review of progress the student is making toward the goals set forth in the student's behavioral intervention plan, if applicable
4. An observation of the student during instruction

5. A walkthrough of the facility

CSBA NOTE: Pursuant to Education Code 56366.1, as amended by SB 373, for a student placed in an NPS/A located outside of California, the district is required to conduct an in-person interview with the student, in a manner consistent with the student's IEP, to evaluate the student's health and safety.

6. For a student placed in an NPS/A located outside of California, an in-person interview with the student to evaluate the student's health and safety.

CSBA NOTE: Pursuant to Education Code 56366.1, as amended by SB 373, the district is required to report the findings resulting from the monitoring visit to CDE using the form, "Local Educational Agency Onsite Visit for Nonpublic School," available on CDE's website, within 60 calendar days of the onsite visit.

The district shall report the findings resulting from the monitoring visit to the California Department of Education, using the "Local Educational Agency Onsite Visit for Nonpublic School" form, within 60 calendar days of the on-site visit. (Education Code 56366.1)

CSBA NOTE: Pursuant to Education Code 56366.1, as amended by SB 373, districts are required to conduct a quarterly check-in with a student attending an NPS/A located outside of California through an unmonitored telephone call in a manner consistent with the student's IEP.

Additionally, the district shall conduct quarterly check-ins with any student attending an out-of-state NPS/A through an unmonitored telephone call in a manner consistent with the student's IEP. (Education Code 56366.1)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 3001	Definitions
5 CCR 3051-3051.24	Special education; standards for related services and staff qualifications
5 CCR 3060-3070	Nonpublic, nonsectarian school and agency services
<u>Ed. Code 97</u>	<u>Emotional disability; definition</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=97&lawCode=EDC)</u>
Ed. Code 51225.3	High school graduation requirements
Ed. Code 51225.31-51225.32	Graduation exemption for students with exceptional <u>needs/disabilities</u>

	https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=4.&title=2.&part=28.&chapter=2.&article=3.
Ed. Code 56034-56035	<u>Definitions of nonpublic</u> Nonpublic , nonsectarian school and agency; <u>definitions</u>
Ed. Code 56042	Placement not to be recommended by attorney or advocate with conflict of interest
Ed. Code 56101	Waivers
Ed. Code 56163	Certification
Ed. Code 56168	Responsibility for education of student in hospital or health facility school
Ed. Code 56195.8	Adoption of policies
Ed. Code 56342.1	Individualized education program; placement
Ed. Code 56360-56369	Implementation of special education
Ed. Code 56711	Computation of state aid
Ed. Code 56740-56743	Apportionments and reports
Ed. Code 56760	Annual budget plan; service proportions
Ed. Code 56775.5	Reimbursement of assessment and identification costs
Ed. Code 56836.20-56836.21	Special education funding; SELPA contracts with nonpublic nonsectarian schools
Fam. Code 7911-7912	Interstate compact on placement of children
Gov. Code 7570-7587	Interagency responsibilities for providing services to children with exceptional needs disabilities
Gov. Code 7572.55	Seriously emotionally disturbed child; out-of-state placement
W&I Code 362.2	Out-of-home placement for IEP
W&I Code 727.1	Out-of-state placement of wards of court
Federal	Description
20 USC 1400-1487	Individuals with Disabilities Education Act
<u>34 CFR 300.8</u>	<u>Emotional disturbance definition</u>
	<u>https://www.ecfr.gov/current/title-34/subtitle-B/chapter-III/part-300/appendix-Appendix%20F%20to%20Part%20300</u>
34 CFR 300.129-300.148	Children with disabilities in private schools
Management Resources	Description
Court Decision	Agostini v. Felton (1997) <u>521 U.S. 203</u> , 117 S.Ct. 1997

U.S Department of Education Letter

Secretary's letter on Restraint and Seclusion, January 2025

<https://www.ed.gov/laws-and-policy/key-policy-letters/secretarys-letter-restraint-and-seclusion>

Website

CSBA District and County Office of Education Legal Services

Website

U.S. Department of Education, Office of Special Education and Rehabilitative Services

Website

California Department of Education

Website

California Department of Education, Guidance for LEA onsite visit to NPS

<https://www.cde.ca.gov/sp/se/ds/npsleonsitevisit.asp>

Cross References

Code	Description
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0500	Accountability
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1431	Waivers
3541.2	Transportation For Students With Disabilities
3580	District Records
3580	District Records
4112.23	Special Education Staff
5125	Student Records
5125	Student Records
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
6146.1	High School Graduation Requirements
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit

6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families

Policy 6161.1: Selection And Evaluation Of Instructional Materials

Status: ADOPTED

Original Adopted Date: 11/01/2011 | **Last Revised Date:** ~~10~~08/01/2023~~2026~~ | **Last Reviewed**
Date: ~~10~~08/01/2023~~2026~~

CSBA NOTE: Pursuant to Education Code 60200 and 60400, the Governing Board is responsible for the adoption of textbooks and other instructional materials, as defined in Education Code 60010, for use in district schools. See the accompanying administrative regulation for required and optional criteria for the selection of instructional materials. See [For selection of staff development materials and services, see BP 4131 – Staff Development \(certificated staff\), BP 4231 – Staff Development \(classified staff\), and BP 4331 – Staff Development \(supervisory/managerial staff\).](#) For selection processes regarding supplementary books and materials, see BP 6161.11 - Supplementary Instructional Materials and BP 6163.1 - Library Media Centers for selection processes regarding supplementary books and materials.

For more information, the California Department of Education's (CDE) website provides guidance on the removal of instruction or instructional materials. ~~In addition,~~ Additionally, pursuant to Education Code 60040.5, as added by AB 1078 (Ch. 229, Statutes of 2023), requires CDE to issue, by July 1, 2025, has published guidance regarding how to review instructional materials to ensure that they represent diverse perspectives and are culturally relevant. ~~Additionally, ,~~ available on CDE's webpage, "Accurate and Inclusive Curriculum (AB 1078)." In addition, pursuant to Education Code 242, as added by AB 1078, requires CDE to develop, by July 1, 2025, has developed guidance and public educational materials to ensure that all Californians can access information about educational laws and policies that safeguard the right to an accurate and inclusive curriculum.

The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, accurately reflect and value society's diversity, stimulate thought, and the exploration of ideas and intellectual exchanges, and enhance instructors' ability to educate all students through the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the district's curriculum to ensure that they effectively support the district's adopted courses of study.

CSBA NOTE: The following paragraph is for use by districts that maintain any of grades ~~K-kindergarten~~-8 and may be revised to reflect the grade levels offered by the district. Pursuant to Education Code 60200, the State Board of Education (SBE) ~~is required to adopt~~ adopted basic instructional materials in specified subjects that districts may select for use in grades K-8. Education Code 60200 provides that SBE may adopt materials in any of the specified subject areas at least once, but not more than twice, every eight years. Education Code 60210 authorizes the Board to select materials that have not been approved by SBE, provided they are aligned with state academic content standards or Common Core State Standards.

"Guidance for Local Instructional Materials Adoptions," adopted by SBE, provides guidance for districts when identifying, reviewing, piloting, and adopting instructional materials in all content areas, including links to current legislation, sample timelines, support for student groups, and implementation considerations. Additional information regarding the adoption of instructional materials can be found in CSBA's, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," "Instructional Materials Adoption: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."

Pursuant to Education Code 60205, as added by AB 1454 (Ch. 471, Statutes of 2025), SBE is required to adopt instructional materials for grades K-8 in English language arts and English language development that adhere to specified requirements. Upon the adoption of these instructional materials, SBE is required to update its, "Guidance for Local Instructional Materials Adoptions." Districts are required to follow this guidance and the processes described in Education Code 60002 for purposes of adopting instructional materials.

The Board shall select instructional materials for use in grades ~~K~~kindergarten-8 that have been approved by the State Board of Education (SBE) or that ~~have~~, during the district's review process, have been determined to be aligned with the state academic content standards adopted by SBE; ~~which includes instructional materials for~~ . For mathematics and English language arts, only instructional materials that are aligned to Common Core State Standards shall be selected. (Education Code 60200, 60210)

CSBA NOTE: The following paragraph is for use by districts that maintain high schools.

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

CSBA NOTE: Pursuant to Education Code 244 and 51501, the Board is prohibited from adopting or approving the use of any textbook or other instructional material, or as amended by AB 715 (Ch. 428, Statutes of 2025), any staff development material, if such use would reflect adversely upon persons based on race or ethnicity, gender, religion, or other characteristics specified in Education Code 220 or would subject a student to unlawful discrimination pursuant to Education Code 220. Additionally, Education Code 51501, as amended by AB 715, requires that instructional materials adopted by the Board be factually accurate and meet other requirements as specified below.

Any instructional materials adopted by the Board shall be factually accurate and reflect the adopted curriculum and standards reflected in Education Code 60200, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship. (Education Code 51501)

The Board shall not adopt or approve any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, if the use would subject a student to unlawful discrimination as specified in Education Code 220. (Education Code 244)

Additionally, the Board shall not adopt any textbook or other instructional material if it contains any matter reflecting adversely upon persons on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic listed in Education Code 220, or that violates Education Code 243, 244, 51500, or 60044. (Education Code 51501)

In selecting or adopting instructional materials, the Board shall consider the recommendation of the Superintendent or designee and/or an advisory committee established to review the materials.

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

CSBA NOTE: In addition to other federal and state law, Education Code 49091.10, 49091.14, 51101, and 51500 as amended by AB 715, require the district to ensure that parents/guardians have access to instructional materials and public records in a reasonable amount of time, as described below.

The Superintendent or designee shall ensure that parents/guardians have, within a reasonable amount of time, access to instructional materials in accordance with Board Policy and Administrative Regulation 5020 – Parent Rights and Responsibilities. (Education Code 49091.10, 49091.14, 51101, 51500)

Sufficiency of Instructional Materials and Public Hearing

CSBA NOTE: As a condition of receiving funds for instructional materials from any state source, Education Code 60119 requires the Board to annually hold a public hearing to determine whether each student in the district has sufficient standards-aligned textbooks or instructional materials in English/language arts (including English language development), mathematics, science, and history-social science that are consistent with the content and cycles of the curriculum framework adopted by SBE. As clarified in CDE's "Instructional Materials FAQ," state funding sources for instructional materials include local control funding formula funds and Proposition 20 (2000) lottery funds. Pursuant to Education Code 60119, the Board ~~must~~ **is required to** also make a written determination during the hearing as to the sufficiency of textbooks or instructional materials in world language and health courses, as well as the availability of science laboratory equipment in science laboratory courses.

Pursuant to Education Code 60010, "technology-based materials" include the electronic equipment required to make use of those materials, including, but not limited to, laptop computers and devices that provide Internet access. Thus, when districts provide technology-based materials to students, such equipment is subject to the determination of sufficiency pursuant to Education Code 60119.

Education Code 1240 requires the County Superintendent of Schools to review the textbooks and instructional materials of underperforming schools and, if the County Superintendent determines that a school does not have sufficient materials, to prepare a report outlining the noncompliance and give the district a chance to remedy the deficiency. If the deficiency is not remedied by the second month of the school year, the County Superintendent may request that CDE purchase textbooks or materials for the district, and the cost ~~must~~ **is required to** be repaid by the district. CDE will issue a public statement at an SBE meeting indicating the district's failure to provide instructional materials.

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

CSBA NOTE: Education Code 60119 specifies that the hearing ~~must~~ **is required to** be held within eight weeks of the beginning of the school year. Pursuant to Education Code 60119, for a district that operates schools on a multitrack, year-round calendar, the timeline begins with the first day students attend school in any track that begins in August or September.

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

The Board ~~encourages~~ **shall encourage** participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall post a notice in three public places within the district containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

CSBA NOTE: Education Code 60119 requires the Board to adopt a resolution indicating whether each student in each school has sufficient standards-aligned textbooks or instructional materials for the subjects specified in Items #1-6 below. See the accompanying Exhibit for a sample resolution.

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

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

CSBA NOTE: The following paragraph is for use by districts that maintain any of grades 9-12.

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

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

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

CSBA NOTE: Pursuant to Education Code 60119, if the Board determines, by resolution, that there are insufficient textbooks or other instructional materials, the Board ~~must~~ is required to take action to ensure that the materials are provided within two months of the beginning of the school year. Education Code 60119, as amended by AB 1078, requires the Board to submit a copy of the resolution to the County Superintendent no later than three business days. CDE's, "Instructional Materials FAQ," states that, if a district has submitted purchase orders to the publisher to purchase materials to remedy the insufficiency, these materials should be received and made available to students by the end of the second month of the school year. Thus, districts are strongly encouraged to hold the public hearing as early in the school year as possible in order to provide sufficient time to correct any deficiencies.

Pursuant to Education Code 1240, the County Superintendent conducts annual reviews of certain schools to determine, among other things, whether there are insufficient textbooks or instructional materials. Upon making such a determination, the County Superintendent is required to provide the district the opportunity to remedy the deficiency and ensure that the deficiency is remedied no later than the second month of the school term. If the deficiency is not remedied, Education Code 1240 requires the County Superintendent to request CDE to purchase the textbooks or instructional materials, the cost of which ~~must~~ is required to be repaid by the district. CDE will issue a public statement at an SBE meeting indicating the Superintendent's and Board's failure to provide instructional materials. Additionally, Education Code 1240, as amended by AB 1078, requires the County Superintendent to take the actions specified above when the County Superintendent determines that there are insufficient textbooks or instructional materials based on (1) the Board's resolution, (2) the district's quarterly complaints report provided to the County Superintendent in accordance with Education Code 35186, or (3) an audit exception found in accordance with Education Code 41020.

Pursuant to Education Code 60150, as ~~added by AB 1078~~, if the Superintendent of Public Instruction (SPI) finds that a district has not provided sufficient textbooks or instructional materials as required, CDE is required to take all remedial actions as specified in Education Code 1240, including purchasing textbooks and instructional materials. Additionally, pursuant to Education Code 60151, if corrective action is not taken by the district within 60 days, the SPI will assess a financial penalty ~~against the district's local control funding formula allocation~~, the calculation of which is specified in Education Code 60151, amended by AB 121 (Ch. 8, Statutes of 2025) and may be subject to other corrective action as specified in Education Code 60151.

If the Board determines that there are insufficient textbooks or other instructional materials, the Board shall, by resolution, provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks and/or instructional materials. The Board shall submit a copy of the resolution to the County Superintendent of Schools no later than three business days after the hearing. The Board shall take any action to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

~~In addition~~ Additionally, if the County Superintendent, in accordance with Education Code 1240, makes the district aware of a school that does not have sufficient textbooks or instructional materials, the district shall take any action to ensure that each student has sufficient materials within two months of the beginning of the school year.

Prohibition Against Refusal to Approve or Prohibit the Use of Specified Instructional Materials

CSBA NOTE: Education Code 243, ~~as added by AB 1078~~, clarifies when it is unlawful discrimination for the Board to (1) refuse to approve the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or resource in a school library or (2) prohibit the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or resource in a school library. The Board may not refuse to approve such use on the basis that the material includes a study of the role and contributions of specified individuals or groups, unless the study of the role and contributions reflects adversely upon legally protected groups. Additionally, the Board may not prohibit such use on the basis that the study of the role and contributions contain inclusive or diverse perspectives.

Pursuant to Education Code 242, ~~as added by AB 1078~~, ~~requires CDE to develop, by July 1, 2025,~~ has developed guidance and public educational materials to ensure that all Californians can access information about educational laws and policies that safeguard the right to an accurate and inclusive curriculum, available on its website.

The use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library shall not be rejected or prohibited by the Board or district on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. (Education Code 243)

Investigations, Complaints, and Opt-Outs

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to investigate and remediate any violation of Education Code 220 as specified below.

If the Board knows or has reason to know that materials were used in a classroom or an action occurred that violated Education Code 220, the Board shall investigate and remediate the action, which may include, but is not limited to, the implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Complaints alleging discrimination based on a violation of Education Code 243, as added by AB 1078, or 244 related to the use or prohibited use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library as described above, may be brought under the district's uniform complaint procedures or may be filed directly with the SPI. Complaints that are filed directly with the SPI are required to identify the basis for doing so, and present evidence that supports the basis for the direct filing. In such cases, the SPI may directly intervene without waiting for an investigation by the district. See BP/AR 1312.3 - Uniform Complaint Procedures.

Complaints concerning instructional materials shall be handled in accordance with Board Policy 1312.2 - Complaints Concerning Instructional Materials, Board Policy 1312.3 - Uniform Complaint Procedures, or Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures, as applicable.

CSBA NOTE: Federal and State law require districts to provide parents/guardians notice and the opportunity to opt their students out of certain instruction, in some instances only based on religious beliefs and in other instances for any basis. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining the instructional content for which parents/guardians may opt their students out, creating opt-out procedures, and evaluating opt-out requests.

Any request by a parent/guardian to opt a student out of specified instructional content shall be handled in accordance with Board Policy 5020 - Parent Rights and Responsibilities and Board Policy and Administrative Regulation 6141.2 - Recognition of Religious Beliefs and Customs.

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 9505-9530

Description

Instructional materials (<https://shared-govt.westlaw.com/calregs/Index?transitionType=Default&contextData=%28sc.Default%29>)

Ed. Code 1240

County Superintendent of Schools; duties

Ed. Code 18111

Exclusion of books by Governing Board that are sectarian, partisan, or denominational character

Ed. Code 220

Prohibition of discrimination

Ed. Code 242

Access to information about educational laws and policies regarding right to accurate and inclusive curriculum

Ed. Code 243

Prohibition of discrimination; instructional materials

Ed. Code 244

Prohibition of discrimination; instructional materials
(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244.&lawCode=EDC)

Ed. Code 33050-33053	General waiver authority
Ed. Code 33126	School accountability report card
<u>Ed. Code 33803.2-33803.5</u>	<u>Discrimination prevention coordinators</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=5.&part=20.&lawCode=EDC&title=2)
Ed. Code 35272	Education and athletic materials
Ed. Code 44805	Teacher enforcement of course of studies; use of textbooks, rules, and regulations
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
<u>Ed. Code 49091.10</u>	<u>Parental right to inspect instructional materials and observe school activities</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.10.&lawCode=EDC)
<u>Ed. Code 49091.14</u>	<u>Parent/guardian review of curriculum</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.14.&lawCode=EDC)
Ed. Code 49415	Maximum textbook weight standards
<u>Ed. Code 51101</u>	<u>Parents Rights Act of 2002</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51101.&lawCode=EDC)
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
<u>Ed. Code 51500</u>	<u>Prohibited instruction or activity; discriminatory bias</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51500.&lawCode=EDC)
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 51511	Religious matters properly included in courses of study
Ed. Code 51933	Sexual health education and HIV prevention materials
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 60000-60005	Instructional materials; legislative intent
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60060-60063.5	Requirements for publishers and manufacturers

Ed. Code 60070-60076	Prohibited acts regarding instructional materials
Ed. Code 60110-60115	Instructional materials on alcohol and drug education
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60150	Penalty for insufficiency of textbooks and instructional materials
<u>Ed. Code 60151</u>	<u>Approval of instructional materials that subject students to unlawful discrimination; corrective actions and financial penalty</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60151&lawCode=EDC)</u>
Ed. Code 60200-60213	Elementary school materials
Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60400-60411	Instructional materials; high schools
Ed. Code 60510-60511	Donation or sale of obsolete instructional materials
Ed. Code 60605	State-adopted content and performance standards in core curricular areas
Ed. Code 60605.8	Common Core standards
H&S Code 11032	Narcotics, restricted dangerous drugs, and marijuana; definitions
Management Resources	Description
<u>Court Decision</u>	<u>Mahmoud v. Taylor (2025) 606 U.S. 522</u> <u>(https://www.supremecourt.gov/opinions/opinions.aspx)</u>
<u>State Board of Education Publication</u>	<u>Guidance for Local Instructional Materials Adoption, March 2024</u> (https://www.cde.ca.gov/ci/cr/cf/glima.asp)
<u>California Department of Education Publication</u>	<u>Guidelines for Piloting Textbooks and Instructional Materials, Policy # 01-05, rev. January 2015</u>
California Department of Education Publication	Instructional Materials, FAQ
California Department of Education Publication	Standards for Evaluating Instructional Materials for Social Content, 2013
<u>CA Office of the Attorney General Publication</u>	<u>Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024</u> <u>(https://oag.ca.gov/system/files/attachments/press-docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.1157CLEAN.pdf)</u>

<u>CSBA Publication</u>	<u>State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024</u> <u>(https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-IM-StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca65588)</u>
<u>CSBA Publication</u>	<u>Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024</u> <u>(https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheet_IM-LocalRoles-REPD_07-2024-1-(1).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138)</u>
<u>CSBA Publication</u>	<u>Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, Feb. 2024</u> <u>(https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-instructional-materials-brief.ashx)</u>
Website	CSBA District and County Office of Education Legal Services
Website	Association of American Publishers
Website	California Academic Content Standards Commission, Common Core State Standards
Website	Department of Justice
Website	U.S. Department of Education, Office for Civil Rights
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0440	District Technology Plan
0441	Artificial Intelligence
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan

1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1325	Advertising And Promotion
1340	Access To District Records
1340	Access To District Records
1700	Relations Between Private Industry And The Schools
3220.1	Lottery Funds
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3290	Gifts, Grants And Bequests
3311	Bids
3311	Bids
<u>4131</u>	<u>Staff Development</u>
4136	Nonschool Employment
4143	Negotiations/Consultation
<u>4231</u>	<u>Staff Development</u>
4236	Nonschool Employment
4243	Negotiations/Consultation
4331	Staff Development
4336	Nonschool Employment
5020	Parent Rights And Responsibilities

5020	Parent Rights And Responsibilities
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6000	Concepts And Roles
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
<u>6141.2</u>	<u>Recognition of Religious Beliefs and Customs</u>
<u>6141.2</u>	<u>Recognition of Religious Beliefs and Customs</u>
6142.2	World Language Instruction
6142.2	World Language Instruction
6142.6	Visual And Performing Arts Education
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6146.1	High School Graduation Requirements
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6162.5	Student Assessment
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6170.1	Transitional Kindergarten

6171	Title I Programs
6171	Title I Programs
6174	Education For English Learners
6174	Education For English Learners
6190	Evaluation Of The Instructional Program
9000	Role Of The Board
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9322	Agenda/Meeting Materials

Regulation 6161.1: Selection And Evaluation Of Instructional Materials Status: ADOPTED

Original Adopted Date: 11/01/2010 | Last Revised Date: 10/08/01/2023/2026 | Last Reviewed
Date: 10/08/01/2023/2026

Review Process

CSBA NOTE: The following section administrative regulation may be revised to reflect district practice.

Pursuant to Education Code 60002, the district ~~must~~ is required to provide for "substantial" teacher involvement in the selection of instructional materials and ~~must~~ promote the involvement of parents/guardians and other members of the community in the selection of instructional materials. The Education Code does not define "substantial." The State Board of Education's (SBE), "Guidance for Local Instructional Materials Adoptions," recommends that teachers participating in the selection process have experience and expertise in the target content area, and that educators with experience and expertise with English learner students, students with disabilities, advanced learners, parents/guardians, and other groups of students requiring specialized instruction be included.

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

CSBA NOTE: The following paragraph is for use by districts that maintain any of grades ~~K~~ kindergarten-8.

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

CSBA NOTE: The following paragraph is optional. The use of review committees is recommended as a best paragraphs should be revised to reflect district practice; but is or deleted if the district does not required by law have an advisory committee to conduct the review of instructional materials.

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

The Superintendent or designee shall present to the Governing Board recommendations for instructional materials and documentation that supports the recommendations.

All recommended instructional materials shall be available for public inspection at the district office.

CSBA NOTE: The State Board of Education's (SBE) policy, "Guidelines SBE's, "Guidance for Piloting Textbooks and Local Instructional Materials Adoptions," provides a sample process for piloting instructional materials that addresses the selection of materials to pilot, a chronology of the process, and additional considerations, such as ~~conflict of interest~~ engaging interested parties, incorporating digital resources and tools, contacts with publishers, and consideration of standards maps.

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

Criteria for Selection and Adoption of Instructional Materials

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

CSBA NOTE: The SBE's, "Guidance for Local Instructional Materials Adoptions," and information on the California Department of Education Education's (CDE) ~~provides~~ website, provide guidance, ~~available on its website,~~ for the selection of instructional materials that are not adopted by SBE, which includes that districts develop an evaluation instrument that reflects local and state criteria and concerns.

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

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

CSBA NOTE: The following optional paragraph is for use by districts offering any of grades 9-12 and may be revised to reflect district practice CDE provides standards map templates, available on its website, for reference in determining alignment of instructional materials for grades 9-12 core courses.

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

CSBA NOTE: Pursuant to Education Code 51501, the Governing Board is prohibited from adopting any textbooks or other instructional materials that contain any matter reflecting adversely upon persons on the basis of race or ethnicity, gender, religion, disability, nationality, sexual orientation, or any other characteristic listed in Education Code 220, or as amended by AB 715 (Ch. 428, Statutes of 2025), that violates Education Code 243, 244, 51500, or 60044.

2. Do not discriminate against or reflect adversely upon persons because of any characteristic specified in laws as defined by Education Code 51501 and Board Policy 0410 - Nondiscrimination in District Programs and Activities, nor contain any sectarian or denominational doctrine or propaganda contrary to law (Education Code 220, 243, 244, 51500, 51501, 60044)

CSBA NOTE: Pursuant to Education Code 51501, as amended by AB 715, instructional materials adopted by the Board are required to be factually accurate and reflect the adopted curriculum and standards as described in Education Code 60200, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship.

3. Instructional materials shall be factually accurate and reflect the adopted curriculum and standards as described in Education Code 60200, and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partisanship (Education Code 51501)

3. 4. To the satisfaction of the Board, are accurate, objective, current, and suited to the differing needs and comprehension of district students at their respective grade levels (Education Code 60045)

4. 5. With the exception of literature and tradebooks, use proper grammar and spelling (Education Code 60045)

CSBA NOTE: Education Code 60048 and 60200 require that the Board not adopt basic instructional materials that provide unnecessary exposure to a commercial brand name, product, or corporate or company logo, unless it makes specific findings that the use has an educational purpose or is incidental to the general nature of an illustration, as provided in Item #5 below. SBE's publication, "Standards for Evaluating Instructional Materials for Social Content," details standards for the use of brand names and corporate logos in instructional materials.

5. 6. Do not expose students to a commercial brand name, product, or corporate or company logo unless the Board makes a specific finding that the use is appropriate based on one of the following: (Education Code 60048, 60200)

- a. The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by SBE
- b. The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration

CSBA NOTE: Education Code 60040-60043 ~~require~~requires that certain subject matter be included in the district's instructional materials, as specified below. Pursuant to Education Code 60040, as amended by AB 1078 (Ch. 229, Statutes of 2023), ~~expands~~ the accurate portrayal of society's cultural and racial diversity is required to include the contributions of all genders (formerly "men and women"),₁ Latino Americans (formerly "Mexican Americans"), LGBTQ Americans (formerly "₁ lesbian, gay, bisexual, and transgender, and questioning (LGBTQ+) Americans"),₂ and members of other ethnic, cultural, religious, and socioeconomic status groups (formerly "ethnic and cultural").₃ The complete list required by Education Code

60040, as amended by AB 1078, is reflected below.

Additionally, pursuant to Education Code 60040.5, as added by AB 1078, CDE is required to issue, by July 1, 2025, CDE has published guidance regarding how to review instructional materials to ensure that they represent diverse perspectives and are culturally relevant, available on CDE's webpage, "Accurate and Inclusive Curriculum (AB 1078)."

6. 7. Meet the requirements of Education Code 60040-60043 for specific subject content, including, but not limited to:
- a. Accurately portraying society's cultural and racial diversity, including:
 - i. The contributions of all genders in all types of roles, including professional, vocational, and executive roles
 - ii. The role and contributions of Native Americans, African Americans, Latino Americans, Asian Americans, Pacific Islanders, European Americans, LGBTQ+ Americans, persons with disabilities, and members of other ethnic, cultural, religious, and socioeconomic groups to the total development of California and the United States
 - iii. The role and contributions of the entrepreneur and labor in the total development of California and the United States
 - b. Accurately portraying humanity's place in ecological systems and the necessity for the protection of the environment
 - c. Accurately portraying the effects on the human system of the use of tobacco, alcohol, and narcotics, and restricted dangerous drugs as defined in Health and Safety Code 11032, and other dangerous substances
 - d. Encouraging thrift, fire prevention, and the humane treatment of animals and people
 - e. Requiring, when appropriate to the comprehension of students, that textbooks for social science, history, or civics classes contain the Declaration of Independence and the United States Constitution

CSBA NOTE: Items ~~#7-14~~8-15 below are optional and may be revised to reflect district practice. The district may choose to develop subject-specific criteria as well as general criteria.

7. 8. Support the district's adopted courses of study and curricular goals, including the district's local control and accountability plan

8. 9. _____ Contribute to a comprehensive, balanced curriculum

9. 10. _____ Demonstrate reliable quality of scholarship as evidenced by:

- a. Accurate, up-to-date, and well-documented information
- b. Objective presentation of diverse viewpoints
- c. Clear, concise writing and appropriate vocabulary
- d. Thorough treatment of subject matter

10. 11. _____ Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels

11. 12. _____ Stimulate discussion of contemporary issues, exploration of ideas, and intellectual exchanges, and improve students' thinking and decision-making skills

12. 13. _____ As appropriate, have corresponding versions available in languages other than English

13. 14. _____ Include high-quality teacher's guides

CSBA NOTE: 5 CCR 9517.2 sets the following maximum weight standards for each student textbook: three pounds for grades K-4, four pounds for grades 5-8, and five pounds for grades 9-12. 5 CCR 9517.2 requires publishers submitting textbooks to SBE that exceed those weight standards to provide lighter weight alternatives, such as split volumes or electronic editions, soft cover editions, or other alternate physical formats. For materials for grades 9-12, publishers must be required to disclose the availability of lighter weight alternatives. Item #~~14~~15 below includes textbook weight as one of the criteria for Board consideration.

14. 15. _____ When available, include options for lighter weight materials, including materials in digital format, in order to help minimize any injury to students by the combined weight of instructional materials

CSBA NOTE: The following section may be revised to reflect district priorities related to strategic use of technology to support students. Items #4-8 reflect additional criteria contained in SBE's, "Guidance for Local Instructional Materials Adoptions."

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

1. Be both available and comparable to other, equivalent instructional materials (Education Code 60052)

2. Be accessible to all students, including economically disadvantaged students, students with disabilities, and English learners
3. Protect the privacy of student data
4. Promote active student engagement in the learning process
5. Nurture opportunities for ongoing collaboration
6. Build on prior knowledge to reinforce essential skills, such as executive functioning, critical thinking and reasoning, creativity, communication, cross-cultural understanding, and decision-making
7. Provide means of authentically connecting students' learning to the world beyond their physical learning environment
8. Foster student agency to set personal learning goals and plans and continuously monitor and evaluate their own progress

Conflict of Interest

CSBA NOTE: The following ~~optional~~ section is for use by districts that choose to require individuals who will participate in the review process to first complete a disclosure statement which provides an opportunity to disclose any conflict of interest or appearance of conflict of interest.

To ensure integrity in the evaluation and selection of instructional materials, individuals who are participating in the evaluation of instructional materials and are not otherwise designated in the district's conflict of interest code shall sign a disclosure statement indicating that they:

CSBA NOTE: Education Code 60061 provides criteria and/or limitations for publishers to follow when establishing the cost of the materials being furnished; ~~see CDE's website for~~. For a price list of adopted instructional materials, see CDE's website. Additionally, Education Code 60071 forbids publishers from offering "valuable thing(s)" to school officials for the purpose of influencing the purchase of instructional materials.

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

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

CSBA NOTE: Items # 2-4~~3~~ below are ~~optional~~ and should be ~~modified~~ revised to reflect district practice.

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

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 9505-9530

Description

Instructional materials (<https://shared-govt.westlaw.com/calregs/Index?transitionType=Default&contextData=%28sc.Default%29>)

Ed. Code 1240

County Superintendent of Schools; duties

Ed. Code 18111

Exclusion of books by Governing Board that are sectarian, partisan, or denominational character

Ed. Code 220

Prohibition of discrimination

Ed. Code 242

Access to information about educational laws and policies regarding right to accurate and inclusive curriculum

Ed. Code 243

Prohibition of discrimination; instructional materials

[Ed. Code 244](#)

[Prohibition of discrimination; instructional materials \(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244.&lawCode=EDC\)](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244.&lawCode=EDC)

Ed. Code 33050-33053

General waiver authority

Ed. Code 33126

School accountability report card

[Ed. Code 33803.2-33803.5](#)

[Discrimination prevention coordinators \(https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=5.&part=20.&lawCode=EDC&title=2\)](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=5.&part=20.&lawCode=EDC&title=2)

Ed. Code 35272

Education and athletic materials

Ed. Code 44805

Teacher enforcement of course of studies; use of textbooks, rules, and regulations

Ed. Code 48907

Exercise of free expression; time, place, and manner rules and regulations

Ed. Code 48950

Speech and other communication

[Ed. Code 49091.10](#)

[Parental right to inspect instructional materials and observe school activities \(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.10.&lawCode=EDC\)](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.10.&lawCode=EDC)

[Ed. Code 49091.14](#)

[Parent/guardian review of curriculum \(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.14.&lawCode=EDC\)](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.14.&lawCode=EDC)

Ed. Code 49415	Maximum textbook weight standards
<u>Ed. Code 51101</u>	<u>Parents Rights Act of 2002</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51101.&lawCode=EDC)</u>
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
<u>Ed. Code 51500</u>	<u>Prohibited instruction or activity; discriminatory bias</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51500.&lawCode=EDC)</u>
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 51511	Religious matters properly included in courses of study
Ed. Code 51933	Sexual health education and HIV prevention materials
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 60000-60005	Instructional materials; legislative intent
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60060-60063.5	Requirements for publishers and manufacturers
Ed. Code 60070-60076	Prohibited acts regarding instructional materials
Ed. Code 60110-60115	Instructional materials on alcohol and drug education
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60150	Penalty for insufficiency of textbooks and instructional materials
<u>Ed. Code 60151</u>	<u>Approval of instructional materials that subject students to unlawful discrimination; corrective actions and financial penalty</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60151&lawCode=EDC)</u>
Ed. Code 60200-60213	Elementary school materials
Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60400-60411	Instructional materials; high schools
Ed. Code 60510-60511	Donation or sale of obsolete instructional materials
Ed. Code 60605	State-adopted content and performance standards in core curricular areas
Ed. Code 60605.8	Common Core standards

H&S Code 11032

Narcotics, restricted dangerous drugs, and marijuana; definitions

Management Resources

Description

[Court Decision](#)

[Mahmoud v. Taylor \(2025\) 606 U.S. 522](#)

<https://www.supremecourt.gov/opinions/opinions.aspx>

[State Board of Education Publication](#)

[Guidance for Local Instructional Materials Adoption, March 2024](#) (<https://www.cde.ca.gov/ci/cr/cf/glima.asp>)

California Department of Education
Publication

[Guidelines for Piloting Textbooks and Instructional Materials, Policy # 01-05, rev. January 2015](#)

California Department of Education
Publication

Instructional Materials, FAQ

California Department of Education
Publication

Standards for Evaluating Instructional Materials for Social Content, 2013

[CA Office of the Attorney General Publication](#)

[Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024](#)

<https://oag.ca.gov/system/files/attachments/press-docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.1157CLEAN.pdf>

[CSBA Publication](#)

[State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024](#)

<https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-IM-StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca65588>

[CSBA Publication](#)

[Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024](#)

[https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheetIM-LocalRoles-REPD07-2024-1-\(1\).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138](https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheetIM-LocalRoles-REPD07-2024-1-(1).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138)

[CSBA Publication](#)

[Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, Feb. 2024](#)

<https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-instructional-materials-brief.ashx>

Website

CSBA District and County Office of Education Legal Services

Website

Association of American Publishers

Website	California Academic Content Standards Commission, Common Core State Standards
Website	Department of Justice
Website	U.S. Department of Education, Office for Civil Rights
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0440	District Technology Plan
0441	Artificial Intelligence
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1325	Advertising And Promotion
1340	Access To District Records
1340	Access To District Records
1700	Relations Between Private Industry And The Schools

3220.1	Lottery Funds
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3290	Gifts, Grants And Bequests
3311	Bids
3311	Bids
<u>4131</u>	<u>Staff Development</u>
4136	Nonschool Employment
4143	Negotiations/Consultation
<u>4231</u>	<u>Staff Development</u>
4236	Nonschool Employment
4243	Negotiations/Consultation
4331	Staff Development
4336	Nonschool Employment
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6000	Concepts And Roles
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
<u>6141.2</u>	<u>Recognition of Religious Beliefs and Customs</u>
<u>6141.2</u>	<u>Recognition of Religious Beliefs and Customs</u>
6142.2	World Language Instruction
6142.2	World Language Instruction
6142.6	Visual And Performing Arts Education
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education

6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6146.1	High School Graduation Requirements
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6162.5	Student Assessment
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6174	Education For English Learners
6174	Education For English Learners
6190	Evaluation Of The Instructional Program
9000	Role Of The Board
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9322	Agenda/Meeting Materials

Exhibit 6161.1-E(1): Selection And Evaluation Of Instructional Materials

Status: ADOPTED

Original Adopted Date: 11/01/2012 | **Last Revised Date:** ~~10/08/01/2023~~ 2026 | **Last Reviewed Date:** ~~10/08/01/2023~~ 2026

RESOLUTION ON SUFFICIENCY OF INSTRUCTIONAL MATERIALS

CSBA NOTE: Education Code 60119 requires that the Governing Board hold an annual public hearing regarding the sufficiency of textbooks or other instructional materials and determine, through a resolution, whether each student has sufficient materials; see the accompanying Board policy. "Sufficient textbooks or instructional materials," as defined in Education Code 60119, means that each student in the district, including each English learner, has a standards-aligned textbook or instructional materials, which may include technology-based materials, to use in class and to take home.

The following sample resolution is based on the 2008 sample resolution developed by the California Department of Education (CDE) but has been updated to reflect current law. This resolution may be used to certify compliance with Education Code 60119.

Whereas, the Governing Board of the (name of school district), in accordance with the requirements of Education Code 60119, held a public hearing on (date), at (time), which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which sufficient textbooks or other instructional materials were provided to all students, including English learners, in the (name of school district), and;

Whereas, the definition of sufficient textbooks or instructional materials means that each student, including each English learner, has standards-aligned textbooks and/or instructional materials to use in class and to take home, which may include materials in a digital format as long as each student, at a minimum, has and can access the same materials in the class and at home as other students in the same class or course in the district, but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

Whereas, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards and/or the Common Core State Standards adopted by the State Board of Education.

Finding of Sufficient Textbooks or Instructional Materials

CSBA NOTE: The following section should be used to list the schools and subjects for which the district has provided "sufficient" materials. Survey forms are available on CDE's website which may be used as a self-study and county office validation tool for grades K-12.

Therefore, be it resolved, for the (year) school year, the (name of school district), sufficient standards-aligned textbooks or other instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, at the following schools in the following subjects:

CSBA NOTE: To provide complete information about the basis for the Board's determination of sufficiency, the district may wish to include the names of the textbooks or instructional materials provided to students, as well as the applicable state adoption cycle.

- Mathematics: (List adopted textbooks or instructional materials for this subject for each school as well as applicable state adoption cycle.)

- Science: (List adopted textbooks or instructional materials for this subject for each school as well as applicable state adoption cycle.)

- History-social science: (List adopted textbooks or instructional materials for this subject for each school as well as applicable state adoption cycle.)

- English language arts, including the English language development component of an adopted program: (List adopted textbooks or instructional materials for this subject for each school as well as applicable state adoption cycle.)

- World language: (List adopted textbooks or instructional materials for this subject for each school as well as applicable state adoption cycle.)

- Health: (List adopted textbooks or instructional materials for this subject for each school as well as applicable state adoption cycle.)

Finding of Insufficient Textbooks or Instructional Materials in One or More Subjects

CSBA NOTE: In addition to the section above, the following section should be used to list the schools and subjects for which the district has not provided "sufficient" materials, and should be deleted by districts when there is not a finding of insufficient materials in a particular year. Education Code 60119 requires that, for each school for which an insufficiency exists, the Board's resolution ~~include~~includes the percentage of students at each grade level who lack sufficient materials in each of the subject areas listed below, and ~~include~~ the reason that each student does not have sufficient textbooks and/or instructional materials. For more information regarding the actions the Board is required to take upon a finding of "insufficient materials," and potential consequences for not remedying the deficiency as required by law, see ~~the section~~ "Sufficiency of Instructional Materials and Public Hearing" in the accompanying Board policy.

Be it further resolved, for the (year) school year, the (name of school district), insufficient standards-aligned textbooks or other instructional materials were provided to students at the following schools in the following subjects:

- Mathematics: (For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials and the reasons that each student does not have sufficient instructional materials.)

- Science: (For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials and the reasons that each student does not have sufficient instructional materials.)

- History-social science: (For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials and the reasons that each student does not have sufficient instructional materials.)

- English language arts, including the English language development component of an adopted program: (For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials and the reasons that each student does not have sufficient instructional materials.)

- World language: (For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials and the reasons that each student does not have sufficient instructional materials.)

- Health: (For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials and the reasons that each student does not have sufficient instructional materials.)

Be it further resolved, that the following actions will be taken to ensure that all students have sufficient standards-aligned textbooks or other instructional materials in all subjects that are consistent with the cycles and content of the curriculum frameworks within two months of the beginning of the school year in which this determination is made. (List actions to be taken to resolve insufficiency.)

Finding of Available Science Laboratory Equipment for Grades 9-12

CSBA NOTE: The following optional section is for use by districts that maintain grades 9-12. It should be used to list the science laboratory courses offered in grades 9-12 and whether science laboratory equipment is available for these courses.

Be it further resolved, laboratory science equipment was available or was not available for science laboratory courses offered in grades 9-12, inclusive, as indicated below:

- Available: (List all science laboratory courses offered in grades 9-12 for which science laboratory equipment was available.)

- Not Available: (List all science laboratory courses offered in grades 9-12 for which science laboratory equipment was not available.)

CSBA NOTE: Education Code 60119, as amended by AB 1078 (Ch. 229, Statutes of 2023), requires the Board, upon a determination of insufficient textbooks or instructional materials, to submit a copy of the resolution making such a determination to the County Superintendent of Schools within three business days after the public hearing regarding the sufficiency of textbooks or other instructional materials. This section should be included in the resolution for every district.

Be it further resolved, that the Superintendent or designee, on behalf of the Board, shall submit a copy of this resolution to the County Superintendent of Schools within three business days of the hearing.

PASSED AND ADOPTED THIS day of , at a meeting, by the following vote:

AYES: NOES: ABSENT:

Attest:

_____, Secretary

_____, President

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 9505-9530

Description

Instructional materials (<https://shared-govt.westlaw.com/calregs/Index?transitionType=Default&contextData=%28sc.Default%29>)

Ed. Code 1240

County Superintendent of Schools; duties

Ed. Code 18111

Exclusion of books by Governing Board that are sectarian, partisan, or denominational character

Ed. Code 220

Prohibition of discrimination

Ed. Code 242

Access to information about educational laws and policies regarding right to accurate and inclusive curriculum

Ed. Code 243

Prohibition of discrimination; instructional materials

[Ed. Code 244](#)

[Prohibition of discrimination; instructional materials](#)
(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244.&lawCode=EDC)

Ed. Code 33050-33053

General waiver authority

Ed. Code 33126

School accountability report card

[Ed. Code 33803.2-33803.5](#)

[Discrimination prevention coordinators](#)
(https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=5.&part=20.&lawCode=EDC&title=2)

Ed. Code 35272

Education and athletic materials

Ed. Code 44805

Teacher enforcement of course of studies; use of textbooks, rules, and regulations

Ed. Code 48907

Exercise of free expression; time, place, and manner rules and regulations

Ed. Code 48950

Speech and other communication

[Ed. Code 49091.10](#)

[Parental right to inspect instructional materials and observe school activities](#)

	https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.10.&lawCode=EDC
Ed. Code 49091.14	Parent/guardian review of curriculum https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49091.14.&lawCode=EDC
Ed. Code 49415	Maximum textbook weight standards
Ed. Code 51101	Parents Rights Act of 2002 https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51101.&lawCode=EDC
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51500	Prohibited instruction or activity; discriminatory bias https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=51500.&lawCode=EDC
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 51511	Religious matters properly included in courses of study
Ed. Code 51933	Sexual health education and HIV prevention materials
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 60000-60005	Instructional materials; legislative intent
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60060-60063.5	Requirements for publishers and manufacturers
Ed. Code 60070-60076	Prohibited acts regarding instructional materials
Ed. Code 60110-60115	Instructional materials on alcohol and drug education
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60150	Penalty for insufficiency of textbooks and instructional materials
Ed. Code 60151	Approval of instructional materials that subject students to unlawful discrimination; corrective actions and financial penalty https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60151&lawCode=EDC
Ed. Code 60200-60213	Elementary school materials
Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60400-60411	Instructional materials; high schools

Ed. Code 60510-60511

Ed. Code 60605

Ed. Code 60605.8

H&S Code 11032

Management Resources

[Court Decision](#)

[State Board of Education Publication](#)

California Department of Education
Publication

California Department of Education
Publication

California Department of Education
Publication

[CA Office of the Attorney General
Publication](#)

[CSBA Publication](#)

[CSBA Publication](#)

[CSBA Publication](#)

Donation or sale of obsolete instructional materials

State-adopted content and performance standards in core
curricular areas

Common Core standards

Narcotics, restricted dangerous drugs, and marijuana;
definitions

Description

[Mahmoud v. Taylor \(2025\) 606 U.S. 522](#)

<https://www.supremecourt.gov/opinions/opinions.aspx>

[Guidance for Local Instructional Materials Adoption, March
2024](#) (<https://www.cde.ca.gov/ci/cr/cf/glima.asp>)

[Guidelines for Piloting Textbooks and Instructional Materials,
Policy # 01-05, rev. January 2015](#)

Instructional Materials, FAQ

Standards for Evaluating Instructional Materials for Social
Content, 2013

[Guidance to School Officials re: Legal Requirements for
Providing Inclusive Curricula and Books, Legal Alert, Jan.
2024](#)

[https://oag.ca.gov/system/files/attachments/press-
docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.
1157CLEAN.pdf](https://oag.ca.gov/system/files/attachments/press-docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.1157CLEAN.pdf)

[State Roles, Responsibilities, and Process for Instructional
Materials Adoption, Feb. 2024](#)

[https://www.csba.org/-
/media/CSBA/Files/GovernanceResources/GovernanceBriefs
/2024-REPD- IM-
StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca
65588](https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-IM-StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca65588)

[Instructional Materials Adoption: Local governing board
responsibilities, Fact Sheet, Feb. 2024](#)

[https://www.csba.org/-
/media/CSBA/Files/GovernanceResources/ResearchPapers/F
actSheet IM-LocalRoles-REPD_07-2024-1-
\(1\).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138](https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheetIM-LocalRoles-REPD_07-2024-1-(1).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138)

[Instructional Materials Adoptions: State and local governing
board processes, roles, and responsibilities, Governance Brief,
Feb. 2024](#)

<https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-instructional-materials-brief.ashx>

Website	CSBA District and County Office of Education Legal Services
Website	Association of American Publishers
Website	California Academic Content Standards Commission, Common Core State Standards
Website	Department of Justice
Website	U.S. Department of Education, Office for Civil Rights
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0440	District Technology Plan
0441	Artificial Intelligence
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures

1325	Advertising And Promotion
1340	Access To District Records
1340	Access To District Records
1700	Relations Between Private Industry And The Schools
3220.1	Lottery Funds
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3290	Gifts, Grants And Bequests
3311	Bids
3311	Bids
<u>4131</u>	<u>Staff Development</u>
4136	Nonschool Employment
4143	Negotiations/Consultation
<u>4231</u>	<u>Staff Development</u>
4236	Nonschool Employment
4243	Negotiations/Consultation
4331	Staff Development
4336	Nonschool Employment
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6000	Concepts And Roles
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
<u>6141.2</u>	<u>Recognition of Religious Beliefs and Customs</u>
<u>6141.2</u>	<u>Recognition of Religious Beliefs and Customs</u>
6142.2	World Language Instruction

6142.2	World Language Instruction
6142.6	Visual And Performing Arts Education
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6146.1	High School Graduation Requirements
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6162.5	Student Assessment
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6174	Education For English Learners
6174	Education For English Learners
6190	Evaluation Of The Instructional Program
9000	Role Of The Board
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9322	Agenda/Meeting Materials

Policy 6161.11: Supplementary Instructional Materials

Status: ADOPTED

Original Adopted Date: 12/01/1990 | **Last Revised Date:** ~~10~~08/01/2023~~2026~~ | **Last Reviewed**
Date: ~~10~~08/01/2023~~2026~~

CSBA NOTE: The following optional policy addresses the selection of instructional materials that are used to supplement the basic textbooks and other instructional materials adopted by the Governing Board for use in grades K~~kindergarten~~-8 pursuant to Education Code 60200 or for grades 9-12 pursuant to Education Code 60400, and may be revised to reflect district practice. See BP/AR 6161.1 - Selection and Evaluation of Instructional Materials for requirements pertaining to the selection of those basic instructional materials.

The State Board of Education's, "Guidance for Local Instructional Materials Adoptions," provides guidance for districts when identifying, reviewing, piloting, and adopting instructional materials in all content areas, including links to current legislation, sample timelines, support for student groups, and implementation considerations. Additional information regarding the adoption of instructional materials can be found in CSBA's, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," "Instructional Materials Adoption: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."

The Governing Board encourages the use of supplementary instructional materials to enrich the curriculum and enhance student learning. Such materials shall be aligned with district goals, curriculum objectives, and academic standards and shall supplement and not supplant the use of Board-adopted basic instructional materials that serve as the primary learning resources.

Supplementary instructional materials include, but are not limited to, instructional materials that are designed to serve one or more of the following purposes: (Education Code 60010)

1. To provide more complete coverage of one or more subjects included in a given course
2. To meet the various learning ability levels of students in a given age group or grade level
3. To meet the diverse educational needs of students with a language disability in a given age group or grade level
4. To meet the diverse educational needs of students reflective of a condition of cultural pluralism
5. To use current, relevant technology that further engages interactive learning in the classroom and beyond

Supplementary instructional materials may be selected by the Superintendent or designee, school administrators, or teachers, as applicable, and obtained through donations to the district and/or available funding sources designated for these purposes.

CSBA NOTE: In *McCarthy v. Fletcher*, a California appellate court clarified that the Board may exclude materials from classroom teaching because they are educationally unsuitable and unrelated to the goals specified in Education Code 233.5, but not simply because the materials contain ideas to which Board or community members object.

Education Code 243, as added by AB 1078 (Ch. 229, Statutes of 2023), clarifies when it is unlawful discrimination for the Board to (1) refuse to approve the use of any supplemental instructional material or (2) prohibit the use of any supplemental instructional material. The Board may not refuse to approve the use of any supplemental instructional material on the basis that the material includes a study of the role and contributions of specified individuals or groups, unless the study of the role and contributions reflects adversely upon legally protected groups. Additionally, the Board may not prohibit the use of any supplemental instructional material on the basis that the study of the role and contributions contain inclusive or diverse perspectives.

In addition, Education Code 244 provides that the Board is prohibited from adopting or approving the use of any supplemental instructional material if the use of the supplemental instructional material would subject a student to unlawful discrimination pursuant to Education Code 220.

For more information, the California Department of Education's (CDE) website provides guidance on the removal of instruction or instructional materials. ~~In addition,~~Pursuant to Education Code 60040.5, ~~as added by AB 1078, requires CDE to issue, no later than July 1, 2025,~~has published guidance regarding how to review instructional materials to ensure that they represent diverse perspectives and are culturally relevant; available on CDE's webpage, "Accurate and Inclusive Curriculum (AB 1078)." Additionally, pursuant to Education Code 242, ~~as added by AB 1078, requires CDE to develop, by July 1, 2025,~~has developed guidance and public educational materials to ensure that all Californians can access information about educational laws and policies that safeguard the right to an accurate and inclusive curriculum.

The use of any supplemental instructional material shall not be rejected or prohibited by the Board or district on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. (Education Code 243)

The use of any supplemental instructional material shall not be adopted by the Board or district if the use would subject a student to unlawful discrimination as specified in Education Code 220. (Education Code 244)

As appropriate, supplementary instructional materials shall meet the criteria developed for the selection and evaluation of basic instructional materials as described in AR 6161.1 - Selection and Evaluation of Instructional Materials.

Supplementary instructional materials shall be directly related to the course of study in which they are being used and shall be appropriate for the age and maturity level of the students.

The use or reproduction of supplementary instructional materials shall be in accordance with

federal copyright law.

Appropriateness of Materials

CSBA NOTE: The following optional section may be revised to reflect district practice, including any district criteria for the appropriateness of supplementary instructional materials and/or circumstances under which materials should be submitted to the principal or other designee for review prior to their use (e.g., such as when materials relate to controversial issues or are presented in a controversial manner or context, such as for example when materials contain nudity, sexual content, graphic violence, or extensive profanity). ~~The district. It is encouraged to~~ recommended that districts with questions regarding adoption criteria consult CSBA's District and County Office of Education Legal Services or district legal counsel ~~prior to adopting such criteria or processes or when banning films, electronic resources, or other materials solely on the basis of industry ratings.~~

Whenever a district employee proposes to use a supplementary resource which is not included in the approved learning resources of the district, the employee shall preview the material to determine whether, in the employee's professional judgment, it is appropriate for the grade level taught and is consistent with district criteria for the selection of supplementary instructional materials.

The employee shall confer with the Superintendent or designee as necessary to determine the compliance of the material with district criteria. The primary considerations should be the educational value, factual accuracy, appropriateness, including whether the material contains pervasive vulgarity or profanity, and relevance of the materials, as well as the ages and maturity of the students.

The Superintendent or designee may provide training to administrators and teachers in the selection and evaluation of supplementary instructional materials, including the criteria to be utilized and applicable legal considerations.

Investigations, Complaints, and Opt-Outs

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715 (Ch. 428, Statutes of 2025), if the Board knows or has reason to know that materials were used in a classroom or an action occurred that violated Education Code 220, the Board is required to investigate and remediate the action.

If the Board knows or has reason to know that materials were used in a classroom or an action occurred that violated Education Code 220, the Board shall investigate and remediate the action, which may include, but is not limited to, the implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Complaints alleging discrimination based on a violation of Education Code 243; ~~as added by AB 1078, or 244~~ related to the use or prohibited use of any supplemental instructional material as described above, may be brought under the district's uniform complaint procedures or may be filed directly with the Superintendent of Public Instruction (SPI). Complaints that are filed directly with the SPI are required to identify the basis for doing so, and present evidence that supports the basis for the direct filing. In such cases, the SPI may directly intervene without waiting

for an investigation by the district. See [For more information regarding uniform complaint procedures](#), see BP/AR 1312.3 - Uniform Complaint Procedures.

[Pursuant to Education Code 60151, if corrective action is not taken by the district within 60 days, the SPI will assess a financial penalty, the calculation of which is specified in Education Code 60151, amended by AB 121 \(Ch. 8, Statutes of 2025\) and may be subject to other corrective action as specified in Education Code 60151.](#)

Complaints concerning supplemental instructional materials shall be handled in accordance with Board Policy 1312.2 - Complaints Concerning Instructional Materials and Board Policy 1312.3 - Uniform Complaint Procedures, as applicable.

[CSBA NOTE: Federal and State law require districts to provide parents/guardians notice and the opportunity to opt their students out of certain instruction, in some instances only based on religious beliefs and in other instances for any basis. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining the instructional content for which parents/guardians may opt their students out, creating opt-out procedures, and evaluating opt-out requests.](#)

[Any requests by a parent/guardian to opt a student out of specified instructional content shall be handled in accordance with Board Policy 5020 – Parent Rights and Responsibilities and Board Policy/Administrative Regulation 6141.2 - Recognition of Religious Beliefs and Customs.](#)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 4600-4670

Description

Uniform complaint procedures

[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I344559C04C6911EC93A8000D3A7C4BC3&originationContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)\)](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I344559C04C6911EC93A8000D3A7C4BC3&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default)))

Ed. Code 18111

Exclusion of books by Governing ~~board~~**Board** that are sectarian, partisan, or denominational character

Ed. Code 220

Prohibition of discrimination

Ed. Code 233.5

Teaching of principles

Ed. Code 242

Access to information about educational laws and policies regarding right to accurate and inclusive curriculum

Ed. Code 243

Prohibition of discrimination; instructional materials

[Ed. Code 244](#)

[Prohibition of discrimination; instructional materials](#)

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=244&lawCode=EDC

Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 51510	Prohibited study or supplemental materials
Ed. Code 51511	Religious matters properly included in courses of study
Ed. Code 51933	Sexual health education and HIV prevention materials
Ed. Code 60000-60005	Instructional materials; legislative intent
Ed. Code 60010	Instructional materials; definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60060-60063.5	Requirements for publishers and manufacturers
<u>Ed. Code 60151</u>	<u>Approval of instructional materials that subject students to unlawful discrimination; corrective actions and financial penalty</u> <u>(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=60151.&lawCode=EDC)</u>
Ed. Code 60200-60213	Elementary school materials
Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60400-60411	Instructional materials; high schools
Ed. Code 60605	State-adopted content and performance standards in core curricular areas
Ed. Code 60605.8	Common Core standards
Ed. Code 60811.3	English language development standards
Management Resources	Description
California Department of Education Publication	Standards for Evaluating Instructional Materials for Social Content, 2013
<u>Court Decision</u>	<u>Mahmoud v. Taylor (2025) 606 U.S. 522</u> <u>(https://www.supremecourt.gov/opinions/opinions.aspx)</u>
Court Decision	Fowler v. Board of Education of Lincoln County (1987) 819 F.2d 657
Court Decision	McCarthy v. Fletcher (1989) 207 Cal. App. 3d 130
<u>State Board of Education Publication</u>	<u>Guidance for Local Instructional Materials Adoption, March 2024</u>

<u>CA Office of the Attorney General Publication</u>	<u>(https://www.cde.ca.gov/ci/cr/cf/glima.asp)</u> <u>Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024</u> <u>(https://oag.ca.gov/system/files/attachments/press-docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.1157CLEAN.pdf)</u>
<u>CSBA Publication</u>	<u>State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024</u> <u>(https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-IM-StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca65588)</u>
<u>CSBA Publication</u>	<u>Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024</u> <u>(https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheet IM-LocalRoles-REPD 07-2024-1-(1).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138)</u>
<u>CSBA Publication</u>	<u>Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, Feb. 2024</u> <u>(https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-instructional-materials-brief.ashx)</u>
Website	CSBA District and County Office of Education Legal Services
Website	Department of Justice
Website	U.S. Department of Education, Office for Civil Rights
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0000	Vision
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
1260	Educational Foundation

1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1325	Advertising And Promotion
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3290	Gifts, Grants And Bequests
3311	Bids
3311	Bids
4132	Publication Or Creation Of Materials
4232	Publication Or Creation Of Materials
4332	Publication Or Creation Of Materials
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
<u>5020</u>	<u>Parent Rights and Responsibilities</u>
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6000	Concepts And Roles
6011	Academic Standards
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6141.2	Recognition Of Religious Beliefs And Customs
6141.2	Recognition Of Religious Beliefs And Customs
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction

6142.2	World Language Instruction
6142.2	World Language Instruction
6142.6	Visual And Performing Arts Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6174	Education For English Learners
6174	Education For English Learners

Policy 6163.1: Library Media Centers

Status: ADOPTED

Original Adopted Date: 03/01/2011 | Last Revised Date: ~~10~~08/01/2023~~2026~~ | Last Reviewed
Date: ~~10~~08/01/2023~~2026~~

CSBA NOTE: Education Code 18100 requires the Governing Board to provide library services for students and teachers by maintaining school libraries or contracting with another public agency. The following ~~optional~~ policy is intended for use by districts that maintain their own school libraries, but may be modified to meet the needs of districts that enter into an arrangement to receive services from either a county or city library pursuant to Education Code 18130 or 18134; ~~also~~. For more information regarding the establishment of formal agreements with public or private entities to jointly use school or community facilities, see BP 1330.1 - Joint Use Agreements.

The State Board of Education (SBE) has adopted model program standards for school libraries which describe (1) school library standards for students that delineate what students should know and be able to do at each grade level (~~see section, as described in~~ "Library Instruction," below), and (2) school library program standards that describe staffing, access, resources, and infrastructure, including technology, recommended for effective school library programs. The following policy may be modified to reflect state program standards that the district chooses to implement.

The Governing Board recognizes that school libraries support the educational program by providing access to a variety of informational and supplemental resources that can inspire a love of reading, stimulate thought, the exploration of ideas and intellectual exchanges, and contribute to the academic achievement of all students. The Board desires that school libraries be stocked with up-to-date books, reference materials, and electronic resources that promote literacy, support academic standards, contain a broad spectrum of knowledge and viewpoints, accurately reflect and value society's diversity, and prepare students to become lifelong learners.

CSBA NOTE: The following optional paragraph may be revised to reflect district practice.

The Superintendent or designee may, in consultation with teacher librarians, classroom teachers, administrators, parents/guardians, and students as appropriate, develop and regularly update a plan for school libraries that describes the district's goals for school libraries and the distribution of funds to school sites to support libraries. As appropriate, the plan may also address staffing, facilities, selection and evaluation of materials, the development and maintenance of classroom libraries, prevention of loss or damage of library materials, prioritization of needs, and other related matters. The Superintendent or designee shall ensure that the library plan is aligned with the district's local control and accountability plan and other district and school plans.

Student Success Cards

CSBA NOTE: The Local Public Library Partnership Program was established pursuant to Education Code 19340-19345 to ensure that by third grade, all students have access to a local public library that is located within their elementary school attendance area. Pursuant to Education Code 19342, the State Librarian is required to coordinate with each local public library to determine the most effective means to ensure that each third grade student is issued a student success card that

provides access to library services. More information about student success cards is available on the California State Library's webpage, "Student Success Cards for All."

The district may coordinate with the local public library to ensure that, by grade 3, each student is provided with the opportunity to obtain a student success card issued by a local public library that provides access to library services. (Education Code 19341, 19342)

The district may disclose student directory information to the State Librarian and a local public library for purposes of administering the student success cards. (Education Code 19344, 49061; 34 CFR 99.3)

Staffing Staffing

CSBA NOTE: The following optional section may be revised to reflect district practice. Pursuant to Education Code 18120, the Board may appoint one or more librarians to staff school libraries, provided they possess an appropriate credential issued by the Commission on Teacher Credentialing (CTC) as required by Education Code 44868 and 5 CCR 80053. This may include a teacher librarian services credential issued since January 1, 2008 or a library media teacher services credential issued prior to that date. ~~In addition~~ **Additionally**, 5 CCR 80024.6 establishes requirements for an emergency teacher librarian services permit that may be issued when there is an insufficient number of qualified certificated persons to fill available positions.

SBE model program standards recommend a ratio of one full-time teacher librarian per 785 students, plus assignment of a classified paraprofessional (e.g., such as a library technician, or library aide), at least 34 hours per week.

If the district does not employ any teacher librarians, it should modify this policy to reflect the position(s) that are assigned to fulfill the related duties.

To staff school libraries, the district may employ one or more teacher librarians who possess appropriate credentials issued by the Commission on Teacher Credentialing. (Education Code 18120, 44868; 5 CCR 80024.6, 80053)

CSBA NOTE: 5 CCR 80053 specifies the duties that any teacher librarian who possesses an appropriate credential or emergency permit from the CTC is authorized to perform. 5 CCR 80053.1 establishes a special class authorization which authorizes the holder to provide departmentalized instruction in information literacy, digital literacy, and digital citizenship. The district may revise Items #1-8 below to reflect the duties of teacher librarians included in district job descriptions.

The Superintendent or designee may assign teacher librarians to perform the following duties in accordance with the authorizations of their credential: (5 CCR 80053, 80053.1)

1. Instruct students in accessing, evaluating, using, and integrating information and resources in the library program and/or provide departmentalized instruction in information literacy, digital literacy, and digital citizenship
2. Plan and coordinate school library programs with the district's instructional programs through collaboration with teachers

3. Select materials for school and district libraries
4. Develop and deliver staff development programs for school library services
5. Coordinate or supervise library programs at the school or district level
6. Plan and conduct a course of instruction for students who assist in the operation of school libraries
7. Supervise classified personnel assigned school library duties
8. Develop procedures for and management of the school and district libraries

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. **CSBA NOTE:** Pursuant to Education Code 35021, the district may not use volunteer aides in lieu of classified employees whose positions were abolished.

The **Additionally, the** Board ~~also~~ may appoint classified paraprofessionals to serve as library aides or library technicians. Volunteers may assist with school library services in accordance with law, Board policy, and administrative regulation.

Hours of Operation

School libraries shall be open for use by students and teachers during the school day. (Education Code 18103)

CSBA NOTE: The following paragraph is optional.

With the approval of the Board, a school library may be open at other hours outside the school day, including evenings and Saturdays. Any library open to serve students during evening and Saturday hours shall be under the supervision of a certificated employee who consents to the assignment. (Education Code 18103)

Selection ~~and~~, Evaluation, **and Use** of School Library Materials

CSBA NOTE: The following optional section may be revised to reflect district practice. At its discretion, the Board may establish selection criteria that exclude all materials of a sectarian, partisan, or denominational character as authorized by Education Code 18111.

Library materials shall include print and electronic resources that align with the curriculum and are accessible to students with varying cognitive and/or language needs.

Library materials shall be selected and evaluated through a process that invites recommendations from administrators, teachers, other staff, parents/guardians, and students as appropriate.

The Board may exclude from libraries all books, publications, or papers of a sectarian, partisan, or denominational character. (Education Code 18111)

CSBA NOTE: Education Code 243, as added by AB 1078 (Ch. 229, Statutes of 2023), clarifies when it is unlawful discrimination for the Board to (1) refuse to approve the use of any book or other resource in a school library or (2) prohibit the use of any book or other resource in a school library. The Board may not refuse to approve the use of any book or other resource in a school library on the basis that the material includes a study of the role and contributions of specified individuals or groups, unless the study of the role and contributions reflects adversely upon legally protected groups. Additionally, the Board may not prohibit the use of any book or other resource in a school library on the basis that the study of the role and contributions contain inclusive or diverse perspectives.

For more information, the California Department of Education's (CDE) website provides guidance on the removal of instruction or instructional materials. In addition, [pursuant to](#) Education Code 60040.5, as added by AB 1078 (2023), [requires CDE to issue, no later than July 1, 2025, has published](#) guidance regarding how to review instructional materials to ensure that they represent diverse perspectives and are culturally relevant. [Additionally, available on CDE's webpage, "Accurate and Inclusive Curriculum \(AB 1078\)." Pursuant to](#) Education Code 242, as added by AB 1078, [requires CDE to develop, by July 1, 2025, has developed](#) guidance and public educational materials to ensure that all Californians can access information about educational laws and policies that safeguard the right to an accurate and inclusive curriculum.

[Information regarding the adoption of library materials can be found in CSBA's, "Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities," "Instructional Materials Adoption: Local governing board responsibilities," and "State Roles, Responsibilities, and Process for Instructional Materials Adoption," and the California Attorney General's, "Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books."](#)

[Additionally, library materials may not be used in a discriminatory manner. For more information on nondiscrimination, see BP 0410 – Nondiscrimination in District Programs and Activities.](#)

The use of any book or other resource in a school library shall not be rejected or prohibited by the Board or district on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. (Education Code 243)

[Library materials shall be use in accordance with Board Policy 0410 – Nondiscrimination in District Programs and Activities.](#)

Library materials shall be continually evaluated in relation to evolving curricula, new formats of materials, new instructional methods, and the needs of students and teachers. Materials that contain outdated subject matter or are no longer appropriate shall be removed.

All gifts and donations of school library materials shall be subject to the same criteria as materials selected for purchase by the district.

CSBA NOTE: Complaints alleging discrimination based on a violation of Education Code 243, as added by AB 1078, related to the use or prohibited use of any book or other resource in a school library as described above, may be brought under the district's uniform complaint procedures or may be filed directly with the Superintendent of Public Instruction (SPI). Complaints that are filed

directly with the SPI are required to identify the basis for doing so, and present evidence that supports the basis for the direct filing. In such cases, the SPI may directly intervene without waiting for an investigation by the district. See [For more information regarding uniform complaint procedures for complaints alleging discrimination based on a violation of Education Code 243, see BP/AR 1312.3 - Uniform Complaint Procedures.](#)

Complaints regarding the appropriateness of library materials shall be addressed in accordance with Board Policy 1312.2 - Complaints Concerning Instructional Materials and Board Policy 1312.3 - Uniform Complaint Procedures, as applicable.

Fees

Students shall be allowed to borrow school library materials at no charge for use in the library and classrooms as well as out of school. (5 CCR 16042)

CSBA NOTE: Pursuant to 5 CCR 16042, the district shall not charge students for the late return of library materials unless authorized to do so by the Board. [When considering whether to charge fees for the late return of library materials, districts may want to explore ways to make the occurrence of late fees less likely, such as \(1\) automatically renewing a book unless it is requested by another user and/or \(2\) reimbursing the late/replacement fee once a book is returned. The American Library Association's, "Economic Barriers to Library Access: An Interpretation of the Library Bill of Rights," states that fines create a barrier to accessing library services and recommends libraries work to remove policies that create barriers to access or academic success, ensuring equitable access for everyone.](#)

The district should select the option below that reflects district practice. Option 2 may be modified to include the amount that will be charged.

[For more information regarding the potential charging of fees for lost or willfully damaged library books, see AR 3260 – Fees and Charges.](#)

OPTION 1: (No late fees)

Students shall be encouraged to return library materials in a timely manner, but no charge shall be assessed for the late return of materials.

OPTION 1 ENDS HERE

OPTION 2: (Late fees charged)

To encourage students to return materials in a timely manner, a nominal fee shall be charged for the late return of materials.

OPTION 2 ENDS HERE

Library Instruction

CSBA NOTE: In September 2010, SBE adopted model academic standards for library instruction which address what students should know and be able to do at each grade level or grade span in terms of information literacy skills. The introduction to the standards expresses the intent that the standards be taught collaboratively by the classroom teacher and the teacher librarian within the

context of the curriculum. The following ~~optional~~ section reflects the four major categories addressed in the state standards and may be revised to reflect district practice. ~~SBE has also developed a document identifying~~

SBE's, "Examples of Model School Library Standards for California Public Schools Supporting Common Core State Standards (CCSS) for English Language Arts & Literacy in History/Social Studies, Science, and Technical Subjects," identifies examples of where the library instruction standards are aligned with Common Core State Standards. See CDE's website.

Additionally, pursuant to Education Code 33548, the Instructional Quality Commission is required to consider incorporating the Model Library Standards and media literacy content, which encompasses the foundational skills that lead to digital citizenship including the ability to access, analyze, evaluate, and use media and information, into the English language arts/English language development (ELA/ELD) curriculum framework when that framework is next revised and in its criteria for evaluating instructional materials when ELA/ELD instructional materials are next adopted by SBE.

Teacher librarians and/or classroom teachers shall provide library instruction to support the development of students' information literacy skills. Such instruction shall be aligned with the state academic standards for library instruction, consistent with Board policy and administrative regulation, and shall prepare students to:

1. Access information by applying knowledge of the organization of libraries, print materials, digital media, and other sources
2. Evaluate and analyze information to determine appropriateness in addressing the scope of inquiry
3. Organize, synthesize, create, and communicate information
4. Integrate information literacy skills into all areas of learning and pursue information independently to become life-long learners

~~Teacher~~ Additionally, teacher librarians ~~also~~ may provide support to teachers, administrators, and other staff by identifying instructional materials that will aid in the development of curriculum and instructional activities and by providing information about effective and ethical uses of school library services and equipment.

Program Evaluation

CSBA NOTE: The following ~~optional~~ section may be revised to reflect district practice. ~~The district may use an assessment tool such as the CDE's, "Looking at the School Library: An Evaluation Tool," or may develop its own program evaluation indicators or checklist.~~

The Superintendent or designee shall annually assess and report to the Board regarding the condition and use of school libraries. The assessment shall evaluate, at a minimum:

1. Access of students and staff to school libraries during school hours and, as appropriate, access outside the school day
2. The process and frequency by which students are allowed to check out library materials
3. Staffing levels, qualifications, and number of hours worked
4. The quality of the collection at each library, including, but not limited to, the total number of books in the collection, number of books per student, types of materials (fiction, non-fiction, newspapers, magazines, encyclopedias, materials in other languages, and reference materials), alignment with curriculum, provision of a broad spectrum of knowledge and viewpoints, amount expended during the year for the purchase of new resources, and the number of resources discarded and added during the year
5. Any special programs offered at the school to encourage reading and/or library use
6. The adequacy of the facility space and equipment designated for the school library
7. The source(s) and adequacy of funding for school libraries
8. Knowledge by principals, teachers, and library personnel of the process to follow when a library material(s) is challenged

CSBA NOTE: Education Code 18122 requires districts to annually report to CDE on the condition of district school libraries. This survey is conducted online via CDE's [website](#), [webpage](#), "[Library Evaluation](#)."

The district shall, on or before August 31 each year, report to the California Department of Education on the condition of its school libraries for the preceding year ending June 30. (Education Code 18122)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
5 CCR 16040-16043	School libraries
5 CCR 80023-80023.2	Emergency permits; general requirements
5 CCR 80024.6	Emergency teacher librarian services permit
5 CCR 80026-80026.6	Emergency permits; Declaration of Need

5 CCR 80053-80053.1	Teacher librarian services credential
Ed. Code 1703	Coordination of district library services by county superintendent
Ed. Code 1770-1775	Provision of library services by county superintendent
Ed. Code 18100-18203	School libraries
Ed. Code 18300-18571	Union high school district/unified school district library district
Ed. Code 19335-19336	Reading Initiative Program; recommended books
<u>Ed. Code 19340-19345</u>	<u>Local Public Library Partnership Program</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=1.&chapter=7.&part=11.&lawCode=EDC&title=1.&article=5.)
Ed. Code 220	Prohibition of discrimination
Ed. Code 242	Access to information about educational laws and policies regarding right to accurate and inclusive curriculum
<u>Ed. Code 243</u>	<u>Prohibition of discrimination; instructional materials</u> (<u>Prohibition of discrimination; instructional materials</u>)
<u>Ed. Code 33548</u>	<u>Media literacy</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=33548.&lawCode=EDC)
Ed. Code 35021	Volunteer aides
Ed. Code 44868-44869	Qualifications and employment of library media teachers
Ed. Code 45340-45349	Instructional aides
Ed. Code 48907	Exercise of free expression; time, place, and manner rules and regulations
Ed. Code 48950	Speech and other communication
<u>Ed. Code 49061</u>	<u>Definitions; directory information</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=49061&lawCode=EDC)
Ed. Code 51204.5	Social sciences instruction; contributions of specified groups
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 60040-60052	Requirements for instructional materials
<u>Federal</u>	<u>Description</u>
<u>34 CFR 99.1-99.8</u>	<u>Family Educational Rights and Privacy Act</u> (<u>Family Educational Rights and Privacy Act</u>)
Management Resources	Description

California Department of Education Publication	Examples of Model School Library Standards for California Public Schools Supporting Common Core State Standards (CCSS) for English Language Arts & Literacy in History/Social Studies, Science, and Technical Subjects, rev. February 2012
California Department of Education Publication	<u>Looking at the School Library: An Evaluation Tool, 2003</u>
California Department of Education Publication	Model School Library Standards for California Public Schools: K - 12, 2010
California Department of Education Publication	Recommended Literature: Kindergarten Through Grade Twelve <u>e</u>
<u>CA Office of the Attorney General Publication</u>	<u>Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024</u> <u>https://oag.ca.gov/system/files/attachments/press-docs/Legal%20Alert%20Re%20Inclusive%20Curricula.1.9.24.1157CLEAN.pdf</u>
<u>CSBA Publication</u>	<u>State Roles, Responsibilities, and Process for Instructional Materials Adoption, Feb. 2024</u> <u>https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-IM-StateRoles.ashx?la=en&rev=f00baf9bd1af4844b94f99135ca65588</u>
<u>CSBA Publication</u>	<u>Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024</u> <u>https://www.csba.org/-/media/CSBA/Files/GovernanceResources/ResearchPapers/FactSheetIM-LocalRoles-REPD07-2024-1-(1).ashx?la=en&rev=2641c67340e64dd8bd8603a5df03a138</u>
<u>CSBA Publication</u>	<u>Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Governance Brief, Feb. 2024</u> <u>https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/2024-REPD-instructional-materials-brief.ashx</u>
California School <u>American</u> Library Association Publication	Standards and Guidelines for Strong School Libraries, 2004 <u>Economic Barriers to Library Access: An Interpretation of the Library Bill of Rights, June 2025</u> <u>https://www.ala.org/advocacy/intfreedom/librarybill/interpretations/economicbarriers</u>
Website	CSBA District and County Office of Education Legal Services

Website	American Association of School Libraries
<u>Website</u>	<u>American Library Association (https://www.ala.org/)</u>
Website	California Department of Education, School Libraries
Website	California School Library Association
<u>Website</u>	<u>California State Library, Student Success Cards for All (https://www.library.ca.gov/services/to-libraries/success-cards/)</u>
Website	Department of Justice
Website	California Department of Education, Curriculum and Instruction Resources
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0200	Goals For The School District
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0441	Artificial Intelligence
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1240	Volunteer Assistance
1240	Volunteer Assistance
1260	Educational Foundation
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.2-E(1)	Complaints Concerning Instructional Materials
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures

1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1330.1	Joint Use Agreements
1340	Access To District Records
1340	Access To District Records
3260	Fees And Charges
3260	Fees And Charges
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3290	Gifts, Grants And Bequests
3311	Bids
3311	Bids
4112.2	Certification
4112.2	Certification
4113	Assignment
4113	Assignment
4131	Staff Development
4132	Publication Or Creation Of Materials
4222	Teacher Aides/Paraprofessionals
4222	Teacher Aides/Paraprofessionals
4231	Staff Development
4232	Publication Or Creation Of Materials
4331	Staff Development
4332	Publication Or Creation Of Materials
5125.2	Withholding Grades, Diploma Or Transcripts
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
6011	Academic Standards
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation

6142.2	World Language Instruction
6142.2	World Language Instruction
6142.6	Visual And Performing Arts Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6144	Controversial Issues
6154	Homework/Makeup Work
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6162.6	Use Of Copyrighted Materials
6162.6	Use Of Copyrighted Materials
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
7110	Facilities Master Plan

Policy 6164.4: Identification And Evaluation Of Individuals For Special Education **Status:** ADOPTED

Original Adopted Date: 03/01/2007 | **Last Revised Date:** 09/08/01/2021/2026 | **Last Reviewed Date:** 09/08/01/2021/2026

CSBA NOTE: If the Special Education Local Plan Area (SELPA) in which the district participates maintains a policy on this topic, then the following policy and administrative regulation may be deleted and/or modified for consistency with the SELPA's procedures. Districts It is recommended that districts that delete and/or modify this policy ~~should~~ consult ~~CSBA~~ CSBA's District and County Office of Education Legal Services or district legal counsel as appropriate.

Education Code 56300 and 34 CFR 300.111 require each district, SELPA, or county office of education (COE) to actively seek out all residents from birth to age 21 who have disabilities as defined by Education Code 56026. ~~The~~ Additionally, the district, SELPA, or ~~county office~~ COE is also required to include a "child find" process to identify children with disabilities placed by their parents/guardians in private schools; For more information regarding the obligations under state and federal law to locate, identify, evaluate, and provide equitable services to children voluntarily enrolled by their parents/guardians in private schools located within the district, see BP/AR 6164.41 - Children with Disabilities Enrolled by Their Parents in Private Schools.

Pursuant to Education Code 56320.1, identification, evaluation, assessment, and instructional planning procedures for children younger than age 3 ~~must~~ are required to conform with Education Code 56425-56432 and the California Early Intervention Services Act (Government Code 95000-95029). Pursuant to Government Code 95014, the California Department of Education (CDE) and local education agencies are responsible for providing early intervention services to infants and toddlers who have visual, hearing, or severe orthopedic impairments; ~~the~~ The Department of Developmental Services and its regional centers ~~must~~ are required to provide services to all other eligible children in this age group. Additionally, Government Code 95014 ~~also~~ requires regional centers and local education agencies to coordinate family service plans for infants and toddlers and their families. Education Code 56441.11 sets forth eligibility criteria for preschool children ages 3-5.

CDE's, "Proposed Tools and Process for the Early Identification of Developmental Delays and Learning Disabilities," provides tools and a process for the early identification of children between 2-6 years of age who are at risk for developmental delays or learning disabilities.

The Governing Board recognizes the need to actively seek out and evaluate district residents from birth to 21 years of age ~~21~~ who have disabilities in order to provide them with appropriate educational opportunities in accordance with state and federal law.

CSBA NOTE: Education Code 56301 **mandates** that districts, SELPAs, or county offices have policies and procedures for a continuous "child find" system which addresses the relationships among identification, screening, referral, evaluation, planning, implementation, review, and triennial assessment.

In the "Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities

Education Act," the U.S. Department of Education encourages districts to reexamine the efficacy of existing child find practices in light of the educational disruptions caused by the COVID-19 pandemic.

Pursuant to Education Code 56302.5, the term "assessment" as used in state law has the same meaning as "evaluation" provided in 20 USC 1414, the federal Individuals with Disabilities Education Act (IDEA), and accompanying federal regulations. The following policy and administrative regulation use the terms interchangeably.

The Superintendent or designee shall establish a comprehensive child find system that includes procedures for the identification, screening, referral, assessment, and triennial assessment of individuals eligible for special education, as well as procedures for the planning, implementation, and review of the special education and related services provided to such individuals. (Education Code 56301)

The district's identification procedures shall include systematic methods for utilizing referrals from parents/guardians, teachers, agencies, appropriate professionals, and other members of the public, and shall be coordinated with school site procedures for referral of students whose needs cannot be met with modifications to the regular instructional program. (Education Code 56302)

CSBA NOTE: Education Code 56301 **mandates** policy ensuring the following notification. See the accompanying administrative regulation for specific notification requirements. Additionally, pursuant to Education Code 56301, as amended by SB 373 (Ch. 579, Statutes of 2025), students are required to be given a copy of their rights and procedural safeguards in accordance with 20 USC 1415 and 34 CFR 300.504.

The Superintendent or designee shall notify parents/guardians and students, in writing, of their rights related to identification, referral, assessment, instructional planning, implementation, and review, including the right to consent to ~~any~~an assessment ~~concerning their child~~. ~~In addition of the student.~~ Additionally, the Superintendent or designee shall notify parents/guardians and students of procedures for initiating a referral for assessment to identify individuals for special education services. (Education Code 56301)

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 3021-3029

5 CCR 3030-3031

Ed. Code 97

Ed. Code 44265.5

Ed. Code 56000-56885

Description

Identification, referral, and assessment

Eligibility criteria

Emotional disability; definition

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=97&lawCode=EDC)

Professional preparation for teachers of impaired students

Special education programs

Ed. Code 56043	Special education; timelines
Ed. Code 56195.8	Adoption of policies
Ed. Code 56300-56305	Identification of individuals with disabilities
Ed. Code 56320-56330	Assessment
Ed. Code 56333-56338	Eligibility for specific learning disabilities
Ed. Code 56340-56347	Individualized education program teams
Ed. Code 56362	Distribution of IEP assessments
	https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=56362&lawCode=EDC
Ed. Code 56381	Reassessment of students
Ed. Code 56425-56432	Early education for individuals with disabilities
Ed. Code 56441.11	Eligibility criteria; children <u>ages</u> 3-5 <u>years of age</u>
Ed. Code 56445	Transition to grade school; reassessment
Ed. Code 56500-56509	Procedural safeguards
Gov. Code 95000-95029.5	California Early Intervention Services Act
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 1412	State eligibility
20 USC 1415	Procedural safeguards
34 CFR 104.35	Evaluation and placement
34 CFR 104.36	Procedural safeguards
34 CFR 300.1-300.818	Individuals with Disabilities Education Act
34 CFR 300.301-300.306	Evaluations and reevaluations
34 CFR 300.323	When IEPs must be in effect
34 CFR 300.502	Independent educational evaluation of student with disability
34 CFR 300.504	Procedural safeguards
	https://www.ecfr.gov/current/title-34/subtitle-B/chapter-III/part-300/subpart-E/section-300.504
34 CFR 303.1-303.734	Early Intervention Program for Infants and Toddlers with Disabilities

Management Resources

Description

California Department of Education Publication	California Practitioners' Guide for Educating English Learners with Disabilities, 2019
California Department of Education Publication	Proposed Tools and Process for the Early identification of Developmental Delays and Learning Disabilities, October 2023 (https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030855&revid=pMLq8NzgB9ZJPYqozXDUSg==&ppage=0&st=early%20identification%20&mt=Exact&isfrsm=true)
Court Decision	N.B. and C.B v. Hellgate Elementary School District (9th Cir. 2008) 541 F.3d 1202
Court Decision	Compton Unified School District v. Addison (9th Cir. 2010) 598 F.3d 1181
Court Decision	Timothy O. v. Paso Robles Unified School District (9th Cir. 2016) 822 F.3d 1105
Court Decision	M.M. v. Lafayette School District (9th Cir. 2014) 767 F.3d 842
Court Decision	Hood v. Encinitas Union School District (2007) 486 F.3d 1099
Federal Register	Rules and Regulations, August 14, 2006, Vol. 71, Number 156, pages 46539-46845
U.S. Department Of Education Publication	Long COVID under Section 504 and the IDEA: A Resource to Support Children, Students, Educators, Schools, Service Providers, and Families, July 2021
U.S. Department Of Education Publication	Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act, August 2021
U.S. Department of Education Publication	A Response to Intervention (RTI) Process Cannot Be Used to Delay-Deny an Evaluation for Eligibility under the Individuals with Disabilities Education Act (IDEA): Memorandum 11-07, January 2011
U.S. Department of Education Publication	Guidance on State General Supervision Responsibilities under Parts B and C of IDEA, July 2023 (https://sites.ed.gov/idea/idea-files/guidance-on-state-general-supervision-responsibilities-under-parts-b-and-c-of-the-idea-july-24-2023/)
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education, Special Education
Website	State Department of Developmental Services (https://www.dds.ca.gov/)
Website	U.S. Department of Education, Office of Special Education Programs

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3541.2	Transportation For Students With Disabilities
3552	Summer Meal Program
3552	Summer Meal Program
4112.23	Special Education Staff
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6120	Response To Instruction And Intervention
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education

6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6163.2	Animals At School
6163.2	Animals At School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.5	Student Success Teams
6164.5	Student Success Teams
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6183	Home And Hospital Instruction

Regulation 6164.4: Identification And Evaluation Of Individuals For Special Education

Status: ADOPTED

Original Adopted Date: 03/01/2007 | Last Revised Date: 12/08/01/2022/2026 | Last Reviewed Date: 12/08/01/2022/2026

CSBA NOTE: Pursuant to Education Code 56303, a student should be referred for special education instruction and services only after the resources of the regular education program such as Response to Instruction and Intervention (RtI2) strategies have been considered and, where appropriate, utilized. However, the U.S. Department of Education's Office of Special Education Programs (OSEP) Memorandum 11-07 emphasizes that districts have an obligation to ensure that evaluations of children suspected of having a disability are not delayed or denied because of the implementation of response to intervention strategies.

In the, "Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act," OSEP encourages districts to reexamine the efficacy of existing child find practices and initiate new activities in light of the educational disruptions caused by the COVID-19 pandemic, including through additional screenings; efforts to increase awareness about special education supports and the effects of the COVID-19 pandemic on students' academic performance and social-emotional, behavioral, and mental health needs; public awareness campaigns about developmental screenings in settings frequented by families such as health departments, physician's offices, public parks, amusement parks, shopping malls, and children's stores; social media campaigns on multiple online platforms; partnering with stakeholders such as parent-teacher organizations; and holding screening events in the community.

Additionally, OSEP emphasizes that students who are experiencing long-term COVID-19 effects ~~must~~are required to be referred for special education evaluation if their symptoms (, such as fatigue, mood changes, or difficulty concentrating), are adversely impacting their ability to participate and learn in the general curriculum.

The obligation of a district to refer a student for special education evaluation is a fact-specific determination that ~~must~~is required to be made on a case-by-case basis.

The Superintendent or designee shall ensure that the district's child find process includes the collection of student data and, at reasonable intervals, ~~the screening of such data to~~ identify, locate and evaluate students with known or suspected disabilities and determine if ~~students~~ whether special education and related services are making adequate progress, as appropriateneeded.

A student shall be referred for special education instruction and services only after the resources of the regular education program have been considered and used where appropriate. (Education Code 56303)

However, the district shall ensure that evaluations of children suspected of having a disability are not delayed or denied because of the implementation of response to intervention strategies.

CSBA NOTE: Pursuant to 34 CFR 300.301, a parent/guardian or district may request an initial evaluation to determine if a student is a student with a disability. OSEP Memorandum 11-07 emphasizes that if a parent/guardian requests an evaluation, and the district agrees with the parent/guardian that the student may be eligible for special education and related services, the district mustis required to evaluate the child. If the district does not suspect that the child has a disability and denies the request for an initial evaluation, the district mustis required to provide prior written notice to the parent/guardian, pursuant to 34 CFR 300.503, explaining the basis for such decision.

A parent/guardian or the district may initiate a request for an initial evaluation to determine if the student is a student with a disability. (34 CFR 300.301)

When a verbal referral is made, staff shall offer assistance to the individual to make the request in writing and shall assist the individual if the individual requests such assistance. (5 CCR 3021)

All referrals from school staff for an initial evaluation shall include a brief reason for the referral and description of the regular program resources that were considered and/or modified for use with the student and, when appropriate, the results of intervention. This documentation shall not delay the timelines for completing the assessment plan or assessment. (5 CCR 3021)

Initial Evaluation for Special Education Services

Before the initial provision of special education and related services to a student with a disability, the district shall conduct an individual initial evaluation of the student's educational needs related to all areas of suspected disability. (Education Code 56320; 34 CFR 300.301)

Upon receipt of a referral of any student for special education and related services, a proposed evaluation plan shall be developed within 15 calendar days, not counting days between the student's regular school sessions or terms or calendar days of school vacation in excess of five school days, unless the parent/guardian agrees, in writing, to an extension. If the referral is made ~~within~~with 10 or fewer days ~~or less prior to~~remaining before the end of the student's regular school year or term, the proposed evaluation plan shall be developed within 10 days after the beginning of the next regular school year or term. (Education Code 56043, 56321)

The proposed evaluation plan shall meet all of the following requirements: (Education Code 56321)

1. Be in a language easily understood by the general public

CSBA NOTE: 34 CFR 300.29 defines "native language" as the language normally used by the individual.

2. Be provided in the native language of the parent/guardian or other mode of communication used by the parent/guardian unless it is clearly not feasible
3. Explain the ~~types~~type(s) of evaluation(s) to be conducted
4. State that no individualized education program (IEP) will result from the evaluation without parent/guardian consent

A copy of the notice of a parent/guardian's rights and procedural safeguards shall be attached to the evaluation plan. (Education Code 56321)

The proposed written evaluation plan shall include a description of recent assessments conducted, including available independent assessments and assessment information requested by the parent/guardian to be considered, as well as information indicating the student's primary language and the student's primary language proficiency as determined by Education Code ~~section~~ 52164.1. (5 CCR 3022)

CSBA NOTE: 34 CFR 300.504 requires the district to provide parents/guardians with written notice prior to conducting the initial evaluation. For contents of the prior written notice, see AR 6159.1 - Procedural Safeguards and Complaints for Special Education.

Education Code 56329 clarifies the factors to consider when making a determination of eligibility, reflected in Item #2 below and specifies circumstances in which a parent/guardian may be entitled to an independent educational evaluation (IEE), reflected in Items #4 and 5 below.

Before conducting an initial evaluation, the district shall provide the parent/guardian with prior written notice in accordance with 34 CFR 300.503. ~~In addition~~ Additionally, as part of the evaluation plan, the parent/guardian shall receive written notice that includes all of the following information: (Education Code 56329; 34 CFR 300.304, 300.502, 300.504)

1. Upon completion of the administration of tests and other evaluation materials, an IEP team meeting that includes the parent/guardian or the parent/guardian's representative shall be scheduled pursuant to Education Code 56341:

_____ At this meeting, the team shall determine whether ~~or not~~ the student is a student with disabilities, as defined in Education Code 56026, and shall discuss the evaluation, the educational recommendations, and the reasons for the recommendations.

2. When making a determination of eligibility for special education, the district shall not determine that the student is disabled if the primary factor for such determination is lack of appropriate instruction in reading, including the essential components of reading instruction as defined in 20 USC 6368, lack of appropriate instruction in mathematics, or limited English proficiency, if the student does not otherwise meet the eligibility criteria under 34 CFR 300.8.

3. A copy of the evaluation report and the documentation of determination of eligibility shall be given to the parent/guardian.
4. If the parent/guardian disagrees with an evaluation obtained by the district, the parent/guardian has the right to obtain, at public expense, an independent educational evaluation (IEE) of the student from qualified specialists, in accordance with 34 CFR 300.502.

_____ The parent/guardian is entitled to only one such evaluation at public expense each time the district conducts an assessment with which the parent/guardian disagrees.

If the district observed the student in conducting its evaluation, or if its evaluation procedures make it permissible to have in-class observation of the student, an equivalent opportunity shall apply to the IEE. This equivalent opportunity shall apply to the student's current placement and setting as well as observation of the district's proposed placement and setting, if any, regardless of whether the IEE is initiated before or after the filing of a due process hearing proceeding.

5. The district may initiate a due process hearing pursuant to Education Code 56500-56508 to show that its evaluation is appropriate.

_____ If the final decision resulting from the due process hearing is that the evaluation is appropriate, the parent/guardian maintains the right for an IEE, but not at public expense.

If the parent/guardian obtains an IEE at private expense, the results of the IEE shall be considered by the district with respect to the provision of a free appropriate public education (FAPE) to the student, and may be presented as evidence at a due process hearing regarding the student. If the district observed the student in conducting its evaluation, or if its evaluation procedures make it permissible to have in-class observation of a student, an equivalent opportunity shall apply to an IEE of the student in the student's current educational placement and setting and in any educational placement and setting proposed by the district, regardless of whether the IEE is initiated before or after the filing of a due process hearing.

6. If the parent/guardian proposes a publicly financed placement of the student in a nonpublic school, the district shall have an opportunity to observe the proposed placement and, if the student has already been unilaterally placed in the nonpublic school by the student's parent/guardian, the student in that proposed placement.

_____ Any such observation shall only be of the student who is the subject of the observation and shall not include the observation or evaluation of any other student in the proposed placement unless that other student's parent/guardian consents to the observation or evaluation. The results of any observation or evaluation of another student in violation of Education Code 56329(d) shall be inadmissible in any due process or judicial proceeding regarding FAPE of that other student.

Parent/Guardian Consent for Evaluations

CSBA NOTE: Pursuant to Education Code 56321 and 34 CFR 300.300, the district ~~must~~ is required to first obtain parent/guardian consent before conducting (1) an initial evaluation to determine if the student is a student with a disability or (2) a reevaluation to determine if the student continues to be a student with a disability. See AR 6159 - Individualized Education Program for language regarding parent/guardian consent for the provision of special education services, including the right to revoke such consent.

In *M.M. v. Lafayette School District*, the Ninth Circuit Court of Appeals concluded that the district had a procedural duty to provide the parents with their child's response to instruction (RTI) data when the district sought to obtain their consent for the initial evaluation. The district's failure to provide the parents with the RTI data as part of the initial evaluation resulted not only in a procedural violation but also a substantive violation of the Individuals with Disabilities Education Act (IDEA) since the failure prevented the parents from meaningfully participating in the IEP process.

Consent means that the parent/guardian: (Education Code 56021.1; 34 CFR 300.9)

1. Has been fully informed, in the parent/guardian's native language or other mode of communication, of all information relevant to the activity for which consent is sought
2. Understands and agrees, in writing, to the carrying out of the activity for which parent/guardian consent is sought and the consent describes that activity and lists the records (if any) that will be released and to whom
3. Understands that the granting of consent is voluntary on the parent/guardian's part and may be revoked at any time
4. Understands that if the parent/guardian revokes consent, that revocation is not retroactive (~~i.e.,~~ such that it does not negate an action that has occurred after the consent was given and before the consent was revoked).

 The district is not required to amend the education records of a student to remove any reference to the student's receipt of special education and services if the student's parent/guardian submits a written revocation of consent after the initial provision of special education and related services to the student.

Upon receiving the proposed evaluation plan, the parent/guardian shall have at least 15 days to decide whether to consent to the initial evaluation. The district shall not interpret parent/guardian consent for initial evaluation as consent for initial placement or initial provision of special education services. (Education Code 56321; 34 CFR 300.300)

The district shall make reasonable efforts to obtain the consent of the parent/guardian for an initial evaluation or reevaluation of a student. (Education Code 56321; 34 CFR 300.300, 300.322)

CSBA NOTE: It is recommended that the district maintain a record of its attempts to obtain consent, as provided in Items #1-3 below.

The district shall maintain a record of its attempts to obtain consent, such as: (Education Code 56341.5)

1. Detailed records of telephone calls made or attempted and the results of those calls
2. Copies of correspondence sent to the parent/guardian and any responses received
3. Detailed records of visits made to the parent/guardian's home or place of employment and the results of those visits

CSBA NOTE: Education Code 56321 and 34 CFR 300.300 provide that if a parent/guardian refuses to consent to an evaluation, the district may, but is not required to, utilize the due process procedures to pursue the evaluation. However, if the district declines to pursue the evaluation, the district does not violate its child find obligations under state and federal law.

If a parent/guardian refuses to consent to the initial evaluation or fails to respond to a request to provide consent, the district may, but is not required to, pursue an evaluation by utilizing the procedural safeguards, including the mediation and due process procedures pursuant to 20 USC 1415 and 34 CFR 300.506-300.516. (Education Code 56321; 34 CFR 300.300)

For a student who is a ward of the state and not residing with the student's parent/guardian, the district shall make reasonable efforts to obtain the consent from the parent/guardian of the student for an initial evaluation to determine whether the student is a student with a disability. The district may conduct an initial evaluation without obtaining consent of the parent/guardian if any of the following situations exists: (Education Code 56321.1; 20 USC 1414; 34 CFR 300.300)

1. Despite reasonable efforts to do so, the district cannot discover the whereabouts of the parent/guardian of the student
2. The rights of the parent/guardian of the student have been terminated in accordance with state law
3. The rights of the parent/guardian to make educational decisions have been subrogated by a judge in accordance with state law and consent for an initial evaluation has been given by an individual appointed by the judge to represent the student

The district need not obtain parent/guardian consent before reviewing existing data as part of an evaluation or reevaluation, or before administering a test or other evaluation that is administered to all students, unless consent is required from the parents/guardians of all students. (Education Code 56321; 34 CFR 300.300)

Conduct of the Evaluation

Within 60 calendar days of receiving ~~parental~~ parent/guardian consent for the initial assessment of a

student, not counting days between the student's regular school sessions, terms, or days of school vacation in excess of five schooldays, a determination ~~of~~ whether the student is eligible for special education and the educational needs of the student shall be made, an IEP team meeting shall occur, and an IEP shall be developed, unless the parent/guardian agrees in writing to an extension, pursuant to Education Code 56344. If the 60-day time is interrupted by a student school vacation, the 60-day time shall recommence on the date that student ~~schooldays~~ school days reconvene and ~~a~~ A meeting to develop an initial IEP for the student shall be conducted within 30 days of a determination that the student needs special education and related services. (Education Code 56043, 56344)

However, when a referral has been made for a student 30 days or less prior to the end of the regular school year, an IEP required as a result of an assessment of the student shall be developed within 30 days after the commencement of the subsequent regular school year. (Education Code 56043, 56344; 34 CFR 300.301, 300.323)

The evaluation shall be conducted by qualified personnel who are competent to perform the assessment as determined by the district. (Education Code 56322)

~~In addition~~ Additionally, evaluations and reevaluations shall be administered by qualified personnel who are competent in the oral or sign language skills and written skills of the student's primary language or mode of communication and have a knowledge and understanding of the cultural and ethnic background of the student. If it is clearly not feasible to do so, an interpreter shall be used, and the assessment report shall document this condition and note that the validity of the assessment may have been affected. The normal process of second-language acquisition, as well as manifestations of dialect and sociolinguistic variance shall not be diagnosed as a disabling condition. (5 CCR 3023)

The screening of a student by a teacher or specialist to determine appropriate instructional strategies for curriculum implementation shall not be considered to be an evaluation for eligibility for special education and related services. (Education Code 56321; 20 USC 1414; 34 CFR 300.302)

In conducting the evaluation, the district shall use a variety of assessment tools and strategies to gather relevant functional, developmental, and academic information about the student. The district shall also use any information provided by the parent/guardian that may assist the district in making the determination as to whether the student is a student with a disability and, if so, the necessary components of the student's IEP when the IEP is developed, including information related to enabling the student to be involved in and to progress in the general education curriculum. (34 CFR 300.304)

The district's evaluation shall not use any single measure or assessment as the sole criterion for determining whether a student is a student with a disability and for determining the appropriate educational program for the student. The assessment shall use technically sound instruments that may assess the relative contribution of cognitive and behavioral factors in addition to physical or developmental factors. (Education Code 56320; 34 CFR 300.304)

The ~~Additionally, the~~ district shall ~~also~~ ensure that assessments and other evaluation materials provide relevant information that assists in determining the student's educational needs and are: (Education Code 56320; 34 CFR 300.304)

1. Selected and administered so as not to be discriminatory on a ~~racial, cultural, or sexual~~ the basis of race, culture, or sex
2. Provided and administered in the student's native language or other mode of communication and in the form most likely to yield accurate information on what the student knows and can do academically, developmentally, and functionally, unless it is clearly not feasible to so provide or administer
3. Used for the purposes for which the assessments or measures are valid and reliable
4. Administered by trained and knowledgeable personnel ~~except,~~ ensuring that any individually administered tests of intellectual or emotional functioning ~~shall be~~ are administered by a credentialed school psychologist
5. Administered in accordance with any instructions provided by the producer of the assessments
6. Tailored to assess specific areas of educational need and not merely designed to provide a single general intelligence quotient
7. If administered to a student with impaired sensory, manual, or speaking skills, selected and administered to best ensure that the results accurately reflect the student's aptitude or achievement level or whatever other factors the test purports to measure, rather than reflecting the child's impaired sensory, manual, or speaking skills ~~{, unless those skills are the factors that the test purports to measure}~~.

Students shall be assessed in all areas related to the suspected disability, including, if appropriate, health and development, vision (including low vision), hearing, motor abilities, language function, general intelligence, academic performance, communicative status, self-help, orientation and mobility skills, career and vocational abilities and interests, and social and emotional status. When appropriate, a developmental history shall be obtained. For students with residual vision, a low vision assessment shall be provided in accordance with guidelines established pursuant to Education Code 56136. The district shall ensure that the evaluation is sufficiently comprehensive to identify all of the student's special education and related service needs, regardless of whether ~~or not~~ commonly linked to the disability category in which the student has been classified. (Education Code 56320; 34 CFR 300.304)

As part of the initial evaluation and any reevaluation, the IEP team and other qualified professionals shall, if appropriate, review existing evaluation data on the student, including evaluations and

information provided by the parents/guardians, current classroom-based local or state assessments and classroom-based observations, and observations by teachers and related services providers. On the basis of that review and input from the student's parent/guardian, the team shall identify what additional data, if any, are needed to determine: (Education Code 56381; 34 CFR 300.305)

1. Whether the student is a student with a disability, or in the case of a reevaluation, whether the student continues to have a disability, and the educational needs of the student
2. The present levels of academic achievement and related developmental needs of the student
3. Whether the student needs, or continues to need, special education and related services
4. Whether any additions or modifications to the special education and related services are needed to enable the student to meet the measurable annual goals set out in the student's IEP and to participate, as appropriate, in the general education curriculum

If a student has transferred from another district in the same school year or leaves this district, the district shall coordinate with the student's prior or subsequent district as necessary and as expeditiously as possible to ensure prompt completion of full evaluations. (Education Code 56320; 34 CFR 300.304)

Evaluation Report

The personnel who evaluate the student shall prepare a written report of the results of each evaluation. The report shall include, but not be limited to, the following: (Education Code 56327)

1. Whether the student may need special education and related services
2. The basis for making the determination
3. The relevant behavior noted during the observation of the student in an appropriate setting
4. The relationship of that behavior to the student's academic and social functioning
5. The educationally relevant health, developmental, and medical findings, if any
6. For students with learning disabilities, whether there is such a discrepancy between achievement and ability that it cannot be corrected without special education and related services

7. A determination concerning the effects of environmental, cultural, or economic disadvantage, where appropriate
8. The need for specialized services, materials, and equipment for students with low incidence disabilities, consistent with Education Code 56136

Eligibility Determination

CSBA NOTE: The following section contains procedures for determining a student's eligibility for special education and related services. Education Code 56334-56338 and 34 CFR 300.307-300.311 provide additional procedures for conducting the evaluation and making the determination for eligibility of a student with specific learning disabilities.

Upon completion of the administration of assessments and other evaluation measures, a group of qualified professionals and the parent/guardian shall determine whether the student is a student with a disability as defined in 5 CCR 3030 and 34 CFR 300.8 and, if so, the student's educational needs. In interpreting the data, the group shall draw information from a variety of sources, including aptitude and achievement tests, parent/guardian input, and teacher recommendations, as well as information about the student's physical condition, social or cultural background, and adaptive behavior. The group shall ensure that the information obtained from these sources is documented and carefully considered. (34 CFR 300.306)

CSBA NOTE: Pursuant to Education Code 97, the term "emotional disturbance" for purposes of federal law may be interchanged with the term "emotional disability" for purposes of state law. Use of this alternate term is recommended where doing so would reduce stigma or otherwise encourage the student's participation in the IEP process.

If the student is eligible under the criteria for "emotional disturbance," as defined in 5 CCR 3030 and 34 CFR 300.8, the student may be identified as having an "emotional disability" pursuant to Education Code 97.

CSBA NOTE: Education Code 56329 requires districts to provide notice about specific factors in making the determination of eligibility as part of the district's evaluation plan. See ~~section above entitled~~ For more information regarding the determination of eligibility, including notice requirements, see "Initial Evaluation for Special Education Services," above.

When making a determination of eligibility for special education and related services, the district shall not determine that a student is disabled if the primary factor for such determination is a lack of appropriate instruction in reading, including the essential components of reading instruction pursuant to 20 USC 6368, lack of instruction in mathematics, limited English proficiency, or that the student does not otherwise meet the eligibility criteria. (Education Code 56329; 34 CFR 300.306)

The normal process of second-language acquisition, as well as manifestations of dialect and sociolinguistic variance, shall not be diagnosed as a disabling condition. (5 CCR 3023)

Independent Educational Evaluation

CSBA NOTE: 34 CFR 300.502 requires the district to provide parents/guardians, upon request for an IEE, information about where an IEE may be obtained and the district's criteria for the evaluation, including the location of the evaluation, qualifications of the examiner, and timelines for obtaining the evaluation. These criteria ~~must~~are required to be the same as the criteria that the district uses for district-initiated evaluations. ~~In addition~~Additionally, Education Code 56329 requires districts to provide notice about parent/guardian rights to an IEE as part of the proposed evaluation plan; see ~~section above entitled~~. For more information regarding the determination of eligibility, including notice requirements, see "Initial Evaluation for Special Education Services-" . ~~above~~above. Districts may wish to modify the following section to include specific criteria developed by the district or special education local plan area, as appropriate.

An independent educational evaluation is defined as an evaluation conducted by a qualified examiner who is not employed by the district. (34 CFR 300.502)

Public expense means that the district either pays for the full cost of the IEE or ensures that the evaluation is otherwise provided at no cost to the parent/guardian. (34 CFR 300.502)

The parents/guardians of a student with a disability have the right to obtain an IEE at public expense under the same criteria, including the location of the evaluation and the qualifications of the examiner, that the district uses for a district-initiated evaluation. (34 CFR 300.502)

The parent/guardian is entitled to only one IEE at public expense each time the district conducts an evaluation with which the parent/guardian disagrees. (Education Code 56329; 34 CFR 300.502)

If a parent/guardian has requested an IEE, the district may ask for the reason that the parent/guardian objects to the district's evaluation. However, the parent/guardian is not required to provide an explanation and the district may not unreasonably delay either providing the IEE at public expense or filing a due process complaint to request a due process hearing to defend the public evaluation. (34 CFR 300.502)

Upon receiving the request for an IEE, the district shall, without unnecessary delay, either: (34 CFR 300.502)

1. File a due process complaint to request a hearing to show that its evaluation is appropriate
2. Ensure that an IEE is provided at public expense, unless the district demonstrates at a hearing that the evaluation obtained by the parent/guardian did not satisfy the district's criteria

If a due process hearing decision determines that the district's evaluation is appropriate, then the parent/guardian may obtain an IEE but not at public expense. (Education Code 56329; 34 CFR 300.502)

In any decision made with respect to providing FAPE to a student with a disability, the result of any IEE obtained by the student's parent/guardian shall be considered by the district if it meets district

criteria. Any such result also may be presented as evidence at a hearing on a due process complaint. (Education Code 56329; 34 CFR 300.502)

Coordinating Transitions

CSBA NOTE: Government Code ~~95008~~, as amended by SB 188 (Ch. 49, Statutes of 2022), 95013.1 requires each district to designate a main point of contact for coordinating and completing, with other agencies and persons, the transition of a child and family from infant/toddler programs to preschool (Part C to Part B of IDEA), including establishing practices to educate and support families during the transition.

Pursuant to Government Code 95012, as amended by SB 163 (Ch. 80, Statutes of 2026), the California Department of Education is required to enter into an interagency agreement with the California Department of Developmental Services (CDDS) to facilitate a seamless transition between services under Part C and Part B of the IDEA and to collaborate with CDDS as they develop and disseminate written directives for transition practices between those parts.

The district designates the individual listed below as the main point of contact for coordinating and completing, with other agencies and persons, the transition of a child and family from infant/toddler programs to preschool (Part C to Part B of the federal Individuals with Disabilities Education Act), including establishing practices to educate and support families during the transition: (Government Code ~~95008~~95013.1)

(title or position)

(address)

(telephone number)

(email)

Reevaluation

A reevaluation shall be conducted when the district determines that the educational or related service needs of the student, including improved academic achievement and functional performance, warrant a reevaluation or if the student's parent/guardian or teacher requests reevaluation. Such reevaluations shall occur every three years, unless the parent/guardian and district agree in writing that a reevaluation is unnecessary. A reevaluation may not occur more than once a year, unless the parent/guardian and the district agree otherwise. (Education Code 56043, 56381; 34 CFR 300.303)

The district shall ensure that any reevaluations of the student are conducted in accordance with the evaluation procedures pursuant to 34 CFR 300.304-300.311. (34 CFR 300.303)

CSBA NOTE: The following paragraph is for use by districts that offer grades Kkindergarten-1.

Before entering kindergarten or first grade, ~~as the case may be~~, children with disabilities who are in a preschool program shall be reevaluated to determine if they still need special education and services. IEP teams shall identify a means of monitoring the continued success of children who are determined to be eligible for less intensive special education programs. (Education Code 56445)

CSBA NOTE: The district's point of contact, identified pursuant to Government Code ~~95008~~, as amended by SB 188, 95013.1 for coordinating and completing the transition of a child and family from infant/toddler programs to preschool, may coordinate the reevaluation of children with disabilities who are in a preschool program and the progress of children who are determined to be eligible for less intensive special education programs, as described below.

The district's point of contact for coordinating and completing the transition of a child and family from infant/toddler programs to preschool, may coordinate the reevaluation and monitoring as described above for kindergarten or first grade.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

5 CCR 3021-3029

5 CCR 3030-3031

Ed. Code 97

Ed. Code 44265.5

Ed. Code 56000-56885

Ed. Code 56043

Ed. Code 56195.8

Ed. Code 56300-56305

Ed. Code 56320-56330

Ed. Code 56333-56338

Ed. Code 56340-56347

Ed. Code 56362

Description

Identification, referral, and assessment

Eligibility criteria

Emotional disability; definition

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=97&lawCode=EDC)

Professional preparation for teachers of impaired students

Special education programs

Special education; timelines

Adoption of policies

Identification of individuals with disabilities

Assessment

Eligibility for specific learning disabilities

Individualized education program teams

Distribution of IEP assessments

(https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=56362&lawCode=EDC)

Ed. Code 56381	Reassessment of students
Ed. Code 56425-56432	Early education for individuals with disabilities
Ed. Code 56441.11	Eligibility criteria; children <u>ages</u> 3-5 <u>years of age</u>
Ed. Code 56445	Transition to grade school; reassessment
Ed. Code 56500-56509	Procedural safeguards
Gov. Code 95000-95029.5	California Early Intervention Services Act
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 1412	State eligibility
20 USC 1415	Procedural safeguards
34 CFR 104.35	Evaluation and placement
34 CFR 104.36	Procedural safeguards
34 CFR 300.1-300.818	Individuals with Disabilities Education Act
34 CFR 300.301-300.306	Evaluations and reevaluations
34 CFR 300.323	When IEPs must be in effect
34 CFR 300.502	Independent educational evaluation of student with disability
<u>34 CFR 300.504</u>	<u>Procedural safeguards</u> (https://www.ecfr.gov/current/title-34/subtitle-B/chapter-III/part-300/subpart-E/section-300.504)
34 CFR 303.1-303.734	Early Intervention Program for Infants and Toddlers with Disabilities
Management Resources	Description
California Department of Education Publication	California Practitioners' Guide for Educating English Learners with Disabilities, 2019
<u>California Department of Education Publication</u>	<u>Proposed Tools and Process for the Early identification of Developmental Delays and Learning Disabilities, October 2023</u> (https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=36030855&revid=pMLq8NzgB9ZJPYqozXDUSg==&ppage=0&st=early%20identification%20&mt=Exact&isfrsm=true)
Court Decision	N.B. and C.B v. Hellgate Elementary School District (9th Cir. 2008) 541 F.3d 1202

Court Decision	Compton Unified School District v. Addison (9th Cir. 2010) 598 F.3d 1181
Court Decision	Timothy O. v. Paso Robles Unified School District (9th Cir. 2016) 822 F.3d 1105
Court Decision	M.M. v. Lafayette School District (9th Cir. 2014) 767 F.3d 842
Court Decision	Hood v. Encinitas Union School District (2007) 486 F.3d 1099
Federal Register	Rules and Regulations, August 14, 2006, Vol. 71, Number 156, pages 46539-46845
U.S. Department Of Education Publication	Long COVID under Section 504 and the IDEA: A Resource to Support Children, Students, Educators, Schools, Service Providers, and Families, July 2021
U.S. Department Of Education Publication	<u>Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act, August 2021</u>
U.S. Department of Education Publication	A Response to Intervention (RTI) Process Cannot Be Used to Delay-Deny an Evaluation for Eligibility under the Individuals with Disabilities Education Act (IDEA): Memorandum 11-07, January 2011
<u>U.S. Department of Education Publication</u>	<u>Guidance on State General Supervision Responsibilities under Parts B and C of IDEA, July 2023</u> <u>(https://sites.ed.gov/idea/idea-files/guidance-on-state-general-supervision-responsibilities-under-parts-b-and-c-of-the-idea-july-24-2023/)</u>
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education, Special Education
<u>Website</u>	<u>State Department of Developmental Services</u> <u>(https://www.dds.ca.gov/)</u>
Website	U.S. Department of Education, Office of Special Education Programs
Website	CSBA

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0430	Comprehensive Local Plan For Special Education

0430	Comprehensive Local Plan For Special Education
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3541.2	Transportation For Students With Disabilities
3552	Summer Meal Program
3552	Summer Meal Program
4112.23	Special Education Staff
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6120	Response To Instruction And Intervention
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education

6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6163.2	Animals At School
6163.2	Animals At School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.5	Student Success Teams
6164.5	Student Success Teams
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6183	Home And Hospital Instruction

Policy 7214: General Obligation Bonds

Status: ADOPTED

Original Adopted Date: 11/01/2012 | Last Revised Date: 06/08/01/20242026 | Last Reviewed
Date: 06/08/01/20242026

CSBA NOTE: The following ~~optional~~ policy may be revised to reflect district practice. Pursuant to the California Constitution, Article 16, Section 18, a school district may issue bonds for the construction of school facilities with either a ~~66.67 percent~~ two-thirds or 55 percent approval by local voters. To qualify for the lower 55 percent threshold pursuant to Proposition 39, districts are required to comply with additional accountability requirements as required by law and as specified in this Board policy and accompanying administrative regulation.

Education Code 15100 sets forth conditions under which the Governing Board may call for a bond election. Pursuant to Education Code 15266, these conditions ~~must~~ are required to be satisfied if the Board is seeking either the ~~66.67 percent~~ two-thirds or 55 percent approval threshold.

In 88 Ops.Cal.Atty.Gen. 46 (2005), the Attorney General opined that a school district may use district funds to hire a consultant to assess the feasibility of developing a bond measure and to assess the public's level of support, but not to develop and implement a strategy to build a coalition to support the bond because such activities would be an impermissible use of public funds for campaign purposes in violation of Education Code 7054. However, in 99 Ops.Cal.Atty.Gen. 18 (2016), the Attorney General, while reaffirming the 2005 opinion, clarified that costs incurred from hiring consultants for pre-election services could not be paid from bond proceeds. For further discussion regarding use of district funds for political purposes, see BP 1160 - Political Processes. ~~Districts~~ It is recommended that districts with questions about the use of bond proceeds ~~should~~ consult CSBA's District and County Office of Education Legal Services or district legal counsel.

Additional information about debt financing for districts may be found in the California Debt and Investment Advisory's (CDIAC) publication, "California Debt Financing Guide."

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. The Board may direct the Superintendent to explore the possibility of a bond measure, which may include, but is not limited to, conducting community focus groups, surveys, and Board presentations. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued to pay for school facilities.

CSBA NOTE: Pursuant to Government Code 8855, the Board is required to adopt a debt management policy prior to issuing any debt, including a general obligation bond. For sample policy language fulfilling this mandate, see BP 3470 - Debt Issuance and Management.

For bonds requiring a 55 percent majority, Education Code 15268 and 15270 set limits as to the maximum amount of the bond and the tax rate that may be levied as a result of the bond.

Limitations for bonds requiring a ~~66.67 percent~~ two-thirds majority are detailed in Education Code 15102-15109.

The Board's decision to order a bond election, as well as its ~~determinations~~ determination regarding the appropriate amount, timing, and structure of the bond issuance, shall be consistent with law and the district's debt management policy.

CSBA NOTE: Pursuant to Education Code 15100, the following requirement applies to bond elections ordered by the Board regardless of whether the Board is seeking the ~~66.67 percent~~ two-thirds or 55 percent approval threshold.

Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot materials for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

Bonds Requiring 55 Percent Approval by Local Voters

CSBA NOTE: Pursuant to Education Code 15266, upon adoption of the resolution specified below, the district ~~must~~ is required to comply with the accountability provisions required for the 55 percent threshold, even if the bond ultimately passes by a ~~66.67 percent~~ two-thirds majority of the voters.

The Board, by a two-thirds vote and subject to Education Code 15100, may adopt a resolution to incur bonded indebtedness and order an election. Pursuant to the California Constitution, Article 13A, Section 1(b)(3) and Article 16, Section 18(b), a bond election authorized pursuant to Education Code 15266 requires the approval of at least a 55 percent majority of the voters voting in the election. (Education Code 15266)

CSBA NOTE: Education Code 15266 requires bond elections to be held only during a regularly scheduled local election at which all of the electors (voters) in the district are entitled to vote. Therefore, those school districts whose boundaries encompass more than one city or county or whose board members are elected by trustee area ~~must~~ are required to ensure that the bond election is on a ballot in which all of the electors in the district are entitled to vote, such as a statewide primary, general, or special election.

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district pursuant to Education Code 15266 shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities

2. The acquisition or lease of real property for school facilities
3. The refunding of any outstanding debt issuance used for the purposes specified in Items #1-2 above

The proposition approved by the voters shall include the following accountability requirements:

~~(California Constitution Article 13A, Section 1(b)(3))~~

1. Certification that proceeds from the sale of the bonds will be used only for the purposes specified in Items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses [\(California Constitution Article 13A, Section 1\(b\)\(3\)\)](#)

CSBA NOTE: In *Taxpayers for Accountable School Bond Spending v. San Diego Unified School District*, the court held that new stadium lighting was not specifically authorized by the school bond when the bond language did not include construction of stadium lighting even though the full text of the measure authorized projects to "renovate/replace stadium bleachers" and to "upgrade fields, track, and courts for accessibility compliance" including "other costs incidental to and necessary for completion of the listed projects including ... field lighting." Since bond proceeds may only be spent on school facilities projects listed in the bond project list, aspects of a project other than those that are incidental to and necessary for its completion should be explicitly authorized. ~~Districts~~ [It is recommended that districts](#) with questions about project list language ~~should~~ consult CSBA's District and County Office of Education Legal Services or district legal counsel.

2. A list of specific school facilities projects to be funded and certification that the Board has evaluated safety, class size reduction, and information technology needs in developing that list [\(California Constitution Article 13A, Section 1\(b\)\(3\)\)](#)

CSBA NOTE: ~~The question of whether bond proceeds may be used to pay the costs of the audits required pursuant to Items #3-4 below should be referred to CSBA's District and County Office of Education Legal Services or district legal counsel. However, the Attorney General opined in 87 Ops.Cal.Atty.Gen. 157 (2004) that the use of bond proceeds may be used to pay the salaries of district employees to the extent they perform administrative oversight work on bond projects. According to the opinion, because these audits are expressly required by Proposition 39 and are directly related to the bond projects rather than routine school operations, these project administration costs may be considered as within the purposes specified in California Constitution Article 13A, Section 1(b)(3)(A) and therefore are an appropriate expenditure of bond proceeds.~~

[However, because the legality of using bond proceeds to pay the costs of required audits is not always clear, it is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel regarding the legality of using bond proceeds to pay the costs of the audits required pursuant to Items #3-4 below.](#)

The performance audit described in Item #3 may include an evaluation of the planning, financing, and implementation of the overall facilities program.

3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed [\(California Constitution Article 13A, Section 1\(b\)\(3\)\)](#)

4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects ([California Constitution Article 13A, Section 1\(b\)\(3\)](#))

CSBA NOTE: If the district has a general obligation bond approved according to the 55 percent threshold provisions, Education Code 15278 requires that the Board appoint a citizens' oversight committee. See the accompanying administrative regulation for requirements related to the composition and duties of the committee.

5. If a district general obligation bond requiring a 55 percent majority is approved by the voters,~~A requirement that~~ the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation: ([Education Code 15278](#))

This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits required pursuant to Items #3-4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards and submitted to the citizens' oversight committee at the same time they are submitted to the Superintendent or designee and no later than March 31 of each year. (Education Code 15286)

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice.

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring ~~66.67 Percent~~ Two-thirds Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of ~~66.67 percent~~ a two-thirds majority of the voters pursuant to Education Code 15100 and California Constitution, Article 13A, Section 1(b)(2). If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a ~~66.67 percent~~ two-thirds majority of the voters. (Education Code 15100)

CSBA NOTE: Pursuant to Education Code 15101, an election for a bond measure that requires ~~66.67 percent~~ two-thirds approval may be held only on specified days. Districts using this option should coordinate efforts with their local elections officials to ensure compliance with law.

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

CSBA NOTE: Items #1-10 below reflect the purposes for which funds generated from a general obligation bond authorized with ~~66.67 percent~~ two-thirds voter approval may be used, pursuant to Education Code 15100. Some of these purposes may be inconsistent with Article 13A, Section 1 of the California Constitution, which permits a district to raise funds in this manner only for the acquisition or improvement of real property. ~~Districts should~~ It is recommended that districts consult with CSBA's District and County Office of Education Legal Services or district legal counsel when determining whether to order a bond election for any of the purposes specified in Education Code 15100.

Subject to limits specified in Article 13A, Section 1 of the California Constitution, bonds shall be sold to raise money for any of the following purposes: (Education Code 15100)

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs
4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity
5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature
6. Permanently improving school grounds
7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans
8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577
9. Purchasing school buses with a useful life of at least 20 years
10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by an order of the Board entered into the minutes. (Education Code 15100)

CSBA NOTE: ~~The following paragraph is optional.~~ Although Education Code 15278 requires that the Board appoint a citizens' oversight committee if the district has a general obligation bond approved according to the 55 percent threshold provisions, districts that have had approval of a

bond with ~~66.67 percent~~ two-thirds majority vote are not required by law to appoint a citizens' oversight committee. However, such districts may, at their discretion, form an oversight committee under requirements and guidelines adopted by the Board.

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

CSBA NOTE: The following section applies to bond elections requiring either a 55 percent or ~~66.67 percent~~ two-thirds approval by local voters.

Pursuant to Elections Code 15307, as added by AB 5 (Ch. 250, Statutes of 2025), county elections officials are required to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Pursuant to Elections Code 15372, following a bond election, the county elections official ~~must~~ is required to submit a certificate of the election results to the Board, which then must provide certification to the County Board of Supervisors, as specified below.

If the certificate of election results received by the Board from the applicable county elections officials shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall declare that the bond measure has passed and record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274; Elections Code 15372, 15400)

Resolutions Regarding Sale of Bonds

CSBA NOTE: The following section applies to bond elections requiring either a 55 percent or ~~66.67 percent~~ two-thirds approval by local voters. Pursuant to Education Code 15140, bonds may be offered for sale by either the County Board of Supervisors or the County Superintendent of Schools. However, the County Board of Supervisors may adopt a resolution authorizing a district to sell bonds on its own behalf when the district has not received a qualified or negative certification in its most recent interim financial report; For more information regarding interim financial reports see BP/AR 3460 - Financial Reports and Accountability.

In addition to districts' authority to issue bonds pursuant to Education Code 15100-15254, Government Code 53506-53509.5 provide an alternative method. However, any district that intends to issue bonds using this alternative method is subject to stricter requirements pursuant to Government Code 53508.5.

Pursuant to Education Code 15100.3 and 15267, two or more small school districts with average daily attendance of 2,500 or less that have voter-approved authority to issue bonds, may form a joint powers authority, in accordance with Government Code 6500 - 6539.9, for the purpose of issuing or selling bonds for raising money for the purposes authorized.

Districts using these alternative methods may need to further modify this policy and accompanying administrative regulation ~~and should~~. It is recommended that districts wishing to modify policy language consult with CSBA's District and County Office of Education Legal Services or district legal counsel as necessary.

Regardless of the method used to issue bonds, pursuant to Education Code 15144.1 and 15144.2, the district's total debt service to principal ratio must not exceed four to one and, if the bond allows for the compounding of interest, such as a capital appreciation bond (CAB), and matures more than 10 years after its issuance date, the bond must be redeemable by the district no later than 10 years from issuance. Pursuant to Government Code 53508.6, a current interest bond (CIB) may have a maturity of up to 40 years provided that the district complies with the disclosure requirements specified in Education Code 15146 and makes a finding that the useful life of the facility to be financed with the bonds is at least equal to the maturity date of the bonds.

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a ~~resolution~~ one or more resolutions directing the issuance and sale of bonds: as necessary. In accordance with law, ~~the~~ each resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable. (Education Code 15140; Government Code 53508.6)

CSBA NOTE: To ensure prudence in the expenditure of district resources, the Board should carefully consider all available funding instruments, such as CIBs, CABs, and convertible capital appreciation bonds, the manner in which the bonds will be sold, and other related issues as specified in Education Code 15146. Districts considering the method of bond sale and kinds of bonds to sell are encouraged to review CSBA's Governance Brief, "Bond Sales - Questions and Considerations for Districts," and establish a bond financing team including a municipal advisor and bond counsel.

In passing ~~the~~ each resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall place an agenda item at a public meeting and adopt as part of the bond issuance resolution, or in a separate resolution, disclosures of the available funding instruments, the costs and sustainability of each, and all of the following information: (Education Code 15146)

1. Express approval of the method of sale, such as competitive or negotiated sales
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), the resolution to be adopted by the Board shall include Items #1-4 above as well as the financing term and time of maturity, repayment ratio, and the estimated change in the

assessed value of taxable property within the district over the term of the bonds. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest
2. A comparison to the overall cost of current interest bonds
3. The reason bonds that allow for the compounding of interest are being recommended
4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

CSBA NOTE: Government Code 8855 requires that the district report any proposed issuance of debt to CDIAC at least 30 days prior to the sale of the debt issue. Typically, bond counsel will file the report on behalf of the district. Government Code 8855 requires that the report include a certification that the district has adopted a debt management policy and that the issuance is consistent with that policy. Pursuant ~~Pursuant~~ Additionally, pursuant to Government Code 8855, the district ~~must also~~ is required to annually submit, on or before January 31, a report to the CDIAC regarding all outstanding debt and the use of the proceeds of the issued debt. See For more information regarding the issuance of debt as a source of funding, see BP 3470 - Debt Issuance and Management.

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). (Government Code 8855)

After the sale, the Board shall be presented with the actual issuance cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the CDAIC. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

CSBA NOTE: Pursuant to Education Code 15150, the district is authorized to issue a bond anticipation note when the Board determines by resolution that it is in the best interest of the district to finance a facilities project on an interim basis in anticipation of the sale of bonds that has been approved by voters. The note may only be issued in accordance with law and subject to terms and conditions prescribed by the Board.

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be

used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

CSBA NOTE: Education Code 15150 clarifies that interest on a bond anticipation note may be paid at maturity from the proceeds of the sale of the bond in anticipation of which it was issued or paid periodically from a property tax levied for that purpose if certain conditions are satisfied.

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorizes the property tax for that purpose
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Deposit of Bond Proceeds

CSBA NOTE: Pursuant to Education Code 15146, the proceeds of the sale of bonds, exclusive of any premium received, ~~must~~ **is required to** be deposited in the county treasury to the credit of the building fund of the district. Education Code 15146 prohibits districts from withdrawing proceeds from the sale of bonds at any time for purposes of making investments outside the county treasury.

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 13A, Section 1	Tax limitation
CA Constitution Article 16, Section 18	Debt limit
Ed. Code 15100-15254	Bonds for school districts and community college districts
Ed. Code 15264-15288	Strict Accountability in Local School Construction Bonds Act of 2000
Ed. Code 17577	Sewers and drains
Ed. Code 47614	Charter school facilities

Ed. Code 5322	Resolution calling election
Ed. Code 7054	Use of district property; campaign purposes
Elec. Code <u>15307</u>	<u>Timeline to count ballots and release ballot count</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=15307.&lawCode=ELEC)
Elec. Code 13119	Forms of Ballots; ballot order
Elec. Code 15372	Elections official certificate
<u>Elec. Code 15400</u>	<u>Announcement of election results</u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=ELEC&sectionNum=15400.)
Elec. Code 324	General election
Elec. Code 328	Local election
Elec. Code 341	Primary election
Elec. Code 348	Regular election
Elec. Code 356	Special election
Elec. Code 357	Statewide election
Elec. Code 53506-53509.5	General obligation bonds
Elec. Code 53580-53595.5	Bonds
Elec. Code 54952	Definition of legislative body; Brown Act
Elec. Code 9160-9170	Ballot label; support and opposition listings
Elec. Code 9400-9405	Bond issues
<u>Gov. Code 1090-1099</u>	<u>Prohibitions applicable to specified officers</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=4.&chapter=1.&lawCode=GOV&title=1.&article=4.)
<u>Gov. Code 1125-1129</u>	<u>Incompatible activities</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=4.&chapter=1.&lawCode=GOV&title=1.&article=4.7.)
<u>Gov. Code 53506-53509.5</u>	<u>General obligation bonds</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=3.&part=1.&lawCode=GOV&title=5.&article=4.5.)
<u>Gov. Code 53580-53595.5</u>	<u>Bonds</u> (https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=3.&part=1.&lawCode=GOV&title=5.&article=11.)

Gov. Code 54952

Gov. Code 6500-6539.9

Gov. Code 8855

Federal

17 CFR 240.10b-5

17 CFR 240.15c2-12

Management Resources

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Court Decision

Court Decision

Court Decision

CSBA Publication

CSBA Publication

CSBA Publication

Debt & Investment Advisory Commission
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Definition of legislative body; Brown Act

https://leginfo.ca.gov/faces/codes_displaySection.xhtml?sectionNum=54952.&lawCode=GOV

Joint powers agreements

California Debt and Investment Advisory Commission

Description

Prohibition against fraud or deceit

Municipal securities disclosure

Description

87 Ops.Cal.Atty.Gen. 157 (2004)

88 Ops.Cal.Atty.Gen. 46 (2005)

99 Ops.Cal.Atty.Gen. 18 (2016)

Taxpayers for Accountable School Bond Spending v. San Diego Unified School District (2013) 215 Cal.App.4th 1013

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006) 139 Cal.App.4th 1356

Foothill-De Anza Community College Dist. v. Emerich (2007) 158 Cal.App.4th 11

<https://advance.lexis.com/container?config=014DJAAzMGJkMTZjMi03MDVILTQ5MWQtOTUyYi01Y2YyYjBjN2IzZmUKA FBvZENhdGFsb2dd3XfL66WtUcULK93oXtRU&crid=6e3419d5-53e9-4ab0-899b-c7ba86208de6&prid=155f58ed-87f6-41ad-9df1-4ec56eab5725>

California's Challenge: Adequately Funding Education in the 21st Century, December 2015

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

Bond Sales - Questions and Considerations for Districts, Governance Brief, December 2012

California Debt Financing Guide, rev. March 2022

Types of Legal Counsel, Best Practice, September 2018

Selecting and Managing the Method of Sale of Bonds, Best Practice, March 2021

Debt Management Policy, Best Practice, March 2020

Investment and Management of Bond Proceeds, Best Practice, March 2022

Gov. Finance Officers Association Publication	Selecting and Managing Municipal Advisors, Best Practice, February 2014
Gov. Finance Officers Association Publication	Understanding Your Continuing Disclosure Responsibilities, Best Practice, March 2020
Gov. Finance Officers Association Publication	Refunding Municipal Bonds, Best Practice, March 2019
Gov. Finance Officers Association Publication	An Elected Official's Guide to Debt Issuance, 3rd Ed., 2008
Website	CSBA District and County Office of Education Legal Services
Website	Government Finance Officers Association
Website	Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA)
Website	California Debt and Investment Advisory Commission
Website	Department of General Services, Office of Public School Construction
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1160	Political Processes
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1230	School-Connected Organizations
1230	School-Connected Organizations
1330.1	Joint Use Agreements
1340	Access To District Records

1340	Access To District Records
3460	Financial Reports And Accountability
3460	Financial Reports And Accountability
3470	Debt Issuance And Management
3580	District Records
3580	District Records
6151	Class Size
7110	Facilities Master Plan
7210	Facilities Financing
7213	School Facilities Improvement Districts
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9320	Meetings And Notices
9323.2	Actions By The Board
9323.2-E(1)	Actions By The Board
9324	Minutes And Recordings

Regulation 7214: General Obligation Bonds

Status: ADOPTED

Original Adopted Date: 03/01/2012 | Last Revised Date: 06/08/01/2024~~2026~~ | Last Reviewed
Date: 06/08/01/2024~~2026~~

Election Notice

CSBA NOTE: Notice and ballot requirements for bond elections are specified in Education Code 15120-15126. Additional requirements for bond measures with a 55 percent (Proposition 39) threshold are contained in Education Code 15272. Due to the complexity of bond elections, it is recommended that districts ~~are advised to consult with CSBA~~CSBA's District and County Office of Education Legal Services or district legal counsel, as appropriate.

Whenever the Governing Board orders an election on the question of whether general obligation bonds shall be issued to pay for school facilities, the Superintendent or designee shall ensure that the election notice and ballot requirements comply with Education Code 15120-15126 and 15272, as applicable, and the section "Ballot Materials" below.

CSBA NOTE: Since certain election officials may require delivery of the bond measure more than 88 days prior to the date of the election, districts should check with their county election officials for when the documents specified below should be delivered to the officer conducting the election.

At least 88 days prior to the date of the election, the Superintendent or designee shall deliver to the officer conducting the election the resolution calling the election, including the date and purpose of the election; the authority for ordering the election and the specification of the election order; the signature of the officer or the clerk of the Board authorized to make such designations; and all other applicable ballot materials. (Education Code 5322)

Ballot Materials

The ballot question to appear on the ballot shall not exceed 75 words and shall appear in the form specified in Elections Code 13119. (Education Code 5322)

The Superintendent or designee shall ensure that the ballot materials comply with applicable laws including a brief statement of the measure setting forth the amount of the bonds to be voted upon, the maximum rate of interest, and the purposes for which the proceeds of the sale of the bonds are to be used. (Education Code 15122)

In addition to the 75 word ballot question, a separate statement shall be included with the sample ballot, which includes the best estimate from official sources of all of the following: (Elections Code 9401)

CSBA NOTE: Pursuant to Elections Code 9401, as amended by SB 798 (Ch. 720; Statutes of 2023), "tax rate" means tax rate per \$100,000 of assessed valuation on all property to be taxed to fund a bond issue.

1. The average annual tax rate that would be required to be levied to fund the bond issue over the entire duration of the bond debt service, based on assessed valuations available at the time of the election or a projection based on experience within the same jurisdiction or other demonstrable factors

The Additionally, the estimate shall ~~also~~ identify the final fiscal year in which the tax is anticipated to be collected.

2. The highest tax rate that would be required to be levied to fund the bond issue, and an estimate of the year in which that rate will apply, based on assessed valuations available at the time of the election or a projection based on experience within the same jurisdiction or other demonstrable factors
3. The total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold

The estimate may include information about the assumptions used to determine the estimate.

For bond measures requiring 55 percent majority of the voters, the Superintendent or designee shall ensure that the text of the ballot measure includes a statement that the Board will appoint a citizens' oversight committee and that annual independent audits will be conducted to assure that funds are spent only on school and classroom improvements and for no other purposes. (Education Code 15272)

For bond funded projects that require state matching funds, the Superintendent or designee shall ensure the sample ballot contains a statement advising the voters that the project is subject to the approval of state matching funds and, therefore, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

CSBA NOTE: Elections Code 9170 requires the ballot label or similar description of a school district measure on a county ballot to list, either as a supporter or an opponent of the measure, the associations, nonprofit organizations, businesses, or individuals, including current or former elected officials such as ~~board~~ Governing Board members, who have signed the ballot argument or are listed in the text of the argument for or against the measure, unless the county board of supervisors elects not to list such supporters and opponents. For more information about ballot measures, see BP 1160 - Political Processes.

Arguments in support or in opposition of the bond measure shall be submitted in accordance with Elections Code 9160-9170.

Citizens' Oversight Committee

CSBA NOTE: The following ~~optional~~ section is for use by districts that have appointed an independent citizens' oversight committee, as required by Education Code 15278 for districts that have had a general obligation bond approved ~~under~~ pursuant to the 55 percent threshold. The section may also be adapted for use by districts that have had approval of a bond with ~~66.67~~ two-thirds majority vote that choose to appoint an oversight committee at their discretion; For more information regarding required and permissive appointments of citizens' oversight committees, see the accompanying Board policy.

If a bond is approved ~~under~~pursuant to the 55 percent majority threshold ~~pursuant to~~in accordance with Proposition 39 to the California Constitution, Article 13A, Section 1(b)(3) and Article 16, Section 18(b), then the district's citizens' oversight committee shall consist of at least seven members, including, but not limited to: (Education Code 15282)

1. One member active in a business organization representing the business community located within the district
2. One member active in a senior citizens' organization
3. One member active in a bona fide taxpayers' organization
4. One member who is a parent/guardian of a district student
5. One member who is a parent/guardian of a district student and is active in a parent-teacher organization, such as the Parent Teacher Association or school site council

Members of the citizens' oversight committee shall be subject to the conflict of interest prohibitions regarding incompatibility of office pursuant to Government Code 1125-1129 and financial interest in contracts pursuant to Government Code 1090-1099. (Education Code 15282)

No employee, Board member, vendor, contractor, or consultant of the district shall be appointed to the citizens' oversight committee. (Education Code 15282)

Members of the citizens' oversight committee may serve for no more than three consecutive terms of two years each. They shall serve without compensation. (Education Code 15282)

The purpose of the citizens' oversight committee shall be to inform the public concerning the expenditure of bond revenues. The committee shall actively review and report on the proper expenditure of taxpayers' money for school construction and shall convene to provide oversight for, but not limited to, the following: (Education Code 15278)

1. Ensuring that bond revenues are expended only for the purposes described in California Constitution, Article 13A, Section 1(b)(3), including the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities
2. Ensuring that, as prohibited by California Constitution, Article 13A, Section 1(b)(3)(A), no funds are used for any teacher and administrative salaries or other school operating expenses

In furtherance of its purpose, the committee may engage in any of the following activities: (Education Code 15278)

1. Receiving and reviewing copies of the annual, independent performance and financial audits required by California Constitution, Article 13A, Section 1(b)(3)(C) and (D)

2. Inspecting school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of California Constitution, Article 13(A), Section 1(b)(3)
3. Receiving and reviewing copies of any deferred maintenance proposals or plans developed by the district
4. Reviewing efforts by the district to maximize bond revenues by implementing cost-saving measures, including, but not limited to, the following:
 - a. Mechanisms designed to reduce the costs of professional fees
 - b. Mechanisms designed to reduce the costs of site preparation
 - c. Recommendations regarding the joint use of core facilities
 - d. Mechanisms designed to reduce costs by incorporating efficiencies in school site design
 - e. Recommendations regarding the use of cost-effective and efficient reusable facility plans

The district shall, without expending bond funds, provide the citizens' oversight committee with any necessary technical assistance and shall provide administrative assistance in furtherance of the committee's purpose and sufficient resources to publicize the committee's conclusions.

~~The~~Additionally, the district shall ~~also~~ provide the citizens' oversight committee with responses to any and all findings, recommendations, and concerns addressed in the annual independent financial and performance audits within three months of receiving the audits. (Education Code 15280)

CSBA NOTE: Pursuant to Government Code 54952, the Brown Act open meeting laws apply to any commission, committee, board, or other body created by formal action of the ~~Governing~~ Board, regardless of whether that body is permanent or temporary, decision-making or advisory.

All citizens' oversight committee proceedings shall be open to the public and noticed in the same manner as proceedings of the Board. Committee meetings shall be subject to the provisions of the Ralph M. Brown Act. (Education Code 15280; Government Code 54952)

The citizens' oversight committee shall issue regular reports, at least once a year, on the results of its activities. Minutes of the proceedings and all documents received and reports issued shall be a matter of public record and shall be made available on the district's website. (Education Code 15280)

CSBA NOTE: The following paragraph, although not required by law, reflects the authorization for a citizens' oversight committee to establish bylaws for its operation, and may be revised to reflect district practice.

The citizens' oversight committee may create bylaws for its operations consistent with this regulation, subject to the approval of the Board or Superintendent.

Reports

CSBA NOTE: The following section applies to all bond elections.

Within 30 days after the end of each fiscal year, the district shall submit to the County Superintendent of Schools a report concerning any bond election(s) containing the following information: (Education Code 15111)

1. The total amount of the bond issue, bonded indebtedness, or other indebtedness involved
2. The percentage of registered electors who voted at the election
3. The results of the election, with the percentage of votes cast for and against the proposition

By each January 31 following a bond issuance, the district shall submit an annual report to the California Debt Investment and Advisory Commission in accordance with Government Code 8855 and as specified in ~~BP~~Board Policy 3470 - Debt Issuance and Management.

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691
All rights reserved.

Policy Reference Disclaimer:

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

State	Description
CA Constitution Article 13A, Section 1	Tax limitation
CA Constitution Article 16, Section 18	Debt limit
Ed. Code 15100-15254	Bonds for school districts and community college districts
Ed. Code 15264-15288	Strict Accountability in Local School Construction Bonds Act of 2000
Ed. Code 17577	Sewers and drains
Ed. Code 47614	Charter school facilities
Ed. Code 5322	Resolution calling election
Ed. Code 7054	Use of district property; campaign purposes
Elec. Code <u>15307</u>	<u>Timeline to count ballots and release ballot count</u> <u> (https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=15307.&lawCode=ELEC)</u>
Elec. Code 13119	Forms of Ballots; ballot order
Elec. Code 15372	Elections official certificate

Elec. Code 15400

Elec. Code 324

Elec. Code 328

Elec. Code 341

Elec. Code 348

Elec. Code 356

Elec. Code 357

~~Elec. Code 53506-53509.5~~

~~Elec. Code 53580-53595.5~~

~~Elec. Code 54952~~

Elec. Code 9160-9170

Elec. Code 9400-9405

Gov. Code 1090-1099

Gov. Code 1125-1129

Gov. Code 53506-53509.5

Gov. Code 53580-53595.5

Gov. Code 54952

Gov. Code 6500-6539.9

Gov. Code 8855

Federal

17 CFR 240.10b-5

Announcement of election results

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=ELEC§ionNum=15400.

General election

Local election

Primary election

Regular election

Special election

Statewide election

~~General obligation bonds~~

~~Bonds~~

~~Definition of legislative body; Brown Act~~

Ballot label; support and opposition listings

Bond issues

Prohibitions applicable to specified officers

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=4.&chapter=1.&lawCode=GOV&title=1.&article=4.

Incompatible activities

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=4.&chapter=1.&lawCode=GOV&title=1.&article=4.7.

General obligation bonds

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=3.&part=1.&lawCode=GOV&title=5.&article=4.5.

Bonds

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=3.&part=1.&lawCode=GOV&title=5.&article=11.

Definition of legislative body; Brown Act

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=54952.&lawCode=GOV

Joint powers agreements

California Debt and Investment Advisory Commission

Description

Prohibition against fraud or deceit

17 CFR 240.15c2-12

Management Resources

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Court Decision

Court Decision

Court Decision

CSBA Publication

CSBA Publication

CSBA Publication

Debt & Investment Advisory Commission
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Gov. Finance Officers Association
Publication

Municipal securities disclosure

Description

87 Ops.Cal.Atty.Gen. 157 (2004)

88 Ops.Cal.Atty.Gen. 46 (2005)

99 Ops.Cal.Atty.Gen. 18 (2016)

Taxpayers for Accountable School Bond Spending v. San Diego Unified School District (2013) 215 Cal.App.4th 1013

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006) 139 Cal.App.4th 1356

Foothill-De Anza Community College Dist. v. Emerich (2007) 158 Cal.App.4th 11
(<https://advance.lexis.com/container?config=014DJAAzMGJkMTZjMi03MDVILTQ5MWQtOTUyYi01Y2YyYjBjN2IzMUKAFBvZENhdGFsb2dd3XfL66WtUcULK93oXtRU&crid=6e3419d5-53e9-4ab0-899b-c7ba86208de6&prid=155f58ed-87f6-41ad-9df1-4ec56eab5725>)

California's Challenge: Adequately Funding Education in the 21st Century, December 2015

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

Bond Sales - Questions and Considerations for Districts, Governance Brief, December 2012

California Debt Financing Guide, rev. March 2022

Types of Legal Counsel, Best Practice, September 2018

Selecting and Managing the Method of Sale of Bonds, Best Practice, March 2021

Debt Management Policy, Best Practice, March 2020

Investment and Management of Bond Proceeds, Best Practice, March 2022

Selecting and Managing Municipal Advisors, Best Practice, February 2014

Understanding Your Continuing Disclosure Responsibilities, Best Practice, March 2020

Refunding Municipal Bonds, Best Practice, March 2019

An Elected Official's Guide to Debt Issuance, 3rd Ed., 2008

Website	CSBA District and County Office of Education Legal Services
Website	Government Finance Officers Association
Website	Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA)
Website	California Debt and Investment Advisory Commission
Website	Department of General Services, Office of Public School Construction
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0440	District Technology Plan
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1160	Political Processes
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1230	School-Connected Organizations
1230	School-Connected Organizations
1330.1	Joint Use Agreements
1340	Access To District Records
1340	Access To District Records
3460	Financial Reports And Accountability
3460	Financial Reports And Accountability
3470	Debt Issuance And Management
3580	District Records
3580	District Records

6151	Class Size
7110	Facilities Master Plan
7210	Facilities Financing
7213	School Facilities Improvement Districts
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9320	Meetings And Notices
9323.2	Actions By The Board
9323.2-E(1)	Actions By The Board
9324	Minutes And Recordings

Bylaw 9220: Governing Board Elections

Status: ADOPTED

Original Adopted Date: 06/01/2006 | Last Revised Date: 06/08/01/20242026 | Last Reviewed
Date: 06/08/01/20242026

CSBA NOTE: The following bylaw is optional and should be revised to reflect district practice. CSBA NOTE: While many district elections are governed by state law, some district elections are governed by the applicable city or county charter, or both. This bylaw is written based on state law but should be modified to the extent a city or county charter applies.

The Because the filling of elective offices involves serious issues of constitutional and statutory concerns. ~~Any district,~~ it is recommended that districts with questions related to local elections should consult CSBA's District and County Office of Education Legal Services or district legal counsel.

Board Member Qualifications

CSBA NOTE: Education Code 35107 details eligibility for Governing Board membership as specified below, including the requirement to be registered to vote. Elections Code 2201 lists the causes for cancelling an individual's voter registration, including, but not limited to, legally established mental incompetency, proof that the person is presently imprisoned or on parole for conviction of a felony, or official notification that the voter is registered to vote in another country or state.

Additionally, pursuant to certain provisions of the California Constitution and various state laws, the conviction of certain offenses makes a person ineligible to be a Board member, except when the person has been granted a pardon in accordance with law. ~~For example, Article VII, Section 8 of the California Constitution prohibits anyone from holding public office if convicted of giving or offering a bribe to procure personal election or appointment. See the accompanying exhibit for a non-exhaustive list of such offenses,~~ see the accompanying exhibit.

Any person is eligible to be a member of the Governing Board, without further qualifications, if the person is: 18 years of age or older; a citizen of California; a resident of the school district or, if applicable required, the trustee area; a registered voter; and not legally disqualified from holding civil office. (Education Code 35107)

A person is not eligible to be a member of the Board if they have been convicted of an offense(s) as specified in law ~~and the accompanying Exhibit~~, except when the person has been granted a pardon in accordance with law.

A district employee duly elected to the Board shall resign from district employment, or shall otherwise cease being a district employee, before being sworn in. If a district employee duly elected to the Board is sworn in and remains a district employee, then the district's employment of the employee shall automatically terminate upon being sworn into office. (Education Code 35107)

CSBA NOTE: Pursuant to Government Code 1099, an individual is prohibited from simultaneously holding two public offices that are incompatible.

In 109 Ops.Cal.Atty.Gen. 106 (2026), the Attorney General granted a request to sue an individual serving both as a county board of education member and as a school board member of a district within the jurisdiction of the county board on the grounds that there was a substantial legal question that the two offices were incompatible pursuant to Government Code 1099.

Additionally, a person duly appointed or elected to the Board who holds an incompatible office at the time the Board member is sworn in to office as a Board member may not continue to serve in the incompatible office, and shall be deemed to have forfeited the incompatible office in accordance with Government Code 1099.

CSBA NOTE: See CSBA's website for information about governing board services that may be shared with provided to candidates.

The Board encourages all candidates to become knowledgeable about the role of board members. ~~The~~ Upon request by a Board candidate, the Superintendent or designee shall provide a Board candidate, ~~upon request by the candidate, with information that will enable them to understand :~~

1. Information regarding the responsibilities and expectations of ~~being~~ a Board member, including information regarding available workshops, seminars, and/or training- ~~Additionally, the Superintendent or designee shall provide a Board candidate, upon request by the candidate, the~~
2. The county election official's contact information and general information about school programs, district operations, and Board responsibilities-

Recalling a Board Member

~~A Board member may be recalled as permitted by Elections Code 11000-11386.~~

CSBA NOTE: Pursuant to Elections Code 2166.9, as added by AB 1392 (Ch. 300, Statutes of 2025), the residence address, telephone number, and email address of a Board candidate appearing on the affidavit of registration is required to be kept confidential except as provided by state law.

A candidate's residence address, telephone number, and email address recorded with the applicable county election official shall be kept confidential in accordance with state law. (Elections Code 2166.9)

Recalling a Board Member

To commence a recall of a Board member, proponents shall serve, file, and publish or post a notice of intention to circulate the recall petition as specified by law and any applicable ~~county~~ elections official directives. Additionally, the recall petition shall be in the format provided by the Secretary of State and include, among other things, an estimate of the cost of conducting the special election, as determined by the ~~county~~ elections official, in consultation with the district. (Elections Code 11000-11386)

CSBA NOTE: Pursuant to Elections Code 11240, within 14 days after the regular Board meeting at which the Board received a certificate of sufficiency to recall a Board member, the Board is required to order a recall election and set a date for the recall election in accordance with law. Pursuant to Elections Code 11241, if the Board fails to do so, the elections official of the county which has jurisdiction over the district is required to set the date for the recall election within five days after the expiration of the 14-day window.

Within 14 days after the regular meeting at which the Board receives a certificate of sufficiency of signatures on a recall petition from a countyan elections official, the Board shall order an election to be held to determine whether the Board member named in the petition shall be recalled. The election shall be held not less than 88, nor more than 125, days after the date that the Board orders the election. However, the election may be conducted within 180 days after the issuance of the Board's order to consolidate the election with a regularly scheduled election. (Elections Code 11240-11242)

A recall election of a Board member shall be conducted in accordance with Elections Code 11381-11386.

If a recall of a Board member is successful, that Board member's seat becomes vacant and shall be filled in accordance with Education Code 5090-~~95~~5095 and Board Bylaw 9223 - Filling Vacancies.

Consolidation of Elections

CSBA Note: Pursuant to Elections Code 11382, as amended by AB 94 (Ch. 251, Statutes of 2025), a recalled Board member may not be appointed to the seat that was vacated by the recall. For information on filling vacancies, see BB 9223 – Filling Vacancies.

However, a recalled Board member may not be appointed to the seat that was vacated by the recall. (Elections Code 11382)

Consolidation of Elections

CSBA NOTE: The following ~~optional~~ section is for districts that currently hold their Board elections at a time that is not concurrent with municipal or statewide elections.

In general, Education Code 5000 and Elections Code 1302 require the regular election of Board members to be held on the first Tuesday after the first Monday in November of each odd-numbered year. However, in accordance with Elections Code 1302 and 10404.5, districts are authorized to request consolidation of their Board elections with the local municipal or state primary or general election by adopting a Board resolution and submitting it to the County Board of Supervisors for approval. Most districts choose to consolidate their Board elections with the local municipal or state primary or general election.

Pursuant to Elections Code 14051-14052, districts are required to hold elections concurrent with statewide elections if holding nonconcurrent elections has previously resulted in a "significant decrease" in voter turnout, as defined. Districts consolidating their elections due to low voter turnout should follow the procedures specified in Elections Code 1302, including the adoption of a Board resolution. For further analysis, see CSBA's, "Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections."

The Board may consolidate Board elections with the local municipal or statewide primary or general election in accordance with Elections Code 1302. Additionally, if a regularly scheduled Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the Board shall take action to consolidate Board elections with statewide elections in accordance with Elections Code 14051-14052.

In order to consolidate elections, the Board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

Elections Process and Procedures

CSBA NOTE: Pursuant to ~~Election~~Elections Code 15307, as added by AB 5 (Ch. 250, Statutes of 2025), county elections officials are required to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Pursuant to Elections Code 15400, after each election and the counting of the ballots has been completed, the Board is required to declare who has been elected to the Board.

For each election, upon ~~certification by the County Board of Supervisors~~receipt of the certified statement of the results of the election from the applicable county elections officials, the Board shall declare ~~who has~~which individuals have been elected to the Board in accordance with law. (~~Election~~Elections Code 15372, 15400)

CSBA NOTE: The following paragraph is for districts with board elections that have voters in more than one county and should be deleted by all other districts.

The declaration shall be transmitted to the county elections official with primary jurisdiction for the district, who shall then issue and deliver a certificate of election to each person elected. (Elections Code 15400-15401)

A Board member whose term has expired shall continue to discharge the duties of the office until a successor has qualified by taking the oath of office. (Government Code 1302, 1360)

CSBA NOTE: ~~Any district with questions regarding the election process and procedures, particularly the California Voting Rights Act (Elections Code 14025-14032) should consult CSBA's District and County Office of Education Legal Services or district legal counsel.~~

CSBA NOTE: Option #1 below is for use where Board members are elected by trustee area. Option #2 below is for use where Board members are elected "at large." Option #3 below is for use where Board members are elected using a "hybrid" method.

OPTION 1: (Election by trustee area)

Each Board member shall reside in the trustee area they represent and shall be elected by voters residing within that trustee area. Trustee areas shall be balanced by population as required by state and federal law.

CSBA NOTE: Elections Code 21100-21180, as added by AB 764 (Ch. 343, Statutes of 2023), create the Fair And Inclusive Redistricting for Municipalities And Political Subdivisions (FAIR MAPS) Act of 2023 which establishes a comprehensive set of rules that local governments ~~must~~are required to follow during the redistricting process.

Following each decennial federal census the Board shall adjust the boundaries of the district's trustee areas in accordance with Elections Code 21100-21180. (Education Code 5019.5)

OPTION 1 ENDS HERE

CSBA NOTE: Any district that selects Option 2 or 3 should ensure that its decision is consistent with Elections Code 14025-14032 (the California Voting Rights Act (CVRA)) which prohibits the use of the "at-large" voting method for elections within jurisdictions with a history of "racially polarized voting" (i.e., difference between voters of a protected class and voters in the rest of the jurisdiction in the choice of candidates preferred);law.

OPTION 2: (Election using "at-large" voting method)

Board members may reside anywhere within the district's boundaries and shall be elected by all voters in the district.

OPTION 2 ENDS HERE

CSBA NOTE: In addition to the methods described in Option 1 and Option 2, a district may use a "hybrid" method, which requires each Board member to reside within the trustee area that the Board member represents but be elected by all voters in the district. The extent, if any, to which a district using this "hybrid" method is required to balance its trustee areas by population is unclear.

OPTION 3: (Election using hybrid method)

Each Board member shall reside within the trustee area that the Board member represents but shall be elected by all voters in the district. Trustee areas shall be balanced by population as required by state and federal law.

CSBA NOTE: Elections Code 21100-21180, as added by AB 764, create the FAIR MAPS Act of 2023 which establishes a comprehensive set of rules that local governments ~~must~~are required to follow during the redistricting process.

Following each decennial federal census the Board shall adjust the boundaries of the district's trustee areas in accordance with Elections Code 21100-21180. (Education Code 5019.5)

OPTIONS 3 ENDS HERE

CSBA NOTE: The following paragraph may be revised to reflect district practice. Districts using Option 2 or 3 above should periodically monitor the demographics within their geographical boundaries to ensure that no violation of the CVRA occurs. Any district found in violation of the CVRA could be held liable for attorneys' fees and legal costs. Elections Code 10010 requires that a prospective plaintiff send written notice to the district prior to filing a complaint alleging that the method of election violates the CVRA so that the district will have the chance to cure any potential violations before the commencement of litigation. Even if the district cures the alleged violations, it may be required to pay reasonable costs incurred in supporting the written notice~~law occurs.~~

The Board may review the district's Board election method to determine whether any modification is necessary.

CSBA NOTE: Converting from an "at-large" (Option 2) above or a "hybrid" (Option 3 above) voting method to a "by trustee area" (Option 1 above) voting method involves complex issues of law regarding matters such as the redrawing of maps, required approvals, and transition dates. Elections Code 10010 and 21100-21150 require the Board to follow procedural requirements certain procedures and hold hearings before and after drawing maps of the proposed district boundaries to allow for public input. ~~If Board members will be elected at different times for staggered terms of office, hearings held after publishing the draft map(s) are required to include an opportunity for public input regarding the proposed sequence of elections.~~ One such procedure is found in Elections Code 10010, which requires hearings to solicit input regarding the composition of the district, the content of the draft map(s), and the proposed sequence of elections, if applicable. Each such hearing is required to be publicly noticed and begin at a fixed time if it is held as part of a Board meeting that also includes other substantive agenda items.

The following paragraph may be deleted by districts that have already adopted the "by-trustee" election method (Option 1 above).

If the district seeks to change its election method, the Board shall follow procedural requirements and hold public hearings in accordance with Elections Code 10010 and 21100-21150 before adopting a resolution at an open meeting specifying the change and ~~obtain~~ obtaining approval from the county committee on school district organization ~~having~~ with primary jurisdiction ~~over~~ for the district in accordance with Education Code 5019.

CSBA NOTE: ~~The remainder of this section is for all districts.~~ The Attorney General opined in 105 Ops.Cal.Atty.Gen. 182 (2022) that when the boundaries of a district's trustee areas are adjusted or the district changes from "at-large elections" to "by-trustee area elections," and a vacancy then arises in a seat held by a Board member whose term of office began prior to the change in boundaries or election method, the vacancy should be filled using the boundaries or election method by which the incumbent Board member was elected. Any district that has already adopted a "by-trustee" election method should revise the following paragraph accordingly.

The election method or trustee-area boundaries in effect at the beginning of a Board member's term shall be used when any vacancy that occurs during that term is to be filled, even if, during the term, the district has adopted "by-trustee area" election method or trustee area boundaries have been adjusted.

Campaign ~~Conduct~~ Finance

CSBA NOTE: ~~CSBA NOTE: The Political Reform Act and its associated regulations establish campaign finance rules for school board elections. Additionally,~~ Education Code 35177 authorizes boards, by resolution, to limit campaign expenditures and/or contributions for candidates in board elections. The following paragraph may be modified to reflect district practice.

Based on the First Amendment, however, courts have imposed constraints on limitations on campaign expenditures and/or contributions limits. It is strongly recommended that, before adopting any campaign expenditures and/or contribution limits, the Board consult CSBA's District and County Office of Education Legal Services or district legal counsel, in order to ensure that the district's limits satisfy legal restrictions.

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign contributions, funding, and expenditures.

CSBA NOTE: Government Code 85300 generally prohibits the expenditure of public funds for the purpose of seeking elective office. However, Government Code 85300 permits a candidate to expend or accept public funds for the purpose of seeking elective office if the Board establishes a dedicated fund for that purpose, provided that both (1) the public funds are available to all qualified, voluntarily participating candidates for the same office without regard to incumbency or political party preference; and (2) the Board has established criteria for determining a candidate's qualifications. For school board elections, candidate qualifications are governed by state law as specified in state law (see section "Board Member Qualifications" above), ~~and districts should not establish additional qualification requirements.~~

A Board member ~~shall not expend~~, and a candidate shall not expend or accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

CSBA NOTE: Pursuant to Elections Code 20440, county election officials are required to present each candidate running for public office with a voluntary Code of Fair Campaign Practices for the candidate to sign. However, neither the district nor ~~opposing~~ candidates have authority to enforce the pledge if it is violated. The following ~~optional~~ paragraph expresses the Board's desire that candidates for Board membership sign and abide by the terms of the pledge.

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

Statement of Qualifications

On the 125th day prior to the day fixed for the general district election, the Board secretary or designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the ~~general~~applicable election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

CSBA NOTE: Pursuant to Elections Code 13307, the candidate statement is limited to 200 words (Option 1 below), unless the Board chooses to authorize a 400-word maximum (Option 2 below).

OPTION 1: (200 Words Limit)

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

OPTION 1 ENDS HERE

OPTION 2: (400 Words Limit)

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 400 words. (Elections Code 13307)

OPTION 2 ENDS HERE

CSBA NOTE: Pursuant to Elections Code 13307, a voter may receive by mail a voter's pamphlet that contains candidate statements or, when authorized by the elections official, may opt to obtain the voter's pamphlet and related materials electronically (~~i.e.,~~ such as from the elections official's ~~web site~~ website or via email). When electronic distribution is authorized by the elections official, districts may choose, pursuant to Elections Code 13307, whether to permit Board candidates to prepare a statement for electronic distribution. If a candidate chooses to submit a statement for electronic distribution only, it will not appear in the mailed voter's pamphlet.

The following paragraph, which may be revised to reflect district practice, is for use by any district that authorizes electronic distribution of candidate statements in addition to or instead of the mailed voter's pamphlet.

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution. (Elections Code 13307)

CSBA NOTE: Prior to the beginning of the nominating period, Elections Code 13307 requires the Board to determine whether to have the district assume the costs of producing candidate statements or to charge candidates for the costs, regardless of whether the statements are for hard copy or electronic distribution. In 85 Ops.Cal.Atty.Gen. 49 (2002), the Attorney General opined that Elections Code 13307, which authorizes the district to pay for the ~~distribution of~~ distributing candidate statements for nonpartisan elective offices, does not conflict with Education Code 7054, which prohibits the use of district resources for campaign purposes.

Option 1 below is for districts that assume the costs associated with producing candidate statements, and Option 2 is for districts that charge candidates for the costs. The following options may be revised to reflect the method of distribution (i.e., electronic and/or hard copy) used by the district.

OPTION 1: (Candidate Statement Paid by District)

The district shall pay the cost of printing, handling, translating, mailing, and/or electronically distributing candidate statements filed pursuant to Elections Code 13307.

OPTION 1 ENDS HERE

OPTION 2: (Candidate Statement Paid by Candidate)

The district shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a

condition of having candidate statements included in the voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

OPTION 2 ENDS HERE

Tie Votes in Board Member Elections

CSBA NOTE: Education Code 5016 requires the Board to decide, before conducting any election, whether a potential tie will be resolved by lot or by a runoff election. Option 1 provides for the use of lots to determine the winner in case of a tie in every election and Option 2 provides for a runoff election in every election.

Education Code 5016 requires the County Superintendent of Schools to provide certification of a tie vote in an election to the district Board.

OPTION 1: (Tie Decided by Lot)

Whenever the County Superintendent of Schools with primary jurisdiction for the district certifies to the Board that there is a tie vote such that it is impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time and place shall determine the winner by lot. (Education Code 5016)

OPTION 1 ENDS HERE

OPTION 2: (Tie Decided by Runoff Election)

Whenever the County Superintendent of Schools with primary jurisdiction for the district certifies to the Board that there is a tie vote such that it is impossible to determine which of two or more candidates has been elected to the Board, the Board shall schedule a runoff election in accordance with law. (Education Code 5016)

OPTION 2 ENDS HERE

Policy Reference UPDATE Service

Copyright 2026 by **California School Boards Association**, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

CA Constitution Article 2, Section 2

CA Constitution Article 7, Section 7

CA Constitution Article 7, Section 8

Ed. Code 1006

Description

Voters; qualifications

Conflicting offices

Disqualification from office

Prohibition against school district employees serving on county board of education

Ed. Code 35107	School district employees
Ed. Code 35177	Campaign expenditures or contributions
Ed. Code 35239	Compensation of governing board member of districts with less than 70 ADA
Ed. Code 5000-5033	Election of school district board members
<u>Ed. Code 5090-5095</u>	<u>Vacancies</u>
Ed. Code 5091	Vacancies; petition for special election
Ed. Code 5220-5231	Elections
Ed. Code 5300-5304	General provisions; conduct of elections
Ed. Code 5320-5329	Order and call of elections
Ed. Code 5340-5345	Consolidation of elections
Ed. Code 5360-5363	Election notice
Ed. Code 5380	Compensation; election officer
Ed. Code 5390	Qualifications of voters
Ed. Code 5420-5426	Cost of elections
Ed. Code 5440-5442	Miscellaneous provisions
Ed. Code 7054	Use of district property; campaign purposes
Elec. Code 10010	District boundaries
Elec. Code 10400-10418	Consolidation of elections
Elec. Code 10509	Notice of election by secretary
Elec. Code 10600-10604	School district elections
<u>Elec. Code 11000-11386</u>	<u>Recall elections</u>
Elec. Code 11000	Recall of officers
<u>Elec. Code 11382</u>	<u>Vacancy due to recall</u>
Elec. Code 1302	Local elections; school district election
Elec. Code 13307	Candidate's statement
Elec. Code 13308	Candidate's statement contents
Elec. Code 13309	Candidate's statement; indigence
Elec. Code 14025-14032	California Voting Rights Act
Elec. Code 14050-14057	California Voter Participation Rights Act
<u>Elec. Code 15307</u>	<u>Timeline to count ballots and release ballot count</u>
<u>Elec. Code 15370-15377</u>	<u>Ballot security and reporting of results</u>

Elec. Code 15400-[15402](#)

Elec. Code 18501

Elec. Code 20

Elec. Code 20440

Elec. Code 21100-21180

[Elec. Code 2166.9](#)

Elec. Code 2201

Elec. Code 4000-4008

Gov. Code 1021

Gov. Code 1097

[Gov. Code 1099](#)

Gov. Code 12940

Gov. Code 1770

Gov. Code 81000-91014

Gov. Code 9055

Gov. Code 9412

Pen. Code 165

Pen. Code 2772

Pen. Code 2790

Pen. Code 424

Pen. Code 661

Pen. Code 67

Pen. Code 68

Pen. Code 74

Pen. Code 88

Pen. Code 98

Federal

52 USC 10301-10508

Management Resources

Attorney General Opinion

[Attorney General Opinion](#)

[Announcement of election results](#)

Election fraud

Public office eligibility

Code of Fair Campaign Practices

FAIR MAPS Act

[Candidate confidentiality](#)

Grounds for cancellation

~~Elections conducted wholly by mail~~
[Elections conducted entirely by mail](#)

Conviction of crime

Illegal participation in public contract

[Incompatible offices](#)

Unlawful discriminatory employment practices

Vacancy of office

Political Reform Act

Committing crimes against legislative power

Refusing to appear

Bribes to members of city council

Interfering with the work of prisoners

Interrupting the work of prisoners

Embezzlement and falsification of accounts by public officers

Removal for neglect or violation of official duty

Giving bribes

Receiving bribes

Acceptance of gratuity

Crimes against legislative power

Crimes against public justice

Description

Voting Rights Act

Description

105 Ops.Cal.Atty.Gen. 182 (2022)

[109 Ops.Cal.Atty.Gen. 106 \(2026\)](#)

Attorney General Opinion	69 Ops.Cal.Atty.Gen. 290 (1986)
Attorney General Opinion	81 Ops.Cal.Atty.Gen. 98 (1998)
Attorney General Opinion	83 Ops.Cal.Atty.Gen. 181 (2000)
Attorney General Opinion	85 Ops.Cal.Atty.Gen. 49 (2002)
Court Decision	Dusch v. Davis (1967) 387 U.S. 112
Court Decision	Randall v. Sorrell (2006) 126 S.Ct. 2479
Court Decision	Rey v. Madera Unified School District (2012) 203 Cal. App. 4th 1223
Court Decision	Sanchez v. City of Modesto (2006) 145 Cal. App. 4th 660
CSBA Publication	Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections, January 2017
Website	CSBA District and County Office of Education Legal Services
Website	Institute for Local Government
Website	Fair Political Practices Commission
Website	California Secretary of State's Office
Website	CSBA

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
9005	Governance Standards
9110	Terms Of Office
9223	Filling Vacancies
9224	Oath Or Affirmation
9230	Orientation
9240	Board Training
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9320	Meetings And Notices

Exhibit 9220-E(1): Governing Board Elections

Status: ADOPTED

Original Adopted Date: 06/01/2024 | **Last Revised Date:** 08/01/2026 | **Last Reviewed Date:** 06/01/2024 ~~2026~~

This exhibit is a non-exhaustive list of offenses the conviction of which disqualifies a person from holding public office, including as a Governing Board member of a school district, in the State of California.

1. California Constitution, Article VII, Section 8: Giving or offering a bribe to procure personal election or appointment
2. California Constitution, Article VII, Section 8: Committing bribery, perjury, forgery, malfeasance in office, or other high crimes
3. Penal Code ~~section~~ 67: Giving or offering a bribe to any executive officer in the state to influence any decision made by that officer in their official capacity
4. Penal Code ~~section~~ 68: While an executive or ministerial officer, employee, or appointee of the state, a county, a city, or another political subdivision of the state, asking for, receiving, or agreeing to receive any bribe to influence any decision made by that person in their official capacity
5. Penal Code ~~section~~ 74: As a public officer, for gratuity or reward, appointing another person to public office, or permitting another person to exercise or discharge the duties of their office
6. Penal Code ~~section~~ 88: While a member of the Legislature or of a legislative body of a city, county, city and county, school district, or other special district, committing any of various crimes against the Legislative power, including bribery and logrolling
7. Penal Code ~~section~~ 98: While an officer, committing any of various bribery and corruption crimes against the public justice as specified in Penal Code 92-100, including bribing or threatening judges or jurors
8. Penal Code ~~section~~ 165: Giving or offering a bribe to a member of a city council or a board of supervisors to influence any decision made by that member in their official capacity
9. Penal Code ~~section~~ 424: While an officer of the state or of any county, city, town, or district of the state, or while otherwise charged with the receipt, safekeeping, transfer, or disbursement of public moneys, appropriating such moneys for personal use, or refusing to

pay any public moneys as required by law

10. Penal Code ~~section~~ 2772: Interfering with the work of prisoners employed at a road camp, or giving or attempting to give such prisoners any controlled substances, intoxicating liquors, firearms, weapons, or explosives of any kind
11. Penal Code ~~section~~ 2790: Interrupting the work of prisoners employed at a public park or camp, or giving or attempting to give such prisoners any controlled substances, intoxicating liquors, firearms, weapons, or explosives of any kind
12. Government Code ~~section~~ 1021: Committing designated crimes as specified in the California Constitution or state law
13. Government Code ~~section~~ 1097: While a public official, being financially interested in a contract made in their official capacity, or by any body or board of which ~~he or she~~ the public official is a member, or aiding or abetting a public official in committing such a violation
14. Government Code ~~section~~ 9055: While a member of the Legislature or of a legislative body of a city, county, city and county, school district, or other special district, committing any of various crimes against the Legislative power, including bribery and logrolling
15. Government Code ~~section~~ 9412: While a member of the Legislature, refusing to appear before the Senate, Assembly, or any committee of the Legislature after being summoned to testify, or while appearing before the Senate, Assembly, or any committee, refusing to be sworn or to answer any material and proper question, or refusing to produce, upon reasonable notice, any material and proper books, papers, or documents in their possession and under their control
16. Elections Code ~~section~~ 20: Committing a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes
17. Elections Code ~~section~~ 18501: While a public official, aiding the illegal casting of a vote at an election or otherwise facilitating the perpetration of election fraud

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

CA Constitution Article 2, Section 2

CA Constitution Article 7, Section 7

Description

Voters; qualifications

Conflicting offices

CA Constitution Article 7, Section 8	Disqualification from office
Ed. Code 1006	Prohibition against school district employees serving on county board of education
Ed. Code 35107	School district employees
Ed. Code 35177	Campaign expenditures or contributions
Ed. Code 35239	Compensation of governing board member of districts with less than 70 ADA
Ed. Code 5000-5033	Election of school district board members
<u>Ed. Code 5090-5095</u>	<u>Vacancies</u>
Ed. Code 5091	Vacancies; petition for special election
Ed. Code 5220-5231	Elections
Ed. Code 5300-5304	General provisions; conduct of elections
Ed. Code 5320-5329	Order and call of elections
Ed. Code 5340-5345	Consolidation of elections
Ed. Code 5360-5363	Election notice
Ed. Code 5380	Compensation; election officer
Ed. Code 5390	Qualifications of voters
Ed. Code 5420-5426	Cost of elections
Ed. Code 5440-5442	Miscellaneous provisions
Ed. Code 7054	Use of district property; campaign purposes
Elec. Code 10010	District boundaries
Elec. Code 10400-10418	Consolidation of elections
Elec. Code 10509	Notice of election by secretary
Elec. Code 10600-10604	School district elections
<u>Elec. Code 11000-11386</u>	<u>Recall elections</u>
Elec. Code 11000	Recall of officers
<u>Elec. Code 11382</u>	<u>Vacancy due to recall</u>
Elec. Code 1302	Local elections; school district election
Elec. Code 13307	Candidate's statement
Elec. Code 13308	Candidate's statement contents
Elec. Code 13309	Candidate's statement; indigence
Elec. Code 14025-14032	California Voting Rights Act

Elec. Code 14050-14057	California Voter Participation Rights Act
Elec. Code 15307	Timeline to count ballots and release ballot count
Elec. Code 15370-15377	Ballot security and reporting of results
Elec. Code 15400- 15402	Announcement of election results Announcement of election results
Elec. Code 18501	Election fraud
Elec. Code 20	Public office eligibility
Elec. Code 20440	Code of Fair Campaign Practices
Elec. Code 21100-21180	FAIR MAPS Act
Elec. Code 2166.9	Candidate confidentiality
Elec. Code 2201	Grounds for cancellation
Elec. Code 4000-4008	Elections conducted wholly by mail Elections conducted entirely by mail
Gov. Code 1021	Conviction of crime
Gov. Code 1097	Illegal participation in public contract
Gov. Code 1099	Incompatible offices
Gov. Code 12940	Unlawful discriminatory employment practices
Gov. Code 1770	Vacancy of office
Gov. Code 81000-91014	Political Reform Act
Gov. Code 9055	Committing crimes against legislative power
Gov. Code 9412	Refusing to appear
Pen. Code 165	Bribes to members of city council
Pen. Code 2772	Interfering with the work of prisoners
Pen. Code 2790	Interrupting the work of prisoners
Pen. Code 424	Embezzlement and falsification of accounts by public officers
Pen. Code 661	Removal for neglect or violation of official duty
Pen. Code 67	Giving bribes
Pen. Code 68	Receiving bribes
Pen. Code 74	Acceptance of gratuity
Pen. Code 88	Crimes against legislative power
Pen. Code 98	Crimes against public justice
Federal	Description

52 USC 10301-10508

Management Resources

Attorney General Opinion

[Attorney General Opinion](#)

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Attorney General Opinion

Court Decision

Court Decision

Court Decision

Court Decision

CSBA Publication

Website

Website

Website

Website

Website

Voting Rights Act

Description

105 Ops.Cal.Atty.Gen. 182 (2022)

[109 Ops.Cal.Atty.Gen. 106 \(2026\)](#)

69 Ops.Cal.Atty.Gen. 290 (1986)

81 Ops.Cal.Atty.Gen. 98 (1998)

83 Ops.Cal.Atty.Gen. 181 (2000)

85 Ops.Cal.Atty.Gen. 49 (2002)

Dusch v. Davis (1967) 387 U.S. 112

Randall v. Sorrell (2006) 126 S.Ct. 2479

Rey v. Madera Unified School District (2012) 203 Cal. App. 4th 1223

Sanchez v. City of Modesto (2006) 145 Cal. App. 4th 660

Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections, January 2017

CSBA District and County Office of Education Legal Services

Institute for Local Government

Fair Political Practices Commission

California Secretary of State's Office

CSBA

Cross References

Code

0410

9005

9110

9223

9224

9230

9240

9270

9270-E(1)

9320

Description

Nondiscrimination In District Programs And Activities

Governance Standards

Terms Of Office

Filling Vacancies

Oath Or Affirmation

Orientation

Board Training

Conflict Of Interest

Conflict Of Interest

Meetings And Notices

Bylaw 9240: Board Training

Status: ADOPTED

Original Adopted Date: 12/01/1987 | Last Revised Date: 12/08/01/2024/2026 | Last Reviewed
Date: 12/08/01/2024/2026

CSBA NOTE: The following optional bylaw may be revised to reflect district practice.

CSBA NOTE: CSBA's Professional Governance Standards include expectations that each Governing Board member will participate in professional development and commit the time and energy necessary to be an informed and effective leader. See CSBA's website for education opportunities, including, but not limited to, the Institute for New and First-Term Board Members, Masters in Governance (MIG) Program, Annual Education Conference and Trade Show, Legal Symposium for Experienced Board Members, Board Presidents Workshop, Brown Act Workshop, Policy Update Webinars, and Ethics Trainings, as well as other workshops and webinars on specific topics, and in-district governance consulting services.

The Governing Board believes that the Board's sits ability to effectively and responsibly govern the district is essential to promoting student achievement, building positive community relations, and protecting the public interest in district schools. Board members shall participate in mandatory trainings on school district finance, ethics training, and mandated reporting as outlined below, and required by this Bylaw. Additionally, Board members are encouraged to participate in ongoing opportunities for professional development sufficient to help them understand their responsibilities, stay abreast of new developments in education, and improve their governance skills.

CSBA NOTE: Education Code 35220-35223, as added by AB 640 (Ch. 618, Statutes of 2025), requires a Board member to receive training on school district finance based on curricula to be developed by the Fiscal Crisis and Management Assistance Team (FCMAT), in consultation with the California Department of Education, and for the district to maintain records of such trainings. In lieu of the training based on the FCMAT curricula, Board members may satisfy the training requirement by successfully completing CSBA's MIG Program.

Each Board member shall complete a training in district finance in accordance with Education Code 35220-35223. For Board members in office as of April 1, 2027, the deadline to complete the training is April 1, 2028, unless their term of office ends before April 1, 2028. For Board members elected or appointed to office after April 1, 2027, including a Board member newly elected or appointed to a nonconsecutive term, the deadline to complete the training is one year from the first day of serving as a Board member. Completion of CSBA's Masters in Governance (MIG) Program shall be deemed to satisfy the district finance training requirement.

CSBA NOTE: Government Code 53234-53235.2 requires a local agency official, including a Board member, except for a member whose term of office ends before January 1, 2026, to receive specified training recurring trainings in ethics by January 1, 2026, and at least once every two years thereafter, and for the district to maintain records of such training. trainings. CSBA offers ethics trainings to satisfy this requirement. Additionally, pursuant to Government Code 53235, as amended by AB 2631 (Ch. 201, Statutes of 2024), requires the Fair Political Practices Commission, in consultation with the Attorney General, to create, maintain, and make an is required to offer a free

online ethics training course available to local agency officials, including Board members.

In addition, Government Code 53234-53235.2, as amended by SB 827 (Ch. 661, Statutes of 2025), imposes a similar requirement on Superintendents. For more information on required trainings for the Superintendent, see BP 2110 – Superintendent Responsibilities and Duties.

Unless a Board member's term expires prior to January 1, 2026, Additionally, each Board member shall complete ethics training in accordance with Government Code 53234-53235.2 by January 1, 2026, within six months from the first day of serving as a Board member and at least once every two years thereafter. (Government Code 53235)

CSBA NOTE: The Child Abuse and Neglect Reporting Act (Penal Code 11164-11174.3) identifies persons who are mandated to report known or suspected child abuse or neglect and establishes procedures for filing a report. Pursuant to Penal Code 11165.7, as amended by SB 848 (Ch. 460, Statutes of 2025), a mandated reporter includes a Board member. Additionally, Education Code 44691, as added by SB 848, requires districts to provide annual training to employees, volunteers, and persons working on their behalf who are mandated reporters. Although not explicitly required by law, a Board member, as a mandated reporter, may receive appropriate training. The remainder of this Bylaw is written to require such training for Board members and should be modified to reflect district practice.

For more information on mandated reporter training, see BP/AR 5141.4 – Child Abuse Prevention and Reporting. Additionally, it is recommended that districts with questions regarding mandated reporter training requirements consult CSBA's District and County Office of Education Legal Services or district legal counsel.

In addition, each Board member shall receive annual mandated reporter training in accordance with Board Policy/Administrative Regulation 5141.4 – Child Abuse Prevention and Reporting. (Education Code 44691; Penal Code 11165.7)

Once completed, the ~~Each~~ Board member shall inform the Board president and Superintendent, who or designee of the completion of any training required by this Bylaw, and the Superintendent or designee shall ensure that records of participation and completion are retained for each Board member's participation in the required ethics training member. (Education Code 35222; Government Code 44691, 53235.2)

CSBA NOTE: Pursuant to Government Code 54952.7, as amended by SB 707 (Ch. 327, Statutes of 2025), the district is required to provide a copy of the Brown Act to each elected or appointed Board member.

Upon each Board member's election or appointment, the district shall provide the Board member with a copy of the Brown Act. (Government Code 54952.7)

The Board president and/or the Superintendent or designee shall provide an orientation to newly elected or appointed Board members consistent with Board Bylaw 9230 - Orientation.

The Board president shall work with the Superintendent or designee to include funds in the district's proposed annual budget for professional development, and associated reasonable travel expenses, for the Board as a whole and for each individual Board member in the district's proposed

annual budget.

Consistent with the availability of funds in the district's adopted annual budget, the Board president or designee shall annually develop, and bring to the Board for ~~adoption~~consideration at a Board meeting, a Board professional development calendar designed to assist the Board as a whole in understanding the principles of effective governance, including, but not limited to, information on ~~school finance and budgets~~the district's budget, student achievement and assessment, labor relations, community relations, program evaluation, open meeting laws (the Brown Act), conflict of interest laws, and other topics necessary to govern effectively and in compliance with law.

CSBA NOTE: The following paragraph ~~permits~~, which may be modified to reflect district practice, authorizes individual Board members to identify and participate in additional professional development opportunities; ~~with the only condition that~~ so long as there are funds available in the district's adopted annual budget for such purpose. ~~It may be revised to reflect district practice.~~

Consistent with the availability of funds in the district's adopted annual budget, individual Board members may identify and participate in additional professional development opportunities, and shall timely inform the Board president and the Superintendent upon doing so. Additionally, the Superintendent or designee shall establish timelines and procedures for how an individual Board member shall request that the district pay for such professional development opportunities, whether in advance or by reimbursement.

Board members are encouraged to consider participating in the professional development opportunities offered by CSBA such as the Institute for New and First-Term Board Members, ~~Masters in Governance~~MIG Program, Annual Education Conference and Trade Show, Legal Symposium for Experienced Board Members, Board Presidents Workshop, Brown Act Workshop, Policy Update Webinars, and Ethics Trainings.

Individual Board members are encouraged to share the knowledge or skills acquired from individual professional development opportunities with the full Board, thereby benefiting the Board as a whole and the district.

CSBA NOTE: Pursuant to Government Code 54952.2, a "meeting" subject to Brown Act requirements does not include the attendance of a majority of the Board's members at a conference or similar public gathering, provided that a majority of the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the Board. Also For more information regarding Board meetings, including what constitutes a Board meeting, see BB 9320 - Meetings and Notices.

Consistent with Board Bylaw 9320 - Meetings ~~And~~and Notices, Board members may attend a professional development opportunity as part of a conference or similar public gathering, such as the Annual Education Conference and Trade Show hosted by CSBA, so long as a majority of the Board members do not discuss among themselves, other than as part of the scheduled program, business of a ~~specified~~specific nature that is within the district's jurisdiction.

Policy Reference UPDATE Service

Copyright 2026 by California School Boards Association, West Sacramento, California 95691

All rights reserved.

Policy Reference Disclaimer:

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

State

[Ed. Code 35222](#)

[Ed. Code 35220-35223](#)

[Ed. Code 44691](#)

Gov. Code 53234-53235.2

Gov. Code 54950-54963

Gov. Code 54952.2

[Gov. Code 54952.7](#)

[Pen. Code 11164-11174.3](#)

Management Resources

CSBA Publication

CSBA Publication

CSBA Publication

CSBA Publication

Website

Website

[Website](#)

[Website](#)

Description

[Record retention](#)

[School district finance training](#)

[Mandated reporting](#)

Ethics training

The Ralph M. Brown Act

Meeting; defined

[Copy of the Brown Act](#)

[Child Abuse and Neglect Reporting Act](#)

Description

Our Commitment to Board Professional Learning and Training

[CSBA Research and Policy Fact Sheet](#) – Board Bylaw 9240: Why board training and professional development matter. [Research and Policy Fact Sheet, February 2026](#)

Call to Order: A Blueprint for Great Board Meetings. [2018](#)

Professional Governance Standards for School Boards. [November 2021](#)

CSBA District and County Office of Education Legal Services

CSBA

[California Department of Education](#)

[Fiscal Crisis and Management Assistance Team](#)

Cross References

Code

0000

0100

0200

1112

[2110](#)

2111

2140

3100

Description

Vision

Philosophy

Goals For The School District

Media Relations

[Superintendent Responsibilities and Duties](#)

Superintendent Governance Standards

Evaluation Of The Superintendent

Budget

3100	Budget
<u>5141.4</u>	<u>Child Abuse Prevention And Reporting</u>
6000	Concepts And Roles
9000	Role Of The Board
9005	Governance Standards
9100	Organization
9121	President
9150	Student Board Members
9220	Governing Board Elections
9220-E(1)	Governing Board Elections
9230	Orientation
9250	Remuneration, Reimbursement And Other Benefits
9250-E(1)	Remuneration, Reimbursement And Other Benefits
9250-E(2)	Remuneration, Reimbursement And Other Benefits
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9320	Meetings And Notices
9320.1	Remote Meetings and Attendance
9400	Board Self-Evaluation