

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

BOARD OF EDUCATION

CSBA Professional Governance Standards

Adopted by the Santa Maria Joint Union High School District April 11, 2001

THE BOARD

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the board must have a unity of purpose and:

- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Govern within board-adopted policies and procedures.
- Take collective responsibility for the board’s performance.
- Periodically evaluate its own effectiveness.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.

THE INDIVIDUAL TRUSTEE

In California’s public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

To be effective, an individual trustee:

- Keeps learning and achievement for *all* students as the primary focus.
- Values, supports and advocates for public education.
- Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- Acts with dignity, and understands the implications of demeanor and behavior.
- Keeps confidential matters confidential.
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- Understands that authority rests with the board as a whole and not with individuals.



Board of Trustee Action Plans
Santa Maria Joint Union High School District

- **Maximize Student Success**
- **Develop and Maintain a Districtwide Accountability System**
- **Enhance Student Support Services: Facilities, Technology, Safe, Clean, Nurturing Environment; Expand Food Services**
- **Foster Partnerships**
- **Manage Rapid District Growth**

RESPONSIBILITIES OF THE BOARD

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.

Effective boards:

- Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- Ensure that a safe and appropriate educational environment is provided to all students.
- Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.



BOARD OF EDUCATION

Regular Meeting
October 8, 2024

Santa Maria Joint Union High School District
2560 Skyway Drive, Santa Maria, California 93455

5:15 p.m. Closed Session
6:30 p.m. General Session

YouTube links to VIEW only:

English: <https://www.youtube.com/channel/UCvPYs34Im9h0dAwgfi-gDGg>

Spanish: <https://www.youtube.com/channel/UCvP0f03ekQDsiYfv6OFfbfg>

Mixteco: <https://www.youtube.com/channel/UCviEi9hvcQI96poD0PDiSIA>

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room or to access written documents being discussed at the Board meeting, please contact Arcy Pineda at 805-922-4573, Ext. 4202 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide required accommodations, auxiliary aids, or services.

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office at the noted address above, during normal business hours. In addition, such writings and documents may be posted on the District's website: www.smjuhsd.org

PUBLIC COMMENT:

The public may address the Board of Education on any item of interest that is within the Board's jurisdiction. If you would like to address the Board at the October 8, 2024 meeting, see the options for participation below. The Board appreciates all public participation in the meeting, but it cannot engage in discussion or specifically respond during the public comment period (Board Bylaw 9323; citing Education Code § 35145.5; Government Code § 54954.3).

- A. **In person:** Persons wishing to speak should complete a blue request form and hand it to the Board secretary. Please note: The time limit to address the Board may not exceed two minutes.
- B. **In writing:** Submit your comment via email to SMJUHS-Dublic-Comment@smjuhsd.org by 3:00 p.m. on October 7, 2024. Please include your name, contact information, and topic. Written public comment will be submitted to the Board prior to the start of the Board meeting for their review but will not be read publicly at the meeting.

AGENDA

I. OPEN SESSION

A. Call to Order

II. CLOSED SESSION PUBLIC COMMENTS

Please refer to Page 1 of this agenda for instructions on how to submit Public Comment.

III. ADJOURN TO CLOSED SESSION

Note: The Board will consider and may act upon any of the following items in closed session. They will report any action taken publicly at the end of the closed session as required by law.

- A. Certificated and Classified Personnel Actions** (Government Code § 54957) - The Board will be asked to review and approve appointment, evaluations, discipline, dismissal, and release of employees as reported by the Assistant Superintendent, Human Resources. *Appendix A*
 - B. Conference with Labor Negotiators** (Government Code section 54957.6) – The Board will be provided a review of negotiations with the Faculty Association (California Teachers Association) and the California School Employees Association (CSEA).
 - C. Student Matters** (Education Code § 35146 and § 48918) - The Board will review proposed expulsions/suspended expulsion(s) and/or requests for re-admission. NOTE: The education code requires closed sessions in these cases to prevent disclosure of confidential student record information.
 - D. Public Employee Performance Evaluation** (Government Code § 54957, subd. (b)(1) - Title: Superintendent
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IV. RECONVENE IN OPEN SESSION

A. Call to Order/Flag Salute

V. ANNOUNCE CLOSED SESSION ACTIONS

VI. REPORTS

- A. Student Reports** - Ruby Portillo-Quezada/DHS; Manuel Zamudio Calderon/SMHS; Kimberly Marmolejo/ERHS; Abbygail Velazquez/PVHS
 - B. Superintendent’s Report**
 - C. Board Member Reports**
-

VII. REPORTS FROM EMPLOYEE ORGANIZATIONS

VIII. OPEN SESSION PUBLIC COMMENTS

Please refer to Page 1 of this agenda for instructions on how to submit Public Comment.

IX. ITEMS SCHEDULED FOR ACTION

A. GENERAL

- 1. Ed Code Sections used for Assignment Options – Resolution Number 7-2024-2025**

Resource Person: Kevin Platt, Assistant Superintendent of Human Resources; Sal Reynoso, Director of Certificated Human Resources

The District is required by state law to have all teachers properly assigned within their credentialed subject areas according to the California Commission on Teacher Credentialing. However, there are several Education Code options to assign teachers in areas in which they have a requisite number of units and/or expertise. The attached resolution outlines specific names, subject areas and Education Codes to meet this annual criterion.

***** IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 7-2024-2025 to certify The Teacher Assignment Options Resolution for the 2024-25 school year.

Moved _____ **Second** _____

A Roll Call Vote is Required:

Mr. Aguilar _____
Mr. Baskett _____
Ms. Hernandez _____

Dr. Garvin _____
Ms. Serrano _____

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 7-2024-2025**

WHEREAS, the District is required by state law to have all teachers properly assigned within their credentialed subject areas. However, there are several options to assign teachers in areas in which they have a requisite number of units and/or expertise.

WHEREAS, Education Code §44258.3 & 44258.7 (c & d) allows the district to assign teachers, with their consent to teach departmentalized and elective subject classes when that assignment has been approved by the Governing Board, and

WHEREAS, Education Code §44263 allows teachers to teach outside of their major/minor in subject areas in which they hold eighteen (18) semester hours of course work or nine (9) upper division semester hours or graduate course work, and

WHEREAS, Education Code §44865 allows teachers to teach outside their credential area at Alternative Schools; requires a valid credential based on bachelor’s degree, student teaching, special fitness, teacher consent.

WHEREAS, Education Code §44831 allows individuals to be assigned as Speech Therapists without a valid California credential-Requires verification of Master Degree in Communicative Disorders and valid license issue by the California Speech-Language Pathology, Audiology & Hearing-Aid Dispensary Board.

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Santa Maria Joint Union High School District does hereby authorize the assignments of the teachers listed per education codes cited:

Education Code §44258.7 (c)(d)

- | | |
|-------------------|---|
| Ricardo Gabaldon | Beginning Folklorico A/B - Grades 9-12 |
| Ricardo Gabaldon | Intermediate Folklorico A/B - Grades 9-12 |
| Ricardo Gabaldon | Marimba 1/2/3 – Grades 9-12 |
| Michelle Gabaldon | Cine y Teatro A/B - Grades 9-12 |
| Elias Garcia | Ethnic & Gender Studies - Grades 9-12 |

Education Code §44258.3

- | | |
|-----------------------|--|
| Yessica Garcia | Chemistry Earth Sys A/B - Grades 9-12 |
| Yessica Garcia | Biology Living Earth A/B - Grades 9-12 |
| Lisa Walters | Government - Grades 11-12 |
| Marisol Zepeda Zepeda | Chemistry - Grades 9-12 |
| Laura Branch | Chemistry - Grades 9-12 |
| Christian Basulto | Biology – Grades 9-12 |
| Christian Basulto | Anatomy/Physiology – Grades 9-12 |
| Gary Wilson | Physical Education – Grades 9-12 |

PASSED AND ADOPTED this 8th day of October 2024, by the following vote:

ROLL CALL –

AYES:
NOES:
ABSENT:

President/Clerk/Secretary of the Board of Education
Santa Maria Joint Union High School District

B. INSTRUCTION

1. Quarterly Report on Williams Uniform Complaints

Resource Person: Dr. Krista Herrera, Assistant Superintendent of Curriculum & Instruction

Pursuant to Education Code Section 35186, the governing board of a school district must conduct a public hearing to report the quarterly report that was submitted in October 2024 on the Williams Uniform Complaints for the months of July-September 2024. Each school site has reported that there have been no complaints in the general subject areas of Textbooks and Instructional Materials, Teacher Vacancy or Misassignments or Facilities Conditions.

A PUBLIC HEARING IS REQUIRED.

- 1. Open Public Hearing
- 2. Take Public Comments
- 3. Close Public Hearing

*** **IT IS RECOMMENDED THAT** the Board of Education approve the Quarterly Report as submitted.

Moved _____ **Second** _____

A Roll Call Vote is Required:

Mr. Aguilar _____
Mr. Baskett _____
Ms. Hernandez _____
Dr. Garvin _____
Ms. Serrano _____

2. Approval of Board Policy – Appendix D

Resource Person: Dr. Krista Herrera, Assistant Superintendent of Curriculum & Instruction; Ivan Diaz, Director of Student Services

Board Bylaw 9310 provides for a first and second reading of a proposed or revised policy. The Board is asked to waive the second reading and adopt the revised Board Policy/Administrative Regulation 6158: Independent Study. For the full description, please see Appendix D.

BP/AR 6158	<p>Independent Study</p> <p>ADA will be counted from the student's first day of independent study. Short-term Independent Study is 15 school days or fewer, and long-term independent study is 16 school days or more. For short-term Independent Study, the required agreement can now be signed at any time during the school year. For long-term independent Study, the written agreements must be signed before the student's participation in the program. For computing ADA, pupil work product is expanded to include the daily time value a student engages in asynchronous instruction regardless of whether work product is produced as long as a computer program documents student participation.</p>
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*** **IT IS RECOMMENDED THAT** the Board of Education approve BP/AR 6158 as presented in Appendix D.

Moved _____ **Second** _____

A Roll Call Vote is Required:

- Mr. Aguilar _____
- Mr. Baskett _____
- Ms. Hernandez _____
- Dr. Garvin _____
- Ms. Serrano _____

C. BUSINESS

1. Approval of CA Proposition 2 Public Education Facilities Bond Measure Resolution – Resolution 8-2024-2025

Resource Person: Yolanda Ortiz, Assistant Superintendent of Business Services

In an effort to increase awareness and support for Proposition 2 - the Kindergarten through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024 – the Administration is requesting the Board adopt a board resolution in support of the bond.

Resolution number 8-2024-2025 supports Proposition 2, which will appear on the November general election ballot, will fund new construction, modernization of existing facilities, and much-needed improvements such as STEM, career technical education, and other facilities. K-12 education would receive \$8.5 billion and \$1.5 billion would be allocated for community colleges. The California School Boards Association (CSBA) supports this measure.

***** IT IS RECOMMENDED THAT** the Board of Education review and accept the CA Proposition 2 Public Education Facilities Bond Measure Resolution.

Moved _____ **Second** _____

A Roll Call Vote is Required:

- Mr. Aguilar _____
- Mr. Baskett _____
- Ms. Hernandez _____
- Dr. Garvin _____
- Ms. Serrano _____

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NO. 8-2024-2025

PROPOSITION 2: KINDERGARTEN THROUGH GRADE 12 SCHOOLS AND LOCAL COMMUNITY COLLEGE PUBLIC EDUCATION FACILITIES MODERNIZATION, REPAIR, AND SAFETY BOND ACT OF 2024

WHEREAS, the California Constitution finds public education is a State responsibility in Article IX Section 5; and

WHEREAS, the State is out of school facility program funds and cannot provide the State match for almost \$3.5 billion in projects which qualify for state aid; and

WHEREAS, the Santa Maria Joint Union School District has \$286 million in facility need which may be partially funded by State bonds; and

WHEREAS, Proposition 2 the Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024, provides for renovation of aging schools, upgrade of existing classrooms, construction of new classrooms to accommodate growth, Career Technical Education facilities to provide job training to meet the workforce needs of California employers, testing and remediation of lead levels in water at school sites, disaster assistance, replacement of 75-year-old buildings, adding essential facilities like libraries and multipurpose rooms, mitigating the effects of higher average temperatures, and assistance for small and low-wealth school districts; and

WHEREAS, school districts need state financial support to implement new mandates and initiatives such as universal Transitional Kindergarten, Expanded Learning, on-site cooking and meal preparation, later secondary school start times, and solar power generation and storage; and

WHEREAS, quality 21st Century school facilities designed for today's and tomorrow's students enhance academic achievement and further the State's academic goals; and

WHEREAS, the California unemployment rate is greater than the national unemployment rate; and

WHEREAS, 13,000 middle class jobs are created for each \$1 billion in school facility infrastructure investment; and

WHEREAS, these jobs will be created throughout California and will include almost all building trades; and

WHEREAS, the Local Control Funding Formula provides funding for educational services for all students, but does not provide dedicated facilities funding; and

WHEREAS, Proposition 2, the Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024 will not raise State taxes; and

WHEREAS, Proposition 2, the Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024 enhances public accountability and transparency for the use of its proceeds; and

WHEREAS, Proposition 2, the Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024 State matching funds will reduce the need for additional local property taxes for school facilities.

NOW, THEREFORE BE IT RESOLVED, that the Santa Maria Joint Union High School District supports Proposition 2, the Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024.

PASSED AND ADOPTED by the Board of Education of the Santa Maria Joint Union High School District this 8th day of October 2024, by the following vote:

ROLL CALL:

- Ayes:
- Noes:
- Absent:
- Abstain:

Board of Education President/Clerk/Secretary

X. CONSENT ITEMS

***** IT IS RECOMMENDED THAT the Board of Education approve the following consent items as presented.**

All items listed are considered to be routine and may be enacted by approval of a single roll call vote. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the board and acted upon separately.

Moved _____ Second _____

A Roll Call Vote is Required:

Mr. Aguilar	_____
Mr. Baskett	_____
Ms. Hernandez	_____
Dr. Garvin	_____
Ms. Serrano	_____

A. Approval of Minutes – *Appendix E*

Regular Board Meeting – September 10, 2024
 Special Board Meeting – September 11, 2024

B. Approval of Warrants for the Month of September 2024

Payroll	\$ 12,396,934.81
Warrants	\$ 3,063,459.59
Total	\$ 15,460,394.40

C. Attendance Report

Ms. Yolanda Ortiz, Assistant Superintendent of Business Services, will be available to answer questions regarding the first month of the 2024-25 monthly attendance report presented on the last page of this agenda.

D. Approval of Contracts

Company/Vendor	Description of Services	Amount/ Funding	Resource Person
A Class Act Entertainment	Full DJ sound and lighting services for SMHS Homecoming Dance on October 12, 2024.	\$2,500/ LCAP 3.10	Yolanda Ortiz

REGULAR MEETING
October 8, 2024

AssetWorks	AssetMaXX K-12 fixed asset management module, implementation and online training including two year annual subscription	\$30,970/General Fund Business Admin	Yolanda Ortiz
Corazon del Pueblo	Loteria Art Study and Community Engagement Collaboration renewal that engages students with a variety of texts and cultural/societal images, as well as create engagement with their peers and the local community through June 2025.	\$70,000/Title IV	Krista Herrera
Dr. Carren Jeam Stika	Contractor agrees to conduct an independent educational evaluation for student per previous settlement agreement submitted in August Board meeting. Agreement will be completed by December 31, 2024.	\$8,500/ Special Ed	Krista Herrera
Music Memories and More Custom Events	Full DJ sound, lighting and photography services for PVHS Homecoming Dance on October 12, 2024.	\$12,186.44/ LCAP 3.10	Yolanda Ortiz
Music Memories and More Custom Events	Full DJ sound, lighting and photography services for PVHS Homecoming Rally on October 11, 2024.	\$2,811.10/ LCAP 3.10	Yolanda Ortiz
One Community Action	Revised contract to include services for Delta High School to provide a culturally responsive program to offer holistic support to students, emphasizing their well-being, academic achievements, and overall development. The program offers social-emotional stability among participating students from October 9, 2024 to June 30, 2025.	\$71,490 increase for a total of \$351,490/ LCAP 2.8	Krista Herrera

ProCare Therapy	Addendum to the ProCare Therapy services agreement for Licensed Vocational Nurse (LVN) services for the 2024-2025 school year.	\$85.00 per hour; 35 minimum hours; 1.5 times bill rate for OT/Not to exceed \$150,000/ General Funds	Kevin Platt
Softchoice	Remote operational support for Microsoft technologies	\$22,260/Instructional Technology	Krista Herrera
SOS Entertainment	DJ sound, lighting and photo booth services for ERHS Homecoming on October 12, 2024.	\$10,480/LCAP 3.10	Yolanda Ortiz

E. Facility Report – **Appendix B**

F. Obsolete Equipment - **Appendix C**

Education Code §17545 and 17546 allows the district to dispose of personal property belonging to the district that is unsatisfactory, no longer necessary (obsolete), or unsuitable for school use. The district administration is requesting authorization to dispose of obsolete items in the list below in compliance with government regulations. If an auction is warranted, the district will conduct an auction via the internet by and through the website <https://www.publicsurplus.com/sms/browse/home>. Auction notice will be posted in no less than three public places within the District, including the District’s website at <http://www.smjuhsd.org>

G. Student Matters - Education Code Sections §35146 & §48918

Administrative Recommendation to order expulsion: 370450, 358159

H. Approval of New Course Adoptions

The following new courses are being presented to the Board of Education for approval. Full course descriptions are available for review at the District Office or on the district website www.smjuhsd.org under [Curriculum Dept – Course Descriptions](#).

AHC CA 121 Baking Pastry

Baking and Pastry is the study of equipment, skills and procedures used in commercial bakeries. Includes practical application in the production of a wide variety of quick and yeast breads and cookies.

Ceramics 1

Ceramics is a year-long course centered on clay as a medium. Students will learn hand-building techniques such as pinch, coil, and slab, and will also use the pottery wheel to create functional and meaningful art. They will be taught how to use pottery tools, decorate with glaze, underglaze, and stains, and understand the firing process. Planning and sketching ideas precede the creation of three-dimensional pieces, fostering critical thinking. The course also includes written assignments on historical and contemporary ceramics techniques, an artist research report, and a focus on Mexican art, particularly from Puebla, Guadalajara, and Oaxaca.

Chamber Ensemble

Chamber Ensemble continues the musical education of students by connecting their performance skills with their ability to investigate and solve musical challenges. Students will demonstrate independence performing individually and in small groups, making appropriate personal musical choices of tone, interpretation, and musicality. Students will study diverse repertoire, focusing on multi-movement works, 20th-century notation, and the music of the Americas. They will develop an expanded knowledge of scales and cadences, create compositions with multiple parts, and evaluate musical performances at an advanced level. They will study instrument development, analyze the role of form in works from different backgrounds, and identify the process and artistry of composing for film.

Music Appreciation

Music Appreciation is designed to help students cultivate an appreciation for many types of music by developing informed listening and reading skills. This course is intended to introduce students to a multitude of styles, genres and historical periods of music. Students will learn how to effectively listen and read music to gain a greater appreciation for the art. The course familiarizes students to the history and theory of music. This course explores the historical, cultural, social and personal context of music from each period. As students discover music of old, they will compare it to their personal music choices of today. Upon learning the history and theory of music, students will test their learning by learning an instrument or how to sing towards the end of the school year.

I. Approval of School Safety Plans

California Constitution guarantees California children the right to attend public schools that are safe, secure, and peaceful. Districts and schools and their personnel are responsible for creating learning environments that are safe and secure. The School Safety Plans are site plans which must be board approved. The duration of the plans is from July 1, 2024 to June 30, 2025. School Safety Plans are updated annually and are available for review at the District Office.

J. Approval of Board Policies

The board policies listed below are presented for approval. These policies were listed for first reading on the September 10, 2024 board agenda. The full policy descriptions may be accessed on the [September 10, 2024 agenda](#) on the district website, www.smjuhsd.org.

Board Policy	Description
BP/AR 5127	<p>Graduation Ceremonies & Activities</p> <p>Applies to the class of 2028 and beyond: The Administrative Regulation and Board Policy revision involves the removal of the valedictorian and salutatorian titles from academic recognition at graduation beginning with the class of 2028. Instead of emphasizing individual rankings, the revised policy focuses on broader academic honors, such as cum laude distinctions, to recognize a larger group of top-performing students.</p> <p>Applies to the class of 2025, 2026, 2027: The Administrative Regulation revision also eliminates the requirement that students must reside in the school district for a minimum of one full academic year to qualify for valedictorian and salutatorian honors for the class of 2025, 2026, and 2027. This revision allows students who transfer into the district to be eligible for these top academic distinctions, regardless of how long they have been enrolled in the school. The change aims to be more inclusive of transfer students, ensuring that all students have an equal opportunity to earn these honors based on their academic performance, regardless of their length of residency in the district.</p>
BP 3314.3	<p>District Credit Cards</p> <p>Policy updated to reflect credit card limit change.</p>
AR 3314.3	<p>District Credit Cards</p> <p>Policy updated to reflect changes in procedures.</p>
AR 3513.1	<p>Cellular Phone Reimbursement</p> <p>The optional administrative regulation is applicable to any district that provides a cell phone to its employees and may be revised to reflect district practice. Pursuant to 26 USC 280F, as amended by the Small Business Jobs Act of 2010 (P.L.111-240) cell phones have been removed from U.S. Internal Revenue Service's definition of listed property, thereby eliminating</p>

	the extensive documentation and substantiation requirements placed on employers that provide cell phones for their employees' business use.
BP 3550	<p>Food Service/Child Nutrition Program</p> <p>Policy updated to reflect NEW LAW (SB 348, 2023) which (1) clarifies that districts are required to make available, during each school day and free of charge, one nutritionally adequate breakfast and one nutritionally adequate lunch to any student who requests a meal, including a student enrolled in an independent study program as specified, regardless of the student's eligibility for a federally funded free or reduced-price meal, (2) defines a "nutritionally adequate breakfast and lunch," and (3) requires that students be provided with adequate time to eat. Additionally, policy updated to reflect NEW LAW (AB 95, 2023) which clarifies that districts may sell a nutritiously adequate meal that qualifies for federal reimbursement to a student after a free meal has been provided. In addition, policy updated to reflect NEW LAW (SB 114, 2023) which establishes school food best practices such as serving freshly prepared onsite meals using minimally processed, locally grown, and sustainable food, giving priority to California-grown or produced foods, and increasing plant-based or restricted diet food options for students. Policy updated to reflect California Department of Food and Agriculture guidance about school gardens.</p>
BP 3553	<p>Free And Reduced Price Meals</p> <p>Policy updated to reflect NEW LAW (SB 348, 2023) which clarifies that districts are required to make available, during each school day and free of charge, one nutritionally adequate breakfast and one nutritionally adequate lunch to any student who requests a meal, regardless of the student's eligibility for a federally funded free or reduced-price meal, and NEW LAW (AB 95, 2023) which clarifies that districts may sell a nutritiously adequate meal that qualifies for federal reimbursement to a student after a free meal has been provided. Additionally, policy updated to clarify that meals served under the school nutrition program meet district-adopted guidelines, in addition to state and federal nutrition standards. In addition, policy updated to more closely align with code language.</p>
AR 3553	<p>Free and Reduced Price Meals</p> <p>Regulation updated for clarity and alignment with the accompanying Board Policy, with references to outdated material deleted.</p>

K. Discard or Sell Obsolete Textbooks

The following textbooks were submitted for discard by various sites:

Textbook Title	ISBN #	# of Copies
Algebra 1 California	978-0-03-092339-5	1709
Physics Principles and Problems	0-07-845813-7	114
Prentice Hall Literature: The British Tradition	0-13-054808-1	229

L. K12 Strong Workforce Program (K12 SWP) Round 7 Statement of Assurance

In summer 2018, the California legislature introduced the K12 Strong Workforce Program (K12 SWP) as an ongoing statewide funding opportunity. It is designed to support K–12 local education agencies (LEAs) in creating, improving, and expanding career technical education (CTE) courses, course sequences, programs of study, and pathways for students transitioning from secondary education to postsecondary education to living-wage employment. SMJUHSD applies as part of a Consortium supported by the Santa Barbara County Education Office (SBCEO). SBCEO and the District are partnering up for the Round 7 grant application. In response to local labor market data, the focus industry sectors identified for this Consortium application include Engineering, Advanced Manufacturing, and Building/Construction Trades.

M. Approval of Amendment No. 1 with NV5 Consultants, Inc. (NV5) for Professional Energy Consulting Services to Include Procurement and Implementation Support for Project #24-492 District Wide Solar Photovoltaic and Microgrid.

The original agreement with NV5 (formerly Sage Renewable Energy Consulting, Inc.) was approved by the Board on May 14, 2024, for \$173,000.00. Amendment No. 1 for \$86,000.00 provides additional services in two task categories. Task 1 Procurement Support includes the development of a Request for Proposal package, procurement management, proposal evaluations, and contracting support. Task 2 Implementation Support includes design reviews, permitting, interconnection management, technical construction support, commissioning verification, and project closeout. Amendment No. 1 increases the contract amount to \$259,000.00.

N. Notice of Completion

The following projects are substantially complete. To file the necessary Notice of Completion forms with the County of Santa Barbara, the Acceptance of Substantial Completion needs to be formally accepted by the Board of Education.

1) District Wide Edge Switch Refresh, E-Rate, #24-480 with ConvergeOne, Inc., Contractor. Substantial Completion on August 28, 2024.

2) District Wide Wireless Access Point Upgrade, E-Rate, #24-481 with ConvergeOne, Inc., Contractor. Substantial Completion on August 28, 2024.

3) Santa Maria High School KSI Pool Controller and Backwash System Replacement, #24-483 with Knorr Systems Int'l, Contractor. Substantial Completion on August 12, 2024.

4) Santa Maria High School 4-Face Scoreboard Replacement, #24-491 with ABV Scoreboard Services, Inc., Contractor. Substantial Completion on September 18, 2024.

- O. Authorization to Utilize Sourcewell for the Purchase of Equipment, Products, or Services for the length of the Contract through November 8, 2026

Section 10299 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment, whereby notwithstanding Section 20111 and 20112 of the PCC, "school districts may, without competitive bidding, utilize contracts, master agreements, and multiple award schedules established by the department [DGS] for the acquisition of information, technology, goods, and services." Section 10299 further authorizes state and local agencies to "contract with suppliers awarded the contracts without further competitive bidding." The district administration recommends that district-wide purchases of equipment, products, or services be made utilizing the provisions of the PCC through Sid Tool Co, Inc., dba MSC Industrial Supply Sourcewell Solicitation Number: RFP #091422 through November 8, 2026.

- P. Authorization to Utilize Sourcewell for District-wide Purchases of Computer Equipment, Peripherals & Related Services for the Length of the Contract through February 27, 2028.

Section 10299 of the Public Contract Code provides an alternative for obtaining supplies, furniture, and equipment, whereby notwithstanding Section 20111 and 20112 of the Public Contract Code, "school districts may, without competitive bidding, utilize contracts, master agreements, multiple award schedules... established by the department [DGS] for the acquisition of information technology, goods, and services." Section 10299 further authorizes state and local agencies to "contract with suppliers awarded the contracts without further competitive bidding." The district administration recommends that district-wide purchases of computer equipment, peripherals and related services be made utilizing the provisions of the Public Contract Code through SHI International Corp. Sourcewell Solicitation Number RFP #121923 through February 27, 2028.

- Q. Authorization to Utilize Sourcewell for the Purchase of HVAC Systems and Related Services for the length of the Contract through August 12, 2025

Section 10299 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment, whereby notwithstanding Section 20111 and 20112 of the PCC, "school districts may, without competitive bidding, utilize contracts, master agreements, and multiple award schedules established by the department [DGS] for the acquisition of information, technology, goods,

and services.” Section 10299 further authorizes state and local agencies to “contract with suppliers awarded the contracts without further competitive bidding.” The district administration recommends that district-wide purchases of HVAC Systems and Related Services be made utilizing the provisions of the PCC through Johnson Controls, Inc. Sourcewell Solicitation Number RFP #070121 through August 12, 2025.

R. Approval of Agreement for Legal Services with Lincoln White Investigations, LLP

The District Administration requests approval of an agreement with LWI to provide professional legal services based on experience and expertise in conducting employment and education-related investigations.

S. Out of State Travel

Person/Reason	Location/Date	Description	Funding Source
Guillermo Guerra (ERHS) & Michael Guerra (ERHS) + 5 Students National FFA Convention	Indianapolis, IN October 22-26, 2024	The Righetti FFA Poultry Evaluation team won 1st place at the State FFA judging finals at Cal Poly, San Luis Obispo in May 2024, competing among over 1,000 students. The four members of the winning team will represent California FFA at the National FFA Convention with opportunities for scholarships, internships, and jobs. Additionally, teachers will serve as judges at the National FFA Contest.	CTEIG
Brooke Phillips (PVHS) + 1 Student National FFA Convention	Indianapolis, IN October 22-26, 2024	Student will be representing Pioneer Valley FFA at the National FFA Convention and competing in interviews for a National Championship and scholarship awards.	VEA/ASB
Marc Debernardi, (SMHS) National FFA Convention	Indianapolis, IN October 23-26, 2024	Will participate in workshops, tours, career shows and hear motivational speakers.	Perkins/ ASB/ VEA/ AIG
Doug Silva (SMHS) Teaching and Learning Coaching Conference	New Orleans, LA October 27-29, 2024	Attendees will gain valuable insights into effective coaching strategies, innovative practices, and practical tools to enhance their coaching skills.	LCAP 4.1

REGULAR MEETING
October 8, 2024

Ricardo Gabaldon (ERHS), Patricia Villalobos (ERHS) ACTFL Annual Convention and World Languages Expo	Philadelphia, PA November 22-24, 2024	Attend educational sessions for language education professionals and participate in hands-on learning environments that provide ready-to-use techniques and learn new strategies.	LCAP 4.1
Kyle Tognazzini (ERHS) American Baseball Coaches Association Convention	Washington DC January 2-5, 2025	Attendees will learn ideas for practice plans as well as to build culture and leadership in the baseball program.	LCAP 3.9
Michelle Pearson (ERHS) National Science Teachers Association Conference	New Orleans, LA November 6-9, 2024	Network with fellow educators, share innovative teaching strategies, and gain new insights into engaging students with the wonders of science.	LCAP 4.1

T. Purchase Orders

PO #	Vendor	Amount	Description/Funding
R25-01844	Division of State Architect	\$340,954.57	17.267 SMHS 50 Classroom DSA Fees / Special Reserve Capital Outlay Fund 40
PO25-00533	Home Motors	\$62,855.75	2024 Chevrolet Suburban / LCFF Equity Multiplier
PO25-00470	Culver-Newlin Inc.	\$39,176.17	17-267.1 SMHS Admin. to classroom furniture, Art, ASB, Computer Labs, breakroom / Special Reserve Capital Outlay Fund 40
PO25-00471		\$39,176.17	
PO25-00472		\$39,176.17	
PO25-00473		\$39,176.17	
PO25-00474		\$47,712.16	
PO25-00475		\$44,517.55	
PO25-00476		\$43,469.59	
PO25-00477		\$43,469.59	
PO25-00479		\$43,469.59	
		<u>\$9,745.09</u>	
		\$389,088.25	
PO25-00480	Culver-Newlin Inc.	\$35,362.81	17-267.2.2 SMHS 37 Classroom Modification furniture, Math rooms / Special Reserve Capital Outlay Fund 40
PO25-00509		\$35,362.81	
PO25-00510		\$35,362.81	
PO25-00511		\$35,362.81	
PO25-00512		\$35,362.81	
PO25-00513		\$35,362.81	

REGULAR MEETING October 8, 2024
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PO25-00514		\$35,362.81	
PO25-00515		\$35,362.81	
PO25-00516		\$35,362.81	
PO25-00517		<u>\$35,362.81</u>	
		\$353,628.10	
PO25-00568	Softchoice Corporation	\$75,560.00	Adobe Creative Cloud & Adobe Sign subscription renewal / General Fund Technology
PO25-00569	Lenovo (United States) Inc.	\$68,077.50	Notebook ThinkPad P16s Gen 3 (40) / General Fund Technology
PO25-00570	Apple Computer, Inc.	\$69,756.50	15-Inch MacBook Air (40) / General Fund Technology

U. Acceptance of Gifts

Pioneer Valley High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
G.A.A.T.E. Foundation	FFA TylerD Land Judging	\$250.00
WePay/Snap Raise (aka Snap!Mobile Inc.)	Girl's Volleyball	\$4,435.90
Total Pioneer Valley High School		<u>\$4,685.90</u>
Righetti High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Babe Farms	Special Warriors	\$1,500.00
Children's Creative Project	Marimba/Ballet Folklorico	\$1,450.00
Darren M Simas Trucking Inc	FFA	\$155.00
One Community Action of SM Valley	Por Vida	\$300.00
Allied Universal	Warrior Goat Program	\$2,879.88
Snap! Mobile, Inc.	Cheer Club	\$8,490.70
Riddiough Family Trust DTD	Girls Golf	\$200.00
Rancho Maria Women's Golf Club	Girls Golf	\$100.00
St Anthony of Pismo Beach	RHS Band	\$500.00
SB Co. Probation/Peace Officer's Assoc	Girls Water Polo	\$250.00
Tomooka Brothers	Softball	\$650.00
Tomooka Brothers	Girls Golf	\$350.00
Sant Maria Assoc. EFCU	Girls Water Polo	\$500.00
Dana Adobe Nipomo Amigos Inc	Marimba/Ballet Folklorico	\$250.00
Custom Ink Platform	Cross Country	\$351.96
Santa Maria Valley Chamber of Commerce	Marimba/Ballet Folklorico	\$200.00
Total Righetti High School		<u>\$18,127.54</u>
Santa Maria High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Santa Maria FFA Boosters	FFA	\$25,000.00
Ginny Barnett	Athletics General	\$600.00

REGULAR MEETING October 8, 2024
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Elks Recreation, Inc	FFA Floral Team/FFA Floral Shop	\$2,500.00
Honor Ruiz Family Fund c/o Schwab Charitable	Jovita Ruiz Scholarship	\$5,000.00
G.A.A.T.E Foundation	FFA	\$250.00
Total Santa Maria High School		<u>\$33,350.00</u>

XI. FUTURE BOARD MEETINGS FOR 2024

Unless otherwise announced, the next regular meeting of the Board of Education will be held on November 12, 2024. Closed session is scheduled to begin at 5:15 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center. For **view only** live-stream links, refer to page 1 of the agenda.

Regular Board Meetings for 2024:

December 10, 2024 | December 17, 2024* (Organizational Meeting)

**Not on the second Tuesday of the month*

XII. ADJOURN

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
MONTHLY REPORT OF ATTENDANCE
FIRST MONTH OF 2024-25

August 12, 2024 through September 6, 2024

	First Month 2023-24			First Month 2024-25			ADA Change from Prior Year
	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % of Poss. Enroll.	
ERNEST RIGHETTI HIGH							
Regular	2243.00	2128.00	94.9%	2237.00	2125.94	94.7%	
Special Education	122.00	108.76	90.4%	101.00	92.94	91.2%	
Independent Study	28.00	24.59	98.6%	40.00	36.81	97.2%	
Independent Study Spec Ed	10.00	4.76	92.0%	7.00	4.81	85.6%	
Short Term Independent Study	0.00	0.00	0.0%	5.00	2.13	100.0%	
TLC Program B SDC	5.00	4.00	71.6%	7.00	4.13	58.9%	
Home and Hospital Reg Ed	3.00	2.29	95.1%	4.00	2.38	82.6%	
Home and Hospital Spec Ed	1.00	1.00	100.0%	2.00	1.81	90.6%	
TOTAL RIGHETTI	2412.00	2273.40	94.7%	2403.00	2270.94	94.5%	(2.46)
SANTA MARIA HIGH							
Regular	2748.00	2619.65	96.0%	2795.00	2679.31	95.8%	
Special Education	258.00	232.29	91.0%	249.00	216.88	90.8%	
Independent Study	5.00	4.18	78.0%	13.00	8.06	79.1%	
Independent Study Spec Ed	2.00	1.53	76.5%	1.00	0.31	83.3%	
TLC Program B SDC	6.00	4.06	67.6%	6.00	3.81	63.5%	
Program 1 Short-term IS (<30 days)	0.00	0.00	0.0%	1.00	0.06	100.0%	
Program P - IS Parenting	0.00	0.00	0.0%	1.00	0.75	100.0%	
Home and Hospital Reg Ed	12.00	8.41	65.3%	15.00	13.19	81.8%	
Home and Hospital Spec Ed	3.00	3.29	91.8%	1.00	0.75	100.0%	
TOTAL SANTA MARIA	3034.00	2873.41	95.6%	3082.00	2923.13	95.4%	49.72
PIONEER VALLEY HIGH							
Regular	2865.00	2765.71	96.2%	2821.00	2726.75	96.3%	
Special Education	202.00	186.29	91.3%	206.00	187.44	91.2%	
Independent Study	21.00	16.47	99.3%	23.00	21.06	99.7%	
Independent Study Spec Ed	2.00	1.29	81.5%	9.00	4.81	97.5%	
Program 1 Short-term IS (<30 days)	0.00	0.00	0.0%	1.00	1.00	100.0%	
Home and Hospital Reg Ed	5.00	4.18	100.0%	3.00	1.75	100.0%	
Home and Hospital Spec Ed	3.00	2.65	88.2%	2.00	1.00	84.2%	
TOTAL PIONEER VALLEY	3098.00	2976.59	95.9%	3065.00	2943.81	96.0%	(32.78)
TLC II @ LINCOLN STREET	9.00	6.18	62.9%	4.00	3.25	76.5%	(2.93)
DISTRICT SPECIAL ED TRANSITION	21.00	20.35	96.9%	26.00	24.25	93.9%	3.90
DISTRICT SPECIAL ED PROGRAM F SDC - Trans/Voc M/M	20.00	19.76	98.8%	19.00	19.19	98.7%	
ALTERNATIVE EDUCATION							
Delta Continuation	291.00	241.59	82.8%	283.00	231.03	84.5%	
Delta Independent Study	39.00	30.33	94.1%	0.00	0.00	0.0%	
Delta Independent Study 12+	1.00	0.03	2.7%	0.00	0.00	0.0%	
Delta Short Term IS	1.00	0.48	73.6%	0.00	0.00	0.0%	
Intervention to Success - SMHS	14.00	10.82	81.1%	3.00	1.19	90.5%	
Intervention to Success - ERHS	3.00	1.35	74.2%	10.00	4.56	62.9%	
Intervention to Success - PVHS	4.00	2.53	61.4%	4.00	2.81	81.8%	
TOTAL ALTERNATIVE EDUCATION	353.00	287.13	81.3%	300.00	239.59	79.9%	(47.54)
TOTAL HIGH SCHOOL DISTRICT	8,947	8,456.82	94.5%	8,899	8,424.16	94.7%	(32.66)

CLASSIFIED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Pay Rate	Hours
	Resign	Accounting Assistant I	SMHS	9/6/24	14/A	8
	Employ	Instructional Assistant-Special Ed I	RHS	9/25/24	13/A	5.5
	Employ	Instructional Assistant-Special Ed II	RHS	10/1/24	15/A	6.5
	20 Day Rebid	Bus Driver	DO	9/16/24	18/C	7.5 to 6.5
	20 Day Rebid	Bus Driver	DO	9/16/24	18/D	7.5 to 7.25
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.5 to 7
	Change in Assignment	Campus Security Assistant II	RHS	9/23/24	17/B	7.5 to 8
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.75 to 8
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.75 to 8
	20 Day Rebid	Transportation Attendant	DO	9/16/24	12/E	7.75 to 8
	Employ	Campus Security Assistant II	RHS	9/18/24	17/A	7.5
	20 Day Rebid	Transportation Attendant	DO	9/16/24	12/A	5 to 8
	Resign	Transportation Attendant	DO	8/30/24	12/C	7.75
	20 Day Rebid	Bus Driver	DO	9/16/24	18/A	5 to 6.25
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.75 to 8
	20 Day Rebid	Bus Driver	DO	9/16/24	18/B	7 to 7.5
	Resign	Instructional Assistant-Special Ed II	RHS	9/19/24	15/E	6.5
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.25 to 6.75
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.5 to 7
	20 Day Rebid	Bus Driver	DO	9/16/24	18/A	5 to 7.25
	Change in Assignment	Registered Behavior Technician	SMHS to PVHS	9/19/24	30/A	7
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.5 to 8
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	8 to 7.25
	Retire	Accounting Assistant II	DO	12/30/24	17/E	8
	Employ	Migrant School Advisor	SMHS	9/25/24	24/A	8
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	5.25 to 6
	20 Day Rebid	Bus Driver	DO	9/16/24	18/B	6.75 to 7
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7 to 6.5
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7 to 6.5
	Resign	Instructional Assistant-Bilingual	SMHS	8/1/24	13/C	6.5
	20 Day Rebid	Transportation Attendant	DO	9/16/24	12/E	7 to 6.5
	20 Day Rebid	Bus Driver	DO	9/16/24	18/C	7.25 to 8
	Employ	Campus Security Assistant II	PVHS	9/11/24	17/A	6
	20 Day Rebid	Transportation Attendant	DO	9/16/24	12/C	7.75 to 8
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.75 to 7.25
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	6.75 to 7.75
	Employ	Facilities Engineer	DO	9/16/24	M/A	8
	Employ	Instructional Assistant-Special Ed II	SMHS	9/9/24	15/A	6.5

CLASSIFIED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Pay Rate	Hours
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.75 to 8
	20 Day Rebid	Bus Driver	DO	9/16/24	18/D	7.75 to 7.25
	20 Day Rebid	Bus Driver	DO	9/16/24	18/E	7.75 to 8
	Promote	Guidance Technician	RHS	9/23/24	22/E	8
	Employ	Food Service Worker I	SMHS	9/19/24	11/A	4
CERTIFICATED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Salary	FTE
	Employ/Temp	Science	RHS	10/14/24	1/I	1.0
	Column Advance	Int'l Language	PVHS	2024-25	16/V	1.0
	Extra Period Teaching Assignment	Social Science	DHS	10/14/24-12/20/24	1/V	0.2
	Prep Period Teaching Assignment	Special Education	SMHS	2024-25	15/V	0.2
	Prep Period Teaching Assignment	Math	DHS	8/12/24-12/30/24	15/V	0.2
	Stipend	Curriculum Council	DHS	2024-25	1, I 2%	
	Update Resignation Date	Teacher	PVHS	8/15/24	11/IV	1.2
	Prep Period Teaching Assignment	Special Education	SMHS	2024-25	7/V	0.2
	Column Advance	Social Science	PVHS	2024-25	6/V	1.0
	Prep Period Teaching Assignment	English	PVHS	9/9/24-12/20/24	18/V	0.2
	LOA	Special Education	RHS	1/13/25-6/12/25	18/V	0.2
	Column Advance	Teacher	PVHS	2024-25	4/V	1.0
	Prep Period Teaching Assignment	Special Education	SMHS	2024-25	16/V	0.2
	Employ/Temp	Extended Learning Opportunity	PVHS	10/01/24-6/12/25	1/I	1.0
	Prep Period Teaching Assignment	Special Education	SMHS	2024-25	6/V	0.2
	Resigned	Social Science	SMHS	6/6/24	13/V	1.0
	Column Advance	Special Education	SMHS	2024-25	3/IV	1.0
	Column Advance	Special Education	RHS	2024-25	8/V	1.0
	Column Advance	Science	RHS	2024-25	20/V	1.0
	Prep Period Teaching Assignment	Credit Recovery	DHS	10/14/24-12/20/24	21/V	0.2
	Column Advance	VPA	SMHS	2024-25	12/V	1.0
COACHING PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	District	Employee Type
	Stipend	CoHead JV Girls WaterPolo	PVHS	2024-2025	\$1,286	WALK-ON
	Stipend	Head JV Boys Football	ERHS	2024-2025	\$3,174	WALK-ON
	Stipend	Assistant Varsity Football	ERHS	2024-2025	\$2,001	WALK-ON

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

September 2024

1. Santa Maria High School Construction Projects

SMHS Reconstruction – Huckabee (Rachlin Partners)

- Project closeout activities are ongoing. The Division of the State Architect has received and accepted all required project documents. A final DSA review invoice was received and processed. DSA is anticipated to provide a certification letter in October resulting in the formal closure of the project.

SMHS Administration to Classrooms – Huckabee (Rachlin Partners) (Photos)

- Construction activities during this period include continued demolition, submittal reviews, and layouts for new construction. Facilities and Logistics staff met with the future occupants of the facility to review final furniture needs and classroom layouts. Project completion remains on target for June 27, 2025.

SMHS CTE Modernization – Huckabee (Rachlin Partners)

- Formal approval to remove hydraulic fluid containing soil stored in sealed bins at the site has been received from the Air Pollution Control District (APCD). Removal work will occur after school hours per APCD requirements. The fire caulking being performed at existing wall penetrations by District M&O staff is complete and has been accepted by the DSA project inspector. Final project documentation, payment applications, retention release, and DSA closeout activities continue.

SMHS Morrison Bus Drop Off – Huckabee (Rachlin Partners)

- Final project documentation, payment applications, retention release, and DSA closeout activities are ongoing.

SMHS 50 Classroom Alteration Projects – Huckabee (Rachlin Partners)

- Culinary Sinks: A contract package for the fabrication and installation of new larger basin sinks is complete. The contractor visited the site on September 23, 2024, to confirm measurements for the manufacture of the sinks. Installation work is expected to occur over the winter break of 2024.
- Health Office Sink and Changing Table: An installation contract for a handwash sink, adult changing table, and associated infrastructure is complete. A schedule will be created once materials are in hand. Construction will be performed during evenings and on weekends to avoid user disruptions.

SMHS Parking Lot Revision – Huckabee (Rachlin Partners)

- The parking lot revisions project remains on hold pending scope coordination with the City of Santa Maria's (city) Thornburg and Morrison Street safety projects and the solar photovoltaic project. The city's internal reviews of potential changes along Thornburg and Morrison Streets continue. Ongoing monthly and quarterly meetings with District staff and the city will commence in October. Direct negotiations with the District's existing solar photovoltaic provider ENGIE have ceased due to their inability to provide a Power Purchase Agreement (PPA). The District is shifting to a Request for Qualifications and Proposal to attempt to acquire PPAs through other contractors.

SMHS 37 Classroom Modernization – Huckabee (Rachlin Partners)

- DSA plan review activities of the design package submitted in March 2024 continue. DSA approval is currently expected to be received in October 2024. A bid package continues development with a final project schedule to be created when DSA-approved plans and specifications are received.

2. Ernest Righetti High School Construction Projects

ERHS New Softball Field – PBK Architects

- Reviews by the District's legal counsel of the revised multi-use ball field layouts continue. Upon approval of the layouts, a contract for design services will be finalized.

ERHS Boys and Girls Locker Room Modification – PBK Architects

- District legal counsel reviews of the latest revisions to the boys' and girls' locker rooms, team meeting rooms, and sports storage space layouts continue. Upon approval of the layouts, a contract for design services will be finalized.

ERHS CTE Modernization – Huckabee (Rachlin Partners)

- Final payment, retention release, and DSA closeout activities continue.

ERHS Walkway Canopy Replacement Building C, D, & E – Huckabee (Rachlin Partners)

- Huckabee is working to obtain a proposal for structural engineering services to complete their Architectural and Engineering design services proposal. Construction on this project is scheduled to occur during the summer of 2025.

ERHS Cafeteria Serving Windows and Line Counter Modifications – Huckabee (Rachlin Partners)

- A DSA file has been opened for this project and designs are underway. The project is to be completed before June 30, 2025.

3. Pioneer Valley High School Construction Projects

- Assigned projects have been completed and closed. Assessments of PVHS site needs will be conducted as part of the district-wide project needs assessments occurring in October and November of 2024.

4. Mark Richardson Career Technical Education Center & Agriculture Farm

MRCTECAF New Maintenance and Operation Building – 19 six Architects

- The DSA Approval of Plans Letter was received on September 18, 2024. Two site-requested scope modifications including the installation of an agriculture vegetable cooler and changes to the staff break room space are under review for addition to the bid package. A CEQA evaluation is also in process. A bid package is expected to be finalized and issued in late October with results to be brought to the November 12, 2024, Board meeting. Construction is estimated to start in early December 2024 and last 10 months.

MRCTECAF Well Pump and Electrical Installation – 19 six Architects

- A determination regarding whether the project should be exempt from DSA review remains pending DSA confirmation by the architect. A project schedule will be determined once confirmation is made.

MRCTECAF Landscaping – Maintenance and Operations – Oasis Associates

- A bid package is under development and is expected to be issued on October 2, 2024, with the results to be presented to the board at the November meeting.

5. District-Wide and Support Services Center

District-Wide Project Closeout – Facilities and Logistics

- Closeout of legacy projects continues:
 - SMHS #03-103743 Wilson Gymnasium Renovation: The development of a destructive testing plan continues in coordination with the new DSA project inspector and the architect. Work remains targeted to be completed during the late fall of 2024.

District-Wide Wireless Access Points Upgrade: Facilities and Logistics

- Integration and monitoring activities continue. Project documentation and closeout activities are ongoing.

District-Wide Edge Switch Replacement: Facilities and Logistics

- Software configuration activities continue. Project documentation and closeout activities are ongoing.

Arc Flash Safety Assessment – Maintenance and Operations

- On-site arc flash safety assessments and training are complete. A final project report will be provided to the District in the fall of 2024.

ERHS and SMHS 7 Portables Roofing: Facilities and Logistics

- Contract closeout activities, final payment application, and retention release are in process.

ERHS & SMHS CTE Shade Canopy – Huckabee (Rachlin Partners)

- The results of the August 16, 2024, bid opening are anticipated to be brought to the board for review at the November 12, 2024, meeting. Construction is now expected to occur between December 2024 and March 2025.

District-Wide Carpet Installation – Facilities and Logistics

- All flooring work at SMHS, PVHS, and SSC is complete. Final payment, retention release, and DSA closeout activities are underway.

District-Wide Solar Photovoltaic – Facilities and Logistics

- Negotiations between District staff and ENGIE Services U.S. (ENGIE) have ceased due to ENGIE financiers refusing to provide a Power Purchase Agreement (PPA). An alternate ENGIE proposal where the District funds and owns the project directly was found unsuitable by District staff due to the level of risk shifted to the District. Staff are now pursuing a Request for Qualifications and Proposal with plans to issue a package over the next few months seeking other contractors interested in providing services under a PPA.

District Wide Emergency Notification System Upgrade – JMPE Electrical Engineering.

- During September JMPE Electrical Engineering commenced visits to SMHS, PVHS, and the SSC to evaluate existing conditions and establish infrastructure locations to support the installation of Atlas Sound equipment. The information will be used to prepare project plans and specifications for bidding. A project schedule will be developed upon completion of plans and specifications.

PDC Audio Visual Equipment Upgrade – Facilities and Logistics

- This project is on hold pending the determination of the scope and project schedule options by the district's Instructional Technology department.

District-Wide Project Assessments – Facilities and Logistics

- Assessments of existing and new district site needs including project prioritization, funding, and construction scheduling will be conducted during October and November of 2024.

Gary Wuitschick
Director – Facilities and Logistics

Maintenance & Operations

SMHS

- Renovation of the baseball field is ongoing. **(Photo)**
- Repaired and installed outlets in the AG Mechanics and Welding classrooms.
- Installed a new tankless water heater at the maintenance shop. **(Photo)**
- Trimmed trees around the Ethel Pope Auditorium and the Broadway building.
- Prepared the grounds for football, flag football, and tennis.
- Painted restroom partitions at the Lincoln Center.
- Installed outlets in the electrical rooms of the 50-classroom building to charge custodial equipment.
- Repaired various door hardware across campus.
- Updated the emergency exit signage and lighting in the MPR and Gym.
- Installed exterior LED lighting for added safety and security.
- Repaired various HVAC issues campus wide.
- Replaced restroom hardware in various restrooms on campus.
- Pressure-washed exterior windows across campus.
- Installed a new scoreboard in the Wilson Gym.
- Provided support of school events and civic center use activities: Picture Day, Sports Bash, SM FFA, Back to School Night, 12th Grade Parent Meeting, Grade Level Assemblies, A-G Recognition, EAOP Cohort Meeting, B-Strong, AVID, Picture Retakes, Girls Volleyball, Home Football Games.
- Preventive work order hours – 22
- Routine work hours – 784
- Total work orders completed – 263
- Event setup hours - 33

Danny Sheridan
Plant Manager

PVHS

- Completed multiple furniture moves and deliveries.
- Painted the interior of the maintenance office. **(Photo)**
- Groomed the baseball and softball fields for upcoming games.
- Replaced broken classroom chairs across campus.
- Tested emergency lights and exit signs.
- Upgraded the fire alarm system in Building H.
- Completed various HVAC repairs.
- Replaced the door handle to the PE office.
- Installed and painted truncated ADA domes at the stadium. **(Photo)**
- Replaced multiple reverse osmosis filters.
- Installed a new hydration station in the drama hallway.
- Installed a cord reel at the CTE center for their product washer.
- Repaired broken electrical outlets in classroom 621.
- Provided support of school events and civic center use activities: ASB Rally, Freshman Dance, Picture Day, Parents Meet and Greet, FFA Welcome Back Social, Tennis Matches, Water Polo Matches, Fire Extinguisher Training, Flag Football Games, 805 Soccer League,
- Preventive work order hours – 8 (includes 0 CTE)
- Routine work hours – 858 (includes 46 CTE)
- Total work orders completed – 242 (includes 21 CTE)
- Event setup hours – 70 (includes 2 CTE)

Tyson Ellis
Plant Manager

REGULAR MEETING

October 8, 2024

ERHS

- Pressure washed campus wide. (Photo)
- Trenched for an irrigation line outside of gate 8 for an ongoing landscape project.
- Repaired an irrigation leak behind the varsity baseball dugout.
- Repaired irrigation wires and valves at the pump house and DHS.
- Repaired damaged turf in the stadium.
- Installed surge protectors on all HVAC units on the 800 building.
- Installed a new washer and dryer in the custodial room at Delta.
- Repaired a damaged wall in the weight room.
- Installed RFP wall paneling above the washing station in the cafeteria kitchen.
- Replaced the tennis court light with new LED lamp.
- Painted the cafeteria canopy beams purple.
- Installed whiteboards, file holders, and cabinet locks in various classrooms.
- Repaired a flush valve in the boys 598 restroom.
- Replaced a condenser fan motor on the outdoor unit of the administration building.
- Replaced and repaired multiple outlets and ran power for the HVAC unit in the main server room. (Photo)
- Provided support of school events and civic center use activities: Football Games, Orcutt and Guadalupe Youth Football, Tennis, EAOP Welcome Meeting, FFA Monthly Meeting, Varsity Football Team Meal, Girls Volleyball Games, Professional Development, Back to School Night, and Boys and Girls Water Polo.
- Preventive work order hours – 26 (includes 0 DHS)
- Routine work order hours – 273 (includes 21 DHS)
- Total work orders completed – 141 (includes 24 DHS)
- Event setup hours – 12 (includes 0 DHS)

Dan Mather
Plant Manager

Graffiti & Vandalism

- DHS \$ 80
- ERHS \$ 150
- SMHS \$ 0
- PVHS \$ 50
- CTE \$ 0

Cesar Lugo
Director – Maintenance, Operations, and Transportation

Photo Gallery – Major Projects



SMHS Admin to Classroom – Demolition of the Interior Continues



SMHS Admin to Classroom – Removing Ceiling Tiles to Expose Wiring



SMHS Admin to Classroom – Subcontractors Reviewing Electrical and Data Layout



SMHS Admin to Classroom – Exposing Vents for HVAC Installation

Photo Gallery – Maintenance & Operations



SMHS – Jordan Markstone and Nelson Frutos Top Dressing the Outfield



SMHS – Jesus Reyes Installing a New Water Heater at the Maintenance Shop



PVHS – Ernest Paz and Joel Amezcua Painting the M+O Offices



PVHS – Joel Amezcua and Tom Harbold Installing the ADA Truncated Domes



ERHS – Cesar Sixto Pressure Washing the Campus



ERHS – Del Ward Running Power to the HVAC Unit in the Main Server Room

**Authorization for Sale or Disposal of Obsolete Equipment and Vehicles-Appendix C
October 8, 2024**

TAG #	ASSET CATEGORY	DESCRIPTION	SERIAL #
43384	APPL/FOOD SVC	FOOD CART-GREY	
12829	APPL/FOOD SVC	WHIRLPOOL REFRIGERATOR	FRT21FG4DW0
	APPL/FOOD SVC	SHARP CAROUSEL MICROWAVE	56742
20044	APPL/FOOD SVC	HOBART #2712 BASIC SLICER	56-1220549
24684	APPL/FOOD SVC	KITCHENAID 5QT TILT-HEAD MIXER	WO4243886
28752	APPL/FOOD SVC	WHIRLPOOL TOP FREEZER REFRIGERATOR	
	AV EQUIP	VISUAL EYE CABINET-LIGHTED SCREENER	
28596	AV EQUIP	NEC PROJECTOR	
31726	AV EQUIP	NEC PROJECTOR	
26382	AV EQUIP	SMART BOARD	
26399	AV EQUIP	SMART BOARD	
	AV EQUIP	APOLLO OVERHEAD PROJECTOR & CART	5040053241
	AV EQUIP	SONY DVD VHS PLAYER	
	AV EQUIP	ELMO PROJECTOR	
00323	AV EQUIP	SHARP TV	325102
11894	AV EQUIP	DELL PROJECTOR	
	AV EQUIP	MISC. SOUND EQUIPMENT	
24215	AV EQUIP	ELMO DOCUMENT CAMERA	515466
32188	AV EQUIP	NEC PROJECTOR	800435
24952	AV EQUIP	NEC PROJECTOR	189UB
24953	AV EQUIP	NEC PROJECTOR	180UB
24679	AV EQUIP	NEC PROJECTOR	1401267FC
24781	AV EQUIP	NEC PROJECTOR	1500746FC
28785	AV EQUIP	NEC PROJECTOR	5401096RF
23985	AV EQUIP	NEC PROJECTOR	0400721FD
	BUSINESS MACH	SMART RESPONSE LOT OF 32 CALCULATORS	
62437	COMPUTER	LENOVO LAPTOP	YD02EWQ1
32848	COMPUTER	DELL OPTIPLEX 7460	424X0Q2
28642	COMPUTER	DELL OPTIPLEX 9030	GHKBD42
28638	COMPUTER	DELL COMPUTER 9030	
29169	COMPUTER	DELL AIO	FWMTY12
29182	COMPUTER	DELL AIO	28SZV12
29193	COMPUTER	DELL AIO	28WYV12
29167	COMPUTER	DELL OPTIPLEX 3030 AIO	I6CSWIZ
	COMPUTER	DELL OPTIPLEX 9030	GHL4D42
43148	COMPUTER	DELL DESKTOP	
27304	COMPUTER	DELL LATITUDE E6430	F431XY1
29096	COMPUTER	MAC MINI	C07N31AYDWYM
27244	COMPUTER	DELL OPTIPLEX 9020 AIO	7KW7CY1
27256	COMPUTER	DELL OPTIPLEX 9020 AIO	7KM8CY1
26995	COMPUTER	DELL OPTIPLEX 9020 AIO	8N1T9Y1
29064	COMPUTER	DELL OPTIPLEX 9020 AIO	FQYQX12
29066	COMPUTER	DELL OPTIPLEX 9020 AIO	FQXTX12
29069	COMPUTER	DELL OPTIPLEX 9020 AIO	FQJFX12
29100	COMPUTER	MICRSOFT SURFACE PRO	4325743653
29507	COMPUTER	XPS 27 COMPUTER	GHH5TX1

**Authorization for Sale or Disposal of Obsolete Equipment and Vehicles-Appendix C
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20536	COMPUTER	IBOOK 14"	4H6170RSSE6
21068	COMPUTER EQUIP	NE-40-IALPHA SMART	49774
21069	COMPUTER EQUIP	NE-40-IALPHA SMART	49771
21070	COMPUTER EQUIP	NE-40-IALPHA SMART	49772
21075	COMPUTER EQUIP	NE-40-IALPHA SMART	56028
21076	COMPUTER EQUIP	NE-40-IALPHA SMART	56027
29029	COMPUTER EQUIP	SUMMIT X440-48P SWITCH	40345
36906	COMPUTERS	HP ELITEDESK 705 G4	MXL02640FX
32818	COMPUTERS	OPTIPLEX 7460 AIO	4Z6XDQ2
32005	COMPUTERS	DELL DESKTOP	9SLV182
32569	COMPUTERS	DELL LATITUDE 3379	GC4GRJ2
31471	COMPUTERS	DELL OPTIPLEX 3030 AIO	8XTVR52
36018	COMPUTERS	DELL OPTIPLEX 7450 AIO	432NHQ2
36185	COMPUTERS	DELL OPTIPLEX 7460 AIO	8M7F3W2
29988	COMPUTERS	DELL OPTIPLEX 9030 AIO	GXV8S52
35017	COMPUTERS	OPTIPLEX 3280 AIO	7P5R243
33596	COMPUTERS	OPTIPLEX 7440 AIO COMPUTER	1MZHKK2
33320	COMPUTERS	OPTIPLEX 7440 AIO COMPUTER	HNP7KB2
33539	COMPUTERS	OPTIPLEX 7440 AIO COMPUTER	B2CJB02
33729	COMPUTERS	OPTIPLEX 7440 AIO COMPUTER	457C0M2
32531	COMPUTERS	OPTIPLEX 7450 AIO	6PYOJK2
32532	COMPUTERS	OPTIPLEX 7450 AIO	6PYXHK2
32534	COMPUTERS	OPTIPLEX 7450 AIO	6PXWHK2
32535	COMPUTERS	OPTIPLEX 7450 AIO	6PZRAK2
32537	COMPUTERS	OPTIPLEX 7450 AIO	6PYZHK2
32543	COMPUTERS	OPTIPLEX 7450 AIO	6PVYHK2
32547	COMPUTERS	OPTIPLEX 7450 AIO	6PW1JK2
33830	COMPUTERS	OPTIPLEX 7450 AIO	B5SQ8N2
33821	COMPUTERS	OPTIPLEX 7450 AIO	2S0XXM2
32987	COMPUTERS	OPTIPLEX 7450 AIO	6JJN2W2
33963	COMPUTERS	OPTIPLEX 7450 AIO	4NHTQP2
36654	COMPUTERS	OPTIPLEX 760 AIO	3SPQH13
33035	COMPUTERS	OPTIPLEX 9030 AIO	HC8XV52
33039	COMPUTERS	OPTIPLEX 9030 AIO	HC8YV52
	FURNITURE	FILE ORGANIZER CAROUSEL	
	FURNITURE	COMPUTER TABLE	
36905	LAB/SCIENCE	FOTRIC 226BTBKNA THERMAL CAMERA	T2S2K613058
37047	LAPTOPS	MACBOOK PRO	SC02D8ALCMD6M
37054	LAPTOPS	MACBOOK PRO	SC02D8AKHMD6M
	MACH/TOOLS	LINCOLN ELECTRIC WELDER	14122765
27437	MACH/TOOLS	MOSQ 3 GAL EXTRACTOR SPOTTER	1164
	MONITOR	DELL MONITOR	LOT OF 3
33201	PRINTER	PRINTER	
	PRINTER	BROTHER PRINTER	U6388E7N996530
	PRINTER	HP Q3461A	CNFB093640
	PRINTER	BROTHER PRINTER	U61506G7J481715
	PRINTER	HP DESKJET 3520	CN29C131PL

**Authorization for Sale or Disposal of Obsolete Equipment and Vehicles-Appendix C
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25804	PRINTER	HP LASERJET PRO 400	CNDG204807
	PRINTER	HP PRINTER	CN5BIV192
	PRINTER	PRINTER	CN55BHV17X
	PRINTER	HP LASERJET RO M203DW	
	PRINTER	HP PRINTER	CN5BIV19Z
25804	PRINTER	HP LASERJET PRO 400	CNDG204807
38190	PRINTER	BROTHER PRINTER	U64368C8F132790
29452	PRINTER	HP LASERJET PRO P1606DN	VND3G52009
17070	PRINTER	CP2025X HP LASERJET COLOR PRINTER	CNBSF07372
13929	PRINTER	HP LASERJET 3020 ALL-IN-ONE	CNBM036585
32457	TABLETS	MICROSOFT SURFACE PRO	023671271153
38722	VEHICLE	JOHN DEER MOWER 1565 #407	TC72FLX030106
VEH # 78	VEHICLE	BLUEBIRD SCHOOL BUS	1BAANBXA6YF087793

REGULAR MEETING
October 8, 2024

APPENDIX D

Board Policy Revisions:
BP/AR 6158 : Independent Study

Santa Maria Joint Union High School District

Policy 6158: Independent Study

Status: ADOPTED

Original Adopted Date: 10/10/2012 | Last Revised Date: 08/01/2023 | Last Reviewed Date: 08/01/2023

The Governing Board authorizes independent study as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access the course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered for short- or long-term placements, on a full-time or part-time basis, and/or in conjunction with part- or full-time classroom study.

The Board shall hold a public hearing when considering the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students or adult education students. (Education Code 51747; 5 CCR 11701)

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

Student participation in the independent study program shall be voluntary, and no student shall be required to participate. (Education Code 51747, 51749.5, 51749.6)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

The minimum period of time for any independent study option shall be counted from the student's first day of independent study. (SB 153)

General Independent Study Requirements

The Superintendent or designee may offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for participation and is likely to succeed as well as or better than the student would in the regular classroom setting.

The minimum instructional minutes shall be the same for all students at each school, including students participating in independent study, except as otherwise permitted by law. (Education Code 46100)

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of programs. When necessary, based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due. However, in no event shall the due date of an assignment be extended beyond the termination date specified in the student's written agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning of required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The Superintendent or designee shall ensure that students participating in the independent study program are provided with content aligned to grade-level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California (UC) or the California State University (CSU) as creditable under the A-G admissions criteria. (Education Code 51747)

The Superintendent or designee shall ensure that all students participating in independent study for 16 school days or more receive the following throughout the school year (Education Code 51747)

1. For students in grades 9-12, opportunities for at least weekly synchronous instruction

The Superintendent or designee shall ensure that procedures for tiered re-engagement strategies are used for all students participating in an independent study program for 16 school days or more who are: (Education Code 51747)

1. Not generating attendance for more than ten percent of the required minimum instructional time over four continuous weeks of the district's approved instructional calendar.
2. For short-term independent study, the required written agreement can be signed at any time during the school year in which the independent study takes place.
3. However, for long-term independent study, the written agreement must still be signed before the commencement of the student's participation in the program. For computing ADA, pupil work product is expanded to include the daily time value spent by student

engagement in asynchronous instruction regardless of whether work product is produced as long as a computer program documents student participation.

4. In violation of their written agreement

Tiered re-engagement strategies procedures used in district independent study programs shall include local programs intended to address chronic absenteeism, as applicable, including but not limited to the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the recording of a nonattendance day or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being
5. Any other local program intended to address chronic absenteeism, as applicable

The Superintendent or designee shall, for students who participate in an independent study program for 16 school days or more, develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously and, in no case later than five instructional days. (Education Code 51747)

When any student enrolled in classroom-based instruction is participating in the independent study program due to necessary medical treatment or inpatient treatment for mental health or substance abuse under the care of appropriately licensed professionals, the student shall be exempt from the live interaction and/or synchronous instruction, tiered re-engagement strategies, and transition back to in-person instruction requirements specified above. In such cases, evidence from appropriately licensed professionals of the student's need to participate in the independent study program shall be submitted to the Superintendent or designee. (Education Code 51747)

The Superintendent or designee shall ensure that a written agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

Upon the request of the parent/guardian of a student, and before signing a written agreement as described below in the section "Master Agreement," the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, and, if requested by the parent/guardian an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

Master Agreement

A written agreement shall be developed and implemented for each student participating in independent study from a student's first day of independent studies. (Education Code 46300, 51747)

For student participation for 16 school days or more, a signed written agreement shall be obtained before the student begins independent study. For student participation of less than 15 school days, a signed written agreement can now be signed at any time during the school year in which the independent study program takes place. (Education Code 46300, 51747)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but is not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The manner, time, frequency, and place for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports
7. A statement that independent study is an optional educational alternative in which no student may be required to participate
8. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction
9. Before the commencement of independent study projected to last for 16 school days or more, or at any time during the school year for less than 15 school days, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under 18 years of age, the certificated employee responsible for the general supervision of independent study, and for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student, pursuant to Education Code 51749.6
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction
3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by UC or CSU as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses, and for all students in grades 9-12 to receive at least weekly synchronous instruction.
4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program as indicated by the student's performance on applicable student-level measures of student achievement and engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

If satisfactory educational progress in one or more independent study courses is not being made, the teacher providing instruction shall notify the student and, if the student is under 18 years of age, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be treated as a

mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

6. Examinations shall be administered by a proctor
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.
8. A student shall not be required to enroll in courses included in the course-based independent study program.
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6
10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208
11. Courses required for high school graduation or for admission to UC or CSU shall not be offered exclusively through independent study
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011
13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course
14. A student with disabilities, as defined in Education Code 56026, may participate in course-based independent study if the student's individualized education program specifically provides for that participation
15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study
16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days

Learning Agreement for Course-Based Independent Study

Before enrolling a student in a course within a course-based independent study program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to Item #3 of the Course-Based Independent Study section above
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through course-based independent study only if the student is offered the alternative of classroom instruction.
8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress
9. The objectives and methods of study for the student's work, and the methods used to evaluate that work
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study
11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.
12. Before the commencement of an independent study course projected to last for 16 school days or more, or any time during the school year for an independent study course projected to last less than 15 school days, the learning agreement shall be signed and dated by the

student, and by the student's parent/guardian or caregiver if the student is less than 18 years of age, the certificated employee responsible for the general supervision of the independent study course, and as applicable for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

Learning agreements may be signed using an electronic signature that complies with state and federal standards, as determined by CDE. (Education Code 51749.6)

A signed learning agreement from a parent/guardian of a student who is less than 18 years of age shall constitute the parent/guardian's permission for the student to receive instruction through course-based independent study. (Education Code 51749.6)

Upon the request of a student's parent/guardian, and before signing a learning agreement as described above, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference, or other meeting during which the student, parent/guardian, and, if requested by the parent/guardian, an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51749.6)

Student-Parent-Educator Conferences

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or, if requested by a parent/guardian, prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

Records

The Superintendent or designee shall ensure that records are maintained for audit purposes.

These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's signed or initialed and dated notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher and reviewed by the supervising teacher if they are two different persons

5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5) The teacher-student ratio may include students enrolled in home hospital instruction.
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program. A student who does not participate in scheduled live interaction or synchronous instruction shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee shall also maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

Signed written and supplemental agreements, assignment records, work samples, and attendance records may be maintained as an electronic file in accordance with Education Code 51747 and 51749.6, as applicable.

Program Evaluation

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

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

State	Description
5 CCR 11700-11705	Independent study
Ed. Code 17289	Exemption for facilities
Ed. Code 41020	Requirement for annual audit
Ed. Code 41422	Emergency conditions and apportionments

Ed. Code 42238	Revenue limits
Ed. Code 42238.05	Local control funding formula; average daily attendance
Ed. Code 44865	Qualifications for independent study teachers
Ed. Code 46100	Length of school day
Ed. Code 46200-46208	Incentives for longer instructional day and year
Ed. Code 46300-46307.1	Methods of computing average daily attendance
Ed. Code 46390-46393	Emergency average daily attendance
Ed. Code 46600	Interdistrict attendance computation
Ed. Code 47612-47612.1	Charter School Operation
Ed. Code 47612.5	Charter schools operations; general requirements
Ed. Code 48204	Residency requirements for school attendance
Ed. Code 48206.3	Home or hospital instruction; students with temporary disabilities
Ed. Code 48220	Classes of children exempted
Ed. Code 48340	Improvement of pupil attendance
Ed. Code 48915	Expulsion; particular circumstances
Ed. Code 48916.1	Educational program requirements for expelled students
Ed. Code 48917	Suspension of expulsion order
Ed. Code 49011	Student fees
Ed. Code 51225.3	High school graduation requirements
Ed. Code 51744-51749.6	Independent study
Ed. Code 52060	Local control and accountability plan
Ed. Code 52523	Adult education as supplement to high school curriculum; criteria
Ed. Code 56026	Individual with exceptional needs
Ed. Code 58500-58512	Alternative schools and programs of choice
Fam. Code 6550-6552	Caregivers

Federal

20 USC 6301
20 USC 6311

Description

Highly qualified teachers
State plan

Management Resources

California Department of Education Publication

Description

Legal Requirements for Independent Study

California Department of Education Publication	<u>Conducting Individualized Determinations of Need</u>
California Department of Education Publication	<u>AA & IT Independent Study FAQs</u>
California Department of Education Publication	<u>California Digital Learning Integration and Standards Guidance, May 2021</u>
California Department of Education Publication	Elements of Exemplary Independent Study
Court Decision	Modesto City Schools v. Education Audits Appeal Panel (2004) 123 Cal.App.4th 1365
Education Audit Appeals Panel Publication	Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>California Consortium for Independent Study</u>
Website	<u>California Department of Education, Independent Study</u>
Website	<u>Education Audit Appeals Panel</u>

Cross References

Code	Description
0410	<u>Nondiscrimination In District Programs And Activities</u>
0420.4	<u>Charter School Authorization</u>
0420.4	<u>Charter School Authorization</u>
0500	<u>Accountability</u>
3260	<u>Fees And Charges</u>
3260	<u>Fees And Charges</u>
3516.5	<u>Emergency Schedules</u>
3580	<u>District Records</u>
3580	<u>District Records</u>
4112.2	<u>Certification</u>
4112.2	<u>Certification</u>
4131	<u>Staff Development</u>
4131	<u>Staff Development</u>

5111.1	<u>District Residency</u>
5111.1	<u>District Residency</u>
5111.1-E PDF(1)	<u>District Residency - Caregiver's Authorization Affidavit</u>
5112.3	<u>Student Leave Of Absence</u>
5112.3	<u>Student Leave Of Absence</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>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5141.31	<u>Immunizations</u>
5141.31	<u>Immunizations</u>
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>
5146	<u>Married/Pregnant/Parenting Students</u>
5147	<u>Dropout Prevention</u>
6111	<u>School Calendar</u>
6112	<u>School Day</u>
6143	<u>Courses Of Study</u>
6143	<u>Courses Of Study</u>
6146.1	<u>High School Graduation Requirements</u>
6152	<u>Class Assignment</u>
6159	<u>Individualized Education Program</u>
6162.5	<u>Student Assessment</u>
6172	<u>Gifted And Talented Student Program</u>

6172	<u>Gifted And Talented Student Program</u>
6183	<u>Home And Hospital Instruction</u>
6184	<u>Continuation Education</u>
6184	<u>Continuation Education</u>
6200	<u>Adult Education</u>

Regulation 6158: Independent Study**Status: ADOPTED****Original Adopted Date: 10/10/2012 | Last Revised Date: 08/01/2023 | Last Reviewed Date: 08/01/2023****Definitions**

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in-person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

Synchronous instruction means classroom-style instruction or designated small group or one-on-one instruction delivered in-person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by a teacher or teachers of record for that student pursuant to Education Code 51747.5 or the certificated employee providing instruction for course-based independent study. (Education Code 51745.5)

Educational Opportunities

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

1. Special assignments extending the content of regular courses of instruction
2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum
3. Continuing and special study during travel
4. Volunteer community service activities and leadership opportunities that support and strengthen student achievement
5. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction or for a student who is unable to attend in-person instruction due to a quarantine due to exposure to, or infection with, COVID-19, pursuant to local or state public health guidance

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

An individual with exceptional needs, as defined in Section 56026, may participate in independent study if the pupil's individualized education program developed pursuant to Article 3 (commencing with section 56340) of Chapter 4 of Part 30 specifically provides for that participation. (Education Code 51745)

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

Equivalency

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and district-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

To participate in independent study, a student shall be enrolled in a district school. (Education Code 51748)

The Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

A student with disabilities, as defined in Education Code 56026, may participate in independent study if the student's individualized education program (IEP) specifically provides for such participation. If a parent/guardian of a student with disabilities requests independent study because the student's health would be put at risk by in-person instruction, the student's IEP team shall make an individualized determination as to whether the student can receive a free appropriate

public education (FAPE) in an independent study placement. A student's inability to work independently, need for adult support, or need for special education or related services shall not preclude the IEP team from determining that the student can receive FAPE in an independent study placement. (Education Code 51745)

In addition, any student with disabilities who receives services from a nonpublic, nonsectarian school through a virtual program may be permitted to participate in independent study if the student's IEP team determines that FAPE can be provided to the student by means of the virtual program and other conditions of law are satisfied.

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through independent study. (Education Code 51745)

Except for students participating in independent study due to an emergency as described in Education Code 41422 and 46392 and pregnant and parenting students who are the primary caregiver for their child(ren), no more than 10 percent of the students enrolled in a continuation high school or opportunity school or program shall be enrolled in independent study. (Education Code 51745)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian
2. A meeting between the student and the teacher and/or counselor
3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate
4. An increase in the amount of time the student works under direct supervision

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether independent study is in the student's best interest. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program. (Education Code 51747, 51749.5; 5 CCR 11701)

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation, and if the student transfers to another public school in California, the record shall be forwarded to that school. (Education Code 51747, 51749.5)

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff

assigned to independent study functions who are not regularly supervised by another administrator

2. Approving or denying the participation of students requesting independent study
3. Facilitating the completion of written independent study agreements
4. Ensuring a smooth transition for students into and out of the independent study mode of instruction
5. Approving all credits earned through independent study
6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6) The teacher-student ratio may include students enrolled in home hospital instruction.

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement and signing the agreement
2. Supervising and approving coursework and assignments
3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due
4. Maintaining a daily or hourly attendance register in accordance with Item #4 in the section on "Records" in the accompanying Board policy
5. Providing direct instruction and counsel as necessary for individual student success
6. Regularly meeting with the student to discuss the student's progress
7. Determining the time value of assigned work or work products completed and submitted by the student
8. Assessing student work and assigning grades or other approved measures of achievement
9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program

10. For purposes of computing ADA, pupil work product is expanded to include the daily time value spent by a student engaged in asynchronous instruction regardless of whether work product is produced, as long as a computer program documents students participation.

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

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State	Description
5 CCR 11700-11705	Independent study
Ed. Code 17289	Exemption for facilities
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Ed. Code 47612.5	Charter schools operations; general requirements
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Ed. Code 48340	Improvement of pupil attendance

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Ed. Code 58500-58512	Alternative schools and programs of choice
Fam. Code 6550-6552	Caregivers
Federal	Description
20 USC 6301	Highly qualified teachers
20 USC 6311	State plan
Management Resources	Description
California Department of Education Publication	Legal Requirements for Independent Study
California Department of Education Publication	Conducting Individualized Determinations of Need
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California Department of Education Publication Standards Guidance, May 2021	California Digital Learning Integration and
California Department of Education Publication	Elements of Exemplary Independent Study
Court Decision	Modesto City Schools v. Education Audits Appeal Panel (2004) 123 Cal.App.4th 1365
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Website	California Consortium for Independent Study
Website	California Department of Education, Independent Study
Website	Education Audit Appeals Panel

Cross References

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6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6183	Home And Hospital Instruction
6184	Continuation Education
6184	Continuation Education
6200	Adult Education

REGULAR MEETING
October 8, 2024

APPENDIX E

Draft of Minutes:

September 10, 2024 – Regular Meeting

September 11, 2024 - Special Meeting

**REGULAR MEETING OF THE
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**

A regular meeting of the Santa Maria Joint Union High School District Board of Education was held at the Support Services Center on September 10, 2024 with a closed session scheduled at 5:15 p.m. and an open session immediately following.

Members present: Aguilar, Baskett, Hernandez

Absent: Garvin (Attended Closed Session)

OPEN SESSION

Call to Order

Mr. Aguilar called the meeting to order at 5:15 p.m.

CLOSED SESSION PUBLIC COMMENTS

No public comments were submitted. The meeting was adjourned to a closed session.

RECONVENE IN OPEN SESSION/ANNOUNCE CLOSED SESSION ACTIONS

Mr. Aguilar called the meeting to order at 6:32 p.m. Mr. Baskett led the Flag Salute.

Mr. Garcia announced the Closed Session actions. The Board unanimously approved Personnel Actions for Certificated and Classified staff as presented.

REPORTS

Student Reports

Ruby Portillo-Quezada/DHS: Ruby enjoys being a student at DHS due to all the support and resources available. Back to School Night is scheduled September 19th.

Manuel Zamudio Calderon/SMHS: Manuel is looking forward to creating more connections between students and staff. ASB planned Spirit Week and a great rally. FFA hosted a breakfast for staff. Seniors are gearing up for their events and athletes are getting ready for upcoming games.

Kimberly Marmolejo/ERHS: Kimberly is looking forward to the rallies and games. ASB sponsored several dress-up days. Jump Start Academy was attended by 40 freshmen and EAOP helped Seniors start prepping for their last year. Ballet Folklorico was busy with community events while Band and Drama focused on games and an upcoming play. FFA held their Greenhand Bootcamp and Seniors enjoyed their Senior Sunrise.

Abbygail Velazquez/PVHS: She is looking forward to her Senior year and taking advantage of all opportunities presented. ASB has coordinated events such as themed backdrops, Spirit Week, and Senior Beach Day. PVHS recently celebrated its 20th birthday at Back to School

Night. Various sports have started their seasons including the new Flag Football team. Clubs have begun meeting with their groups.

Superintendent’s Report

Mr. Garcia congratulated our new student board reps. He received positive feedback regarding this year’s Symposium and Basecamp. He’s had the opportunity to visit all the schools and commends the staff and teachers for their preparation. He attended Santa Maria’s FFA breakfast, the Hometown Heroes City Council meeting recognition, the Mark Richardson’s Center Farm Day, and the comprehensive sites Back to School Night. Mr. Garcia is part of the California High School Coalition and traveled to Sacramento to lobby and sponsor SB 1244. The district has sent out the final informational mailer regarding Measure J. A special board meeting is scheduled tomorrow to consider making a provisional appointment for Trustee Area 4.

Board Member Reports

Mr. Aguilar: Unfortunately, he was unable to attend the sites Back to School Night due to it being his children’s school event also. He enjoyed speaking to student board reps prior to tonight’s meeting and getting to know them a bit.

Mr. Baskett: He looks forward to the students joining this nation as adults who may defend our nation and constitution.

Ms. Hernandez: She congratulated the board reps and expressed her gratitude to all students and parents in the audience. She acknowledged the Wellness Centers and the services they are currently providing the students.

REPORTS FROM EMPLOYEE ORGANIZATIONS

CSEA: Ms. Stacy Newby reported the team is prepping for upcoming negotiations. She will miss Dr. Garvin as he has been around for many years.

Faculty Association: Mr. Curt Greeley stated teachers are settling in and getting to know and teach their students. Unfortunately, there have been a few network issues. The FA is also preparing for negotiations. They have also interviewed a few candidates for their Political Action Committee.

OPEN SESSION PUBLIC COMMENTS

Name	Topic
Kathy Grimes	Money
Francisco Lozano	Special Education & Discrimination
Elvia Vasquez	Equitable Education for EL students
Rosalia Ortiz	PVHS Principal
Sonia Garcia	PVHS
Elena Perez	PVHS Principal

Leo Ortega	PVHS Principal, School Concern
Inmelda Michel	PVHS Principal
Anahi Santos	PVHS Principal & Discrimination
Maria Avila	Accessibility in school campuses
Erica Ramirez Ramirez	PVHS Principal
Balbino Ramirez	PVHS Principal
Janet	Education Equity
Ana Contreras	Special Education
Mariana Lopez	Special Education
Juan Fonseca	PVHS Principal
Teresa Suarez	PVHS
Yaquelin Vicente	PVHS
Lorena Martinez Cruz	PVHS Principal
Raymond Segura	PVHS

PRESENTATIONS

Human Resources Update

Resource Person: Kevin Platt, Assistant Superintendent of Human Resources; Sal Reynoso, Director of Certificated Human Resources; Joni McDonald, Director of Classified Human Resources

The Human Resources Directors presented various Classified staff statistics, education code requirements, and named new management staff and/or promotions. Management support and a Certificated hiring overview was shared. Furthermore, recruitment efforts and the department’s goals moving forward were unveiled.

Facilities, Maintenance, and Operations Update

Resource Person: Yolanda Ortiz, Assistant Superintendent of Business Services; Cesar Lugo, Director of Maintenance, Operations, and Transportation; Gary Wuitschick, Director of Facilities and Logistics

Facility projects at all sites were displayed and explained. This included new installations, modernizations, and renovations.

ITEMS SCHEDULED FOR ACTION

GENERAL

Approval of the amended 2024 Conflict of Interest Code – Appendix C, Resolution 3-2024-2025.

Resource Person: Kevin Platt, Assistant Superintendent of Human Resources

The Political Reform Act (Gov. Code §81000-§91015) provides that “no public official at any level of state or local government shall make, participate in making, or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason

to know he has a financial interest.” In addition, the Act requires every public official to disclose all his or her economic interests that could foreseeably be affected by the exercise of the official’s duties (§87200-§87313).

The Political Reform Act requires every local agency with a Conflict of Interest Code to review such code beginning July 1 of even-numbered years and submit a notice to the code reviewing body that specifies if the code is accurate, or alternatively, that the code must be amended. The County of Santa Barbara Clerk of the Board of Supervisors, as our code reviewing body, must receive this notice no later than October 1, 2024.

An amended Conflict of Interest Code is attached as Appendix C.

A motion was made by Ms. Hernandez and seconded by Mr. Baskett to approve Resolution No. 3-2024-2025 and the amended Conflict of Interest Code for the district as presented. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	Yes
Ms. Hernandez	Yes
Dr. Garvin	Absent

INSTRUCTION

Instructional Materials Certifications 2024-2025, Resolution 4-2024-2025

Resource Person: Dr. Krista Herrera, Assistant Superintendent of Curriculum & Instruction

Pursuant to Education Code Section 60119, the governing board of a school district must conduct a public hearing to discuss “whether each pupil in each school in the district has or will have prior to the end of the fiscal year, sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of curriculum framework adopted by the state board.”

District Resolution Number 4-2024-2025 indicates that the District has certified Education Code Section 60119 as being followed for 2024-25 school year.

A public hearing was required. The public hearing was opened. No public comments were submitted. The public hearing was closed.

A motion was made by Ms. Hernandez and seconded by Mr. Baskett to adopt Resolution Number 4-2024-2025 which indicates that the district has fulfilled Education Code Section 60119. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
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Mr. Baskett	Yes
Ms. Hernandez	Yes
Dr. Garvin	Absent

Approval of Consolidated Application 2024-2025

Resource Person: Dr. Krista Herrera, Assistant Superintendent of Curriculum & Instruction; Dr. Matt Fraijo, Executive Director of Teaching & Learning

The Santa Maria Joint Union High School District requested that the Board of Education approve the 2024-2025 Consolidated Application for Funding Categorical Aid Programs.

The 2024-2025 Consolidated Application includes the following categories and the focus of their funding:

- Title I: Improving Academic Achievement
- Title II-A: Professional Learning
- Title III: English Learners
- Title IV-A: Student Support & Academic Achievement

These funds provide many instructional and supportive services to support student success in our district.

A motion was made by Ms. Hernandez and seconded by Mr. Baskett to approve the Consolidated Application as presented. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	Yes
Ms. Hernandez	Yes
Dr. Garvin	Absent

Board Policy Revision – First Reading. INFORMATION ONLY- Appendix D.

Resource Person: Dr. Krista Herrera, Assistant Superintendent of Curriculum & Instruction; Dr. Matt Fraijo, Executive Director of Teaching & Learning

The administration presented revisions for the policies listed below. The policy updates will be on the next board agenda for approval. For a full description, please see Appendix D.

BP/AR 5127	<p>Graduation Ceremonies & Activities</p> <p>Applies to the class of 2028 and beyond: The Administrative Regulation and Board Policy revision involves the removal of the valedictorian and salutatorian titles from academic recognition</p>
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	<p>at graduation beginning with the class of 2028. Instead of emphasizing individual rankings, the revised policy focuses on broader academic honors, such as cum laude distinctions, to recognize a larger group of top-performing students.</p> <p>Applies to the class of 2025, 2026, 2027: The Administrative Regulation revision also eliminates the requirement that students must reside in the school district for a minimum of one full academic year to qualify for valedictorian and salutatorian honors for the class of 2025, 2026, and 2027. This revision allows students who transfer into the district to be eligible for these top academic distinctions, regardless of how long they have been enrolled in the school. The change aims to be more inclusive of transfer students, ensuring that all students have an equal opportunity to earn these honors based on their academic performance, regardless of their length of residency in the district.</p>
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NO ACTION REQUIRED.

Approval of the Local Control Accountability Plan (LCAP) Revisions

Resource Person: Dr. Krista Herrera, Assistant Superintendent of Curriculum & Instruction; Dr. Matt Fraijo, Executive Director of Teaching & Learning

The SMJUHSD Board of Education approved the Local Control Accountability Plan (LCAP) at the June 12, 2024 board meeting. The LCAP is a key document that outlines the district's goals, actions, and budget allocations to improve student outcomes. The county superintendent of schools is required to review & approve the district's LCAP and Annual Update per Ed Code Sections 52070, 52064, and 42127 prior to the approval of the district's budget. Per the county, there were areas in the plan that required clarification but did not impact the overall goals, services, or actions of the plan. The proposed revisions may involve updates to strategies, funding adjustments, or changes in response to community partners feedback or evolving district needs. District and county office staff have worked together to address the elements of clarification.

These revisions require board approval and ensure that the LCAP remains aligned with the district's priorities and state requirements, supporting continuous improvement in student achievement and well-being. The full report is available on the district's website www.smjuhsd.org under "[LCAP.](#)"

A motion was made by Mr. Baskett and seconded by Ms. Hernandez to approve the LCAP revisions as presented. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	Yes

Ms. Hernandez	Yes
Dr. Garvin	Absent

BUSINESS

2023-2024 Unaudited Actuals – Appendix E

Resource Person: Yolanda Ortiz, Assistant Superintendent of Business Services; Michelle Coffin, Director of Fiscal Services

Pursuant to Education Code Section 42100, the school district must file an annual statement with the County Superintendent of Schools regarding prior year actual income and expenditures no later than September 15. This District closed its books for 2023-2024, and these figures are shown on the appropriate state forms which are posted on the District website at www.smjuhsd.org under Business Services, Financial Reports, Financial Reports 2023-2024.

District staff discussed the year-end actuals, including the change in the 2023-2024 Ending Balance and its corresponding effect on the 2024-2025 Beginning Balances. A brief summary of the changes is shown in Appendix E.

A motion was made by Ms. Hernandez and seconded by Mr. Baskett to authorize the District to file the 2023-2024 Annual Statement with the County Superintendent of Schools. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	Yes
Ms. Hernandez	Yes
Dr. Garvin	Absent

Adoption of 2024-2025 Gann Limit - Resolution Number 5-2024-2025

Resource Person: Yolanda Ortiz, Assistant Superintendent of Business Services

Education Code Section 42132 requires that by September 30th of each year school district governing boards adopt a resolution identifying their estimated appropriations limit for the current year and their actual appropriations limit for the preceding year. Resolution Number 5-2024-2025, reflects the calculation of the estimated appropriation limit for the 2024-2025 school year.

A motion was made by Mr. Baskett and seconded by Ms. Hernandez to approve Resolution Number 5-2024-2025, Adoption of 2023-2024 Gann Limit, as presented. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	Yes
Ms. Hernandez	Yes
Dr. Garvin	Absent

Approval of Resolution No. 6-2024-2025 to Accept Termination Agreement for Site Lease Financing Agreements – Appendix F, Resolution 6-2024-2025

Resource Person: Yolanda Ortiz, Assistant Superintendent of Business Services

To finance facility improvements, the District concurrently entered into a Site Lease and Lease/Purchase Agreement with Public Property Financing Corporation of California, with rights to receive District’s payments assigned to Capital One Public Funding, LLC under an Assignment Agreement, on July 1, 2012 (“Agreements”). The Agreements were recorded against the property soon thereafter. The District has since fulfilled its payment obligations under the Agreements, and staff recommends that the Agreements be terminated.

A motion was made by Ms. Hernandez and seconded by Mr. Baskett to approve Resolution No. 6-2024-2025, which authorizes the execution and recording of the termination agreement. The termination agreement memorializes the fulfillment of the District’s obligations under the Agreements, terminates the Agreements, and authorizes the recording of the termination agreement, as presented in Appendix F. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	Yes
Ms. Hernandez	Yes
Dr. Garvin	Absent

Board Policy Revision – First Reading. INFORMATION ONLY - Appendix G.

Resource Person: Yolanda Ortiz, Assistant Superintendent of Business Services

The administration presented revisions for the policies listed below. The policy updates will be on the next board agenda for approval. For a full description, please see Appendix G.

Board Policy	Description
BP 3314.3	District Credit Cards Policy updated to reflect credit card limit change.
AR 3314.3	District Credit Cards Policy updated to reflect changes in procedures.

<p>AR 3513.1</p>	<p>Cellular Phone Reimbursement</p> <p>The optional administrative regulation is applicable to any district that provides a cell phone to its employees and may be revised to reflect district practice. Pursuant to 26 USC 280F, as amended by the Small Business Jobs Act of 2010 (P.L.111-240) cell phones have been removed from U.S. Internal Revenue Service's definition of listed property, thereby eliminating the extensive documentation and substantiation requirements placed on employers that provide cell phones for their employees' business use.</p>
<p>BP 3550</p>	<p>Food Service/Child Nutrition Program</p> <p>Policy updated to reflect NEW LAW (SB 348, 2023) which (1) clarifies that districts are required to make available, during each school day and free of charge, one nutritionally adequate breakfast and one nutritionally adequate lunch to any student who requests a meal, including a student enrolled in an independent study program as specified, regardless of the student's eligibility for a federally funded free or reduced-price meal, (2) defines a "nutritionally adequate breakfast and lunch," and (3) requires that students be provided with adequate time to eat. Additionally, policy updated to reflect NEW LAW (AB 95, 2023) which clarifies that districts may sell a nutritiously adequate meal that qualifies for federal reimbursement to a student after a free meal has been provided. In addition, policy updated to reflect NEW LAW (SB 114, 2023) which establishes school food best practices such as serving freshly prepared onsite meals using minimally processed, locally grown, and sustainable food, giving priority to California-grown or produced foods, and increasing plant-based or restricted diet food options for students. Policy updated to reflect California Department of Food and Agriculture guidance about school gardens.</p>
<p>BP 3553</p>	<p>Free And Reduced Price Meals</p> <p>Policy updated to reflect NEW LAW (SB 348, 2023) which clarifies that districts are required to make available, during each school day and free of charge, one nutritionally adequate breakfast and one nutritionally adequate lunch to any student who requests a meal, regardless of the student's eligibility for a federally funded free or reduced-price meal, and NEW LAW (AB 95, 2023) which clarifies that districts may sell a nutritiously adequate meal that qualifies for federal reimbursement to a student after a free meal has been provided. Additionally, policy updated to clarify that meals served under the school nutrition program meet district-adopted guidelines, in addition to state and federal nutrition standards. In addition, policy updated to more closely align with code language.</p>
<p>AR 3553</p>	<p>Free and Reduced Price Meals</p> <p>Regulation updated for clarity and alignment with the accompanying Board Policy, with references to outdated material deleted.</p>

NO ACTION WAS REQUIRED.

CONSENT ITEMS

A motion was made by Mr. Baskett and seconded by Ms. Hernandez to approve the consent items as presented. The motion passed with a roll call vote 3-0.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	Yes
Ms. Hernandez	Yes
Dr. Garvin	Absent

A. Approval of Minutes – **Appendix H**

Regular Board Meeting – August 6, 2024

B. Approval of Warrants for the Month of July 2024

Payroll	\$ 3,798,643.39
Warrants	\$ 4,298,471.86
Total	\$ 8,097,115.25

Approval of Warrants for the Month of August 2024

Payroll	\$ 3,988,147.69
Warrants	\$ 8,668,853.06
Total	\$ 12,657,000.75

C. Approval of Contracts

Company/ Vendor	Description of Services	Amount/Funding	Resource Person
CommUnify	CommUnify is supporting existing services through the Secures Families program that is family-centered violence prevention collaboration for the 2024-2025 school year.	No Cost	Krista Herrera
County of Santa Barbara	Agreement to provide a School Resource Deputy (SRD) for ERHS and DHS for the 2024-2025 school year.	NTE \$189,216/ LCAP 3.4	Yolanda Ortiz
Fighting Back Santa Maria Val- ley	FBSMV will provide Foster Liaison Services, Conflict Mediation, Homeless Student/Family Support Summer Enrichment, School Attendance Review Board (SARB) Administration Youth Leadership for the 2024-2025 school year.	\$505,750/ LCAP 2.5	Krista Herrera

REGULAR MEETING September 10, 2024

Thinking In Common	One day of initial Professional Development, Set of 3 days Classroom Visits/Coaching at SMHS, RHS, and PVHS. All PD options are designed to provide support for staff implementing co-teaching through building understanding and providing coaching to ensure the effective use and growth of co-teaching practices on September 19, 2024.	\$28,995/ LCAP 1.12	Krista Herrera
Soliant Health, LLC	Remote/ Telepractice SLP Services and In-person Facilitator at Pioneer Valley High School in lieu of SLP on maternity leave from August 23, 2024 through February 3, 2025.	Tele-SLP \$130/hr and Paraprofessional \$60/hr/ LEA Medical Billing	Krista Herrera
Kellie Henkel/Lights on Learning	Educational Services for Settlement Agreement OAH Case No.2024050305 - Speech and Language Services from August 23, 2024 through August 6, 2026	\$8,000/IEP Compensatory Education	Krista Herrera
Collaborative Learning Solution	Consultation and coaching throughout the 2024-2525 school year focused on Integrated Framework for Improvement and Professional Learning-Restorative Practices from July 23, 2024 to June 30, 2025.	\$143,300/ LCAP 4.1	Krista Herrera
Think Together (ORENDA)	The Fall Retreat in September/October 2024 is a 2-day professional learning event for math teachers, department chairs, and instructional leaders, focused on collaboration and lesson planning to improve Algebra instruction. Lodging, meals, and supplies are covered for up to six participants from September to October 2024.	\$15,000/ LCAP 4.1	Krista Herrera

D. Facility Report – **Appendix B**

E. Discard or Sale Obsolete Textbooks

The following textbooks were submitted for discard by ERHS:

Textbook Title	ISBN #	# of Copies
Algebra 1 California	978-0-03-092339-5	1014
The Practice of Statistics Third Edition	978-0-7167-7309-2	73

F. Approval of New Course Adoptions

The following new courses were presented to the Board of Education for approval. Full course descriptions are available for review at the District Office or on the district website www.smjuhsd.org under [Curriculum Dept – Course Descriptions](#).

English 3 Honors

This course focuses on American literature, helping students develop an appreciation and understanding of it while improving their writing and communication skills. Students will engage in various writing styles, including descriptive, persuasive, and evaluative essays, and will refine their grammar, research, and technology skills. The course emphasizes creative and analytical thinking, text analysis, reading comprehension, and ethical considerations

English 4 Honors

This senior-year Honors English course exposes students to a wide range of classic and contemporary literature, including fiction, poetry, drama, and nonfiction. Through literary analysis and inferential evaluation, students enhance their comprehension, analytical thinking, and writing skills.

G. Memorandum of Understanding between Santa Barbara County Education Office Teacher Induction Program and SMJUHSB for 2024-2025

The purpose of the MOU is a formal working relationship between SBCEO and SMJUHSB to provide quality professional development and support to first and second-year teacher candidates in pursuit of a Professional Clear Credential from the California Commission on Teacher Credentialing (CTC), and to provide professional development and support for their mentors.

H. Approval of Agreement for Legal Services with Dannis Woliver Kelley (DWK)

The District Administration requested approval of the Agreement for Legal Services with Dannis Woliver Kelly for the 2024-2025 and 2025-2026 school years.

I. Authorization to Utilize California Multiple Award Schedule (CMAS) - Avidex Industries, LLC through Synnex Corporation for the Length of the Contract through September 26, 2024

Section 10299 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment whereby notwithstanding Section 20111 and 20112 of the PCC Code, "school districts may, without competitive bidding, utilize contracts, master agreements, and multiple award schedules established by the department [DGS] for the acquisition of information technology, goods, and services." Section 10299 further authorizes state and local agencies to "contract with suppliers awarded the contracts without further competitive bidding." The district administration recommends that district-wide purchases of

Information Technology Goods and Services be made utilizing the provisions of the PCC that allows purchasing from CMAS - Avidex Industries, LLC, CMAS #3-19-70-2070T through September 26, 2024.

J. Notice of Completion

The following projects are substantially complete. To file the necessary Notice of Completion forms with the County of Santa Barbara, the Acceptance of Substantial Completion needs to be formally accepted by the Board of Education.

- 1) Pioneer Valley and Santa Maria High Schools Re-Roof of Seven (7) Portables, #23-478 with James A. Quaglino, Inc., DBA Quaglino Roofing, Contractor. Substantial Completion on August 30, 2024.
- 2) Santa Maria High School Morrison Street Bus Drop-Off, #17-267.1.2 with Seamair Construction, Inc., Contractor. Substantial Completion on July 29, 2024.
- 3) Santa Maria High School Admin Office Enclosure, #17-267.1.1 with Tri County Office Furniture, Contractor. Substantial Completion on July 27, 2024.
- 4) Support Services Center, Pioneer Valley High School and Santa Maria High School Summer Flooring, #24-485 with Floor It, Inc., Contractor. Substantial Completion on August 27, 2024.

K. Approval to Contract with Falcon Power Consultants for Arc Flash Testing at Ernest Righetti High School (Project #22-404)

The proposal submitted by Falcon Power Consultants includes on-site data gathering, protective device coordination study, short circuit study, equipment evaluation, Arc Flash Hazard analysis and assessment, engineering recommendations, a one-day customized, site-specific NFPA-70E Arc Flash Awareness Training, and a Customized Safety Program. The contract is not to exceed \$95,650.00.

L. Out of State Travel

Person/Reason	Location/Date	Description	Funding Source
Christina Watkins (PVHS), Jay Edwards (PVHS), Zenia Manfreda Iniguez (DO), Laura Bergstrom (DO), Elissa Gonzalez (SMHS), Suzanne Rocco (SMHS), Witny Gill (RHS), Sarah	New Orleans, LA October 26-30, 2024	Attendees will gain valuable insights into effective coaching strategies, innovative practices, and practical tools to enhance their coaching skills.	LCAP 4.1

REGULAR MEETING September 10, 2024

Hunter (RHS), Bradly Bowen (DO), Krista Herrera (DO), Matthew Fraijo (DO)			
Teaching and Learning Coaching Conference			

M. Purchase Orders

PO #	Vendor	Amount	Description/Funding
PO25-00383	Apple Computer, Inc.	\$68,081.85	Mac Mini (36) SMHS / General Fund LCAP 1.3 & CTEIG
PO25-00385	Apple Computer, Inc.	\$58,626.04	Mac Minis (31) PVHS / General Fund LCAP 1.3 & CTEIG

N. Acceptance of Gifts

Pioneer Valley High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Ramsey Asphalt Construction Corp.	Girls Soccer	\$5,000.00
Santa Barbara County Probation Peace Officers Association	Boys Basketball	\$250.00
Snap Mobile, Inc.	Cheer	\$11,090.70
DRKR Family Limited Partnership	Center Stage	\$500.00
Educational Theater Association	Center Stage	\$1,000.00
Total Pioneer Valley High School		<u>\$17,840.70</u>
Santa Maria High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
BASF Corporation	FFA General	\$400.00
Rollin' Dough Nutz LLC	Class of 2027	\$120.00
BASF Corporation	FFA General	\$1,000.00
Total Santa Maria High School		<u>\$1,520.00</u>

FUTURE BOARD MEETINGS FOR 2024

Unless otherwise announced, the next regular meeting of the Board of Education will be held on October 8, 2024. Closed session is scheduled to begin at 5:15 p.m. Open session begins at 6:30 p.m. There is a Special Meeting scheduled for tomorrow, September 11th at 5:00 pm for the Trustee Area 4 Provisional Appointment. The meeting will be held at the District Support Services Center.

Regular Board Meetings for 2024:

November 12, 2024 December 10, 2024 December 17, 2024*

**Not on the second Tuesday of the month*

ADJOURN

The meeting was adjourned at 9:06 p.m.

**SPECIAL MEETING OF THE
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
September 11, 2024**

A special meeting of the Santa Maria Joint Union High School District Board of Education was held at the Support Services Center on September 11, 2024, with an open session at 5:00 p.m.

Members present: Aguilar, Baskett, Hernandez, Garvin

OPEN SESSION

Mr. Aguilar called the meeting to order at 5:06 p.m. and led the Flag Salute.

OPEN SESSION PUBLIC COMMENTS

Written public comment:

Name	Topic
Margarita Olimpio Ricardo Valencia Pam Gates Natali Nguyen Gloria Soto Metzli Reyes	Trustee Vacancy

In person public comment:

Name	Topic
Elvia Salazar Coraima Morales	Trustee Vacancy

ITEMS SCHEDULED FOR ACTION

GENERAL

Provisional Appointment for Trustee Area 4: Explanation of Candidate Interview Process, Interview of Candidates, and Provisional Appointment of Candidate to Serve on the Board – *Appendix A*

Resource Person: Feliciano Aguilar, Acting Board President

Due to the recent resignation of former Board President, Diana Perez, a vacancy in Trustee Area 4 has been created on the Santa Maria Joint Union High School District Board of Education. On August 6, 2024, the Board voted to begin the process of provisionally appointing an interested candidate to fill the vacant seat. The person selected for this provisional appointment will hold office until the seat is filled at the next regular election. Given the timing of the vacancy it was not possible to consolidate it with the November 2024 election. Instead, during the November 2026 election, a person will be elected to fill the subsequent four-year term of office.

SPECIAL MEETING
September 25, 2023

The applications received were subsequently certified by the County Education Office and reviewed by a committee, who determined that the candidates listed below are eligible to be considered for the appointment. On September 3, 2024 the District posted the candidate application packets on its website (referenced in Appendix A) for candidates: Isaias Rosas, Magdalena Serrano, and Jose Huitron.

At this meeting, the Board conducted interviews of the above-mentioned candidates. After the interviews, the Board discussed their considerations for the provisional Board vacancy.

Board members shared that geographic location is an important factor in terms of broader representability.

A motion was made by Mr. Baskett to appoint Jose Huitron. The motion was not seconded. The motion failed.

Dr. Garvin made a motion to appoint Magdalena Serrano. The motion was seconded by Ms. Hernandez.

The motion passed with a roll call vote 3-1 to select Magdalena Serrano to fill the Trustee Area 4 Board vacancy.

Mr. Garcia administered the Oath of Office.

Roll Call Vote:

Mr. Aguilar	Yes
Mr. Baskett	No
Ms. Hernandez	Yes
Dr. Garvin	Yes

FUTURE BOARD MEETINGS FOR 2024

Unless otherwise announced, the next regular meeting of the Board of Education will be held on October 8, 2024. Closed session is scheduled to begin at 5:15 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center. For **view only** live-stream links, refer to page 1 of the agenda.

Regular Board Meetings for 2024:

November 12, 2024 December 10, 2024 December 17, 2024*

**Not on the second Tuesday of the month*

ADJOURN

The meeting was adjourned at 5:43 p.m.