



DURHAM UNIFIED SCHOOL DISTRICT



9420 Putney Drive, Durham, CA 95938

Regular Session Governing Board Meeting Agenda

Wednesday, January 28, 2026

Durham Unified School District Board Room

6 pm Open Session

Or

Join Zoom Meeting

<https://durhamunified.zoom.us/j/84482077735?pwd=PIKp08gzF6lk6lV9MmNgidb4PN8Y6W.1>

Passcode: durham

+1 669 900 6833 Webinar ID: 844 8207 7735

Passcode: 5rBBtJ

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ORDER OF AGENDA

D. PUBLIC COMMENT ON AGENDA ITEMS AND ITEMS FROM THE PUBLIC:

The law allows the public to address the governing board on any school district matter, whether or not it is on the agenda, but the law prohibits action or discussion by the Board on non-agenda items.

Please note: At this time, the Board will hear public comment on ALL AGENDA ITEMS BELOW and will also hear public comment on any school district matter.

A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits. **Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes.** With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323) **“Questions or concerns expressed may be referred to Superintendent, John Bohannon, for a response or resolution. Those persons wishing to contact the Superintendent may do so by phone at (530) 895-4675 or by email at jbohannon@durhamunified.org”**

E. REPORTS

- a. DUTA
- b. Principals
- c. Director of Student Services
- d. MOT
- e. Superintendent

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F. ITEMS FROM THE BOARD

G. CONSENT AGENDA

- 1. Approval of Minutes from the December 17, 2025 Board meeting.

12-19

2. Approval of the Accounts Payable for December 2025. 20-25
3. Approval of the Agreement between Durham Recreation and Park District, Durham Unified School District, and the Durham Little League Association for the 2026 Season. 26-28
4. Approval of the Durham Recreation and Park District MOU. 29-31

5. Field Trips:

Site/Event	Event	Date
DHS FFA	Fresno City College - Welding Competition	02/26- 02/27/26
DHS Cheer	Anaheim, CA - USA Spirit Nationals/ Disneyland Resorts	02/19- 02/23/26

6. Fundraisers:

Site/Event	Estimated Amount to Raise	Date
FFA Boots & Bowties Dinner	\$15,600	02/19/26

7. Employment:
Coaching Hire:

Employee	Position	Date
Kevin Martin	Volunteer Ski Coach	2025/26 Season
Walt Chruaplo	Volunteer Ski Coach	2025/26 Season
Ryan Vanella	Volunteer Ski Coach	2025/26 Season
Daniel Martin	Varsity Head Softball Coach	2025/26 Season
Molly Knobbe	Varsity Head Golf Coach	2025/26 Season
Jeff Davenport	Volunteer Golf Coach	2025/26 Season
Chris McHenry	Varsity Head Baseball Coach	2025/26 Season
Jamie Turner	Varsity Assistant Baseball Coach	2025/26 Season
Jim Young	JV Head Baseball Coach	2025/26 Season
Jace Buck	Volunteer Baseball Coach	2025/26 Season
Dan Little	Volunteer Baseball Coach	2025/26 Season
Jorge Wong	Volunteer Baseball Coach	2025/26 Season
Joseph Garcia	Volunteer Baseball Coach	2025/26 Season

David Guerra	Varsity Head Track & Field Coach	2025/26 Season
George Guerra	Assistant Varsity Track & Field Coach	2025/26 Season
Rebecca Dennis	JV Head Track & Field Coach	2025/26 Season
Jake Konyon	Volunteer Track & Field Coach	2025/26 Season
Lex Corniciuc	Volunteer Track & Field Coach	2025/26 Season
Zach Guerra	Volunteer Track & Field Coach	2025/26 Season
Marissa Guerra	Volunteer Track & Field Coach	2025/26 Season
Ashley Reimer	Volunteer Track & Field Coach	2025/26 Season
Theodore Staiger	Varsity Head Football Coach	2026/27 Season
Tim Dobson	Varsity Assistant Football Coach	2026/27 Season
Kevin Testrote	Volunteer Football Coach	2026/27 Season
Mike Pena	Volunteer Football Coach	2026/27 Season
John Staiger	Volunteer Football Coach	2026/27 Season
Jonah Badie	Volunteer Football Coach	2026/27 Season
Jesse Mckellips	Volunteer Football Coach	2026/27 Season
David Guerra	Varsity Head Cross Country Coach	2026/27 Season
Marissa Guerra	Volunteer Cross Country Coach	2026/27 Season
Zach Guerra	Volunteer Cross Country Coach	2026/27 Season

Classified Hire:

Employee	Position	Date
Willians Rodriguez	Bilingual Paraprofessional	02/09/26

Classified Resignation:

Employee	Position	Date
Elizabeth Castro	SPED Paraprofessional	01/15/26

H. INFORMATIONAL ITEMS:

1. Quarterly Report on Williams Uniform Complaint (Ed.Code§ 35186(d))

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I. DISCUSSION/ACTION ITEMS:

1. **Discussion/Action:** Discussion and approval to obsolete the Playground Equipment in the Kindergarten Playground. 33-34
2. **Discussion/Action:** Discussion and approval of the King Consulting Professional Services Addendum. 35-42
3. **Discussion/Action:** Discussion and approval of the Facilities Master Plan (FMP) Phase 3 High School Stadium Bleacher and Pressbox Replacement Project and Lunch Shelter Project Bid. 43
4. **Discussion/Action:** Discussion of the First Reading of November 2025 Board Policy Updates. (Supporting materials are available for review at the District office or www.durhamunified.org). 44-124
5. **Discussion/Action:** Discussion and approval Second Reading of September 2025 Board Policy Updates. (Supporting materials are available for review at the District office or www.durhamunified.org). 125

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS / MOVE TO CLOSED SESSION

K. CLOSED SESSION

1. *Conference with Labor Negotiators Agency designated representatives: Board President
Unrepresented Employee(s): Superintendent
(Government Code 54957.6)*
2. *Conference with Labor Negotiators Agency designated representatives: Superintendent John Bohannon; Employee Organizations: Administrative, CTA, CSEA, and Classified
Confidential (Government Code 54957.6)*
3. *Public Employee Discipline / Dismissal / Release / Complaint
(Government Code 54957)*
4. *Public Employee Performance Evaluation: Superintendent
(Government Code 54957)*
5. *Public employee appointment / employment:
(Government Code 54957)*
6. *Pending Litigation:
(Government Code: 54956.9 (d) (l))*

L. RETURN TO OPEN SESSION

M. REPORT OF ACTION TAKEN IN CLOSED SESSION

N. NEXT BOARD MEETING DATE: Wednesday, February 18, 2026

NOTES: *Agenda item documents are available for public inspection during regular business hours at the District Office. **Handouts will be provided at the board meeting. If you require special accommodations to participate in the meeting, please advise Chloe Bartel, Human Resources/Executive Assistant, 48 hours in advance at (530)895-4675 x5001.

Government Code 54953.2 requires that all Board meetings meet the protections of the Americans with Disabilities Act (ADA) (42 USC 12132) and implement regulations (28 CFR 35.160, 36.303). Such protections require the district to ensure that the meeting is accessible to persons with disabilities and, upon request, to provide disability-related accommodations, such as auxiliary aids and services. Auxiliary aids and services may include accommodations at the actual meeting, such as a sign-language interpreter, or accommodations to the supporting documentation, such as Braille translation of the agenda packet. Government Code 54954.2 requires that the agenda specify how, when, and to whom a request for accommodation should be made; see BB 9322 - Agenda/Meeting Materials.

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: DES Principal Report

PREPARER: Samantha Brown

RECOMMENDATION:

- ☐ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☒ Information Only

Enrollment: 523 students (decrease of 2 from last month - 1-1st Grade, 1-4th Grade; however, 2 incoming students - 1-2nd Grade, 1-5th Grade)

Events/Happenings: We held in-person TK and Kindergarten registration on Thursday, January 15th and Wednesday, January 21st. As of now, we currently have 41 TK enrolled and 70 Kindergarten students, with more enrolling.

Our fourth grade classes held their evening VAPA performances of “Interplanetary Jammin’” under the direction of Music/VAPA teacher, Jen Anderson and their classroom teacher on the evenings of Tuesday, January 13th; Wednesday, January 14th; and, Thursday, January 15th, one class per night. Our third grade classes are now preparing for their upcoming February performances.

DES PTS held the Mother Son Dance on Friday, January 16th at the Durham Memorial Hall, and are planning to hold the Father Daughter Dance on Friday, February 6th at the same location.

ASB is holding their 100th Day of School Math-A-Thon on Monday, January 26th. Classes will celebrate by participating in the Math-A-Thon and other fun 100th day activities. Additionally our Kindergarten and first grade students will be displaying their 100’s projects in the main hallway through the month of February.

Our Tiger Trait of the month is integrity, being honest and doing the right thing, even when it's hard or no one is watching, like telling the truth even if you might get in trouble, or returning extra change you received by mistake. It's about having strong character, sticking to your values, and making choices that show you're sincere and trustworthy, like being a good friend and taking responsibility for your actions. As we move into February, we will begin our month long Kindness Challenge, and focus on the Tiger Trait of compassion, noticing someone's sadness or need, feeling for them,

and then acting to help, like sharing a toy or giving a hug, showing love in action rather than just feeling sorry.

Staff Meeting/Grade Level Collaboration: We held our January Staff Meeting on Tuesday, January 6th. Our agenda focused on celebrating the collective effort behind our 70% DIBELS proficiency while strategically aligning our focus to navigate the multiple change initiatives currently in motion from new curriculum, new Aeries report cards, and changes due to upcoming construction and classroom moves. Our February Staff Meeting will be held on Tuesday, February 3rd, and we will continue our unfinished conversations from the January staff meeting and discuss upcoming Trimester 2 assessments and upcoming Parent-Teacher Conferences.

Our Amplify Math Pilot Team, along with myself and Heather McCune, joined DIS and DHS staff on Monday, January 12th at the BCOE office in Chico to review math curriculums.

On Tuesday, January 20th, we held the January Probationary Teacher's meeting. Overall, teachers reported that overall things are going well. They felt rested and ready to return following the winter break and noted the growth that students are showing upon returning to school.

On Monday, January 26th, the SBIT Leadership Team, which includes, Carmina Vital, Heather McCune, Kacy Adkins, and myself will hold meetings with staff in the DES Staff Lounge throughout the day to review intervention data and discuss next steps to continue supporting students who are below and well-below grade level.

Shout Outs: A shout-out to 4th-grade teacher Roni Masuda on her upcoming retirement. Thank you for the many years of magic in the classroom!

A shout-out to TK teacher Jona O'Shea on her second retirement. You truly can't keep a great teacher away, but she's earned the rest!

A shout-out to our Mentor Teachers - Dina Buttitta, Morgan Alaways, Molly Knobbe, Katie Perkins, Roni Masuda, and Kevin Martin - for hosting student teachers this spring and helping grow the future of education!

Outreach to Parents/Community: The DES Chess Club continues to meet bi-weekly on Mondays in the DES Library from 1:40-2:25PM.

The Reading Pals and Math Buddies programs maintain consistent, steady support for students.

DES PTS will hold their January meeting on Tuesday, January 20th at the Durham Memorial Hall beginning at 8:30 AM. Carnival planning has been postponed until the 2026-2027 school year, but we continue to meet and discuss upcoming events for the remainder of this school year.

The January School Site Council meeting will be held on Wednesday, January 28th from 3:00-4:00 PM in DES Room 4. The committee will receive updates on DUSD committees, construction, and the math pilot/math adoption.

I continue to update the DES website and post the Tiger Spotlight of the Week weekly.

DELAC: Our regular monthly meeting will be held on Thursday, January 22nd at 6:00 PM in the DES Multi-Purpose Room.

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: DIS Principal Report

PREPARER: Josh Rowe

RECOMMENDATION:

- ☐ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☒ Information Only

Boys Basketball

Boys Basketball is off to a strong start this season. Our 8th Grade team earned **2nd Place** in the Willows Tournament, while our 7th Grade team brought home the **championship banner**. In our first games back from winter break, both the 7th and 8th Grade teams earned convincing wins against Bidwell Junior High. Looking ahead, our teams will compete in the **Chico All-City Tournament** and the **Rene Brandal Classic** from **February 5–7**.

Shady Creek

Shady Creek Outdoor Education Camp is quickly approaching. Our 6th Grade team, along with District Nurse Kristin, has been working diligently to prepare for the trip. Planning efforts are focused on logistics, student safety, and health needs to ensure our students have a positive and successful experience while hiking, learning, and building community.

PEG Project

The 8th Grade PEG Project is in full swing. Students are actively meeting with their coaches, developing interview questions, and scheduling interviews. Engagement has been strong, and students are demonstrating thoughtful preparation and effort. We are looking forward to the final project presentations in March.

Student of the Month

Our **January Student of the Month** is **7th grader Cooper Swearingen**, nominated by Ms. Schnitzius. She shared the following:

"The student of the month that I have chosen is Cooper Swearingen. I am choosing this student because he has shown remarkable improvement this quarter. His dedication to his academics is apparent, and he constantly checks in with teachers to ensure he is on the right track. Cooper has wonderful insight in the English classroom that he is making more evident with each passing week. Cooper is one of those students that simply can't be knocked down, and I know he will do great things in his future. Great job, Cooper—we all see the hard work you are putting in!"

Congratulations, Cooper!

Enrollment

As of the writing of this report, Durham Intermediate School enrollment stands at **238 students**.



DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: DHS Principal Report

PREPARER: Marty Wilkes

RECOMMENDATION:

- ☐ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☒ Information Only

Student of the Month:

January's Student of the Month is Holly Oberdorf. Holly has a 4.3 GPA and is on Durham's Track team. Holly has applied to several colleges this year, including Cal Poly, San Diego State, Long Beach State, and San Jose State. Holly would like to major in kinesiology. She is currently taking Advanced Biology, SOU English, SOU Government, SOU Statistics, and Butte College Spanish. Holly has been attending Durham Schools since she was in Kindergarten.

Shout Outs/Events:

A representative from Chico State will be on campus on January 20 to meet with students and discuss the importance of the CAASPP assessment and how it impacts their academic pathways. Chico State will return on January 22 to meet with eighth-grade students to provide an overview of A–G course requirements and explain their significance as students prepare to transition into high school. Following these presentations, during the subsequent week, Mrs. Ladd and Mrs. Spade will begin enrolling students in classes for the 2026–27 school year.

From the Office / Events:

2/3: Girls Basketball vs Winters
2/6: Winter Homecoming Basketball vs Paradise
2/6 Soccer vs Redding Christian
2/7: SVL Wrestling Championships at Winters
2/13: Girls Basketball vs Willows
2/14: Wrestling Divisions at Paradise
2/20-21: Masters at Shasta

Enrollment:

9th = 82 10th = 82 11th = 82 12th = 78 BCOE= 3 TOTAL = 327

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: Student Services & Support Report

PREPARER: Marilyn Bertolucci

RECOMMENDATION:

- ☐ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☒ Information Only

Statewide Children and Youth Behavioral Health Initiative (CYBHI) Fee Schedule Program

Help Our School Access Funding for Health and Wellness Services on Campus!

All Health plans are now **required** to reimburse school districts for providing certain health and wellness supports. **No copays or deductibles.**

Will the information be kept confidential?

Yes, the information that you provide to your child's school, including health insurance information, is completely confidential. Your child's health insurance information will not be shared with any outside entities, except as necessary to enable your child's school to receive reimbursement for mental health services provided to your child and/or family, or as otherwise permitted under state and federal law (e.g., reporting to the California Department of Health Care Services).

How does it work?

The State of California partners with schools and health plans to make sure that students can get health and wellness support in schools across the state. Schools already offer an array of health and wellness services to meet the needs of students; however, securing funding for these services has been a challenge.

Under the Children and Youth Behavioral Health Initiative (CYBHI) Fee Schedule program, California's health plans and insurers are now required to reimburse public schools for covered services provided to students.

State law prohibits health plans and insurers from passing any of the cost of these services on to families. This means that the health plans and insurers will pay for services provided to your student in school and there **WILL NOT** be any out-of-pocket expenses (e.g., co-payments, deductibles) for you and your family.

How can you help?

In order to obtain this funding from the health plans and insurers, including the Medi-Cal program, our school must submit a claim for reimbursement to the health plan or insurer. Our school will ask you for your health insurance information and will ask you to sign a consent form so we can bill the health plan.

If your child is under 18, please sign the consent form and provide a copy of your child's insurance card and/or the name of your child's health insurance company, your child's policy number, and the name of the parent or guardian that carries the health insurance coverage.

Agreeing to provide this information to your child's school **WILL NOT** result in any costs for services being passed onto you or your family. These services are completely free and receiving these services in school **WILL NOT** affect your child's coverage under the health plan or insurer.

What happens if I don't want to provide this information?

Your child may still receive no-cost health and wellness services at school. **However, if you decide not to provide your child's health insurance information, our school cannot access this critical source of funding.**

If your child is eligible for special education services under the Individuals with Disabilities Education Act, they are entitled to receive health and wellness services and supports pursuant to an Individualized Education Program (IEP) or Individualized Family Service Plan (IFSP). Your decision to provide (or not provide) your child's health insurance information **WILL NOT** affect your child's eligibility for these services.

If you have questions, please reach out to Marilyn Bertolucci, Director Student Services and Supports. (530) 895-4697-6020 or mbertolucci@durhamunified.org



INFORMED CONSENT

As part of your child's educational benefits, they are able to access school-based mental health services. These services are provided by associate, credentialed counselors, and/or licensed mental health providers. Associate providers receive on-going supervision from a licensed supervisor on a weekly basis. Support may include individual, small-group, referral to outside resources and coordinated care. School staff and parents may refer students for these services and students can self-refer as well.

Confidentiality & Limits to Confidentiality: Information shared during school-based mental health sessions is considered private and will not be shared with others without your written permission.

However, there are important limits to confidentiality.

- By law, school mental health staff must break confidentiality if they believe a student is at risk of harming themselves or others,
- if there is suspected abuse or neglect,
- or if they are required to do so by a court order. In some cases, limited information may be shared with other school staff who are involved in supporting the student's well-being and success—but only on a need-to-know basis.

If you have any questions or concerns about confidentiality, we are always happy to talk with you before services begin. California law states a student who is 12 years of age or older is able to consent to their own treatment known in the state as minor consent.

Mental Health Services are Voluntary. Parents and/or client have the right to revoke services at any time, unless the child is twelve and over and consents to their own treatment. A parent or student can revoke their informed consent either verbally or in writing.

Signature of Student

Printed Name of Student

Signature of Parent/Guardian

Printed Name of Parent/Guardian

Billing:

In order to sustain these critical services schools are now able to bill MediCal, private insurance and disability insurance for reimbursement of mental health/social emotional services. **Consent to bill will not impact, explanation of benefits (EOB), deductible, and no cost will be passed onto you, your family or the insurance holder. Declining billing will not impact access to mental health/social emotional services for your child.**

Consent to Bill for Mental Health Services:

_____ (District/LEA) has provided written notification to the child's parents prior to obtaining the one-time parental consent and annually thereafter.

I authorize the LEA/district to release student information for the limited purpose of billing Medi-Cal or

private insurance and to access these health insurance benefits for applicable services. This will not affect

any insurance or benefits I currently have or may receive. The granting of consent is voluntary and may be

revoked at any time. If consent is denied, required services will continue to be provided.

Signature: _____

Date: _____

Student Name: _____

Date of Birth: _____

Address: _____

Phone: _____

Insurance Carrier _____

Policy Number/ID: _____

Primary Insurance Y/N: _____

Subscriber Name: _____

Have any questions about this educational benefit or how to connect your student with support?

Contact Marilyn Bertolucci, Director of Student Services and Supports
mbertolucci@durhamunified.org or (530)895-4697-6020

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: MOT Report

PREPARER: Eric Kolstad

RECOMMENDATION:

- ☐ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☒ Information Only

Background:

2026 is expected to be another busy year, with construction planned at the elementary school and improvements at the football stadium. Preparations are underway to ensure both areas are ready for construction.

Transportation continues to be a challenge. The Lion bus remains out of service due to costly repair needs. We are working with Paradise to potentially acquire a bus they no longer need. Athletic programs are heavily using all available vans, and cleanup after use has been inconsistent.

Custodial staff are working diligently to keep the campus clean. Both gyms are used daily for physical education and sports, which makes cleaning between activities challenging. Staffing shortages due to illness and other issues also require staff to cover multiple roles.



DURHAM UNIFIED SCHOOL DISTRICT



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Regular Session Governing Board Meeting Agenda

Wednesday, December 17, 2025

Durham Unified School District Board Room

6 pm Open Session

Or

Join Zoom Meeting

<https://durhamunified.zoom.us/j/87487591634?pwd=WVhDdXlDdjIwZ3VPWnZWUHHJaeCtoZz09>

Passcode: durham

+1 669 900 6833 Webinar ID: 825 6039 8065

Passcode: 3jx6J5

Minutes

The Regular Meeting of the Board of Trustees of the Durham Unified School District was held in the Durham Unified School District Board Room on Wednesday, December 17, 2025.

Trustees Present: Ed McLaughlin, Jennie DuBose, Buzz Landon, Andrew Sohnrey, and Garrett Meyer

Trustees Absent: None

Administration Present: John Bohannon, Superintendent; Jess Knox, Chief Business Officer; Chloe Bartel, Human Resources/Executive Assistant; Samantha Brown, DES Principal; Josh Rowe, DIS Principal; Marty Wilkes, DHS Principal; Marilyn Bertolucci, Director of Student Supports and Eric Kolstad, MOT Manager.

A. Call to Order

President Buzz Landon called the meeting to order at 6:00 p.m. in the Durham Unified School District Board Room.

B. Pledge of Allegiance: Josh Rowe, DIS Principal

C. Annual Organization Of Governing Board

1. Election of Board Officers:

a. Election of Board President

Buss Landon was voted President of the Board

Motion: Trustee Sohnrey

Second: Trustee Meyer

Vote: 5/0

b. Election of Clerk

Ed McLaughlin was voted Clerk of the Board

Motion: Trustee Sohnrey

Second: Trustee Meyer

Vote: 5/0

c. Appointment of Board Secretary (District Employee)

Superintendent, John Bohannon was appointed Secretary of the Board

Motion: Trustee Sohnrey

Second: Trustee Meyer

Vote: 5/0

2. Establishment of 2026 Regular Board Meeting Dates, Times, and Location
After review of the proposed calendar and change of the June 17th Board Meeting to June 24th, the Board approved the 2026 Durham Unified Board Meeting Date Calendar.

Motion: Trustee Sohnrey

Second: Trustee Meyer

Vote: 5/0

D. Change to the Agenda: None

E. Items From the Public: None

F. District Reports:

DUTA:

Becky Bill, DUTA president, shared a brief update on all the holiday events happening at each school site as many were previously mentioned in the principal reports. She wanted to mention how much fun the DHS students had with the door decorating contest and that this will more than likely become a yearly tradition. Lastly, she hopes everyone enjoys their time off and happy holidays.

Durham Elementary School: Samantha Brown, Principal:

Enrollment: 525 students (no change)

Events/Happenings: ASB is holding their Candy Cane Gram FUNdraiser this week for \$2/each for 15 minutes before and after school; the grams will be delivered to students in their classrooms on Thursday, December 18th. ASB recently voted to purchase 12 new trikes for the TK, Kindergarten and 1st grade students for their move to their temporary new playground.

Our 5th grade band students have been practicing and preparing for their Winter Band Concert. They will be performing with the 6th grade band in the DHS Gym tonight, Tuesday, December 9th.

DES PTS held the DES Christmas Boutique on Wednesday, December 10th. This is an adorable holiday tradition that students enjoy and some classes share the shopping and wrapping experience with an older buddy class.

Our Kindergarten classes will hold their evening VAPA performances of "The Gingerbread Man" under the direction of Music/VAPA teacher, Jen Anderson and their classroom teacher on the evenings of Thursday, December 10th; Monday, December 15th; and, Tuesday, December 16th, one class per night.

Staff Meeting/Grade Level Collaboration: We held our December Staff Meeting on Tuesday, December 2nd. Our agenda focused on reviewing our November PBIS behavioral data, reviewing upcoming December and January events so that everyone can plan and prepare, DUSD Committees, some DES Christmas fun, and the remainder of the time focused on upcoming bathroom and playground changes around the TK move to turn the site over to the builder for the new TK and Kindergarten classrooms and new office modernization

I rolled out a Google Form the week before Thanksgiving called DES Staff Weekly Pulse. Teachers are asked to fill this out as a team or specialists complete it individually on Mondays during collaboration to give me feedback about how the previous week went, what went well, one challenge their team is facing, and the support or next steps to move their challenge forward.

Our Amplify Math Pilot Team, along with myself and Heather McCune met with the pilot coordinator and our sales representative on Monday, December 8th via Zoom to talk about what is going well and provide feedback about what is not working. They were able to show the team a benchmark and progress monitoring feature, similar to DIBELS that we administer for reading, that no one on the team was aware of, but several were interested in using.

Shout Outs: A shout-out to Emily Sohnrey and Aimee Anderson from PTS for all their work in preparing for the Christmas Boutique and continuing this fun holiday tradition for our students.

Also, a shout out to Dayna Gibbs for all her help in working with community organizations and soliciting donations through friends and family on social media to make sure that families in need receive some love during the holiday season - both Thanksgiving and Christmas.

Outreach to Parents/Community: The DES Chess Club continues to meet bi-weekly on Mondays in the DES Library from 1:40-2:25PM.

The Reading Pals program maintains its consistent, steady support for students. While the Math Buddies program is also reliably operating, we continue to seek additional volunteers to expand its reach and serve more students.

DES PTS will hold their next meeting on Tuesday, December 16th at the Durham Memorial Hall beginning at 8:30 AM. There has been a great deal of discussion about planning a carnival in the spring where families can come together and kids can play in an effort to build community and potentially generate new interest in participating in PTS.

The November School Site Council meeting was rescheduled to Wednesday, December 3rd. The committee reviewed beginning of the year (baseline) vs. end of trimester 1 assessments, and discussed the upcoming TK move and changes associated with the move. The January School Site Council meeting will be held on Wednesday, January 28th from 3:00-4:00 PM in DES Room 4.

I continue to update the DES website and post the Tiger Spotlight of the Week weekly.

DELAC: Our next regular monthly meeting will be on Thursday, January 15th at 6:00 PM in the DES Multi-Purpose Room.

Durham Intermediate School: Josh Rowe, Principal:

PE – Chico State Lacrosse

Our PE program continues to excel and create amazing opportunities for our students. During their lacrosse unit, athletes and the coach from the Chico State Lacrosse Club visited campus to teach a short lesson and play a game with Mrs. Juanarenas' classes. A special thank-you goes to Mrs. Juanarenas' student teacher, Sophia Canellia, who served as the point person in bringing the Chico State Lacrosse Club to DIS.

The PE department has also begun their dance unit, and students are excited to show off their new moves at our Winter Wonderland Dance on Thursday, December 18th.

Winter Wonderland Dance

On Thursday, December 18th, ASB will host our final dance of 2025. This month's theme is Winter Wonderland, and with support from parent volunteers, ASB is preparing a fun-filled evening for our students.

PEG Project

On December 3rd, Mrs. Withrow and Ms. Schnitzius hosted a parent information meeting for the PEG Project. Students will be assigned a coach before Winter Break, and our 8th graders will spend the third quarter working on their projects.

The PEG Project is a wonderful example of our whole school community coming together to support students. Every DIS teacher—and several staff members—will be coaching 8th graders throughout the process. In March, students will present their projects over two days to staff and community members.

Mrs. Withrow has done an excellent job coordinating and preparing the timeline, materials and communications to parents and students this year.

Basketball Girls Season Wrapping Up

On Tuesday, December 9th, our girls played their final regular-season home game against Palermo. They wrapped up their season by competing in the Chico Country Day Tournament over the weekend of the 12th. They worked hard and grew tremendously this year, and we look forward to seeing our Lady Panthers back on the court next season!

Boys Tryouts Complete

Boys basketball held tryouts during the first week of December. We are excited to watch them hit the hardwood when we return from Winter Break.

Student of the Month

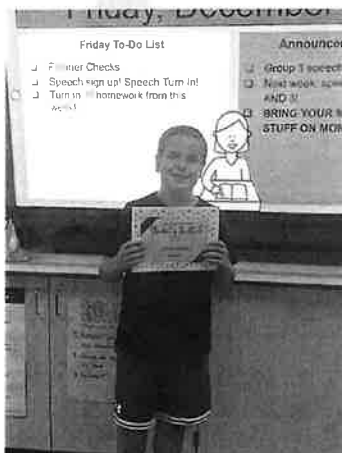
Our December Student of the Month is 6th grader Hunter Krenak, nominated by Ms. Skelly. She shared the following:

"I recommend Hunter Krenak for this month's student of the month! Hunter is incredibly respectful and kind, especially when he greets teachers each morning and says goodbye each afternoon. He is also a great friend to his peers. Best of all, he is funny! He is such a joy for all of us to have in class. Hunter shows great purpose with his work: he responds to prompts in complete sentences and shares his great ideas with the class! Way to go, Hunter, on being such a cool dude!"

Congratulations, Hunter!

Enrollment

As of the writing of this report, DIS enrollment stands at 239 students.



Durham High School: Marty Wilkes, Principal:

Student of the Month:

December's Student of the Month is Ava Bunch. Ms. Bunch has a 4.24 GPA and plays on the basketball team, and is on the track team. Ava will be applying to several colleges this year, including Cal Poly, Chico State, UCLA, Pepperdine and San Diego State. Ava would like to major in Nursing. She is currently taking Butte Spanish 3, SOU English, Stats and Government, She is also taking Physics and Ag Floral.

Shout Outs/Events:

College Application season is in the books. It is now a waiting game, but I want to thank all the staff members that took the extra time to help the students with their college application. It is a lot of extra work especially with all the short notice requests for letters of recommendation.

I would also like to thank Coach Stanley and all the parents that helped out with the Herb Jergentz Boys Basketball Tournament. It is a big undertaking and it went very well.

From the Office / Events:

12/16 Finals Start
12/19 End of first semester
12/30 Boys Home vs Hamilton
1/5 First day of second semester
1/6 Boys Home vs Colusa
1/12 Girls Home vs East Nicolaus

Enrollment:

9th = 84 10th = 82 11th = 82 12th = 79 BCOE= 3 TOTAL = 330

Director of Student Services: Marilyn Bertolucci:



The 50th year anniversary of the Individuals with Disabilities Education Act (IDEA) is a time to reflect on the foundations of the IDEA and take a look back while keeping the future in mind. The IDEA was initially enacted on November 29, 1975. IDEA remains the cornerstone of special education, ensuring students with disabilities have the opportunity to learn, grow, and achieve their full potential.

The Individuals with Disabilities Education Act (IDEA)

The Individuals with Disabilities Education Act (IDEA) is the federal law that ensures specific rights and services for children with disabilities. It governs how states and public agencies provide early intervention, special education, and related services.

The Core Mission: To ensure that all children with disabilities have available to them a Free Appropriate Public Education (FAPE) that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living.

Why the Law Exists

Prior to 1975, the education of students with disabilities was considered a privilege, not a right.

- Pre-1975: Over 1 million children with disabilities were excluded entirely from the public school system. Another 3.5 million were in school but did not receive appropriate services.
- The Turning Point: Born from the Civil Rights movement and landmark cases like *Brown v. Board of Education*, Congress passed PL 94-142 in 1975 (later renamed IDEA).
- The Shift: The law shifted the burden from the family (to find private care) to the public school system (to serve the child).

The Six Pillars of IDEA

Compliance with IDEA is measured by our adherence to these six fundamental principles. Failure to uphold any one of these can result in legal liability for the district.

1. Free Appropriate Public Education (FAPE): We must provide services that yield educational benefit at public expense (no cost to parents).
2. Appropriate Evaluation: We must use non-discriminatory assessments to determine eligibility and needs.
3. Individualized Education Program (IEP): The legal document that details the student's specific goals, services, and accommodations.
4. Least Restrictive Environment (LRE): Students must be educated with non-disabled peers to the maximum extent appropriate.
5. Parent & Student Participation: Parents are mandatory members of the IEP team and equal partners in decision-making.
6. Procedural Safeguards: Specific rights that protect the family's/student's interests, including the right to Due Process (legal dispute resolution).

MOT Manager, Eric Kolstad:

Background:

The district is continuing to evaluate repair options for one of the Lion buses, with current parts estimates ranging from \$32,000–\$35,000. We have received a new van that will support athletics and field trips, and winter sports are now underway. The maintenance and operations team anticipates a busy winter break, which will include relocating classrooms, moving playground equipment, installing additional gates, and expanding blacktop striping at DES. Staff will also be working to salvage any materials DES wishes to retain from the classrooms scheduled for removal. Custodians will assist with the move while completing deep-cleaning tasks across campuses. Grounds crews remain busy managing leaf cleanup and keeping walkways clear. Additionally, there is an ongoing issue with mud in the locker rooms, which will require consistent support from coaches and teachers to fully resolve.

Superintendent, John Bohannon:

Superintendent Bohannon shared that he has a short update on the construction projects, as most of his update will be a presentation on the CA State Dashboard 2025 Update after the Consent Agenda. Both the TK/K and Stadium projects are progressing well. Demolition is anticipated to begin in February for the TK/K project. Our shade structure for the Stadium project has been ordered and should arrive late February or early March.

G. Items from the Board:

Trustee Landon, McLaughlin, and DuBose wanted to wish everyone a Merry Christmas.

Trustee McLaughlin also brought up his concerns about security after the Brown University incident. He expressed the increased need to have additional cameras and fencing up around our campus.

H. Consent Agenda:

Trustee Sohnrey made a motion to add the Addendum items and to approve the consent agenda.

Motion: Trustee McLaughlin Second: Trustee Meyer Vote: 5/0

I. Informational Items:

1. CA State Dashboard 2025 Update

A handout to the Board with a plan to address our scores with explanation.
No action was taken on this informational item.

I. Discussion Action Items:

1. **Discussion/Action:** Discussion and approval of the Gaynor Telesystems Verkada Visitor Management/Workplace System.

After some explanation and discussion these items were approved with the addendum corrected contract quote.

Motion: Trustee McLaughlin Second: Trustee Sohnrey Vote: 5/0

2. **Discussion/Action:** Approval and adoption of 2026 Board Meeting Calendar.

After some explanation and discussion these items were approved with the change of the June 17th Board Meeting to June 24th.

Motion: Trustee McLaughlin Second: Trustee DuBose Vote: 5/0

3. **Discussion/Action:** Approval of the Revised Declaration of Need for the 2025-2026 school year.

After some explanation and discussion these items were approved.

Motion: Trustee DuBose Second: Trustee Sohnrey Vote: 5/0

4. **Discussion/Action:** Approval of First Interim Budget Report (Supporting materials are available for review at the District office or www.durhamunified.org)

After some explanation and discussion these items were approved.

Motion: Trustee DuBose

Second: Trustee Meyer

Vote: 5/0

5. **Discussion/Action:** Discussion and approval of the First Reading of September 2025 Board Policy Updates. (Supporting materials are available for review at the District office or www.durhamunified.org).

No action was taken on this first reading of policy updates.

- J. Public Comment on Closed Session Items:** None
Moved to Closed Session: 7:32pm

K. Closed Session

1. *Conference with Labor Negotiators Agency designated representatives: Board President
Unrepresented Employee(s): Superintendent
(Government Code 54957.6)*
2. *Conference with Labor Negotiators Agency designated representatives:
Superintendent John Bohannon; Employee Organizations: Administrative, CTA, CSEA,
and Classified
Confidential (Government Code 54957.6)*
3. *Public Employee Discipline / Dismissal / Release / Complaint
(Government Code 54957)*
4. *Public Employee Performance Evaluation: Superintendent
(Government Code 54957)*
5. *Public employee appointment / employment:
(Government Code 54957)*
6. *Pending Litigation:
(Government Code: 54956.9 (d) (l))*

- L. Return to Open Session:** 7:58pm

- M. Report of Action Taken in Closed Session:** None

- N. Next Board Meeting Date:** Wednesday, January 28, 2026

- O. Adjournment:** The meeting adjourned at 7:59 p.m.

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: Approval of the Accounts Payable for December 2025

PREPARER: Jess Knox, CBO

RECOMMENDATION:

- ☒ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☐ Information Only

Background:

Approval of accounts payable for the month of December 2025.

Checks Dated 12/01/2025 through 12/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-340938	12/09/2025	Crusberto Gonzalez	01-5800	IEP Transportation		323.40
3005-340939	12/09/2025	Rachel Hockersmith	01-5800	IEP Transportation		503.30
3005-340940	12/09/2025	Rowe, Joshua M	01-5200	LTW Conference Meals	48.00	
3005-340941	12/09/2025	Bear, Bryan D	01-5800	Student of the Month Lunch	33.38	81.38
3005-340942	12/09/2025	Ladd, Susan E	01-5200	SOU Math Meeting		419.43
3005-340943	12/09/2025	Kann, Makenna R	01-4300	Library Supplies & Books		100.62
3005-340944	12/09/2025	Withrow, Regan	01-4300	Class Supplies		164.76
3005-340945	12/09/2025	Bartel, Chloe M	01-4300	Class Supplies		85.18
3005-340946	12/09/2025	Skelly, Sabrina	01-5200	Mileage Reimbursement		272.30
3005-340947	12/09/2025	AB COMMUNICATIONS	01-4300	Classroom Supplies		96.05
3005-340948	12/09/2025	Access Information Protected	01-5900	Monthly service charges 25/26		167.20
3005-340949	12/09/2025	The Bank of New York Mellon Corp Trust Depart.	01-5800	Shredding Services		408.16
3005-340950	12/09/2025	BUS WEST LLC	01-5800	Series A Agent Fee 8.1.25-7.31.26		825.00
3005-340951	12/09/2025	CENGAGE LEARNING	01-4400	Bus 4 Radiator		963.69
3005-340952	12/09/2025	Collaborative Classroom	01-4100	Auto Class Books		3,000.69
3005-340953	12/09/2025	DURHAM IRRIGATION DISTRICT	01-5200	SIPPS Overview Training		645.00
3005-340954	12/09/2025	DURHAM REC & PARK DISTRICT	01-5800	Concession Stand	102.03	
3005-340955	12/09/2025	East Bay Restaurant Supply	Putney & Goodspeed		235.00	
3005-340956	12/09/2025	GAGER DISTRIBUTING INC	Putney House		4.00	341.03
3005-340957	12/09/2025	Gerlinger Steel & Supply	01-5800	After School Program 25/26	31,385.22	
3005-340958	12/09/2025	Global Office Inc	01-5853	25/26 LiveScan Services	540.00	31,925.22
3005-340959	12/09/2025	Gold Star Foods	13-6400	Heated Cabinet		6,528.56
3005-340960	12/09/2025	Grimes Heating & Air	13-4300	25/26 Cafeteria Cleaning Supplies		162.41
3005-340961	12/09/2025	HEARTLAND PAYMENT SYSTEMS NUTRICKIDS	01-4300	FFA Fabrication Contest Supplies - Bill ASB		389.70
3005-340962	12/09/2025	HILLYARD/SACRAMENTO	01-5600	25/26 District Printer Use		493.20
3005-340963	12/09/2025	Hunt Propane, Inc.	13-4300	25/26 Cafeteria Food and Products	573.68	
3005-340964	12/09/2025	INDUSTRIAL POWER PRODUCTS	13-4700	25/26 Cafeteria Food and Products	17,291.91	17,865.59
3005-340965	12/09/2025	JC NELSON SUPPLY CO	01-5600	Byant Mini Split blade and motor repair		2,865.00
3005-340966	12/09/2025	King Consulting	13-5800	Mosaic Cloud AI Assistant	295.00	
3005-340967	12/09/2025	LOZANO SMITH LLP	01-4300	25/26 Custodial Supplies		2,339.50
			01-4340	25/26 Bulk Propane Delivery		453.03
			01-4300	Grounds Supplies		665.68
			01-4300	25/26 Custodial Supplies		1,056.80
			01-5800	CTE Facilities Program Consulting	8,610.00	
			23-6250	25/26 Consulting	7,533.75	16,143.75
			01-5870	25/26 Legal Services		943.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 12/01/2025 through 12/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-340968	12/09/2025	MIJ WELDING SUPPLY INC	01-5600	cylinder rental		12.30
3005-340969	12/09/2025	Model 1	01-5600	EL4 electrical repair	1,647.78	
				EL4 heating & cooling repair	1,130.81	2,778.59
3005-340970	12/09/2025	NICHOLS MELBURG ROSSETTO	23-6257	DES TK/K Complex		12,598.50
3005-340971	12/09/2025	NORTHGATE PETROLEUM CO	01-4340	25/26 Fuel for MOT		2,727.23
3005-340972	12/09/2025	O REILLY AUTO PARTS	01-4300	25/26 MOT Supplies		188.99
3005-340973	12/09/2025	Pace Supply Corp.	01-4300	maint.		350.86
3005-340974	12/09/2025	PEARSON EDUCATION INC	01-4300	Pearson CCC-2 Complete Kit		243.26
3005-340975	12/09/2025	Pedro Castro	01-5800	Mulberry Tree Trimming		6,700.00
3005-340976	12/09/2025	PRO ED	01-4300	ProEd TOPS-3E: NU & TOPS-2A Kits		501.39
3005-340977	12/09/2025	PRO PACIFIC FRESH	13-4300	25/26 Cafeteria Food and Products	1,164.44	
			13-4700	25/26 Cafeteria Food and Products	15,386.69	16,551.13
3005-340978	12/09/2025	RECOLOGY BUTTE COLUSA COUNTIES	01-5503	25/26 Monthly Trash Collection	5,091.68	
				25/26 Quarterly Recycling	107.40	5,199.08
3005-340979	12/09/2025	RENTAL GUYS CHICO	01-5600	light tower rental		1,507.37
3005-340980	12/09/2025	RIISING STAR SPED ACADEMY	01-5800	Isaac Phillips		6,291.00
3005-340981	12/09/2025	Southern Bleacher Company Inc.	25-5800	Bleachers		19,100.00
3005-340982	12/09/2025	STATE OF CA ENERGY RES & CONS & DEV COMIM	01-7439	Loan 003-15-ECG Principal Payment	55,765.51	
3005-340983	12/09/2025	US TelePacific Corp.	01-5900	District Monthly Phone Usage 25/26		594.09
3005-340984	12/09/2025	WITTMEIER AUTO CENTER	01-4300	CTE Van		14.36
3005-340985	12/09/2025	WESTERN PSYCHOLOGICAL SERVICES	01-4300	WPS CARS-2 Booklets		95.26
3005-342174	12/18/2025	Mariana Martinez-Leon	73-5800	23/24 Edwards Scholarship		1,000.00
3005-342175	12/18/2025	Del Carlo, Dana M	01-4300	classroom supplies		111.99
3005-342176	12/18/2025	O'Shea, Jona J	01-4300	classroom supplies		313.96
3005-342177	12/18/2025	Rowe, Joshua M	01-5800	Student of the Month Lunch		49.42
3005-342178	12/18/2025	Vital-Gonzalez, Carmina	01-4300	SPED Mileage & 504/IEP supplies	54.98	
			01-5200	SPED Mileage & 504/IEP supplies	143.64	
			01-5800	Assessment Software	65.00	263.62
3005-342179	12/18/2025	Bertolucci, Marilyn J	01-5200	Big Sky Conf. - remainder meal reimbursement		163.24
3005-342180	12/18/2025	Alaways, Morgan A	01-4300	classroom supplies		149.48
3005-342181	12/18/2025	Ladd, Susan E	01-4300	Library Supplies		62.28
3005-342182	12/18/2025	Wilkes, Martin	01-5200	Fall Sports Mileage		566.30
3005-342183	12/18/2025	Bartel, Chloe M	01-5200	CSBA 2025 AE Conf.		381.82
3005-342184	12/18/2025	Trujillo, Anyssa	01-4300	class supplies		85.85
3005-342185	12/18/2025	Deaton, Brady	01-5200	FCC Instructor Workshop		357.83
3005-342186	12/18/2025	Amazon Capital Services	01-4300	25/26 District Supplies	127.95	

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Checks Dated 12/01/2025 through 12/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-342186	12/18/2025	Amazon Capital Services		25/26 MOT Supplies	765.19	
				ASB DHS SUPPLIES - BILL ASB	129.50	
				Deaton	337.23	
				DHS Homeless Student Supplies	261.19	
				JOG A THON PRIZE - BILL ASB	18.39	
				Kann	64.90	
				Ladd	159.90	
				Laptop Cooling Fan	22.72	
				Library	584.39	
				Library & Deaton	404.91	
				Library Books	300.28	
				Mackie	320.33	
				Math & Office	80.66	
				Monitor Privacy Screens	140.00	
				new science curriculum items	2,142.82	
				Office	154.46	
				office supplies(staples, tissue and binder clips)	66.36	
				PE	100.65	
				SPED Bankers Boxes	36.72	
				UFLI	86.14	
				various office supplies/football flags for recess	176.56	
				13-4300 Food Service - Spoon & Fork Refills	1,257.80	
				Food Service Items	829.20	
				Food Service Supplies	347.08	
				13-4700 Food Service Items	399.70	
				Oat Milk - monthly subscription	45.00	9,360.03
				01-5900 DUSD Internet Services BAN 9391007048		166.47
				01-4300 Library Supplies	17.46	
				01-5800 Series C Agent Fee 2.1.26-1.31.27		750.00
				01-4300 Bus 5 Head Lamps		263.65
				73-5800 Anthony Ristine 3570662		2,000.00
				73-5800 Alexander Grandstaff 838234516		2,000.00
				01-4300 maint. supplies		546.79
				01-4400 Bass Clarinets		5,056.01
				01-4300 maint. supplies		526.23

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Checks Dated 12/01/2025 through 12/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-342196	12/18/2025	DEPARTMENT OF JUSTICE	01-5853	25/26 Fingerprinting		544.00
3005-342197	12/18/2025	ACCOUNTING OFFICE/CASHIERING				
3005-342198	12/18/2025	East Bay Restaurant Supply	13-4300	Food Service Supplies		495.82
3005-342199	12/18/2025	Floral Resources Sacramento	01-4300	floral supplies		420.01
3005-342200	12/18/2025	Gray Step Software, Inc.	01-5800	ASB Works		2,095.00
3005-342201	12/18/2025	Hydrotec Solutions, Inc.	01-5800	DHS septic tank service		2,720.00
3005-342202	12/18/2025	Idn - Wilco Inc.	01-4300	25/26 Maint Supplies		786.73
3005-342203	12/18/2025	LOZANO SMITH LLP	01-5870	25/26 Legal Services		601.00
3005-342204	12/18/2025	MAGOON SIGNS	01-4300	Vehicle Numbers Vinyl Decals		54.63
3005-342205	12/18/2025	MHS INC	01-5800	MHS Connors 4 Uses		287.50
3005-342206	12/18/2025	NORTH STATE TIRE CO INC	01-5800	Bus 5 tire service		189.69
3005-342207	12/18/2025	Fenceit, Inc.	01-5800	DHS Fencing		33,035.00
3005-342208	12/18/2025	PG&E	01-5501	PG&E Monthly EV		1,163.75
3005-342209	12/18/2025	Rotary Club of Durham	01-5300	25/26 Monthly Meals & Meetings		340.00
3005-342210	12/18/2025	Shasta Control Company	01-5600	router repair		2,294.49
3005-342211	12/18/2025	SIGLER PEST CONTROL INC	01-5800	25/26 Monthly Pest Control		180.00
		TAHOE PURE WATER	01-4300	25/26 Monthly Water Delivery	58.00	
			01-5300	25/26 Monthly Water Delivery	27.00	
			01-5800	25/26 Monthly Water Delivery	6.50	91.50
			01-5600	Roof Repair		19,580.00
3005-342212	12/18/2025	United Building Contractors	01-4300	COSTCO - BILL FFA	216.38	
3005-342213	12/18/2025	US BANK CORPORATE PAYMENT SYSTEM				
				COSTCO - HALLOWEEN CANDY	128.74	
				COSTCO - STAFF LUNCH	31.66	
				DO SUPPLIES	5.95	
				Fabrication Trailer Supplies	683.99	
				KINDERS	392.64	
				MOT SUPPLIES	142.42	
			01-5200	LTW Conference Hotel - J. Rowe	270.07	
				NASP 2026 Conference	263.49	
			01-5800	CHATGPT	20.00	
				CHICO STATE JOB FAIR	564.58	
				CHIPOTLE- BILL ASB	1,939.19	
				GOFANTIX - VBALL TICKETS	181.25	
				LA HACIENDA - LUNCH	156.47	
				LATE FEE	2.00	
				OLIVE GARDEN - BILL ASB	1,712.49	
				QUICKBOOKS	113.00	

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The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 12/01/2025 through 12/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3005-342213	12/18/2025	US BANK CORPORATE PAYMENT SYSTEM	SPEEDWAY - CHARGE REFUNDED		20.01	
3005-342214	12/18/2025	Ventris Learning LLC	01-5900 25/26 Site Postage		31.28	6,875.61
3005-342215	12/18/2025	Verdant Commercial Capital LLC	01-4300 Teacher Manual			97.43
3005-342216	12/18/2025	Voltage Specialists	01-5600 District Printer Lease 25/26			2,240.64
3005-342217	12/18/2025	Z Enterprises	01-5800 DES Fire Hydrant Flow Test		1,365.93	950.00
			13-5800 FS ice machine		7,840.17	9,206.10
			13-6400 FS ice machine			
			Total Number of Checks		92	330,183.88

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	80	231,968.24
13	CafeteriaSpecialRevenueFund	8	53,983.39
23	BuildingFund 2018C	2	20,132.25
25	CapitalFacilitiesFund	1	19,100.00
73	FoundationPrivPurposeTrustFu	3	5,000.00
	Total Number of Checks	92	330,183.88
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		330,183.88

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 01-28-2026

SUBJECT: Approval of the Agreement between Durham Recreation and Park District, Durham Unified and Durham Little League Agreement for 2026 Season

PREPARER: John Bohannon, Superintendent

RECOMMENDATION:

- ☒ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☐ Information Only

Background:

This is an annual agreement between Durham Unified School District, Durham Recreation and Park District and Durham Little League Association for the use of Midway Park fields.

**AGREEMENT BETWEEN DURHAM RECREATION AND PARK DISTRICT
DURHAM UNIFIED SCHOOL DISTRICT AND DURHAM LITTLE LEAGUE
ASSOCIATION**

THIS AGREEMENT made and entered into this **1st day of January, 2026**, in the County of Butte, State of California, by and between the **DURHAM RECREATION AND PARK DISTRICT** hereinafter referred to as **DRPD** and **DURHAM UNIFIED SCHOOL DISTRICT** hereinafter referred to as **DUSD** the **DURHAM LITTLE LEAGUE ASSOCIATION** hereinafter referred to as **DLL**:

WITNESSETH:

For and in consideration of the mutual covenants, considerations, and on the terms and conditions herein set forth, the parties hereto do hereby mutually agree as follows:

WHEREAS, The **DRPD**, **DUSD** and **DLL** wish to enter into an agreement that would help to promote the sport of baseball in the Durham area and

WHEREAS, the **DRPD**, **DUSD** and **DLL** are mutually interested in and concerned with the provision of adequate facilities for the pursuit of the sport of baseball and softball and

WHEREAS, the **DRPD & DUSD** operates and maintains The Midway Park fields capable of being used by **DLL** for practices and games.

IT IS HEREBY MUTUALLY AGREED BETWEEN the **DRPD**, **DUSD** and the **DLL** that:

The **DRPD & DUSD** will make available to the **DLL** for practices and designated games the above mentioned fields and any buildings as may be mutually agreed upon. Fields are available Monday through Saturday only for games; fields are available for practices when not in use by **DRPD** or **DUSD**, any deviation from this must be by agreement between the District Manager, School Superintendent, and Little League President.

The **DLL'S** use of the fields shall be in accordance with this agreement and with all applicable federal, state, or local laws and health and safety regulations. These facilities are to be maintained in good order by the **DLL** and approved by the **DRPD & DUSD** in accordance with administrative procedures established by the District Manager and School Superintendent. **DLL** will supervise use of the facility and protect against and be financially responsible for damage to the facility from its use. "While using Durham Unified School District properties/facilities, the Durham Little League will follow all State mandated Covid-19 guidelines."

The **DLL** will present to **DUSD & DRPD** a schedule for the use of fields. **DUSD & DRPD** will review schedule and agree or request necessary changes. Any changes in schedule by **DUSD & DRPD** will be mutually agreed upon by all parties. Failure to agree on schedule by either party will void this agreement. **DLL** agrees and acknowledges that the **DRPD & DUSD** can cancel this agreement without notice during any emergency declared by local, state, and/or federal governments when facilities are required for emergency purposes.

The **DRPD & DUSD** shall not at any time or to any extent whatsoever be liable, responsible, or in any way accountable for any injury to or death of persons or loss, destruction, or damage to property, occurring in, on or about the facilities resulting from any use of or activities within such facilities when being used by **DLL** under the terms of this agreement, and **DLL** shall forever indemnify **DRPD** and **DUSD**, its agents, officers, directors, employees and volunteers against any and all claims, liabilities, loss, destruction, or damage.

IT IS FURTHER AGREED that **DLL** will at all times during the term of this agreement at their own expense, maintain in force a policy or policies of insurance, written by one or more responsible carriers doing business in the State of California, which will insure **DRPD** and **DUSD** against all liability for injury or death of persons occurring in or about the facilities. The minimum coverage limit of the insurance policy shall be no less than \$1,000,000.00 per occurrence. **DLL** shall include **DRPD** and **DUSD** as additionally insured in all its policies.

IT IS FURTHER UNDERSTOOD AND AGREED that this agreement shall supersede any and all prior agreements, verbal or written, and that this agreement shall take effect January 14th, 2026. Either party to this agreement may, at any time terminate this agreement upon giving, in writing, to either party, thirty (30) days notice of its intention to terminate the agreement.

IT IS FURTHER AGREED that the term of this agreement will expire on August 1st, 2026. The agreement may be renewed at that time by mutual consent of both boards. **DLL** shall not assign this lease or sublet the leased premises. Any attempt by it to do so shall be grounds for termination of this agreement.

IN WITNESS THEREOF the parties hereto have caused the **AGREEMENT** to be executed on their behalf.

DURHAM RECREATION AND PARK DISTRICT

By: Kelley Pansara District Manager

Date: 1-16-24

DURHAM UNIFIED SCHOOL DISTRICT

By: _____ Superintendent

Date: _____

DURHAM LITTLE LEAGUE ASSOCIATION

By: _____ Board President

Date: _____

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2025

SUBJECT: Approval of the Durham Recreation and Park District MOU

PREPARER: Jess Knox, CBO

RECOMMENDATION:

- ☒ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☐ Information Only

Background:

This appendix supplements the original MOU between Durham Unified School District (**DUSD**) and Durham Recreations and Park Department (**DRPD**) and incorporates updated statutory requirements under California Education Code §§ 8483.4 and 46120(b)(2), as well as updated ELO-P income-based fee schedules.

APPENDIX A – UPDATED REQUIREMENTS & FEE STRUCTURE

This appendix supplements the original MOU between Durham Unified School District (**DUSD**) and Durham Recreations and Park Department (**DRPD**) and incorporates updated statutory requirements under California Education Code §§ 8483.4 and 46120(b)(2), as well as updated ELO-P income-based fee schedules.

I. EDUCATION CODE §8483.4 REQUIREMENTS

The DRPD shall ensure compliance with all applicable Expanded Learning program requirements, including but not limited to:

- Academic enrichment and engaging physical activities
- Safe and supportive environment
- Staff-to-student ratio of 1:20
- Hours of operation until at least 6:00 PM each school day
- Minimum 30 non-school days
- Daily nutritious snack or meal
- Attendance and program reporting compliance

II. UPDATED FEE SCHEDULES

A. ELO-P Covered Rates

Students qualify for free after-school care if their household income is less than the following:

Household Size | Income Less Than | Days/Week | Monthly Rate

2 | \$39,128 | 5 days | Covered under DUSD ELO-P

3 | \$49,303 | 4 days | Covered under DUSD ELO-P

4 | \$59,478 | 3 days | Covered under DUSD ELO-P

5 | \$69,653 | 2 days | Covered under DUSD ELO-P

6 | \$79,828 | 1 day | Covered under DUSD ELO-P

7 | \$90,003 | — | Covered under DUSD ELO-P

8 | \$100,178 | — | Covered under DUSD ELO-P

B. Standard DRPD Rates (for families above income eligibility):

Household Size | Income Less Than | Days/Week | Monthly Rate

2 | \$39,128 | 5 days | \$300

3 | \$49,303 | 4 days | \$250

4 | \$59,478 | 3 days | \$210

5 | \$69,653 | 2 days | \$150

6 | \$79,828 | 1 day | \$80

7 | \$90,003 | — | Standard DRPD Rate Applies

8 | \$100,178 | — | Standard DRPD Rate Applies

C. Transitional Kindergarten (TK)

TK extended-day attendance follows DRPD's separate TK rate schedule.

III. IMPLEMENTATION

This Appendix shall be considered part of and fully integrated into the original MOU upon approval by both parties.



Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2025-2026

DISTRICT NAME Durham Unified School District	DATE 01/16/26
PERSON COMPLETING THIS FORM Chloe Bartel	TITLE Human Resources/Executive Assistant

Quarter Covered by This Report (Check One Below):

- | | | | |
|-------------------------------------|---------|--------------------------|-------------------------------|
| ☐ | 1st QTR | July 1 to September 30 | Due: Friday, October 24, 2025 |
| ☒ | 2nd QTR | October 1 to December 31 | Due: Friday, January 16, 2026 |
| ☐ | 3rd QTR | January 1 to March 31 | Due: Friday, April 17, 2026 |
| ☐ | 4th QTR | April 1 to June 30 | Due: Friday, July 17, 2026 |

DATE REPORT WAS PRESENTED TO THE GOVERNING BOARD AT A REGULARLY SCHEDULED MEETING: January 28, 2026

Please Check the Box That Applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints:

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0		
Facilities	0		
Teacher Vacancy and Misassignment	0		
TOTAL	0		

PRINT NAME OF DISTRICT SUPERINTENDENT John Bohannon	DATE 01/16/26
SIGNATURE OF DISTRICT SUPERINTENDENT 	

Submit the Quarterly Summary via email to tnordstrom@bcoe.org

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 01-28-2026

SUBJECT: Approval to Obsolete the Playground Equipment in the Kindergarten Playground.

PREPARER: John Bohannon, Superintendent

RECOMMENDATION:

- ☒ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☐ Information Only

Background:

Discussion and approval to obsolete the Playground Equipment in the Kindergarten Playground.

The District can sell other surplus or obsolete other District-owned personal property in the following ways:

1. Superintendent or designee may advertise for bids by posting a notice in at least three public places in the district for at least two weeks, or by publishing a notice at least once a week for at least two weeks in a newspaper having a general circulation in the district and, if possible, publishing within the district. The district shall sell the property to the highest responsible bidder or shall reject all bids.
2. A public auction conducted by District employees, employees of other public agencies, or by contract with a private auction firm OR
3. **District may sell the property without advertising for bids under any of the following conditions:**
 - **Board members in attendance at a meeting have unanimously determined that the property does not exceed \$2,500 in value (this is the main condition that the District may rely upon).**
 - The District sells the property to agencies of the federal, state, or local government, to any other school district, or to any agency eligible under the federal surplus property law and the sale price equals the cost of the property plus the estimated cost of purchasing, storing, and handling **(this does not apply)**, or

- The District sells or leases the property to agencies of the federal, state, or local government or to any other school district and the price and terms of the sale or lease are fixed by the Board and approved by the County Superintendent of Schools **(this does not apply)**.

Money received from the sale of surplus personal property shall be either deposited in the District reserve or general fund or credited to the fund from which the original purchase was made.

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 01-28-2026

SUBJECT: Approval of the King Consulting Professional Services Addendum

PREPARER: John Bohannon, Superintendent

RECOMMENDATION:

- ☒ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☐ Information Only

Background:

Professional Consulting Services

Proposed Amount: Hourly rate of \$205.00 for work completed.

Since 2021, King Consulting has been supporting the District's participation in the State School Facility Program by preparing eligibility and State funding applications to maximize the District's local funding.

King prepared a Strategic Funding Plan to maximize the District's State funding, and continues to update this plan as new capital facility projects are added annually as part of the District's bond program.

The District has received \$271K in Facility Hardship funding and will receive over \$1.1M in State Modernization funding in 2026 as a result of this effort. Additionally the District has one Modernization application and one New Construction application in line for an estimated \$4M in State funding.

King has identified three capital facility projects that qualify for State funding for an estimated \$4M in Modernization and New Construction. The proposed addendum will provide King the additional hours necessary in the 2025-26 FY to obtain the required California Department of Education approvals, prepare and submit the State funding applications, process fund releases, update the District's eligibility, and prepare for and attend meetings as needed.

This work is ongoing. Additional services may be proposed if additional capital facility projects are identified that are eligible for State funding.

Fiscal Impact

Proposed Amount: Hourly rate of \$205.00 (Billed for completed work), not to exceed 108 hours (\$22,140)

These costs can be considered as part of Measure xx and paid through bond funding, and can also be paid through the use of developer's fees. The costs will not come out of the general fund.

Recommendation

Approve addendum with King Consulting at \$205/hour for FY 2025-2026.



Proposal:

Professional Services Addendum

Prepared for:

Durham Unified School District

Attention:

John Bohannon

Superintendent

jbohannon@durhamunified.org

530-895-4675

Primary Contact:

Jamie King-Iseman

President

jamie@kinginc.com

916-706-3538

Experience and Qualifications

King Consulting is an established and recognized school facility planning firm. We offer a wide array of services to assist school districts of all sizes across California and the nation with their school planning needs and funding opportunities.

Our work includes the completion of long-range master plans, boundary studies, demographic studies, enrollment projection studies, developer fee justification studies (both Level I and Level II), developer mitigation, and State/Local/Federal eligibility and funding applications. For the past 25 years, King Consulting has worked with clients throughout California and the nation.

Our professional, enthusiastic staff has over 80 years of combined experience. We are a small firm, with only highly experienced staff who excel in their specific areas of expertise. Our combined experience has resulted in our firm's ability to adhere to timelines and organize projects so that the client's needs are exceedingly met. While we specialize in managing and summarizing complex data analyses, we pride ourselves on our unique ability to disseminate the information to our clients and their stakeholders. We are always excited for the opportunity to meet in person or over the phone to clearly explain anything

needed to our clients' staff, school board, and community. Our clients receive information within a broader context that includes full narrative explanations that school district staff and school board members repeatedly reference throughout the year.

While we excel in all areas of school facility planning, we are most proud of the lasting relationships we form with our clients. We care about our school districts, and we get to know them intimately through the course of our work. For this reason, so many of our clients work with us year after year. King Consulting digs deeper and tries harder in every aspect of our work because we become personally invested in the districts with whom we work.

Thank you for the opportunity to submit this proposal.

Scope of Services

This addendum is to provide additional hours for the Professional Consulting Services agreement under the original contract. For the compensation stipulated, the Contractor shall provide the following services:

STATE SCHOOL FACILITY PROGRAM FUNDING ELIGIBILITY

Review, prepare, and submit documentation required to maximize the District's New Construction and Modernization eligibility under the State School Facility Program.

- Obtain from the District and State facilities enrollment information required to determine the amount of State Modernization and New Construction grant funding eligibility under the State School Facility Program:
 - Review and compile current CalPADS enrollment data;
 - Review and compile facility database for each District site, including square footage by building, original date of construction, or State Phase C date of construction for facilities modernized under the former Lease Purchase Program;
 - Prepare State Enrollment projections using all available methodologies to ensure maximum eligibility is captured:
 - 5-Year Projection;
 - 10-Year Projection;
 - Modified and Alternative Weighting Mechanisms;
 - Birth Rate Adjustment (by County and Zip Code);
 - Dwelling Unit Research and Augmentation;
 - Student Yield Factor Review;
- Review site diagrams for square footage, classroom counts, and age of facilities. Prepare and update facility capacity database annually to include any new additional facilities;
- Prepare required enrollment and facilities reports for District review and approval to file with the Office of Public School Construction to seek approval of Modernization and New Construction eligibility. Prepare annual updated enrollment and facilities reports as needed or required;
- Secure State Allocation Board approval of District's eligibility.

Continued on next page

STATE SCHOOL FACILITY PROGRAM FUNDING APPLICATION SERVICES

Strategic Funding Plan

Review historical, current, and future District capital facility projects to identify State funding opportunities and develop a Strategic Funding Plan to maximize the District's local funding. Programs include, but are not limited to:

- Modernization
- New Construction
- Career Technical Education Facilities Program
- Facility Hardship
- Financial Hardship
- Seismic Mitigation
- Minimum Essential Facilities
- Charter School Facility Program
- Preschools, Kitchens, and Health Facilities
- Lead in Water Remediation

Assist with Preparation of State Funding Applications

Assist the District with all applications for State approval and funding. These services may include, but are not limited to:

- California Department of Education (CDE) plan approval requests;
- Division of State Architect (DSA) plan approval requests;
- DSA exemption verification;
- Office of Public School Construction (OPSC) Funding Applications (Form 50-04);
- OPSC Fund Releases (Form 50-05);
- OPSC Expenditure Reports (Form 50-06);
- Assistance with potential appeals to the State Allocation Board;
- Preparation of narrative grant applications for CTEFP projects.

Assist with Audit and Expenditure Reporting

Assist the district with the audit process and all expenditure for State funding received under the SFP. These services may include, but are not limited to:

- Provide grant certification requirements checklist to ensure the District is adhering to SFP regulations for all State-funded projects;
- Collect and maintain all documentation that will be required at audit;
- Following approval and funding of project, prepare Detailed List of Project Expenditures, Annual Expenditure Reports, Substantial Progress Reports, etc.;
- Continue to provide support until such time the local auditor and State Controller's Office has certified and closed the project.

Consulting Fees

For the services outlined, the District shall pay King Consulting on a time and material basis at the **hourly rate of \$205, not to exceed \$22,140 (108 hours)**. King Consulting will bill the District in increments of 15 minutes, and invoice on a monthly basis. The scope of work necessary to complete the services listed in this Agreement is dependent upon the availability and quality of the District's enrollment and facilities information.

The fees shall cover all normal business expenses incurred on behalf of the District. Necessary visitations to the District by King Consulting will be reimbursed on an actual and necessary basis. Reimbursed visitations shall have prior approval by the District.

The District shall be responsible for reviewing and verifying all data included in documents, forms, and reports prepared by King Consulting on behalf of the District. The District shall be responsible for consulting legal counsel as related to the preparation and submittal of documents, forms, and reports.

The terms of this agreement shall remain in force unless mutually amended.

ADDITIONAL CONSIDERATIONS

King Consulting shall be reimbursed as follows:

- Work Completed above and beyond the hours specified in this contract shall be billed at **\$205.00 per hour**;
- Mileage for all meetings shall be reimbursed to King Consulting at the IRS standard mileage rate;
- Application filing fees and other State-required fees are the responsibility of the District;
- Express Mail expenses will be documented and reimbursed to King Consulting;
- Reproduction of documents shall be the responsibility of the District. King Consulting will provide duplicating costs at an actual cost basis.

VALIDITY PERIOD

The quoted price and services outlined in this contract are valid for a period of 60 days from the date of issuance. Any acceptance of this proposal beyond the specified validity period may result in a reevaluation of the pricing and services offered. Both parties acknowledge and agree that any changes to the scope of work, market conditions, or other relevant factors may necessitate adjustments to the terms outlined herein after the expiration of the 60-day validity period.

Signatures

This Agreement is between the Durham Unified School District and King Consulting.



John Bohannon
Superintendent
Durham Unified School District

Jamie King-Iseman
President
King Consulting

Date

01/06/2026
Date

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 01-28-2026

SUBJECT: Approval of the Facilities Master Plan (FMP) Phase 3 High School Stadium Bleacher and Pressbox Replacement Project and Lunch Shelter Project Bid

PREPARER: John Bohannon, Superintendent

RECOMMENDATION:

- ☒ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☐ Information Only

Background:

On January 27, 2026 the Durham Unified School District received sealed bids for the High School Stadium Bleacher and Pressbox Replacement Project and Lunch Shelter Project.

Tonight, the lowest responsive bidder for the project will be announced.

Additional Background Information

PROJECT	ARCHITECT	CONTRACTOR
High School Stadium Bleacher and Pressbox Replacement Project and Lunch Shelter Project. <i>Board approved: 6/18/2025</i>	Eagle Architects <i>Board approved: 04/14/2025</i>	To be announced

Fiscal Implications

The projects identified will be funded with Measure B. All available State reimbursement will be pursued. The proposed projects qualify as projects defined in the voter approved Measure B ballot language.

Board Action

It is requested that the Board of Education award the project to the lowest responsive bidder and grant authorization to the Superintendent or designee to execute the construction contract for the High School Stadium Bleacher and Pressbox Replacement Project and Lunch Shelter Project.

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: November 2025 Board Policy Updates First Reading

PREPARER: John Bohannon, Superintendent

RECOMMENDATION:

- ☐ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☒ Discuss
- ☐ Information Only

Background:

For review/discussion:

First Reading of Board Policy Updates: November 2025

Available for review at the District Office and on the DUSD Webpage:

www.durhamunified.org

BL 9310: Board Policies

BL 9321: Closed Session

BP 1000: Concepts and Roles

BP 1114: District Sponsored Social Media

BP 2120: Superintendent Recruitment and Selection

BP 3470: Debt Issuance and Management

BP 4000: Concepts and Roles

BP 5000: Concepts and Roles

BP 5020: Parent Rights and Responsibilities

BP 5117: Interdistrict Attendance

BP 5138: Conflict Resolution

BP 6020: Parent Involvement

BP 6143: Courses of Study

BP 6146.2: Certificate of Proficiency

BP 7000: Concepts and Roles

BP 7131: Relations with Local Agencies

Bylaw 9310: Board Policies

Status: ADOPTED

Original Adopted Date: 06/19/2019 | Last Reviewed Date: 06/19/2019

Definitions

The ~~Governing Board shall adopt written policies to convey its expectations for actions that will be taken~~ are written rules of the district. They establish the parameters by which staff, students, parents/guardians, volunteers, contractors, visitors, and others shall abide while attending or participating in the district, district programs or activities, on district property, or otherwise within the jurisdiction of the district. Additionally, Board policies clarify the roles and responsibilities of the Governing Board and Superintendent, and communicate Board philosophy and positions values to students, staff, parents/guardians, and the community.

~~The Board~~ Board bylaws are specific Board policies that govern operations of the Board and establish the rights and obligations of Board members.

Administrative regulations, which shall ensure not be inconsistent with Board policies, are written rules that implement Board policies or prescribe the operations and administration of the district. In case of conflict between and administrative regulation and a Board policy, the Board policy, or applicable portion thereof, shall prevail.

~~district policies~~ Board policies and administrative regulations shall align with the district's vision and goals, promote student learning and achievement, provide for consistent and fair treatment of students and staff, and proactively address equity and the provision of equal access to opportunities for all students.

The Board recognizes the importance of maintaining ~~a policy manual~~ Board policies and administrative regulations that ~~is~~ are up to date and reflects the mandates of law. Board policies ~~are~~ or administrative regulation shall be binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements. No Board policy, ~~bylaw~~, or administrative regulation, or any portion thereof, shall be operative if ~~it is found to be~~ the Superintendent determines, based on advice of district legal counsel, ~~it is~~ in conflict with applicable federal or state law or regulations or court decisions. However, If any portion of a Board policy is found to be invalid, that invalidity or administrative regulation, so determined to be inoperative shall not affect the operability of other provisions of the Board policy or administrative regulation.

~~Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.~~

Board Policy Development and Adoption

~~The Board shall review certain policies annually, as required by Education Code 35160.5. If no revisions are deemed necessary, the Board minutes shall nevertheless indicate that the review was conducted. Other policies shall be monitored and reviewed as specified in the policy itself or as needed to reflect changes in law or district circumstances.~~

Policy Development and Adoption Process

~~The district's policy development process~~ The Board shall include regularly review Board policies and shall do so at Board meetings or Policy Committee meetings, as applicable. Additionally, the Board shall annually review the policies specified in Education Code 35160.5. If no revisions are deemed necessary, the Board minutes for the applicable meeting shall nevertheless indicate that the review was conducted. Other Board policies shall be monitored and review as specified in the Board policy itself or as needed to reflect changes in law or district circumstances.

The following basic steps shall be used to develop, propose, and adopt a new Board policy or revisions to an existing Board policy:

1. The Board and/or Superintendent or designee shall identify the need for a new ~~policy or revision of an existing policy. The need may arise from a change in law, a new district vision statement, new goals in the local control and accountability plan, educational research or trends, an incident that has arisen in the district, or a recommendation or request from staff, a parent/guardian, or other interested person.~~ or revised Board policy
2. As needed, the Superintendent or designee shall gather fiscal data, staff and public input, related ~~district~~ Board policies or administrative regulations, sample Board policies from the California School Boards Association or other organizations or agencies, legal advice, and other useful information and data ~~to fully inform the Board about a particular issue.~~
3. The Board may ~~hold~~ agendize one or more discussions during or presentations with respect to the need for a new or revised Board policy

As part of those discussions or presentations, the Board may request additional information or research and may provide direction to the Superintendent or designee regarding how to proceed with proposing a new or revised Board policy, including a request for review by district legal counsel.

~~a public Board meeting to gain an understanding of the issue and provide initial direction to the Superintendent or designee. The discussion may include, but not be limited to, community expectations, staff recommendations, and the expected impact of the policy on student learning and well-being, equity, governance, and the district's fiscal resources and operational efficiency.~~

- ~~4. Once drafted, the proposed new or revised Board policy shall be agendized at two separate Board meetings, with the first for public input, and Board review and direction, and the second further discussion, if warranted, and board action~~
- ~~5. The Board or Superintendent may request that legal counsel review the draft policy as appropriate.~~
- ~~6. The Superintendent or designee shall develop and present a draft policy for a first reading at a public Board meeting. At its second reading, the Board may take action on the proposed policy.~~

The Board may waive the second reading or may require an additional reading if necessary. or modify any of the above requirements on a case-by-case basis.

~~Only~~ All Board policies shall be formally adopted by a majority vote of the Board. ~~shall constitute official Board policy.~~

~~The district's policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or the desire to provide greater opportunities for consultation and public input.~~

Board ~~P~~olicies shall become effective upon Board adoption or at a future date if so designated by the Board at the time of adoption.

Board Bylaws

~~The Board shall prescribe and enforce rules for its own governance consistent with state law and regulations. (Education Code 35010)~~

Bylaws governing Board operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of Board policy.

Administrative Regulations

The Superintendent or designee shall be responsible for developing and enforcing administrative regulations for the operation of the district. Administrative regulations shall be consistent with law and Board policy and shall be designed to promote the achievement of district goals and objectives. Administrative regulations may describe specific actions to be taken, roles and responsibilities of staff, timelines, and/or other provisions. The Superintendent or designee may also develop procedures manuals, handbooks, or other guides to carry out the intent of Board policy.

When Board policies are amended, the Superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy. In case of conflict between administrative regulation and Board policy, policy shall prevail.

The Board may review and/or approve administrative regulations for the purpose of ensuring conformity with the intent of Board policy.

Monitoring and Evaluation

At any time, the Board and Superintendent or designee may determine that progress reports to the Board on the implementation and/or effectiveness of the a Board policy should be scheduled, are necessary. If so, the Board and Superintendent or designee shall agree upon a timeline and, as applicable, measures for evaluating the effectiveness of the Board policy in achieving its purpose.

Access to Policies-Administrative Regulation Development and Approval

The Superintendent or designee shall be responsible for the development and approval of administrative regulations.

When new Board policies are created or existing Board policies are revised, the Superintendent or designee shall, as necessary, create or revise any applicable administrative regulations to ensure that they conform to the intent of the new or revised Board policy.

To carry out the intent of the Board, the Superintendent or designee may, in addition to developing and approving administrative regulations, develop procedures manuals, handbooks, or other guides.

Access

The Superintendent or designee shall ensure that all district employees and the public have ~~access to an up-to-date district policy manual. The policy manual shall be maintained electronically and/or by paper copy.~~

~~As necessary, the Superintendent or designee shall notify staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. He/she may determine the appropriate communication strategy depending on the issue. Policies shall be posted on the district's web site when required by law.~~ easy and free access to all Board policies, administrative regulations, and, as applicable, related documents.

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 35010

Ed. Code 35160

Ed. Code 35160.5

Ed. Code 35163

Ed. Code 35164

Management Resources

Website

Website

DescriptionControl of district; prescription and enforcement of rulesAuthority of governing boardsIntradistrict open enrollmentOfficial actions, minutes and journalActions by majority vote**Description**CSBA District and County Office of Education Legal ServicesCSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online), Policy Review Program, Individual D**Cross References****Code**

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4212.9-E PDF(2)

DescriptionVisionPhilosophyEquityLocal Control And Accountability PlanLocal Control And Accountability PlanAccountabilityMedia RelationsDistrict And School WebsitesDistrict And School WebsitesCitizen Advisory CommitteesAccess To District RecordsAccess To District RecordsConcepts And RolesAdministrative Discretion Regarding Board PolicyEmployee NotificationsEmployee NotificationsEmployee NotificationsNegotiations/ConsultationEmployee NotificationsEmployee NotificationsEmployee Notifications

4241	<u>Collective Bargaining Agreement</u>
4243	<u>Negotiations/Consultation</u>
4312.9	<u>Employee Notifications</u>
4312.9-E PDF(1)	<u>Employee Notifications</u>
4312.9-E PDF(2)	<u>Employee Notifications</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(1)	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(2)	<u>Parent/Guardian Notifications</u>
6000	<u>Concepts And Roles</u>
6020	<u>Parent Involvement</u>
6020	<u>Parent Involvement</u>
6145	<u>Extracurricular And Cocurricular Activities</u>
6145	<u>Extracurricular And Cocurricular Activities</u>
9000	<u>Role Of The Board</u>
9005	<u>Governance Standards</u>
9130	<u>Board Committees</u>
9320	<u>Meetings And Notices</u>
9322	<u>Agenda/Meeting Materials</u>
9323	<u>Meeting Conduct</u>
9323.2	<u>Actions By The Board</u>
9323.2-E PDF(1)	<u>Actions By The Board</u>

Bylaw 9321: Closed Session

Status: ADOPTED

Original Adopted Date: 08/21/2019 | **Last Reviewed Date:** 08/21/2019

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall ~~hold a meet in~~ closed session during a regular, special, or emergency meeting only for purposes authorized by law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law ~~and specified below~~ and provided in the accompanying Exhibit (1). (Government Code 54954.2, 54954.5, 54957)

In the open session preceding ~~the~~ closed session, the Board shall disclose the items to be discussed in closed session as specified in this bylaw. The Board chair, who is either the Board president or the Board member chairing the meeting at the time if the Board president is absent, shall either verbally state the closed session items listed in the agenda or refer the public to the closes session item(s) as listed by number or letter in the agenda. In the closed session, the Board ~~may~~ shall consider only those matters covered in its statement. (Government Code 54957, 54957.7)

Prior to closed session, members of the public shall be given an opportunity to address the Board on any closed session item in the agenda in accordance with Board Bylaw 9322 - Agenda/Meeting Materials and Board Bylaw 9323 - Meeting Conduct. (Education Code 35145.5; Government Code 54954.3)

After ~~the~~ closed session, the Board shall reconvene in open session before adjourning the meeting and, when applicable, shall ~~publicly~~ disclose any action taken ~~in the closed session, the votes or abstentions thereon, and other disclosures specified in this bylaw, below that are applicable to the matter being addressed.~~ Such ~~reports~~ disclosures may be made in writing or orally at the location announced in the agenda for the closed session as required by law and provided in the accompanying Exhibit (2). (Education Code 32281; Government Code 54957.1, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, the Superintendent or designee shall immediately provide a copy of the document to any person present at the conclusion of the closed session who has submitted a written request. ~~If the action taken results in one or more or made standing request for all documentation as part of a request for notice of meetings. (Government Code 54957.1).~~

If when adopting or approving a document during closed session, substantive amendments are required to finalize the document, the Superintendent or designee shall make the document available the next business day or when as soon as the necessary retyping is completed changes to the document are completed. Whenever copies of an approved agreement such a document will not be immediately released due to an amendment, the Board president chair shall orally summarize the substance of the amendment in open session as part of the required disclosures. for those present at the end of the closed session. (Government Code 54957.1)

Attendance in Closed Session

Each Board member may attend closed session for each agenda item except if the Board member is required to recuse themselves or is prohibited by law from attending. Additionally, the Superintendent may attend closed session for each agenda item, except for personnel matters, complaints, or charges regarding the superintendent under Government Code 54957, or to discuss the Superintendent's compensation under Government Code 54957.6, the closed session. (Government Code 54957.1)

In addition, the Board secretary or designee shall attend the closed session for each agenda item to keep minutes of topics discussed and decisions made. (Government Code 54957.2)

Except as prohibited by law, the following individuals may attend closed session for a particular item upon invitation by the Board chair or the Superintendent:

1. District legal counsel, district negotiators, or other district staff authorized by statute to attend for the particular item
2. Any other individual whose attendance is essential to the Board's ability to conduct its closed-session business with respect to the particular item

Any other individual shall not attend closed session

Confidentiality

~~A Board member shall not disclose confidential information received in closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)~~

Any person in attendance in close session shall not disclose information received in closed session except as permitted by Board Bylaw 9011- Disclosure or Confidential/Privileged Information or Board policy 4119.23 – Unauthorized Release Of Confidential/Privileged Information, as applicable.

The Board shall not disclose any information that is protected by state or federal law. ~~In addition~~ Additionally, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, disclosure, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

Personnel Matters: Appointment, Employment, Performance Evaluation, or Discipline/Dismissal/Release

The Board may ~~hold a meet~~ in closed session ~~under the "personnel exception"~~ to consider the appointment, employment, performance evaluation, discipline, or dismissal or change in employment status of an employee. Except as permitted by law, such a closed session item shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957, 54957.1)

For the purpose of such an agenda item, "employee" includes an officer or independent contractor who functions as an officer or employee, but excludes Board members and other independent contractors. (Government Code 54957)

Personnel Matters: Specific Complaints or Charges

The Board may also ~~hold a meet~~ in closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee who is the subject of the complaint requests an open session. Before the Board ~~holds a meets in~~ in closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of the right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

For the purpose of such an agenda item, "employee" includes an officer or independent contractor who functions as an officer or employee, but excludes Board members and other independent contractors. (Government Code 54957).

Personnel Matters: Application for Early Withdrawal of Funds in Deferred Compensation Plan

The Board may ~~hold a meet~~ in closed session to discuss an employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information. (Government Code 54954.5)

After the closed session, the Board shall report any action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a district employee and shall identify the title of the affected position. The report shall be given at the public meeting during which the closed session is held, except that the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)

Negotiations/Collective Bargaining

The Board may meet in closed session to review the Board's position and/or instruct its designated representative(s) regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation. A closed session item regarding salaries, salary schedules, or compensation paid in the form of fringe benefits may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session. (Government Code 54957.6)

Additionally, the Board also may meet in closed session with a state conciliator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the open meeting requirements of Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting, or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

The Board may meet in closed session, prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees, to review the Board's position and/or instruct its designated representative(s) regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation. Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session. (Government Code 54957.6)

The Board also may meet in closed session with a state conciliator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name(s) of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a

specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Approval of an agreement regarding labor negotiations with represented employees pursuant to Government Code 54957.6 shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code 54957.1)

Pursuant to Government Code 54957.1, approval in closed session of an agreement concluding labor negotiations with represented employees pursuant to Government Code 54957.6 shall be disclosed after the agreement is final and has been accepted or ratified by the other party. The disclosure shall identify the item approved and the other parties to the negotiation. However, the Board may, at its sole discretion, vote on such an agreement in open session. (Government Code 54957.1)

Pursuant to Government Code 3549.1, the Board may, without following the requirements of the Brown Act, meet in closed session exclusively for the purpose of discussing its position regarding any matter within the scope of representation or for the purpose of instructing its designated representatives. The Board shall not discuss any other item at any such items, either in closed session or open session, as part of such a meeting. (Government Code 3549.1)

Matters Related to Students

The Board shall meet in closed session to consider an appeal by a parent/guardian of a denial of a request to amend incorrect, inaccurate, or misleading information in a student record maintained by the district in accordance with Administrative Regulation 5125.3 - Challenging Student Records. (Education Code 49070)

If a public hearing would lead to the disclosure of confidential student information such as grades or discipline information,, the Board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. If a written request for open session is received from the parent/guardian or adult student, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any student other than the student requesting the public meeting shall be in closed session. (Education Code 35146, 48912, 49070)

If a public hearing would lead to the disclosure of confidential student information such as grades or discipline information, the Board shall meet in closed session to consider ~~a suspension, disciplinary~~ any action, any other action including discipline, against a student, except expulsion, ~~or a challenge to a student record.~~ At least 72 hours prior to the start of the meeting of which the closed session is a part, the Superintendent or designee, on behalf of the Board, shall, in writing, by registered or certified mail or by personal service, notify the student and the student's parent/guardian of the intent of the Board to hear the item in closed session. If a written request for open session is received from the student or the student's parents/guardians within 48 hours of receiving the notice, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any other student shall remain in closed session. (Education Code 35146, 48912, 49070)

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

If the Board conducts an expulsion hearing pursuant to Board Policy 5144.1 - Suspension and Expulsion/Due Process, the Board shall do so in closed session unless the student submits a written request at least five days before the date of the ~~hearing~~ hearing that the hearing be held in open session.

Regardless of whether the expulsion hearing is conducted in open or closed session, the Board shall meet in closed session for the purpose of deliberating and determining whether to expel the student should be expelled. (Education Code 48918)

On a case-by-case basis, the student Board member(s) may make restorative justice recommendations to the Board regarding specific expulsion matters in accordance with Board Bylaw 9150 - Student Board Members.

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Final action on a student matter deliberated in closed session shall be taken in open session and shall be a matter of public record. (Education Code 35146, 48918)

However, in taking final action, the Board shall not release any information in violation of student privacy rights provided in 20 USC 1232g or other applicable laws. In an expulsion or other disciplinary action, the cause for the disciplinary action shall be disclosed in open session, but the Board shall refer to the student number or other identifier and shall not disclose the student's name.

In order to protect student privacy rights provided in 20 USC 1232g or other applicable laws, the identity of a student shall not be listed in the agenda and, unless the item is heard in open session, shall not be included in any ~~report~~ disclosure after closed session. Additionally, a student matter shall be listed in the open session portion of the agenda with the same description and numbering system as it was ~~on listed in~~ the closed session portion of the agenda.

Security Matters

The Board may meet in closed session with the Governor, Attorney General, District Attorney, district legal counsel, sheriff or chief of police, or ~~their respective deputies, or a security consultant or a~~ other law enforcement or security personnel operations manager, on matters posing a threat to any of the following: (Government Code 54957).

1. ~~to~~ The security of public buildings;
2. ~~to~~ The security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service
3. ~~to~~ The public's right of access to public services or public facilities. ~~Such discussions may be held in closed session during an emergency meeting called pursuant to Government Code 54956.5 if agreed to by a two-thirds vote of the Board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present. (Government Code 54956.5, 54957)~~
4. Critical infrastructure controls or critical infrastructure information relating to cybersecurity

The Board may also meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. (Education Code 32281)

Agenda items related to these security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

The Board may meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. Following the closed session, the Board shall report any action taken to approve the plan, but need not disclose the district's plan for tactical responses. (Education Code 32281)

Real Property Negotiations

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s), the property under negotiation, and the person(s) with whom the negotiator may negotiate. For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

When the Board approves a final agreement concluding real estate negotiations pursuant to Government Code 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party to the negotiations, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code 54957.1)

Anticipated Litigation/Initiation of Litigation

Based on the advice of its legal counsel, the Board may ~~hold a meet~~ in closed session to confer with or receive advice from its legal counsel regarding pending litigation when discussion of the matter in open session would prejudice the district's position in the litigation. For this purpose, "litigation" means includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered to be "anticipated" when, in the Board's opinion based on the advice of its legal counsel regarding the existing facts and circumstances, there is a significant exposure to litigation against the district or against a district officer or employee based on prior or prospective activities or alleged activities during and potentially during the course and scope of that office or employment. (Government Code 54956.9)

Existing facts and circumstances are limited to the following: (Government Code 54956.9)

1. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiff(s)
2. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence that might result in litigation against the district, which are already known to potential plaintiff(s)
3. The receipt of a claim pursuant to the Government Claims Act or a written threat of litigation from a potential plaintiff
4. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board
5. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting

Each agenda item related to anticipated, or initiation of, litigation shall only contain one such matter. For an anticipated litigation item that is anticipated based on Items #2, #3, or #5 above, the agenda item shall also include the facts or circumstances that might result in litigation, the claim or written threat of litigation, or the record of the threat. However, the agenda item shall not identify the alleged victim of unlawful or tortious sexual conduct or anyone making the threat on the alleged victim's behalf, or identify a public employee who is the alleged perpetrator of any unlawful or tortious conduct upon which a threat of litigation is based, unless the identity of the person has been publicly disclosed. (Government Code 54956.9)

Litigation is considered "pending" in any of the following circumstances: (Government Code 54956.9)

1. Litigation to which the district is a "party" has been initiated formally. (Government Code
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code

Existing facts and circumstances for these purposes are limited to the following: (Government Code 54956.9)

- a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiff(s) and which do not need to be disclosed.
 - b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiff(s) and which must be publicly disclosed before the closed session or specified on the agenda.
 - c. The receipt of a claim pursuant to the Government Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
 - d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
 - e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat of litigation on the victim's behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.
3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(d)(4))

Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9 (d)(1), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5) "Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(d)(4) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5)

Following the closed session, the Board shall publicly report, as applicable: (Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation but final approval rests with the other party or with the court, the district shall report the fact of approval and the substance of the agreement thereon to persons who inquire once the settlement is final. (Government Code 54957.1)

Existing Litigation

Based on the advice of its legal counsel, the Board may hold a meet in closed session to confer with or receive advice from its legal counsel regarding existing litigation when discussion of the matter in open session would prejudice the district's position with respect to such litigation. Litigation is considered to be "existing" when the district has been named a party to the litigation, or a district officer or employee has been named a party to the litigation based on prior or prospective activities or alleged activities during the course and scope of that office or employment, including litigation in which involves whether an activity is outside the course and scope of the office or employment. For this purpose, "litigation" means includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Tort, Public, or Workers' Compensation Liability

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

Joint Powers Agency Issues

~~When the board of the JPA has so authorized and upon advice of district legal counsel, the~~ The Board may meet in closed session in order to receive, discuss, and take action concerning information that has direct financial or liability implications for the district and that was obtained in a closed session of a JPA of which the district is a member. ~~During the Board's closed session~~ However, a Board member

serving on the JPA board may only disclose confidential information acquired during a closed session of the JPA to fellow Board members: if the governing board of the JPA has so authorized and upon advice of district legal counsel. (Government Code 54956.96)))

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

Following the closed session, the Board shall publicly report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

When the board of the JPA has so authorized and upon advice of district legal counsel, the Board may also meet in closed session in order to receive, discuss, and take action concerning information obtained in a closed session of the JPA that has direct financial or liability implications for the district. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

Closed session agenda items related to conferences involving a JPA shall specify the name of the JPA, the closed session description used by the JPA, and the name of the Board member representing the district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." (Government Code 54954.5)

Following the closed session, the Board shall publicly confirm that the report was reviewed and a response was prepared.

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Following the closed session, the Board shall confirm that the assessment instruments were reviewed. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

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 35012	Restorative justice
Ed. Code 35145	<u>Public meetings</u>
Ed. Code 35145.5	Public Comment
Ed. Code 35146	<u>Closed sessions regarding suspensions</u>
Ed. Code 44929.21	<u>Notice of reelection decision: districts with 250 ADA or more</u>
Ed. Code 48912	<u>Governing board suspension</u>
Ed. Code 48918	<u>Rules governing expulsion procedures</u>
Ed. Code 49070	<u>Challenging student records</u>
Ed. Code 60617	<u>Meetings of governing board</u>
Gov. Code 3540-3549.3	<u>Educational Employment Relations Act</u>
Gov. Code 54950-54963	<u>The Ralph M. Brown Act</u>
Federal	Description
20 USC 1232g	<u>Family Educational Rights and Privacy Act (FERPA) of 1974</u>
Management Resources	Description
Attorney General Opinion	105 Ops.Cal.Atty.Gen. 89 (2022)
Attorney General Opinion	<u>98 Ops.Cal.Atty.Gen. 41 (2015)</u>
Attorney General Opinion	<u>89 Ops.Cal.Atty.Gen. 110 (2006)</u>
Attorney General Opinion	<u>59 Ops.Cal.Atty.Gen. 532 (1976)</u>
Attorney General Opinion	<u>78 Ops.Cal.Atty.Gen. 218 (1995)</u>
Attorney General Opinion	<u>86 Ops.Cal.Atty.Gen. 210 (2003)</u>
Attorney General Opinion	<u>94 Ops.Cal.Atty.Gen. 82 (2011)</u>
Attorney General Publication	<u>The Brown Act: Open Meetings for Legislative Bodies, rev. 2003</u>
Court Decision	<u>Fowler v. City of Lafayette (2020) 45 Cal.App.5th 68</u>
Court Decision	<u>Bell v. Vista Unified School District (2001) 82 Cal.App. 4th 672</u>
Court Decision	<u>Fischer v. Los Angeles Unified School District (1999) 70 Cal.App. 4th 87</u>
Court Decision	<u>Furtado v. Sierra Community College District (1998) 68 Cal.App. 4th 876</u>
Court Decision	<u>Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners (2003) 107 Cal.App.4th 860</u>

Court Decision	<u>Roberts v. City of Palmdale (1993) 5 Cal.App. 4th 363</u>
Court Decision	<u>Sacramento Newspaper Guild v. Sacramento County Board of Supervisors (1968) 263 Cal.App. 2d 41</u>
Court Decision	<u>San Diego Union v. City Council (1983) 146 Cal.App.3d 947</u>
CSBA Publication	<u>The Brown Act: School Boards and Open Meeting Laws, rev. 2023</u>
League of California Cities Publication	<u>Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010</u>
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>League of California Cities</u>
Website	<u>California Attorney General's Office</u>
Website	<u>CSBA</u>

Cross References

Code	Description
0450	<u>Comprehensive Safety Plan</u>
0450	<u>Comprehensive Safety Plan</u>
1160	<u>Political Processes</u>
1220	<u>Citizen Advisory Committees</u>
1312.1	<u>Complaints Concerning District Employees</u>
1312.1	<u>Complaints Concerning District Employees</u>
1312.3	<u>Uniform Complaint Procedures</u>
1312.3	<u>Uniform Complaint Procedures</u>
1312.3-E PDF(1)	<u>Uniform Complaint Procedures</u>
1312.3-E PDF(2)	<u>Uniform Complaint Procedures</u>
1340	<u>Access To District Records</u>
1340	<u>Access To District Records</u>
2120	<u>Superintendent Recruitment And Selection</u>
2121	<u>Superintendent's Contract</u>
2140	<u>Evaluation Of The Superintendent</u>
3280	<u>Sale Or Lease Of District-Owned Real Property</u>
3280	<u>Sale Or Lease Of District-Owned Real Property</u>
3320	<u>Claims And Actions Against The District</u>
3320	<u>Claims And Actions Against The District</u>
3515	<u>Campus Security</u>

3515	<u>Campus Security</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
3530	<u>Risk Management/Insurance</u>
3530	<u>Risk Management/Insurance</u>
3555	<u>Nutrition Program Compliance</u>
4030	<u>Nondiscrimination In Employment</u>
4030	<u>Nondiscrimination In Employment</u>
4112.6	<u>Personnel Files</u>
4112.9	<u>Employee Notifications</u>
4112.9-E PDF(1)	<u>Employee Notifications</u>
4112.9-E PDF(2)	<u>Employee Notifications</u>
4115	<u>Evaluation/Supervision</u>
4115	<u>Evaluation/Supervision</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4119.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4140	<u>Bargaining Units</u>
4143	<u>Negotiations/Consultation</u>
4143.1	<u>Public Notice - Personnel Negotiations</u>
4143.1	<u>Public Notice - Personnel Negotiations</u>
4144	<u>Complaints</u>
4144	<u>Complaints</u>
4212.6	<u>Personnel Files</u>
4212.9	<u>Employee Notifications</u>
4212.9-E PDF(1)	<u>Employee Notifications</u>
4212.9-E PDF(2)	<u>Employee Notifications</u>
4215	<u>Evaluation/Supervision</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4219.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4240	<u>Bargaining Units</u>
4243	<u>Negotiations/Consultation</u>

4243.1	<u>Public Notice - Personnel Negotiations</u>
4243.1	<u>Public Notice - Personnel Negotiations</u>
4244	<u>Complaints</u>
4244	<u>Complaints</u>
4312.1	<u>Contracts</u>
4312.6	<u>Personnel Files</u>
4312.9	<u>Employee Notifications</u>
4312.9-E PDF(1)	<u>Employee Notifications</u>
4312.9-E PDF(2)	<u>Employee Notifications</u>
4315	<u>Evaluation/Supervision</u>
4319.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4340	<u>Bargaining Units</u>
4344	<u>Complaints</u>
4344	<u>Complaints</u>
5117	<u>Interdistrict Attendance</u>
5117	<u>Interdistrict Attendance</u>
5119	<u>Students Expelled From Other Districts</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5125.3	<u>Challenging Student Records</u>
5144	<u>Discipline</u>
5144	<u>Discipline</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.2	<u>Suspension And Expulsion/Due Process (Students With Disabilities)</u>
6162.5	<u>Student Assessment</u>
6162.51	<u>State Academic Achievement Tests</u>
6162.51	<u>State Academic Achievement Tests</u>
9011	<u>Disclosure Of Confidential/Privileged Information</u>
9121	<u>President</u>
9124	<u>Attorney</u>
9130	<u>Board Committees</u>

9150	<u>Student Board Members</u>
9270	<u>Conflict Of Interest</u>
9270-E PDF(1)	<u>Conflict Of Interest</u>
9320	<u>Meetings And Notices</u>
9322	<u>Agenda/Meeting Materials</u>
9323	<u>Meeting Conduct</u>
9323.2	<u>Actions By The Board</u>
9323.2-E PDF(1)	<u>Actions By The Board</u>

Policy 1000: Concepts And Roles

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

The Governing Board desires to represent the community and provide leadership in addressing community ~~issues~~ interests related to education. In order to ~~identify community concerns and enlist~~ encourage support for the district and district schools, promote collaboration between the district, parents/guardians, community members, and local organizations, and to identify and respond to community priorities, the Board shall establish effective two-way communication systems between the district schools and the community.

~~Schools, parents/guardians, community members and local organizations must continually collaborate as partners.~~ The Board and the Superintendent or designee shall work together with city, and county, and other local agencies and organizations to promote and facilitate coordinated services for children, and ~~shall~~ seek to develop partnerships with local businesses and organizations.

The Board recognizes that district schools are an important community resource and encourages community members to make appropriate use of school facilities. Community members are also encouraged to attend Board meetings, participate in district and school activities, and take an active interest in issues that affect the district and its schools. The Board and Superintendent or designee shall keep community members well informed about district needs and accomplishments and shall ensure that they have opportunities to share in ~~developing educational policies, programs and evaluation processes~~ the development of district decisions, in accordance with Board Bylaw 9005-Governance Standards.

The Board recognizes that its ability to fulfill the community's expectations for a high-quality educational program ~~depends on~~ is dependent upon the level of ~~support~~ funding provided by the state and federal government ~~as well as the~~ and community. ~~The Board therefore support.~~ In an effort to provide the best educational experience for district students, the Board shall study legislative processes and issues, establish ongoing relationships with federal, state and local leaders and the media, adopt positions on key issues, set priorities for advocacy, and collaborate with other organizations and coalitions in legislative and legal advocacy efforts.

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 35160

Description

Authority of governing boards

Ed. Code 35172

Promotional activities

Management Resources

Website

Description

CSBA District and County Office of Education Legal Services

Cross References

Code

0100

Description

Philosophy

0510	<u>School Accountability Report Card</u>
1112	<u>Media Relations</u>
1150	<u>Commendations And Awards</u>
1160	<u>Political Processes</u>
1220	<u>Citizen Advisory Committees</u>
1240	<u>Volunteer Assistance</u>
1240	<u>Volunteer Assistance</u>
1330	<u>Use Of School Facilities</u>
1330	<u>Use Of School Facilities</u>
1330-E PDF(1)	<u>Use Of School Facilities</u>
1400	<u>Relations Between Other Governmental Agencies And The Schools</u>
2120	<u>Superintendent Recruitment And Selection</u>
6020	<u>Parent Involvement</u>
6020	<u>Parent Involvement</u>
9000	<u>Role Of The Board</u>
9005	<u>Governance Standards</u>
9010	<u>Public Statements</u>
9323	<u>Meeting Conduct</u>

Policy 1114: District-Sponsored Social Media

Status: ADOPTED

Original Adopted Date: 07/01/2011 | **Last Revised Date:** 03/12/2025 | **Last Reviewed Date:** 03/12/2025

The Governing Board recognizes the value of social media to share district information with families and the community and promote community involvement and collaboration in district decisions. The purpose of any official district social media account shall be to further the district's vision and mission, to support student learning and staff professional development, and to enhance communication and engagement with students, families, staff, and community members. The Superintendent or designee shall ensure that the content posted by the district on an official district social media account is accessible to individuals with disabilities.

The Superintendent or designee shall develop content guidelines and protocols for official district social media accounts to ensure public access, appropriate and responsible use, and compliance with law, Board policy, and administrative regulation.

Guidelines for Content

Official district social media accounts shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. This policy is not intended to create an open public forum or otherwise guarantee an individual's right to free speech on any of the official district social media accounts even if one or more features on the account that permit interaction with and between members of the public are enabled.

The Superintendent or designee shall ensure that the limited purpose of official district social media accounts is clearly communicated to users. Each account shall contain a statement specifying the purposes of the account, that the account shall only be used for such purposes, and any other user expectations or conditions as specified in the accompanying administrative regulation.

~~Official district social media accounts may not contain~~ Content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation shall not be permitted on official district social media accounts.

Staff or students who post ~~prohibited content~~ on, reply from, or otherwise ~~engage with~~ use an official district social media account in a manner that violates Board policies and administrative regulations shall be subject to discipline in accordance with such applicable policies and regulations.

Users of official district social media accounts, and anyone who posts on, replies to, or otherwise leaves a digital footprint on an official district social media account, should be aware of the public nature and accessibility of social media and that such information posted ~~or~~ on, replied with or otherwise left on an official district social media account may be considered a public record subject to disclosure under the Public Records Act.

Privacy

To the extent practicable, the Superintendent or designee shall ensure that the privacy rights of

students, parents/guardians, staff, Board members, and other individuals are protected on official district social media accounts.

As it pertains to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, official district social media accounts shall ~~operate in accordance~~ comply with Board Policy 1113 - District and School Websites.

Social media and other online platforms shall not be used by district employees to transmit confidential information about students, employees, or district operations.

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

Bus. and Prof. Code 22588.2-22588.4

Ed. Code 32260-32262

Ed. Code 35182.5

Ed. Code 48900

Ed. Code 48907

Ed. Code 48950

Ed. Code 49061

Ed. Code 49073

Ed. Code 60048

Gov. Code 3307.5

Gov. Code 54952.2

Gov. Code 7920.000-7930.215

Federal

17 USC 101-1101

20 USC 1232g

29 USC 157

29 USC 794

34 CFR 99.1-99.67

Management Resources

Court Decision

Description

Youth Social Media Protection Act

Interagency School Safety Demonstration Act of 1985

Contracts for advertising

Grounds for suspension or expulsion

Exercise of free expression: time, place, and manner rules and regulations

Speech and other communication

Definitions: directory information

Release of directory information

Commercial brand names, contracts or logos

Publishing identity of public safety officers

Brown Act: definition of meeting

California Public Records Act

Description

Federal copyright law

Family Educational Rights and Privacy Act (FERPA) of 1974

Employee rights to engage in concerted, protected activity

Rehabilitation Act of 1973; Section 504

Family Educational Rights and Privacy

Description

Lindke v. Freed (2024) 601 U.S. 187

Court Decision	<u>Board of Education, Island Trees Union Free School District, et.al. v. Pico (1982) 457 U.S. 853</u>
Court Decision	<u>Page v. Lexington County School District (2008, 4th Cir.) 531 F.3d 275</u>
Court Decision	<u>Perry Education Association v. Perry Local Educators' Association (1983) 460 U.S. 37</u>
Court Decision	<u>Aaris v. Las Virgenes Unified School District (1998) 64 Cal.App.4th 1112</u>
Court Decision	<u>Downs v. Los Angeles Unified School District (2000, 9th Cir.) 228 F.3d 1003</u>
National Labor Relations Board Decision	<u>Sears Holdings, Advice Memorandum 18-CA-1908, (December 4, 2009)</u>
Website	<u>Bullying Resources</u>
Website	<u>Meta in Education</u>
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>Facebook, privacy resources</u>
Website	<u>California School Public Relations Association</u>
Website	<u>CSBA</u>

Cross References

Code	Description
0000	<u>Vision</u>
0410	<u>Nondiscrimination In District Programs And Activities</u>
0440	<u>District Technology Plan</u>
0440	<u>District Technology Plan</u>
0441	<u>Artificial Intelligence</u>
0510	<u>School Accountability Report Card</u>
1100	<u>Communication With The Public</u>
1112	<u>Media Relations</u>
1113	<u>District And School Websites</u>
1113	<u>District And School Websites</u>
1160	<u>Political Processes</u>
1230	<u>School-Connected Organizations</u>
1230	<u>School-Connected Organizations</u>
1260	<u>Educational Foundation</u>
1312.3	<u>Uniform Complaint Procedures</u>

1312.3	<u>Uniform Complaint Procedures</u>
1312.3-E PDF(1)	<u>Uniform Complaint Procedures</u>
1312.3-E PDF(2)	<u>Uniform Complaint Procedures</u>
1313	<u>Civility</u>
1325	<u>Advertising And Promotion</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
4030	<u>Nondiscrimination In Employment</u>
4030	<u>Nondiscrimination In Employment</u>
4040	<u>Employee Use Of Technology</u>
4040-E PDF(1)	<u>Employee Use Of Technology</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4119.21	<u>Professional Standards</u>
4119.21-E PDF(1)	<u>Professional Standards</u>
4119.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4119.25	<u>Political Activities Of Employees</u>
4119.25	<u>Political Activities Of Employees</u>
4131	<u>Staff Development</u>
4132	<u>Publication Or Creation Of Materials</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
4219.21	<u>Professional Standards</u>
4219.21-E PDF(1)	<u>Professional Standards - Code Of Ethics</u>
4219.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4219.25	<u>Political Activities Of Employees</u>
4219.25	<u>Political Activities Of Employees</u>
4231	<u>Staff Development</u>
4232	<u>Publication Or Creation Of Materials</u>
4319.21	<u>Professional Standards</u>
4319.21-E PDF(1)	<u>Professional Standards</u>
4319.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4319.25	<u>Political Activities Of Employees</u>

4319.25	<u>Political Activities Of Employees</u>
4331	<u>Staff Development</u>
4332	<u>Publication Or Creation Of Materials</u>
5022	<u>Student And Family Privacy Rights</u>
5022	<u>Student And Family Privacy Rights</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5125.1	<u>Release Of Directory Information</u>
5125.1	<u>Release Of Directory Information</u>
5125.1-E PDF(1)	<u>Release Of Directory Information</u>
5131	<u>Conduct</u>
5144	<u>Discipline</u>
5144	<u>Discipline</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5145.2	<u>Freedom Of Speech/Expression</u>
5145.2	<u>Freedom Of Speech/Expression</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.7	<u>Sexual Harassment</u>
5145.7	<u>Sexual Harassment</u>
6020	<u>Parent Involvement</u>
6020	<u>Parent Involvement</u>
6145.5	<u>Student Organizations And Equal Access</u>
6145.5	<u>Student Organizations And Equal Access</u>
6162.6	<u>Use Of Copyrighted Materials</u>
6162.6	<u>Use Of Copyrighted Materials</u>
6163.4	<u>Student Use Of Technology</u>
6163.4-E PDF(1)	<u>Student Use Of Technology</u>
9010	<u>Public Statements</u>
9012	<u>Board Member Electronic Communications</u>
9320	<u>Meetings And Notices</u>

Policy 2120: Superintendent Recruitment And Selection

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

The Governing Board recognizes ~~that it has a direct responsibility to select and employ~~ is responsible for selecting and employing the Superintendent. Whenever it becomes necessary for the Board to fill a vacancy in the position of Superintendent, the Board shall work diligently to employ a person whose management and leadership abilities are most closely aligned with district needs.

The Board shall establish and implement a search and selection process that includes consideration of:

1. The district's current and long-term needs, including a review of the district's vision and goals
2. The desired characteristics of a new Superintendent, including professional experience, educational qualifications, leadership characteristics, philosophy of education, and other management, technical, interpersonal and conceptual skills, as well as the priorities the Board wants to place on different abilities, traits and levels of knowledge
3. The scope of the search, including whether to promote from within the district or broaden the search to include both internal and external candidates and, if external candidates will be considered, whether to conduct a statewide or nationwide search
4. The salary range and benefits to be offered
5. Basic elements to be included in the Superintendent's contract
6. Whether to hire a professional adviser to facilitate the hiring and contract negotiation process and to ensure that verifications of the candidates' qualifications are obtained
7. How and when to involve the community in certain phases of the selection process
- ~~8. The best methods for advertising the vacancy and recruiting qualified candidates~~
8. The process for screening applications and determining how the screener(s) will be selected
9. Interview questions, processes and participants
- ~~10. How and when candidates' qualifications will be verified through reference checks~~
10. Other actions necessary to ensure a fair selection process and a smooth transition to new leadership

Even if a professional adviser is used to facilitate the process, the Board shall retain the right and responsibility to oversee the process and to review all applications if desired.

The Board shall select candidates to be interviewed based on recommendations of the screener(s), if applicable, and the Board's own assessment of how candidates meet the criteria established by the Board.

The Board shall interview preliminary and final candidates and a select final candidate in closed session, and determine the most likely match for the district. (Government Code 54957)

Before offering the position to the selected candidate or making any announcements, Board members may visit that candidate's current place of employment, as appropriate. Pursuant to Board Policy 2121 - Superintendent's Contract, the Board shall discuss and negotiate the Superintendent's contract in closed session, but shall vote to approve the contract in open session. (Government Code 53262, 54957, 54957.6)

The Board shall conduct any superintendent recruitment and selection process in accordance with legal and ethical obligations regarding confidentiality and equal opportunity.

As necessary, the Board may appoint an interim or acting superintendent, to manage the district when there is no permanent superintendent.

The selected candidate Superintendent shall hold both a valid school administration certificate and a valid teacher's certificate. The Board may waive any credential requirement, but shall not employ a person whose credential has been revoked by the Commission on Teacher Credentialing pursuant to Education Code 44421-44427. (Education Code 35028, 35029, 35029.1)

The Board shall not employ a person as Superintendent if, within the past five years, the candidate was convicted of any felony involving accepting or giving, or offering to give, any bribe, conflict of interest, the embezzlement of public money, extortion or theft of public money, perjury or conspiracy to commit any of those crimes arising directly out of their official duties as a public employee. (Government Code 1021.5)

~~Before offering the position to the selected candidate or making any announcements, Board members may visit that candidate's current district, as appropriate, to obtain verification of his/her qualifications.~~

~~The Board shall deliberate in closed session to affirm the selection of the candidate and shall report the selection in open session. (Government Code 54957)~~

~~The Board shall conduct these proceedings in accordance with legal and ethical obligations regarding confidentiality and equal opportunity.~~

~~As necessary, the Board may appoint an interim superintendent to manage the district during the selection process.~~

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

2 CCR 11006-11086

Ed. Code 220

Ed. Code 35026

Ed. Code 35028

Ed. Code 35029

Ed. Code 35029.1

Ed. Code 35031

Description

Discrimination in employment

Prohibition of discrimination

Employment of district superintendent by certain district

Qualifications for employment

Waiver of credential requirements

Superintendent credentials

Term of employment

Ed. Code 44420-44440
Gov. Code 1021.5
Gov. Code 11135
Gov. Code 12900-12996
Gov. Code 53260-53264
Gov. Code 54954
Gov. Code 54957
Gov. Code 54957.1
Gov. Code 54957.6

Federal

20 USC 1681-1688

28 CFR 35.101-35.190
29 USC 794
34 CFR 100.6
34 CFR 106.9
42 USC 12101-12213
42 USC 2000d-2000d-7
42 USC 2000e-2000e-17

Management Resources

CSBA Publication

Website

Website

Website

Website

Website

Website

Website

Cross References

Code

0000
0100
0200
1000

[Revocation and suspension of credentials](#)

[Public employment disqualification](#)

[Prohibition of discrimination](#)

[Fair Employment and Housing Act](#)

[Employment contracts](#)

[Time and place of regular meetings](#)

[Closed session personnel matters](#)

[Closed session: public report of action taken](#)

[Open session; superintendent contract](#)

Description

Title IX of the Education Amendments of 1972; discrimination based on sex

[Americans with Disabilities Act](#)

[Rehabilitation Act of 1973; Section 504](#)

[Title VI: Compliance information](#)

[Severability](#)

[Americans with Disabilities Act](#)

[Title VI, Civil Rights Act of 1964](#)

[Title VII, Civil Rights Act of 1964, as amended](#)

Description

[CSBA Superintendent Contract Template](#)

[CSBA California Consultants and Leadership](#)

[CSBA District and County Office of Education Legal Services](#)

[Association of California School Administrators](#)

[California Civil Rights Department](#)

[CSBA](#)

[U.S. Department of Education. Office for Civil Rights](#)

[U.S. Equal Employment Opportunity Commission](#)

Description

[Vision](#)

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[Goals For The School District](#)

[Concepts And Roles](#)

1220	<u>Citizen Advisory Committees</u>
2000	<u>Concepts And Roles</u>
2110	<u>Superintendent Responsibilities And Duties</u>
2111	<u>Superintendent Governance Standards</u>
2121	<u>Superintendent's Contract</u>
4032	<u>Reasonable Accommodation</u>
4111.2	<u>Legal Status Requirement</u>
4112.5	<u>Criminal Record Check</u>
4112.5-E PDF(1)	<u>Criminal Record Check</u>
4211.2	<u>Legal Status Requirement</u>
4212.5	<u>Criminal Record Check</u>
4212.5-E PDF(1)	<u>Criminal Record Check</u>
4311.2	<u>Legal Status Requirement</u>
4312.5	<u>Criminal Record Check</u>
4312.5-E PDF(1)	<u>Criminal Record Check</u>
9000	<u>Role Of The Board</u>
9011	<u>Disclosure Of Confidential/Privileged Information</u>
9320	<u>Meetings And Notices</u>
9321	<u>Closed Session</u>
9321-E PDF(1)	<u>Closed Session</u>

Policy 3470: Debt Issuance And Management

Status: ADOPTED

Original Adopted Date: 12/18/2019 | Last Reviewed Date: 12/18/2019

The Governing Board is committed to long-term capital and financial planning and recognizes that the issuance of debt is a key source for funding the improvement and maintenance of school facilities and managing cash flow. Any debt issued by the district shall be consistent with law and this policy.

The district shall not enter into indebtedness or liability that in any year exceeds the income and revenue provided for such year, unless two-thirds of the voters approve the obligation or one of the exceptions specified in law applies. (~~California Constitution, Article 16, Section 18~~)

When the Board determines that it is in the best interest of the district, the Board may issue debt or order an election to issue debt. The Superintendent or designee shall make recommendations to the Board regarding appropriate financing methods for capital projects or other projects that are authorized purposes for debt issuance. When approved by the Board and/or the voters as applicable, the Superintendent or designee shall administer and coordinate the district's debt issuance program and activities, including the timing of issuance, sizing of issuance, method of sale, structuring of the issue, communication with the public, and marketing strategies.

The Superintendent or designee shall retain a financial advisor, municipal advisor, investment advisor, and/or other financial services professionals as needed to assist with the structuring of the debt issuance and to provide general advice on the district's debt management program, financing options, investments, and compliance with legal requirements. Contracts for services provided by such advisors may be for a single transaction or for multiple transactions, consistent with the contracting requirements in Education Code 17596. In the event that the district issues debt through a negotiated sale, underwriters may be selected for multiple transactions if multiple issuances are planned for the same project. ~~In addition~~ Additionally, the district shall select a legal team on an as-needed basis to assist with debt issuances or special projects.

Goals

The district's debt issuance activities and procedures shall be aligned with the district's vision and goals for providing adequate facilities and programs that support student learning and well-being. When issuing debt, the district shall ensure that it:

1. Maintains accountability for the fiscal health of the district, including prudent management and transparency of the district's financing programs
2. Attains the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements
3. Takes all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues
4. Maintains effective communication with rating agencies and, as appropriate, credit enhancers such as bond insurers or other providers of credit or liquidity instruments in order to enhance the creditworthiness, liquidity, or marketability of the debt

5. Monitors the district's statutory debt limit in relation to assessed valuation within the district and the tax burden needed to meet long-term debt service requirements
6. When determining the timing of debt issuance, considers market conditions, cash flows associated with repayment, and the district's ability to expend the obtained funds in a timely, efficient, and economical manner consistent with federal tax laws
7. Determines the amortization (maturity) schedule which will fit best within the overall debt structure of the district at the time the new debt is issued
8. Considers the useful lives of assets funded by the debt issue, as well as repair and replacement costs of those assets to be incurred in the future
9. Preserves the availability of the district's general fund for operating purposes and other purposes that cannot be funded by the issuance of voter-approved debt
10. Meets the ongoing obligations and accountability requirements associated with the issuance and management of debt under state and federal tax and securities laws

Authorized Purposes for the Issuance of Debt

The district may issue debt for any of the following purposes:

1. To pay for the cost of capital improvements, including acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging, and/or equipping district facilities
2. To refund existing debt
3. To provide for cash flow needs

Pursuant to Government Code 53854, general operating costs, including, but not limited to, items normally funded in the district's annual operating budget, shall not be financed from debt payable later than 15 months from the date of issuance. The district may deem it desirable to finance cash flow requirements under certain conditions so that available resources better match expenditures within a given fiscal year. To satisfy both state constitutional and statutory constraints, such cash flow borrowing shall be payable from taxes, income, revenue, cash receipts, and other moneys attributable to the fiscal year in which the debt is issued.

Authorized Types of Debt

The Superintendent or designee shall recommend to the Board potential financing method(s) that result in the highest benefit to the district, with the cost of staff and consultants considered.

Potential financing sources may include:

1. Short-Term Debt
 - a. Short-term debt, such as tax and revenue anticipation notes (TRANs), when necessary to allow the district to meet its cash flow requirements (Government Code 53850-53858)
 - b. Bond anticipation notes (BANs) to provide interim financing for capital bond projects that will ultimately be paid from general obligation bonds (Education Code 15150)

- c. Grant anticipation notes (GANs) to provide interim financing pending the receipt of grants and/or loans from the state or federal government that have been appropriated and committed to the district (Government Code 53859-53859.08)
- 2. Long-Term Debt
 - a. General obligation bonds for projects approved by voters (California Constitution, Article 13A, Section 1; Education Code 15100-15262, 15264-15276; Government Code 53506-53509.5)
 - b. Special tax bonds issued pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code 53311-53368.3)
- 2. Lease financing, including certificates of participation (COPs)
 - a. Lease financing to fund the highest priority capital equipment purchases when pay-as-you-go financing is not feasible (Education Code 17450-17453.1)
 - b. Lease financing to fund facilities projects when there is insufficient time to obtain voter approval or in instances where obtaining voter approval is either not feasible or unavailable (Education Code 17400-17429)
- 3. Special financing programs or structures offered by the federal or state government, ~~such as Qualified Zone Academy Bonds or other tax credit obligations or obligations that provide subsidized interest payments~~, when the use of such programs or structures is determined to result in sufficiently lower financing costs compared to traditional tax-exempt bonds and/or COPs (Government Code 53700-53706)
- 4. Temporary borrowing or short-term transfers from other sources ~~such as~~ including the following: (Education Code 42620, 42621; Government Code 53820-53833, 53850-53858)
 - a. When the district lacks sufficient funds to meet its current expenses:
 - i. Transfers of funds from the County Treasurer up to 85 percent of the amount of money that will accrue to the district within the fiscal year
 - ii. Transfers of funds from the county school service fund up to 85 percent of the money accruing to the district at the time of transfer, to be repaid before June 30 of the current fiscal year
 - b. Temporary borrowin from other sources

COPs, TRANs, revenue bonds, or any other non-voter approved debt instrument shall not be issued by the district in any fiscal year in which the district has a qualified or negative certification, unless the County Superintendent of Schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the district's repayment of that indebtedness is probable. (Education Code 42133)

Relationship of Debt to District Facilities Program and Budget

Decisions regarding the issuance of debt for the purpose of financing capital improvement shall be aligned with current needs for acquisition, development, and/or improvement of district property and facilities as identified in the district's facilities master plan or other applicable needs assessment, the projected costs of those needs, schedules for the projects, and the expected resources.

The cost of debt issued for major capital repairs ~~or~~ replacements shall be evaluated against the

potential cost of delaying such repairs and/or replacing such facilities.

When considering a debt issuance, the Board and the Superintendent or designee shall evaluate both the short-term and long-term implications of the debt issuance and additional operating costs associated with the new projects involved. Such evaluation may include, but is not limited to, the projected ratio of annual debt service to the tax burden on the district's taxpayers and the ratio of annual debt service secured by the general fund to general fund expenditures.

The district may enter into credit enhancement agreements such as municipal bond insurance, surety bonds, letters of credit, and lines of credit with commercial banks, municipal bond insurance companies, or other financial entities when their use is judged to lower borrowing costs, eliminate restrictive covenants, or have a net economic benefit to the financing.

Structure of Debt Issues

The district shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

The district shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, ensure cost effectiveness, provide flexibility, and, as practical, recapture or maximize its debt capacity for future use. Principal amortization will be structured to meet debt repayment, tax rate, and flexibility goals.

For new money debt issuances for capital improvements, the district shall size the debt issuance with the aim of funding capital projects as deemed appropriate by the Board, as long as the issuance is consistent with the overall financing plan, does not exceed the amount authorized by voters, and, unless a waiver is sought and received from the state, will not cause the district to exceed the limitation on debt issuances specified in the California Constitution or Education Code 15106, 15268, and 15270.

To the extent practicable, the district shall also consider credit issues, market factors, and tax law when sizing the district's bond issuance. The sizing of refunding bonds shall be determined by the amount of money that will be required to cover the principal of, any accrued interest on, and any redemption premium for the debt to be paid on the call date and to cover appropriate financing costs.

Any general obligation bond issued by the district shall mature within 40 years of the issuance date or as otherwise required by law. (California Constitution, Article 16, Section 18; Government Code 53508.6)

The final maturity of equipment or real property lease obligations will be limited to the useful life of the assets to be financed but, with respect to a lease purchase of equipment, no longer than a period of 10 years. (Education Code 17452)

Method of Sale

For the sale of any district-issued debt, the Superintendent or designee shall recommend the method of sale ~~with which is most cost-effective, that has~~ the potential to achieve the lowest financing cost and/or ~~to generate~~ generates other benefits to the district. Potential methods of sale include:

1. A competitive bidding process through which the award is based on, among other factors, the lowest offered true interest cost

2. Negotiated sale, subject to approval by the district to ensure that interest costs are in accordance with comparable market interest rates
3. Private placement sale, when the financing can or must be structured for a single or limited number of purchasers or where the terms of the private placement are more beneficial to the district than either a negotiated or competitive sale

Before any sale of bonds, the Board shall adopt a resolution stating the Board's express approval of the method of sale and a statement of the reasons for the method of sale selected. (Education Code 15146)

Investment of Proceeds

The district shall actively manage the proceeds of debt issued for public purposes in a manner that is consistent with state law governing the investment of public funds and with the permitted securities covenants of related financing documents executed by the district. Where applicable, the district's official investment policy and legal documents for a particular debt issuance shall govern specific methods of investment of bond-related proceeds. Preservation of principal shall be the primary goal of any investment strategy, followed by the availability of funds and then by return on investment.

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)

The management of public funds shall enable the district to respond to changes in markets or changes in payment or construction schedules so as to ensure liquidity and minimize risk.

Refunding/Restructuring

The district may consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility. When doing so, the district shall consider the maximization of the district's expected net savings over the life of the debt issuance and, when using a general obligation bond to refund an existing bond, shall ensure that the final maturity of the refunding bond is no longer than the final maturity of the existing bond.

Internal Controls

The Superintendent or designee shall establish internal control procedures to ensure that the proceeds of any debt issuance are directed to the intended use. Such procedures shall assist the district in maintaining the effectiveness and efficiency of operations, properly expending funds, reliably reporting debt incurred by the district and the use of the proceeds, complying with all laws and regulations, preventing fraud, and avoiding conflict of interest.

The district shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred as defined in the text of the voter-approved bond measure.
(Government Code 53410)

When feasible, the district shall issue debt with a defined revenue source in order to preserve the use of the general fund for general operating purposes.

The district shall annually conduct a due diligence review to ensure its compliance with all ongoing obligations applicable to issuers of debt. Such a review may be conducted by general legal counsel or bond counsel. Any district personnel involved in conducting such reviews shall receive periodic

training regarding their responsibilities.

~~In addition~~ Additionally, the Superintendent or designee shall ensure that the district completes, as applicable, all performance and financial audits that may be required for any debt issued by the district, including disclosure requirements applicable to a particular transaction.

Records/Reports

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). Such report shall include a self-certification that the district has adopted a policy concerning the use of debt that complies with law and that the contemplated debt issuance is consistent with that policy. (Government Code 8855)

~~On or before~~ Following the issuance, by each subsequent January 31 ~~of each year~~, the Superintendent or designee district shall submit an annual report to the CDIAC that consists of the following information for a reporting period of the prior July 1 to June 30, inclusive: (Government Code 8855)

1. The debt authorized, issued, authorized by unissued and debt for which authorization has lapsed during the reporting period
2. The principal balance at the beginning of the reporting period, the principal paid during the reporting period, and the remaining principal outstanding at the end of the reporting period
3. The use of proceeds of the issued debt including the amount of proceeds available at the beginning of the reporting, the proceeds spend during the reporting period and the purposes for which they were spent, and the proceeds remaining at the end of the reporting period

~~regarding the debt authorized, the debt outstanding, and the use of proceeds of the issued debt for the period from July 1 to June 30. (Government Code 8855)~~

The Superintendent or designee shall provide initial and any annual or ongoing disclosures required by 17 CFR 240.10b-5 and 240.15c2-12 to the Municipal Securities Rulemaking Board, investors, and other persons or entities entitled to disclosure, and shall ensure that the district's disclosure filings are updated as needed.

The Superintendent or designee shall maintain transaction records of decisions made in connection with each debt issuance, including the selection of members of the financing team, the structuring of the financing, selection of credit enhancement products and providers, and selection of investment products. Each transaction file shall include the official transcript for the financing, interest rates and cost of issuance on the day when the debt was sold ("final number runs"), and a post-pricing summary of the debt issue. ~~In addition~~ Additionally, documentation evidencing the expenditure of proceeds, the use of debt-financed property by public and private entities, all sources of payment or security for the debt, and investment of proceeds shall be kept for as long as the debt is outstanding, plus the period ending three years after the financial payment date of the debt or the final payment date of any obligations or series of bonds issued to refund directly or indirectly all of any portion of the debt, whichever is later.

The Superintendent or designee shall annually report to the Board regarding debts issued by the district, including information on actual and projected tax rates, an analysis of bonding capacity,

ratings on the district's bonds, market update and refunding opportunities, new development for California bond financings, and the district's compliance with post-issuance requirements.

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	<u>Tax limitation</u>
CA Constitution Article 16, Section 18	<u>Debt limit</u>
Ed. Code 15100-15262	<u>Bonds for school districts and community college districts</u>
Ed. Code 15264-15276	<u>Strict accountability in local school construction bonds</u>
Ed. Code 15278-15288	<u>Citizen's oversight committees</u>
Ed. Code 15300-15425	<u>School facilities improvement districts</u>
Ed. Code 17150	<u>Public disclosure of non-voter-approved debt</u>
Ed. Code 17400-17429	<u>Leasing of school buildings</u>
Ed. Code 17450-17453.1	<u>Leasing of equipment</u>
Ed. Code 17456	<u>Sale or lease of district property</u>
Ed. Code 17596	<u>Limit on continuing contracts</u>
Ed. Code 42130-42134	<u>Financial reports and certifications</u>
Ed. Code 42620	Transfer of county funds to district credit to meet current maintenance expenses
Ed. Code 42621	Temporary transfers to school districts or charter schools from county school service fund;?repayment
Ed. Code 5300-5441	<u>Conduct of elections</u>
Elec. Code 1000	<u>Established election dates</u>
Gov. Code 53311-53368.3	<u>Mello-Roos Community Facilities Act of 1982</u>
Gov. Code 53410-53411	<u>Bond reporting</u>
Gov. Code 53506-53509.5	<u>General obligation bonds</u>
Gov. Code 53550-53569	<u>Refunding bonds of local agencies</u>
Gov. Code 53580-53595.55	<u>Bonds</u>
Gov. Code 53700-53706	Federal aid
Gov. Code 53820-53833	<u>Temporary borrowing</u>
Gov. Code 53850-53858	<u>Tax and revenue anticipation notes</u>
Gov. Code 53859-53859.08	<u>Grant anticipation notes</u>

Gov. Code 8855

Federal

15 USC 78o-4

17 CFR 240.10b-5

17 CFR 240.15c2-12

26 CFR 1.6001-1

Management Resources

CDIAC 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

Internal Revenue Service Publication

Internal Revenue Service Publication

U.S. Government Accountability
Publication

Website

Website

Website

Website

Website

Website

Website

Cross References

Code

0000

0200

3000

California Debt and Investment Advisory Commission

Description

Registration of municipal securities dealers

Prohibition against fraud or deceit

Municipal securities disclosure

Records

Description

California Debt Issuance Primer, 2006

Refunding Municipal Bonds, Best Practice, March 2019

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

An Elected Official's Guide to Debt Issuance, 3rd Ed., 2008

Understanding Your Continuing Disclosure Responsibilities,
Best Practice, March 2020

Tax Exempt Bond FAQs Regarding Record Retention
Requirements

Tax-Exempt Governmental Bonds, Publication 4079, rev. 2016

Standards for Internal Control in the Federal Government,
2025

CSBA District and County Office of Education Legal Services

U.S. Securities and Exchange Commission

U.S. Government Accountability Office

Municipal Security Rulemaking Board, Electronic Municipal
Market Access (EMMA)

California Debt and Investment Advisory Commission

Government Finance Officers Association

Internal Revenue Service

Description

Vision

Goals For The School District

Concepts And Roles

3100	<u>Budget</u>
3100	<u>Budget</u>
3110	<u>Transfer Of Funds</u>
3312	<u>Contracts</u>
3314	<u>Payment For Goods And Services</u>
3314	<u>Payment For Goods And Services</u>
3400	<u>Management Of District Assets/Accounts</u>
3400	<u>Management Of District Assets/Accounts</u>
3430	<u>Investing</u>
3460	<u>Financial Reports And Accountability</u>
3460	<u>Financial Reports And Accountability</u>
3600	<u>Consultants</u>
7000	<u>Concepts And Roles</u>
7110	<u>Facilities Master Plan</u>
7210	<u>Facilities Financing</u>
7212	<u>Mello-Roos Districts</u>
7214	<u>General Obligation Bonds</u>
7214	<u>General Obligation Bonds</u>
9270	<u>Conflict Of Interest</u>
9270-E PDF(1)	<u>Conflict Of Interest</u>

Policy 4000: Concepts And Roles

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

The Governing Board ~~recognizes~~ believes that the academic achievement, personal growth, and well-being of district students, and the success of district students and programs hinges on effective district personnel. The Board desires to establish safe and supportive working conditions that will attract and retain staff members who are highly qualified and dedicated to the education and welfare of students.

The Board recognizes that every employee has a role in the district's successful operation. The Board encourages all district employees to express their ideas, concerns, and proposals related to the improvement of working conditions and the total educational program. The district's personnel policies and related regulations shall be designed to ensure a supportive, positive climate and shall be consistent with collective bargaining agreements and in conformance with state and federal law and regulations.

The district's relationship with its collective bargaining units is critical to enhancing organizational effectiveness and improving student outcomes. Whenever possible, it is the intent of the Board that the district communicate and collaborate regularly with the representatives of collective bargaining units to resolve conflict.

As the legal representative of the district in negotiations with employee representatives, the Board shall set goals and guidelines for collective bargaining; and take action on any tentative agreement. Additionally, the Board, in conjunction with the Superintendent, shall select the district's bargaining team; and maintain communications with the negotiating team during the bargaining process; and adopt the negotiated contract.

Terms and conditions of employment which have been negotiated and stated in employee contracts shall have the force of policy. The Board shall hear employee complaints and appeals when such hearings are in accordance with Board policy or negotiated agreements. ~~The~~ Additionally, the Board shall ~~also~~ adopt wage and salary schedules and shall commit budget funds for staff development so that staff members may continue developing their skills.

The Superintendent has primary responsibility for overseeing the ~~district's~~ district personnel system. To support this effort, the Board shall approve a framework for sound hiring practices. The Superintendent shall nominate all personnel for employment, and the Board shall approve only those persons so recommended. Individuals who approach Board members regarding prospective employment shall be referred to the Superintendent or designee.

The Superintendent or designee shall assign and supervise the work of all employees and shall evaluate their work in accordance with effective all applicable collective bargaining agreements and any accountability systems approved by the Board. ~~The~~ Additionally, the Superintendent or designee also shall recommend disciplinary action which the Board may take against employees when warranted pursuant to Board policy, administrative regulations and/or state or federal law.

~~The Board recognizes that every employee has a stake in the district's successful operation. The Board encourages all district employees to express their ideas, concerns and proposals related to the improvement of working conditions and the total educational program.~~

The Superintendent or designee shall establish procedures whereby ~~he/she~~ the Superintendent or designee will receive and consider employee suggestions and submit them, when appropriate, for consideration by the Board.

Policy Reference Disclaimer:

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State

Ed. Code 35020

Description[Duties of employees fixed by governing board](#)

Ed. Code 35035

[Powers and duties of the superintendent: transfer authority](#)

Ed. Code 35160

[Authority of governing boards](#)

Gov. Code 3540-3549.3

[Educational Employment Relations Act](#)**Management Resources**California Labor Management Initiative
Publication**Description**[Resource Guidebook: Building Partnerships to Create Great Public Schools. May 2024](#)

Website

[Californians Dedicated to Education Foundation](#)

Website

[CSBA District and County Office of Education Legal Services](#)**Cross References****Code**

4030

Description[Nondiscrimination In Employment](#)

4030

[Nondiscrimination In Employment](#)

4111

[Recruitment And Selection](#)

4115

[Evaluation/Supervision](#)

4115

[Evaluation/Supervision](#)

4118

[Dismissal/Suspension/Disciplinary Action](#)

4118

[Dismissal/Suspension/Disciplinary Action](#)

4131

[Staff Development](#)

4143

[Negotiations/Consultation](#)

4144

[Complaints](#)

4144

[Complaints](#)

4151

[Employee Compensation](#)

4211

[Recruitment And Selection](#)

4215

[Evaluation/Supervision](#)

4218

[Dismissal/Suspension/Disciplinary Action](#)

4218

[Dismissal/Suspension/Disciplinary Action](#)

4218.1

[Dismissal/Suspension/Disciplinary Action \(Merit System\)](#)

4218.1

[Dismissal/Suspension/Disciplinary Action \(Merit System\)](#)

4231	<u>Staff Development</u>
4241	<u>Collective Bargaining Agreement</u>
4243	<u>Negotiations/Consultation</u>
4244	<u>Complaints</u>
4244	<u>Complaints</u>
4251	<u>Employee Compensation</u>
4300	<u>Administrative And Supervisory Personnel</u>
4300	<u>Administrative And Supervisory Personnel</u>
4311	<u>Recruitment And Selection</u>
4315	<u>Evaluation/Supervision</u>
4331	<u>Staff Development</u>
4344	<u>Complaints</u>
4344	<u>Complaints</u>
4351	<u>Employee Compensation</u>
9000	<u>Role Of The Board</u>

Policy 5000: Concepts And Roles

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

The Governing Board ~~shall make every effort~~ desires to maintain create a safe, school environment and positive school environment and student services climate that promotes student welfare and academic achievement. ~~The~~ Additionally, the Board recognizes that student services offered by the district play an integral role in the academic achievement and emotional well-being of district students. In addition, the Board expects students to make good use engage in of learning opportunities offered by the district by demonstrating regular attendance; and completing assigned work in a timely and diligent manner while maintaining appropriate conduct and respect for others.

The Board is fully committed to providing equal educational opportunities and ~~keeping the~~ maintaining schools that are free from discriminatory practices discrimination. The Board shall not tolerate the intimidation or harassment of any student for any reason: including discriminatory harassment, intimidation, and/or bullying, in accordance with Board Policy 0410 – Nondiscrimination in District Programs and Activities and Board Policy/Administration Regulation 5145.3 – Nondiscrimination/Harassment.

The Superintendent or designee shall establish and ~~keep~~ inform parents/guardians and students ~~well informed~~ about school and district rules and regulations related to attendance, health examinations, records, grades, and student conduct. When conducting hearings related to discipline, attendance, and other student matters, the Board shall afford students their due process rights in accordance with law and applicable Board policies and administrative regulations.

Policy Reference Disclaimer:

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State

CA Constitution Article I, Section 28

Ed. Code 35160

Ed. Code 35160.1

Ed. Code 35291-35291.5

Description

Declaration of rights

Authority of governing boards

Broad authority of school districts

Rules

Management Resources

Website

Description

CSBA District and County Office of Education Legal Services

Cross References**Code**

0410

0450

0450

Description

Nondiscrimination In District Programs And Activities

Comprehensive Safety Plan

Comprehensive Safety Plan

3452	<u>Student Activity Funds</u>
5113	<u>Absences And Excuses</u>
5113	<u>Absences And Excuses</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5131	<u>Conduct</u>
5137	<u>Positive School Climate</u>
5137-E PDF(1)	<u>Positive School Climate</u>
5144	<u>Discipline</u>
5144	<u>Discipline</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(1)	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(2)	<u>Parent/Guardian Notifications</u>

Policy 5020: Parent Rights And Responsibilities

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

The Governing Board recognizes that parents/guardians of district students have certain rights as well as responsibilities related to the education of their children.

The Board believes that the education district's relationship with parents/guardians is one of the district's students is a shared responsibility 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, school staff and students for continuing the intellectual, physical, emotional and social development and well-being of their students at each school site, including the means by which the schools district and parents/guardians can help their students achieve academic and other standards of the school district.

Within this framework, the school's district's primary responsibility shall be 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 district.

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their children succeed in school. (Education Code 51100)

The Superintendent or designee shall ensure that district staff understand the rights of parents/guardians afforded by law, and Board policy, and administrative regulation and follow acceptable practices that respect those rights.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights in accordance with law, including, but not limited to, their rights in accordance with 20 USC 1232g and 344 CFR 99.1-99.8, the federal Family Education Rights and Privacy Act (FERPA) and as specified in Board Policy/Exhibit (1) 5145.6 – Parent/Guardian Notifications.

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.

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)

Policy Reference Disclaimer:

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State

Ed. Code 220.3

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/guardian in language other than English
Ed. Code 49091.10-49091.19	Parental 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	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
Management Resources	Description
Court Decision	Mahmoud v. Taylor (2025) 606 U.S. ____ (2025 WL 1773627)
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	<u>Visitors/Outsiders</u>
1340	<u>Access To District Records</u>
1340	<u>Access To District Records</u>
3260	<u>Fees And Charges</u>
3260	<u>Fees And Charges</u>
4131	<u>Staff Development</u>
5021	<u>Noncustodial Parents</u>
5022	<u>Student And Family Privacy Rights</u>
5022	<u>Student And Family Privacy Rights</u>
5113	<u>Absences And Excuses</u>
5113	<u>Absences And Excuses</u>
5117	<u>Interdistrict Attendance</u>
5117	<u>Interdistrict Attendance</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5123	<u>Promotion/Acceleration/Retention</u>
5123	<u>Promotion/Acceleration/Retention</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5125.1	<u>Release Of Directory Information</u>
5125.1	<u>Release Of Directory Information</u>
5125.1-E PDF(1)	<u>Release Of Directory Information</u>
5125.3	<u>Challenging Student Records</u>
5131	<u>Conduct</u>
5131.6	<u>Alcohol And Other Drugs</u>
5131.6	<u>Alcohol And Other Drugs</u>
5132	<u>Dress And Grooming</u>
5132	<u>Dress And Grooming</u>
5141.3	<u>Health Examinations</u>
5141.3	<u>Health Examinations</u>
5142	<u>Safety</u>
5142	<u>Safety</u>
5144	<u>Discipline</u>

5144	<u>Discipline</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(1)	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(2)	<u>Parent/Guardian Notifications</u>
5148.3	<u>Preschool/Early Childhood Education</u>
5148.3	<u>Preschool/Early Childhood Education</u>
6000	<u>Concepts And Roles</u>
6020	<u>Parent Involvement</u>
6020	<u>Parent Involvement</u>
6120	<u>Response To Instruction And Intervention</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6142.1	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>
6142.1	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>
6142.8	<u>Comprehensive Health Education</u>
6142.8	<u>Comprehensive Health Education</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1-E PDF(1)	<u>Selection And Evaluation Of Instructional Materials</u>
6173.2	<u>Education Of Children Of Military Families</u>
6173.2	<u>Education Of Children Of Military Families</u>
6174	<u>Education For English Learners</u>
6174	<u>Education For English Learners</u>
9200	<u>Limits Of Board Member Authority</u>

Policy 5117: Interdistrict Attendance

Status: ADOPTED

Original Adopted Date: 04/17/2019 | Last Revised Date: 09/20/2023 | Last Reviewed Date: 09/20/2023

The Governing Board recognizes that parents/guardians of students who reside within the geographic boundaries of one district may, for a variety of reasons, desire to enroll their children in a school in another district.

Student transfers into and out of the district shall be in accordance with law and as specified in this policy and accompanying administrative regulation.

Interdistrict Attendance Agreements and Permits

The ~~Board~~ district may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of ~~the either~~ districts. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. ~~It also~~ Additionally, it may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

~~Upon receiving When the request of a student seeking to transfer out of the district, or an individual permit verifying another district's approval for its student to transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district is received, the Superintendent or designee shall review the request and may approve or deny the request or the permit subject to based on the terms and conditions of the interdistrict attendance agreement.~~

Instruction Collaboration Agreements

~~The Superintendent or designee may, with board~~ The district may, with Board approval, enter into an instruction collaboration agreement (ICA) with another school district, county office of education or charter school for the district to offer the same or similar courses and coursework to students from another school district, county office of education, or charter school who have been impacted by any of the following: (Education Code 48345)

1. Disruptions or cancellations in science, technology, engineering, and mathematics (STEM) classes
2. Disruptions or cancellations in dual language immersion programs
3. Teacher shortages in STEM classes or dual language immersion programs

Prior to accepting students for classes for any of the reasons specified in Items #1-3 above, the Superintendent or designee shall, with ~~Board Approval~~ approval, determine the maximum number of students that the district can accept for these purposes. The district shall accept students who apply until the district is at maximum capacity.

Students shall be ~~admitted~~ transferred to this program through an unbiased process that prohibits an inquiry into, or evaluation or consideration of, whether a student should be authorized to participate in the course or coursework based upon the student's current academic or athletic performance, proficiency in English, physical condition, any of ~~the~~ individual characteristics specified in Education

Code 200, or family income. If the number of applicants exceeds the number of seats available, the approval for participation shall be determined by a random public drawing at a regularly scheduled Board meeting. (Education Code 48345)

The Superintendent or designee shall publicly post information, including, but not limited to, applicable forms and timelines for submission pursuant to the ICA, to ensure that students and their families are aware of the opportunities to participate. (Education Code 48345)

When negotiating the ICA, the Superintendent or designee shall collaborate with the other participating LEA(s) to agree upon an appropriate shared cost structure. (Education Code 48345)

Transportation

The district shall not provide transportation beyond any school attendance area. Upon request of a student's parent/guardian, the Superintendent or designee may authorize transportation for an interdistrict transfer student to and from designated bus stops within the attendance area of the school that the student attends if space is available.

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 1, Section 31

Description

Nondiscrimination on the basis of race, sex, color, ethnicity, or national origin

Ed. Code 200

Educational equity

Ed. Code 41020

Requirement for annual audit

Ed. Code 46600-46611

Interdistrict attendance agreements

Ed. Code 48204

Residency requirements for school attendance

Ed. Code 48300-48317

Student attendance alternatives; school district of choice program

Ed. Code 48900

Grounds for suspension or expulsion

Ed. Code 48915

Expulsion; particular circumstances

Ed. Code 48915.1

Expelled individuals; enrollment in another district

Ed. Code 48918

Rules governing expulsion procedures

Ed. Code 48980

Parent/Guardian notifications

Ed. Code 48985

Notices to parents/guardian in language other than English

Ed. Code 52317

Regional Occupational Center/Program; enrollment of students; interdistrict attendance

Ed. Code 8151

Apprentices; exemption from interdistrict attendance agreement

Management Resources

Attorney General Opinion

Attorney General Opinion

Court Decision

Court Decision

Website

Website

Website

Description[84 Ops.Cal.Atty.Gen. 198 \(2001\)](#)[87 Ops.Cal.Atty.Gen. 132 \(2004\)](#)[Walnut Valley Unified School District v. the Superior Court of Los Angeles County \(2011\) 192 Cal.App.4th 234](#)[Crawford v. Huntington Beach Union High School District \(2002\) 98 Cal.App.4th 1275](#)[CSBA District and County Office of Education Legal Services](#)[California Department of Education](#)[CSBA](#)**Cross References****Code**

1312.3

1312.3

1312.3-E PDF(1)

1312.3-E PDF(2)

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5131.2

5131.2

Description[Uniform Complaint Procedures](#)[Uniform Complaint Procedures](#)[Uniform Complaint Procedures](#)[Uniform Complaint Procedures](#)[Financial Reports And Accountability](#)[Financial Reports And Accountability](#)[Transportation](#)[Transportation Routes And Services](#)[Free And Reduced Price Meals](#)[Free And Reduced Price Meals](#)[Parent Rights And Responsibilities](#)[Parent Rights And Responsibilities](#)[Admission](#)[Admission](#)[District Residency](#)[District Residency](#)[Exclusions From Attendance](#)[Chronic Absence And Truancy](#)[Chronic Absence And Truancy](#)[Students Expelled From Other Districts](#)[Bullying](#)[Bullying](#)

5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(1)	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(2)	<u>Parent/Guardian Notifications</u>
5148	<u>Child Care And Development</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6173.1	<u>Education For Foster Youth</u>
6173.1	<u>Education For Foster Youth</u>
6173.2	<u>Education Of Children Of Military Families</u>
6173.2	<u>Education Of Children Of Military Families</u>
9000	<u>Role Of The Board</u>
9321	<u>Closed Session</u>
9321-E PDF(1)	<u>Closed Session</u>

Policy 5138: Conflict Resolution/Peer Mediation

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

To promote student safety and contribute to the maintenance of a positive school climate, the Governing Board encourages the development of school-based conflict resolution and peer mediation programs designed to help students learn constructive ways of handling conflict. The Board believes that such programs can reduce violence and promote communication, personal responsibility and problem-solving skills among students.

Conflict resolution ~~strategies shall~~ and peer mediation programs may be considered as part of each school's comprehensive safety plan and incorporated into other district discipline procedures as appropriate. ~~Conflict resolution~~ Such programs shall not supplant the authority of district staff to take appropriate action as necessary to prevent violence, ensure student safety, maintain order in the school, and institute disciplinary measures.

~~Schoolwide programs may include curriculum in conflict resolution, including, but not limited to, instruction in~~ Such programs may incorporate peer mediation strategies in which selected student volunteers are specifically trained to work with their peers in resolving conflicts. This training may involve effective communication and listening, critical thinking, problem-solving processes and the use of negotiation to find mutually acceptable solutions. ~~In addition~~ Additionally, the curriculum training may address ~~students'~~ the ethical and social development of students, respect for diversity, and interpersonal and behavioral skills.

~~Conflict resolution programs may incorporate peer mediation strategies in which selected students are specially trained to work with their peers in resolving conflicts.~~

~~Students' participation~~ Participation in ~~any a~~ peer mediation program by a student engaged in a conflict shall be voluntary and kept confidential by all parties involved.

In developing a conflict resolution and/or peer mediation program, school-site teams shall address, as appropriate:

1. The grade levels and courses in which the conflict resolution curriculum shall be delivered
2. Staff development related to the implementation of the curriculum and modeling of appropriate behaviors and communication skills
3. The selection of peer mediators involving, to the extent possible, a cross-section of students in terms of grade, gender, race, ethnicity, and socioeconomic status, and including some students who exhibit negative leadership among peers
4. Training and support for peer mediators, including training in mediation processes and in the skills related to understanding conflict, communicating effectively and listening
5. The process for identifying and referring students to the peer mediation program
6. The types of conflicts suitable for peer mediation

7. Expectation for confidentiality regarding who participated, what was discussed, and how any conflict was resolved
 8. Scheduling and location of peer mediation sessions
 9. Methods of obtaining and recording agreement from all disputants
 10. The appropriate involvement of parents/guardians, the community and staff, including counseling/guidance and security staff
 11. Communications to students, parents/guardians and staff regarding the availability of the program
 12. Methods of following up with students to determine the effectiveness of the process
 13. Development of assessment tools to periodically evaluate the success of the program including, but not limited to, measurements of whether there has been a reduction in violence at the school and whether the school's suspension rates have fallen since the program has been introduced
 14. Selection of and requirements to train as peer mediators
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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 28	<u>Right to safe schools</u>
Ed. Code 32280-32289.5	<u>School safety plans</u>
Ed. Code 32295.5	<u>Teen court programs</u>
Ed. Code 35291-35291.5	<u>Rules</u>
Ed. Code 44807	<u>Teachers' duty concerning conduct of students</u>
Ed. Code 51240	<u>Excuse from instruction due to religious beliefs</u>
Management Resources	Description
Court Decision	S.E. v Grey 782 F.Supp.3d 939 (S.D. Cal 2025)
Court Decision	Mahmoud v. Taylor (2025) 606 U.S. ____ (2025 WL 1773627)
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>California Department of Education, Safe Schools</u>

Cross References

Code	Description
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0450	<u>Comprehensive Safety Plan</u>
0450	<u>Comprehensive Safety Plan</u>
1313	<u>Civility</u>
3515	<u>Campus Security</u>
3515	<u>Campus Security</u>
4131	<u>Staff Development</u>
4231	<u>Staff Development</u>
5116.2	<u>Involuntary Student Transfers</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5131	<u>Conduct</u>
5131.1	<u>Bus Conduct</u>
5131.1	<u>Bus Conduct</u>
5131.2	<u>Bullying</u>
5131.2	<u>Bullying</u>
5131.4	<u>Student Disturbances</u>
5131.4	<u>Student Disturbances</u>
5131.5	<u>Vandalism And Graffiti</u>
5131.7	<u>Weapons And Dangerous Instruments</u>
5131.7	<u>Weapons And Dangerous Instruments</u>
5136	<u>Gangs</u>
5136	<u>Gangs</u>
5137	<u>Positive School Climate</u>
5137-E PDF(1)	<u>Positive School Climate</u>
5141.52	<u>Suicide Prevention</u>
5141.52	<u>Suicide Prevention</u>
5142	<u>Safety</u>
5142	<u>Safety</u>
5144	<u>Discipline</u>
5144	<u>Discipline</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>

5144.2	<u>Suspension And Expulsion/Due Process (Students With Disabilities)</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.7	<u>Sexual Harassment</u>
5145.7	<u>Sexual Harassment</u>
5145.9	<u>Hate-Motivated Behavior</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6142.8	<u>Comprehensive Health Education</u>
6142.8	<u>Comprehensive Health Education</u>
6143	<u>Courses Of Study</u>
6143	<u>Courses Of Study</u>
6164.2	<u>Guidance/Counseling Services</u>
6173.1	<u>Education For Foster Youth</u>
6173.1	<u>Education For Foster Youth</u>
6184	<u>Continuation Education</u>
6184	<u>Continuation Education</u>

Policy 6020: Parent Involvement

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Revised Date:** 11/18/2020 | **Last Reviewed Date:** 11/18/2020

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent/guardian involvement in the education of their children contributes greatly to student achievement and a positive school environment.

The Superintendent or designee shall work with parents/guardians and family members to jointly develop and ~~agree upon policy and strategies to~~ implement this policy, and the programs established by this policy, and to propose revisions to this policy, as needed. Additionally, the Superintendent or designee shall meaningfully involve parents/guardians and family members in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home. (Education Code 11500-11504, 51101; 20 USC 6318)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available ~~to them to do so~~ for them to do so, in accordance with Board Policy/Administrative Regulation 5020 – Parents Rights and Responsibilities.

The district's local control and accountability plan (LCAP) shall include goals and strategies for parent/guardian involvement and family engagement, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. (Education Code 42238.02, 52060)

The Board shall establish and convene a parent advisory committee (PAC), and, as applicable, an English learner parent advisory committee (ELPAC) to review and comment on the LCAP, in accordance Board Policy 0460 – Local Control and Accountability Plan, including the use of federal funds and how funds will be allocated for parent/guardian involvement activities as well as activities related to increasing student achievement.

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent/guardian and family engagement efforts, including, but not limited to, input from parents/guardians, family members, and school staff on the adequacy of parent/guardian involvement opportunities and on barriers that may inhibit participation.

Title I Schools

The Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I funding, developing strategies that describe how the district will carry out each activity listed in 20 USC 6318, ~~as contained in the accompanying administrative regulation;~~ and implementing and evaluating such programs, activities, and procedures. The Superintendent or designee shall implement these obligations in accordance with the accompanying administrative regulation. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. (Education Code 11503; 20 USC 6318)

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board

shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities and shall distribute at least 90 percent of those reserved funds to eligible schools, with priority given to high-need schools as defined in 20 USC 6631. The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities. (20 USC 6318)

Expenditures of such funds shall be consistent with the activities specified in this Board policy and shall include at least one of the following: (20 USC 6318)

1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members
2. Support for programs that reach parents/guardians and family members at home, in the community, and at school
3. Dissemination of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members
4. Collaboration, or the provision of subgrants to schools to enable collaboration, with community-based or other organizations or employers with a record of success in improving and increasing parent/guardian and family engagement
5. Any other activities and strategies that the district determines are appropriate and consistent with this policy

~~If the district also receives funds under federal Title IV, Part E, to~~ To coordinate and enhance family engagement programs, the Superintendent or designee shall inform parents/guardians and organizations of the existence of Title IV. (20 USC 6318)

The district's Board policy and administrative regulation containing parent/guardian and family engagement strategies shall be incorporated into the district's LCAP in accordance with 20 USC 6312. (20 USC 6318)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

District and school-level parent/guardian and family engagement policies and administrative regulations shall be distributed to parents/guardians of students participating in Title I programs and shall be available to the local community. Parents/guardians shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

As required by law, the Superintendent or designee shall annually attend a regular meeting of the PAC or EL PAC, if applicable, to receive input and feedback on topics that support student achievement and programs that reach parents/guardians and family members at home, in the community and at school. (20 USC 6318)

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

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 18275	<u>Child care and development programs: parent involvement and education</u>
Ed. Code 11500-11505	<u>Programs to encourage parent/guardian involvement</u>
Ed. Code 48985	<u>Notices to parents/guardian in language other than English</u>
Ed. Code 51101	<u>Parents Rights Act of 2002</u>
Ed. Code 52060-52077	<u>Local control and accountability plan</u>
Ed. Code 54444.1-54444.2	<u>Parent advisory councils: services to migrant children</u>
Ed. Code 56190-56194	<u>Community advisory committee: special education</u>
Ed. Code 64001	<u>School plan for student achievement: consolidated application programs</u>
Lab. Code 230.8	<u>Time off to visit child's school</u>
Federal	Description
20 USC 6311	<u>State plan</u>
20 USC 6312	<u>Local educational agency plan</u>
20 USC 6314	<u>Schoolwide programs</u>
20 USC 6318	<u>Parent/guardian and family engagement</u>
20 USC 6631	<u>Teacher and school leader incentive program: purposes and definitions</u>
28 CFR 35.104	<u>Definitions, auxiliary aids and services</u>
28 CFR 35.160	<u>Effective communications for individuals with disabilities</u>
Management Resources	Description
California Department of Education Publication	<u>Family Engagement Framework: A Tool for California School Districts, 2014</u>
California Department of Education Publication	<u>Title I School-Level Parental Involvement Policy</u>
U.S. Department of Education Publication	<u>Dear Colleague Letter: School Choice Guidance to States, June 26, 2025</u>

Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>California Department of Education, Family, School, Community Partnerships</u>
Website	<u>California Parent Center</u>
Website	<u>California State Parent Teacher Association</u>
Website	<u>CSBA</u>
Website	<u>National PTA</u>
Website	<u>Parent Information and Resource Centers</u>
Website	<u>Parents as Teachers National Center</u>
Website	<u>U.S. Department of Education</u>

Cross References

Code	Description
0000	<u>Vision</u>
0100	<u>Philosophy</u>
0400	<u>Comprehensive Plans</u>
0410	<u>Nondiscrimination In District Programs And Activities</u>
0420	<u>School Plans/Site Councils</u>
0420	<u>School Plans/Site Councils</u>
0430	<u>Comprehensive Local Plan For Special Education</u>
0430	<u>Comprehensive Local Plan For Special Education</u>
0450	<u>Comprehensive Safety Plan</u>
0450	<u>Comprehensive Safety Plan</u>
0460	<u>Local Control And Accountability Plan</u>
0460	<u>Local Control And Accountability Plan</u>
0500	<u>Accountability</u>
1000	<u>Concepts And Roles</u>
1100	<u>Communication With The Public</u>
1113	<u>District And School Websites</u>
1113	<u>District And School Websites</u>
1114	<u>District-Sponsored Social Media</u>
1220	<u>Citizen Advisory Committees</u>
1230	<u>School-Connected Organizations</u>
1230	<u>School-Connected Organizations</u>

1240	<u>Volunteer Assistance</u>
1240	<u>Volunteer Assistance</u>
1250	<u>Visitors/Outsiders</u>
1250	<u>Visitors/Outsiders</u>
1260	<u>Educational Foundation</u>
1400	<u>Relations Between Other Governmental Agencies And The Schools</u>
2230	<u>Representative And Deliberative Groups</u>
3100	<u>Budget</u>
3100	<u>Budget</u>
3231	<u>Impact Aid</u>
3280	<u>Sale Or Lease Of District-Owned Real Property</u>
3280	<u>Sale Or Lease Of District-Owned Real Property</u>
4115	<u>Evaluation/Supervision</u>
4115	<u>Evaluation/Supervision</u>
4131	<u>Staff Development</u>
4215	<u>Evaluation/Supervision</u>
4231	<u>Staff Development</u>
4315	<u>Evaluation/Supervision</u>
4331	<u>Staff Development</u>
5020	<u>Parent Rights And Responsibilities</u>
5020	<u>Parent Rights And Responsibilities</u>
5030	<u>Student Wellness</u>
5113	<u>Absences And Excuses</u>
5113	<u>Absences And Excuses</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.1	<u>Chronic Absence And Truancy</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5123	<u>Promotion/Acceleration/Retention</u>
5123	<u>Promotion/Acceleration/Retention</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>

5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(1)	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(2)	<u>Parent/Guardian Notifications</u>
5148	<u>Child Care And Development</u>
5148.2	<u>Before/After School Programs</u>
5148.3	<u>Preschool/Early Childhood Education</u>
5148.3	<u>Preschool/Early Childhood Education</u>
6000	<u>Concepts And Roles</u>
6011	<u>Academic Standards</u>
6120	<u>Response To Instruction And Intervention</u>
6142.6	<u>Visual And Performing Arts Education</u>
6142.8	<u>Comprehensive Health Education</u>
6142.8	<u>Comprehensive Health Education</u>
6145	<u>Extracurricular And Cocurricular Activities</u>
6145	<u>Extracurricular And Cocurricular Activities</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1-E PDF(1)	<u>Selection And Evaluation Of Instructional Materials</u>
6162.5	<u>Student Assessment</u>
6162.51	<u>State Academic Achievement Tests</u>
6162.51	<u>State Academic Achievement Tests</u>
6164.5	<u>Student Success Teams</u>
6164.5	<u>Student Success Teams</u>
6170.1	<u>Transitional Kindergarten</u>
6171	<u>Title I Programs</u>
6171	<u>Title I Programs</u>
6172	<u>Gifted And Talented Student Program</u>
6172	<u>Gifted And Talented Student Program</u>
6173.1	<u>Education For Foster Youth</u>
6173.1	<u>Education For Foster Youth</u>
6173.2	<u>Education Of Children Of Military Families</u>

6173.2	<u>Education Of Children Of Military Families</u>
6173.4	<u>Education For American Indian Students</u>
6173.4	<u>Education For American Indian Students</u>
6174	<u>Education For English Learners</u>
6174	<u>Education For English Learners</u>
6175	<u>Migrant Education Program</u>
6175	<u>Migrant Education Program</u>
6177	<u>Summer Learning Programs</u>
6178	<u>Career Technical Education</u>
6178	<u>Career Technical Education</u>
6184	<u>Continuation Education</u>
6184	<u>Continuation Education</u>
9200	<u>Limits Of Board Member Authority</u>
9310	<u>Board Policies</u>

Policy 6143: Courses Of Study

Status: ADOPTED

Original Adopted Date: 05/10/2011 | Last Revised Date: 01/17/2024 | Last Reviewed Date: 01/17/2024

The Governing Board recognizes that a well-aligned sequence of courses fosters academic growth and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful academically, professionally, and personally.

The Superintendent or designee shall establish processes for ensuring the articulation of courses across grade levels within the district. As necessary, the Superintendent or designee shall work with representatives of appropriate area districts and post secondary institutions to ensure articulation of courses with other institutions to which district students may matriculate. The sequence of courses shall be designed to ensure that each course provides adequate preparation for the next course in the sequence, only utilizes prerequisites that are essential to success in a given program or course, avoids significant duplication of content, and allows for reinforcement and progression in the subject matter.

The district shall not provide any course separately or require or refuse participation by any student on the basis of the student's actual or perceived sex, sexual orientation, gender, gender expression, gender identity, race or ethnicity, ancestry, color, ethnic group identification, nationality, national origin, immigration status, race, ancestry, national origin, sex, sexual orientation, sex stereotypes, gender, gender identity, gender expression, religion, color, mental or physical disability, age, medical condition, genetic information, pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions of recovery, and parental, marital, and family status, or any other characteristic listed in Education Code 200 and 220, Government Code 11135, or Penal Code 422.55, or the student's, a perception of one or more of such characteristics; a combination of two or more of such characteristics or association with a person or group with one or more of these such actual or perceived characteristics or a combination of two or more of them. (Education Code 200, 220; Government Code 11135; Penal Code 422.55; 5 CCR 4940)

Elementary Grades

The Board shall adopt a course of study for elementary grades that includes all required instructional content and sufficiently prepares students for the secondary course of study specified in Education Code 51225.3.

Secondary Grades

The district shall offer all otherwise qualified students in grades 7-12 a course of study that includes all required instructional content and prepares them, upon graduation from high school, to meet the requirements and prerequisites for admission to California public colleges and universities and to attain entry-level employment skills in business or industry. The district's course of study may provide for a rigorous academic curriculum that integrates academic and career skills, includes applied learning across all disciplines, and prepares all students for high school graduation and career entry. (Education Code 51228)

~~In addition~~ Additionally, the course of study for students in grades 9-12 shall include instruction in skills and knowledge for adult life, career technical training, and a timely opportunity for all otherwise qualified students to enroll, within four years, in each course necessary to fulfill the requirements and prerequisites for admission to California public colleges and universities prior to graduation. (Education Code 51224, 51228)

The Superintendent or designee shall develop a process by which courses that meet California college admission criteria (referred to as "A-G" course requirements) are submitted to the University of California for review and certification. The Superintendent or designee shall maintain an accurate list of all current high school courses that have been so certified, shall ensure that the list is provided annually to all students in grades 9-12 and their parents/guardians, and shall make updated lists readily available. (Education Code 51229, 66204)

Parental Notification and Opt-Out

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.

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 10020	<u>Automobile driver education</u>
5 CCR 10040-10043	<u>Automobile driver training</u>
5 CCR 10060	<u>Criteria for high school physical education programs</u>
5 CCR 430-438	<u>Individual student records</u>
5 CCR 4940	<u>Nondiscrimination; course access</u>
Ed. Code 200	<u>Prohibition of discrimination</u>
Ed. Code 33319.3	<u>Driver education; CDE materials on road rage</u>
Ed. Code 33540	<u>Standards for government and civics instruction</u>
Ed. Code 33540.2	Model curriculum related to Vietnamese American refugee experience
Ed. Code 33540.4	Model curriculum related to Cambodian American history and heritage
Ed. Code 33547.5	Mathematics curriculum framework; Algebra I or Mathematics offered to students in grade 8
Ed. Code 33548	Media literacy and artificial intelligence literacy curriculum frameworks

Ed. Code 48980	<u>Parent/Guardian notifications</u>
Ed. Code 49060-49079	<u>Student records</u>
Ed. Code 49110.5	Workplace readiness week
Ed. Code 51202	<u>Instruction in personal and public health and safety</u>
Ed. Code 51203	<u>Instruction on alcohol, narcotics and dangerous drugs</u>
Ed. Code 51204	<u>Course of study designed for student's needs</u>
Ed. Code 51204.5	<u>History of California; contributions of specified groups</u>
Ed. Code 51210	<u>Course of study for grades 1-6</u>
Ed. Code 51220	<u>Course of study for grades 7-12</u>
Ed. Code 51221.1	California Teachers Collaborative for Holocaust and Genocide Education
Ed. Code 51221.2	Holocaust and genocide education; notice, survey, and grant program
Ed. Code 51225.3	<u>High school graduation requirements</u>
Ed. Code 51225.38	Health education; fentanyl instruction
Ed. Code 51225.7-51225.8	<u>Completion and submission of the Free Application for Federal Student Aid and California Dream Act Application</u>
Ed. Code 51226.3	<u>Instruction on civil rights, human rights violations, genocide, slavery, and the Holocaust</u>
Ed. Code 51226.7	<u>Model curriculum in ethnic studies</u>
Ed. Code 51226.8	Personal finance course; curriculum guide and resources
Ed. Code 51229	Notifications related to college admissions and career technical education
Ed. Code 51241	<u>Temporary two-year or permanent exemption from physical education</u>
Ed. Code 51501	<u>Nondiscriminatory subject matter</u>
Ed. Code 51911-51921	<u>Comprehensive health education</u>
Ed. Code 51925-51929	<u>Mandatory mental health education and in-service training</u>
Ed. Code 51930-51939	<u>California Healthy Youth Act</u>
Ed. Code 51940	<u>Curriculum for brain and spinal cord injury prevention</u>
Ed. Code 60040-60052	<u>Requirements for instructional materials</u>
Ed. Code 60900-60901	California Longitudinal Pupil Achievement Data System
Ed. Code 66204	<u>Certification of high school courses as meeting university admission criteria</u>
Ed. Code 69560-69566	California Student Opportunity and Access Program

Gov. Code 11135	Prohibition of discrimination
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 17581.6	Reimbursement of state mandates; block grants
Gov. Code 7282-7282.5	Standards for responding to U.S. Immigration and Customs enforcement holds
Gov. Code 7283-7283.2	Standards for participation in U.S. Immigration and Customs enforcement programs
Gov. Code 7284-7284.12	Cooperation with immigration authorities
H&S Code 11032	Definition of dangerous drugs
Pen. Code 422.55	Definition of hate crime
Federal	Description
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
34 CFR 99.1-99.67	Family Educational Rights and Privacy
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
Management Resources	Description
California Attorney General Publication	Guidance to School Officials re: Legal Requirements for Providing Inclusive Curricula and Books
California Department of Education Publication	Education Code 51925: Mental Health Instruction Expansion Education Plan. rev. March 2024
Court Decision	Mahmoud v. Taylor (2025) 606 U.S. ____ (2025 WL 1773627)
Court Decision	Westminster School District of Orange County v. Mendez (1947) 161 F.2d 774
CSBA Publication	Fact Sheet: Instructional Materials Adoption: Local governing board responsibilities. February 2024
CSBA Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities. February 2024
Website	California Kids Investment and Development Savings Program
Website	California College Guidance Initiative
Website	California Student Opportunity and Access Program
Website	Instructional Quality Commission
Website	American Red Cross. Hands-Only CPR Training
Website	CSBA District and County Office of Education Legal Services
Website	Federal Student Aid
Website	American Heart Association

Website	California Student Aid Commission
Website	University of California, A-G Course Submissions
Website	University of California, List of Approved A-G Courses
Website	California State University, Admission Requirements
Website	California Career Resource Network
Website	Department of Justice
Website	California Colleges.edu
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1312.2	Complaints Concerning Instructional Materials
1312.2	Complaints Concerning Instructional Materials
1312.4	Williams Uniform Complaint Procedures
1312.4-E PDF(1)	Williams Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
5022	Student And Family Privacy Rights
5022	Student And Family Privacy Rights
5121	Grades/Evaluation Of Student Achievement
5121	Grades/Evaluation Of Student Achievement
5125	Student Records
5125	Student Records
5126	Awards For Achievement

5126	<u>Awards For Achievement</u>
5131.6	<u>Alcohol And Other Drugs</u>
5131.6	<u>Alcohol And Other Drugs</u>
5138	<u>Conflict Resolution/Peer Mediation</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5141.5	<u>Mental Health</u>
5145.13	<u>Response To Immigration Enforcement</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(1)	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(2)	<u>Parent/Guardian Notifications</u>
5145.7	<u>Sexual Harassment</u>
5145.7	<u>Sexual Harassment</u>
5146	<u>Married/Pregnant/Parenting Students</u>
6000	<u>Concepts And Roles</u>
6011	<u>Academic Standards</u>
6115	<u>Ceremonies And Observances</u>
6115	<u>Ceremonies And Observances</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6141.2	<u>Recognition Of Religious Beliefs And Customs</u>
6141.5	<u>Advanced Placement</u>
6142.1	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>
6142.1	<u>Sexual Health And HIV/AIDS Prevention Instruction</u>
6142.2	<u>World Language Instruction</u>
6142.2	<u>World Language Instruction</u>
6142.3	<u>Civic Education</u>
6142.6	<u>Visual And Performing Arts Education</u>
6142.7	<u>Physical Education And Activity</u>
6142.7	<u>Physical Education And Activity</u>
6142.8	<u>Comprehensive Health Education</u>
6142.8	<u>Comprehensive Health Education</u>

6142.91	<u>Reading/Language Arts Instruction</u>
6142.92	<u>Mathematics Instruction</u>
6142.93	<u>Science Instruction</u>
6142.94	<u>History-Social Science Instruction</u>
6144	<u>Controversial Issues</u>
6145	<u>Extracurricular And Cocurricular Activities</u>
6145	<u>Extracurricular And Cocurricular Activities</u>
6145.8	<u>Assemblies And Special Events</u>
6146.1	<u>High School Graduation Requirements</u>
6146.1	<u>High School Graduation Requirements</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6146.5	<u>Elementary/Middle School Graduation Requirements</u>
6151	<u>Class Size</u>
6152.1	<u>Placement In Mathematics Courses</u>
6152.1	<u>Placement In Mathematics Courses</u>
6153	<u>School-Sponsored Trips</u>
6153	<u>School-Sponsored Trips</u>
6158	<u>Independent Study</u>
6158	<u>Independent Study</u>
6159	<u>Individualized Education Program</u>
6159	<u>Individualized Education Program</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1	<u>Selection And Evaluation Of Instructional Materials</u>
6161.1-E PDF(1)	<u>Selection And Evaluation Of Instructional Materials</u>
6161.11	<u>Supplementary Instructional Materials</u>
6163.1	<u>Library Media Centers</u>
6164.2	<u>Guidance/Counseling Services</u>
6172.1	<u>Concurrent Enrollment In College Classes</u>
6172.1	<u>Concurrent Enrollment In College Classes</u>
6173	<u>Education For Homeless Children</u>

6173	<u>Education For Homeless Children</u>
6173-E PDF(1)	<u>Education For Homeless Children</u>
6173-E PDF(2)	<u>Education For Homeless Children</u>
6173-E PDF(4)	<u>Education For Homeless Children</u>
6173-E PDF(5)	<u>Education For Homeless Children</u>
6173.2	<u>Education Of Children Of Military Families</u>
6173.2	<u>Education Of Children Of Military Families</u>
6177	<u>Summer Learning Programs</u>
6178	<u>Career Technical Education</u>
6178	<u>Career Technical Education</u>
6184	<u>Continuation Education</u>
6184	<u>Continuation Education</u>

Policy 6146.2: Certificate Of Proficiency/High School Equivalency

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Revised Date:** 03/09/2021 | **Last Reviewed Date:** 03/09/2021

The Governing Board desires that every student have the opportunity to earn a high school diploma through successful completion of district graduation requirements. However, when a student is unable to do so, the Board encourages completion of an alternative program that allows the student to obtain an equivalent certificate.

Eligible persons who pass the California High School Proficiency Examination may obtain a certificate of proficiency from the State Board of Education (SBE). Eligible persons who pass a general educational development test designated by the SBE may obtain a high school equivalency certificate from the testing service.

The Superintendent or designee shall make information available to interested persons regarding the eligibility and examination requirements of each program.

Interested persons shall register for the test directly with the testing service and pay the applicable fee. However, the fee shall be waived for a homeless or foster youth who is under age 25 years, meets all other registration requirements, and submits certification of homeless or foster youth status. (Education Code 48412; 5 CCR 11524 11526, 11533 11534.1)

Policy Reference Disclaimer:

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State

5 CCR 11520-11523

5 CCR 11530-11532.5

Ed. Code 48400-48403

Ed. Code 48410

Ed. Code 48412

Ed. Code 48413

Ed. Code 48414

Ed. Code 51420-51427

Ed. Code 52052

Description

[Proficiency examination and certificate](#)

[High school equivalency certificate](#)

[Compulsory continuation education](#)

[Exemption from continuation education](#)

[Certificate of proficiency](#)

[Enrollment in continuation classes](#)

[Reenrollment in district](#)

[High school equivalency certificates](#)

[Accountability: numerically significant student subgroups](#)

Management Resources

Website

Description

[California Department of Education, California High School Equivalency FAQ](#)

Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>High School Equivalency Test</u>
Website	<u>General Educational Development Test</u>
Website	<u>California High School Proficiency Examination</u>
Website	<u>California Department of Education, High School Equivalency Tests</u>
Website	<u>California Department of Education, California Proficiency Program</u>

Cross References

Code	Description
4112.2	<u>Certification</u>
4112.2	<u>Certification</u>
5112.1	<u>Exemptions From Attendance</u>
5112.1	<u>Exemptions From Attendance</u>
5113.2	<u>Work Permits</u>
5113.2	<u>Work Permits</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(1)	<u>Parent/Guardian Notifications</u>
5145.6-E PDF(2)	<u>Parent/Guardian Notifications</u>
5147	<u>Dropout Prevention</u>
6146.1	<u>High School Graduation Requirements</u>
6146.1	<u>High School Graduation Requirements</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6164.2	<u>Guidance/Counseling Services</u>
6178	<u>Career Technical Education</u>
6178	<u>Career Technical Education</u>
6184	<u>Continuation Education</u>
6184	<u>Continuation Education</u>

6200

Adult Education

6200

Adult Education

Policy 7000: Concepts And Roles

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

The Governing Board recognizes that one of its major responsibilities is to provide healthful, safe and adequate facilities that enhance the instructional program and align with the needs of the district. The Board shall endeavor to ~~make the provision of adequate~~ provide and maintain high quality school facilities a priority in the district that support the district's educational program. Because the schools serve as a focal point for the community, the Board shall ~~also strive to ensure that~~ provide district facilities ~~fit harmoniously and attractively into their~~ that are compatible with surrounding neighborhoods and have the flexibility of design to meet future educational and community needs. As part of its intent to make use of each facility, the the Board ~~shall strive to have~~ recognizes that, in some instances, the best use may be reuse by a third party, and in other instances maybe be lease or sale.

In order to plan for long-range facilities needs, the Superintendent or designee may develop, for Board approval, a school facilities master plan in place accordance with Board Policy 7110 Facilities Master Plan, and regularly reviewed such a plan in light of the district's educational goals. In accordance with this plan, the Board shall:

1. Approve additions or major alterations to existing buildings
2. Determine what new buildings shall be built, when and where, and what equipment shall be purchased for them
3. Determine the method of financing that will be used
4. Select and purchase school sites for future expansion, as needed, and facilities for new school sites or other district use
5. Sell or lease facilities, including via joint occupancy or joint use, when no other better use is identified
6. Approve the selection of architects and structural engineers
7. Award contracts for design and construction
8. ~~Name schools and individual buildings~~
8. Authorize the use of school facilities by district residents and community groups in accordance with Board Policy/Administrative Regulation 1330 – Use of School facilities
9. Consider the use of district property for workforce housing
10. Advocate school facility needs to the community

The Superintendent or designee shall:

1. Assess the district's short- and long-term facilities needs
2. Direct the preparation and updating of the facilities master plan

3. Oversee the preparation of bids and awarding of contracts
4. Supervise the implementation of the district's building program in accordance with the master plan, Board policy, and state and local requirements, including collaboration with the architect and contractor on the construction of new facilities and modernization of existing facilities
5. Represent the district in official governmental interactions related to the building program

Policy Reference Disclaimer:

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State	Description
5 CCR 14001	<u>Minimum standards for school facilities</u>
5 CCR 14010	<u>Procedure for site acquisition</u>
5 CCR 14030	<u>Preliminary procedure, planning and approval of school facilities</u>
5 CCR 14031-14032	<u>Submissions to bureau of school facilities planning: approval</u>
Ed. Code 17210-17224	<u>School Sites: general provisions</u>
Ed. Code 17260-17268	<u>Plans and specifications for school facilities</u>
Ed. Code 17280-17317	<u>Field Act: approval of plans and supervision of construction</u>
Ed. Code 17340-17343	<u>Building of schoolhouses</u>
Ed. Code 17350-17360	<u>Factory-built school buildings</u>
Ed. Code 17365-17374	<u>Field Act: fitness for occupancy; liability of board members</u>
Ed. Code 17400-17429	<u>Leasing of school buildings</u>
Ed. Code 17515-17526	<u>Joint occupancy</u>
Ed. Code 17527-17535	<u>Joint use of district facilities</u>
Ed. Code 38130-38139	<u>Civic Center Act</u>
Management Resources	Description
Website	<u>CSBA District and County Office of Education Legal Services</u>

Cross References

Code	Description
0440	<u>District Technology Plan</u>
0440	<u>District Technology Plan</u>
1330	<u>Use Of School Facilities</u>
1330	<u>Use Of School Facilities</u>

1330-E PDF(1)	<u>Use Of School Facilities</u>
1330.1	<u>Joint Use Agreements</u>
3311	<u>Bids</u>
3311	<u>Bids</u>
3311.1	<u>Uniform Public Construction Cost Accounting Procedures</u>
3311.2	<u>Lease-Leaseback Contracts</u>
3470	<u>Debt Issuance And Management</u>
7110	<u>Facilities Master Plan</u>
7111	<u>Evaluating Existing Buildings</u>
7131	<u>Relations With Local Agencies</u>
7140	<u>Architectural And Engineering Services</u>
7140	<u>Architectural And Engineering Services</u>
7150	<u>Site Selection And Development</u>
7150	<u>Site Selection And Development</u>
7210	<u>Facilities Financing</u>
7310	<u>Naming Of Facility</u>
9000	<u>Role Of The Board</u>

Policy 7131: Relations With Local Agencies

Status: ADOPTED

Original Adopted Date: 05/10/2011 | **Last Reviewed Date:** 05/10/2011

The Governing Board recognizes the importance of collaborating and communicating with other local agencies in order to provide the best possible school facilities and to allocate facility resources in an effective and efficient manner. The Board and district staff shall consult and coordinate with local agencies as required by law and ~~whenever~~ shall utilize the expertise and resources of ~~these~~ such agencies ~~can assist when useful to~~ the district in the planning, design and construction of facilities.

The Board shall meet with the appropriate local agency recreation and park authorities to review all possible methods of coordinating the planning, design, and construction of new school facilities and school sites, or major additions to existing school facilities and recreation and park facilities in the community. (Education Code 35275)

~~Following~~ Upon receiving notification ~~by a city or county~~ of proposed action to adopt or substantially revise a city or county general plan, the Board may request a meeting with the local planning agency to discuss possible methods of coordinating planning, design and construction of new school facilities and school sites. (Government Code 65352.2)

The Superintendent or designee shall monitor land development proposals within district boundaries and shall ensure that an exchange of accurate information is maintained with city/county planning staff regarding the impact of land development on the district's educational programs and facility needs. When necessary, the district shall recommend measures for inclusion in the city/county general plan to ensure the availability of adequate school facilities to address the new development.

Recognizing that available funds may not suffice to eliminate overcrowding in district schools caused by new development, the Board urges the city/county to adopt in its general plan or other appropriate planning documents, to the extent permitted by law, a provision which ensures that adequate school facilities will be available.

Notifications to Other Local Agencies

~~The~~ In order to adequately mitigate the additional students generated by new development within the district, the Board ~~shall notify the city council or county board of supervisors whenever it finds may make a finding,~~ based on clear and convincing evidence, that: (Government Code 65971)

1. That conditions of overcrowding, as defined in Government Code 56973, exist in one or more attendance areas within the district which will impair the normal functioning of the educational programs, and the reason for the existence of those conditions
2. That all reasonable methods of mitigating conditions of overcrowding have been evaluated and no feasible method for reducing those conditions exists

~~The above notice shall specify the mitigation measures considered by the district and~~ Upon making such a finding, the Board shall notify the city council or county board of supervisors of such finding. The notice shall include a completed application to the Office of Public School Construction for preliminary determination of eligibility for school construction under applicable state law. (Government Code 65971)

The Superintendent or designee shall notify the appropriate city or county planning agency of the adoption of a school facility needs analysis; ~~or~~ facilities master plan; or other long-range plan; the acquisition of a school site, ~~or;~~ and any other action regarding school facilities, in accordance with law.

District Workforce Housing Development

The Superintendent or designee shall ensure that the use of district-owned real property for workforce housing is consistent with the criteria specified in Government Code 65914.7.

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

14 CCR 15000-15285

Description

Implementation of California Environmental Quality Act of 1970

5 CCR 14010

Procedure for site acquisition

Ed. Code 17280-17317

Building approvals

Ed. Code 17620

Imposition of school impact fees on development

Ed. Code 35275

New school planning; cooperation with recreation and park authorities

Gov. Code 53090-53097.5

Regulation of local agencies by counties and cities

Gov. Code 65300-65303.4

Authority for and scope of general plans

Gov. Code 65352.2

Communicating and coordinating of school sites

Gov. Code 65850-65863.11

Adoption of regulations

Gov. Code 65914.7

Local educational agencies; housing development projects

Gov. Code 65970-65981

School facilities

Gov. Code 65995-65998

Developer fees

Pub. Res. Code 21000-21177

California Environmental Quality Act of 1970

Management Resources

Website

Description

Education Workforce Housing

Website

CSBA District and County Office of Education Legal Services

Website

Department of General Services, Office of Public School Construction

Website

California Department of Education, School Facilities

Cross References

Code

1160

Description

Political Processes

1330.1

Joint Use Agreements

3510

Green School Operations

3511.1	<u>Integrated Waste Management</u>
3511.1	<u>Integrated Waste Management</u>
7000	<u>Concepts And Roles</u>
7110	<u>Facilities Master Plan</u>
7150	<u>Site Selection And Development</u>
7150	<u>Site Selection And Development</u>
7210	<u>Facilities Financing</u>
7211	<u>Developer Fees</u>
7211	<u>Developer Fees</u>
9323.2	<u>Actions By The Board</u>
9323.2-E PDF(1)	<u>Actions By The Board</u>

DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: 1-28-2026

SUBJECT: September 2025 Board Policy Updates Second Reading

PREPARER: John Bohannon, Superintendent

RECOMMENDATION:

- ☒ Approve
- ☐ Do Not Approve
- ☐ Accept
- ☐ Discuss
- ☐ Information Only

Background:

For discussion and approval:

Second Reading of Board Policy Updates: September 2025

Available for review at the District Office and on the DUSD Webpage:

www.durhamunified.org

BL 9005: Governance Standards

BP 3515: Campus Security

BP 3515.4: Recovery For Property Loss or Damage

BP 5113: Absences and Excuses

BP 5113.2: Work Permits

BP 5141: Health Care and Emergencies

BP 5141.4: Child Abuse Prevention

BP 5142: Safety

BP 6178.1: Work-Based Learning