

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION

Regular Meeting

December 11, 2013

5:30 p.m. – Closed Session; 6:30 p.m. – General Session

Pioneer Valley High School (Cafeteria)

675 Panther Drive, Santa Maria, CA 93454

The Santa Maria Joint Union High School District mission is to provide all students with an enriching high school experience that strives to enhance students' natural abilities, to promote the development of new capabilities, and to encourage the lifelong pursuit of wisdom and harmony as productive individuals in their community.

Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the District can be inspected at the above address during normal business hours.

Individuals who require special accommodations including, but not limited to, American Sign Language interpreter, accessible seating or documentation in accessible formats should contact the superintendent or designee within a reasonable time before the meeting date.

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	January 15, 2014, with a closed session at 5:30 p.m. and open session at 6:30	
	p.m. at the Santa Maria Joint Union High School District Support Services	
	Center at 2560 Skyway Drive, Santa Maria, CA 93455	
XIII.	Adjourn	22



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:

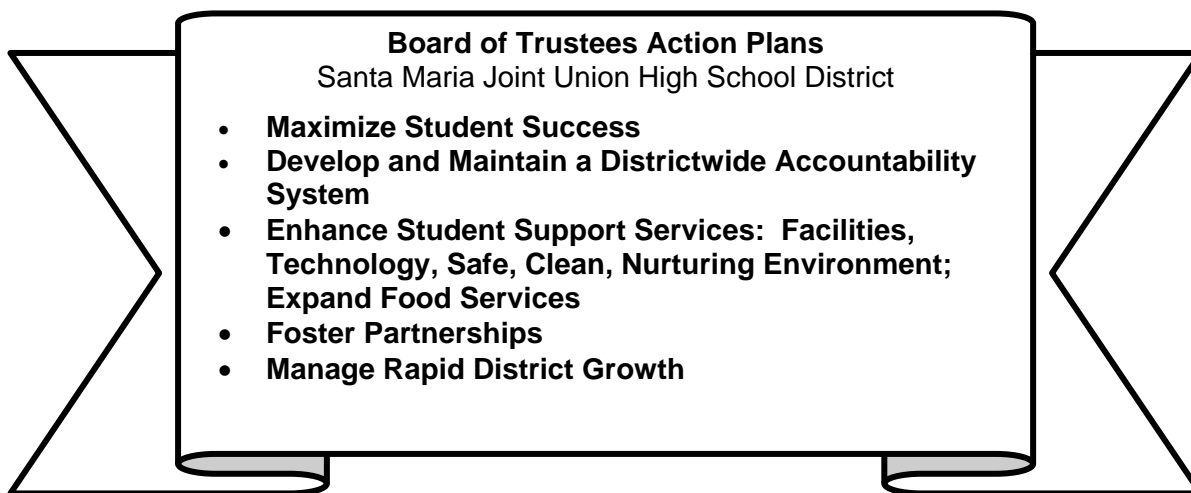
- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Govern within board-adopted policies and procedures.
- Take 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.



THE BOARD'S JOBS

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.

THE SUPERINTENDENT:

- Promotes the success of *all* students and supports the efforts of the Board of Trustees to keep the district focused on learning and achievement.
- Values, advocates and supports public education and all stake holders.
- Recognizes and respects the differences of perspective and style on the Board and among staff, students, parents and the community — and ensures that the diverse range of views inform board decisions.
- Acts with dignity, treats everyone with civility and respect, and understands the implications of demeanor and behavior.
- Serves as a model for the value of lifelong learning and supports the Board's continuous professional development.
- Works with the Board as a "governance team" and assures collective responsibility for building a unity of purpose, communicating a common vision and creating a positive organizational culture.
- Recognizes that the board/superintendent governance relationship is supported by the management team in each district.
- Understands the distinctions between board and staff roles, and respects the role of the Board as the representative of the community.
- Understands that authority rests with the Board as a whole; provides guidance to the Board to assist in decision-making; and provides leadership based on the direction of the Board as a whole.
- Communicates openly with trust and integrity including providing all members of the Board with equal access to information, and recognizing the importance of both responsive and anticipatory communications.
- Accepts leadership responsibility and accountability for implementing the vision, goals and policies of the district.

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**Regular Meeting
December 11, 2013**

**Pioneer Valley High School (Cafeteria)
675 Panther Drive, Santa Maria, California 93454**

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

The Santa Maria Joint Union High School District mission is to provide all students with an enriching high school experience that strives to enhance students' natural abilities, to promote the development of new capabilities, and to encourage the lifelong pursuit of wisdom and harmony as productive individuals in their community.

Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the District can be inspected at the above address during normal business hours.

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I. Open Session

Call to Order

II. 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. Student Matters – Education Code Sections 35146 & 48918. The Board will review proposed expulsions/suspended expulsion(s) and/or and requests for re-admission. *NOTE: The education code requires closed sessions in these cases to prevent disclosure of confidential student record information.*
- B. Certificated and Classified Personnel Actions. The Board will be asked to review and approve hiring, transfers, promotions, evaluations, terminations, and resignations as reported by the Assistant Superintendent, Human Resources.
- C. Conference with Labor Negotiators. The Board will be provided a review of negotiations with the Faculty Association (California Teachers Association) and the California School Employees Association (CSEA).
- D. CSBA Delegate Assembly Election. Delegates ensure that the association's governance structure reflects the interests of school districts and county offices of education throughout the state. Board members elected to the Delegate Assembly serve a two-year term beginning April 1, 2014 and ending March 31, 2016.

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III. Reconvene in Open Session

Call to Order/Flag Salute

IV. Announce Closed Session Actions

The Board will announce the following actions:

- A. Student Matters – Education Code Sections 35146 & 48918. The Board will review proposed expulsions/suspended expulsion(s) and/or and requests for re-admission. *NOTE: The education code requires closed sessions in these cases to prevent disclosure of confidential student record information.*
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V. Presentations

- A. Recognition of Retirees

The Board recognizes the following classified retirees for their many years of service to the students in our district. This classified group represents a total of 100 years of service.

<u>Name</u>	<u>Assignment</u>	<u>Years in District</u>
Linda Berard	Personnel Technician	31
Allen Johnson	Lead Maintenance	16
Patricia LaForce	Language Assessment Asst I	15
Eugene Overton	Energy Manager	10
Mark Russell	Custodian	28

VI. Organization for Year December 11, 2013 to December 2014

- A. Approval of President

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The Board shall elect a President of the Board of Education.

- *** **IT IS RECOMMENDED THAT the Board approve the President of the Board of Education as presented.**

Moved _____ **Second** _____ **Vote** _____

B. Turn over to new President

C. Election of Clerk

- *** **IT IS RECOMMENDED THAT the Board approve the Clerk of the Board of Education as presented.**

Moved _____ **Second** _____ **Vote** _____

D. Appointment of Secretary to the Board of Education

- *** **IT IS RECOMMENDED THAT the Board appoint the Secretary to the Board of Education as presented.**

Moved _____ **Second** _____ **Vote** _____

E. County Committee on School District Organization

The Board of Education is required to designate the representative and alternate to elect members of the County Committee on School District Organization. (The current representative is Jack Garvin with no alternate.)

F. Selection of Meeting Dates for 2014, Time and Place

In order to facilitate payroll requirements and other reporting deadlines, the administration recommends the Board meet each month on the dates listed below. The meetings will be held at 5:30 p.m. (closed meeting) and 6:30 p.m. (open meeting) at the District Support Services Center.

January 15	May 14	September 10
February 12	June 11	October 8
March 12	July 9 (if needed)	November 12
April 9	August 13	December 10

- *** **IT IS RECOMMENDED THAT the Board establish the proposed dates and times for meetings of the Board of Education.**

Moved _____ **Second** _____ **Vote** _____

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VII. Reports

- A. Superintendent's Report
- B. Principal Reports
- C. Student Reports: Leticia Mora, Delta; Samantha Galicinao, Santa Maria; Stephany Rubio, Pioneer Valley; and Ian Steller, Righetti.
- D. Reports from Employee Organizations
- E. Board Member Reports

VIII. Items Scheduled for Action

A. General

- 1. Board Policies/Administrative Regulations

The administration has reviewed the following amended or new Board Policies/Administrative Regulations, aligned with California School Boards Association updates, which are provided as education code and laws change. These policies and regulations are being presented for the Board's review and adoption and will be included in the existing sections upon approval.

A summary of revisions/changes made is presented in Appendix C. The complete revised policies and regulations are part of the agenda which is posted on the district's website at www.smjuhsd.k12.ca.us/

Philosophy, Goals, Objectives, Comprehensive Plans – Series 0000

Local Control and Accountability Plan	BP/AR 0460
Accountability	BP 0500

Communities – Series 1000

Use of School Facilities	BP/AR 1330
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Business – Series 3000

Tobacco-Free Schools	BP 3513.3
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Students – Series 5000

Tobacco	BP/AR 5131.62
Health Examinations	BP/AR 5141.3
Head Lice	BP 5141.33
School Health Services	BP/AR 5141.6
Suspension & Expulsion Due Process	AR 5144.2

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Resource Person(s): Frances Evans, Dir./Student Services, John Davis, Asst. Supt./Curriculum & Instruction

***** IT IS RECOMMENDED THAT the Board of Education approve the Board Policies/Administrative Regulations as presented.**

Moved _____ Second _____ Vote _____

2. Certificated Retirement Incentive

In order to help our district plan staffing needs as soon as possible, the administration would like to offer a retirement incentive to non-management certificated staff.

The district would offer a \$50,000 bonus to non-management certificated employees who notify the Human Resources Department in writing by March 3, 2014 of their retirement and who meet the prescribed criteria.

Resolution No. 10-2013-2014 is attached.

Resource Person: Tracy Marsh, Asst. Supt./Human Resources

***** IT IS RECOMMENDED THAT the Board of Education approve Resolution 10-2013-2014 to pay the \$50,000 retirement incentive to non-management certificated employees who meet the prescribed criteria.**

Moved _____ Second _____

A ROLL CALL VOTE IS REQUIRED

Dr. Karamitsos	_____
Dr. Reece	_____
Dr. Walsh	_____
Mr. Tognazzini	_____
Dr. Garvin	_____

REGULAR MEETING

December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT RETIREMENT INCENTIVE PLAN - RESOLUTION NUMBER 10-2013-2014

WHEREAS, it is determined to be in the best fiscal and operational interest of the District and its employees to provide a retirement incentive plan to eligible employees who wish to voluntarily exercise their option to separate from District service; and

WHEREAS, the District desires to adopt a Retirement Incentive Plan and to fund the incentive through non-elective employer, post-employment payment to the employee; and

WHEREAS, the District Retirement Incentive Plan, in the amount of \$50,000, is available to non-management certificated employees who meet the following criteria:

1. The employee must be at least 55 years of age
2. The employee must have a minimum of 15 years of certificated service in this district
3. The employee must submit an irrevocable letter of retirement by March 3, 2014
4. The employee must retire by June 30, 2014
5. The \$50,000 incentive will be paid in equal installments over two to five years, as selected by the employee, each July 31st following retirement. (2 years = \$25,000/year, 3 years = \$16,666.67/year, 4 years = \$12,500/year, 5 years = \$10,000/year)

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Board of Education hereby adopts the 2013-2014 Retirement Incentive Plan effective January 2014; and
2. The plan must have sufficient plan participation to meet the District's fiscal and operational objectives. If the objectives are not reached, the District may withdraw the retirement incentive. If the District withdraws the retirement incentive, retirements may be rescinded; and
3. The Board hereby appoints the Assistant Superintendent of Human Resources, or his/her successor, as the District's Plan Administrator; and
4. The District's Plan Administrator is hereby authorized to execute the contracts, custodial agreements, and other legal documents related to the Plan on behalf of the District and to take whatever additional actions are necessary to maintain the District's participation in the plan and to maintain compliance with any relevant regulation issued.

The Resolution was passed and adopted by the Board, at an official and public meeting the 11th day of December, 2013 by the following vote:

AYES:

NOES:

ABSENT:

Clerk of the Board of Education

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B. Business

1. 2013/2014 First Interim Report

California Education Code requires each school district to file two interim reports detailing the financial and budgetary status to the County Office of Education. The First Interim report shall cover the period ended October 31, and approved by the Board of Education no later than 45 days after the close of this period.

The County Superintendent shall certify in writing that the district can meet its financial obligations for the remainder of the fiscal year, based on current forecasts and assumptions, and for the subsequent two fiscal years.

The certification shall be classified as:

- 1) Positive Certification will be assigned indicating that the district can meet its financial obligations for the current and subsequent two years, or
- 2) Qualified Certification will be assigned to a school district if it may not meet its financial obligations for the current year and the subsequent two years, or
- 3) Negative Certification will be assigned to a school district that, based upon current projections, will be unable to meet its financial obligations for the remainder of the fiscal year or in the subsequent two fiscal years.

The full report is in accordance with the state-adopted Standards and Criteria, is posted on the District website at www.smjuhsd.k12.ca.us.

Resource Person(s): Yolanda Ortiz, Asst. Supt./Business Services

*** **IT IS RECOMMENDED THAT the Board Education adopt a Positive Certification for the First Interim report for fiscal year 2013/2014 as shown in Appendix D.**

Moved _____

Second _____

Vote _____

REGULAR MEETING

December 11, 2013

2. Authorization to Make Budget Revisions

Income and expenditures have been updated in accordance with revenues, grant awards, personnel and other expenditure adjustments. The working budget, as shown in the Projected Year Totals column of the 2013/14 First Interim Report has been adjusted to reflect these changes.

Resolution Number 7-2013-2014 printed on the following page authorizes these revisions.

Resource Person(s): Yolanda Ortiz, Asst. Supt./Business Services

***** IT IS RECOMMENDED THAT the Board of Education approve Resolution Number 7-2013-2014 authorizing budget changes as identified in the 2013/14 First Interim Report.**

Moved _____

Second _____

A ROLL CALL VOTE IS REQUIRED

Dr. Karamitsos	_____
Dr. Reece	_____
Dr. Walsh	_____
Mr. Tognazzini	_____
Dr. Garvin	_____

REGULAR MEETING
December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 7-2013-2014

AUTHORIZATION FOR BUDGET REVISIONS

WHEREAS, the Board of Education adopted its budget on June 12, 2013 for the fiscal year 2013/2014; and

WHEREAS, income will be received and expenditures in certain classifications will be required in excess of amounts budgeted therefore; and

WHEREAS, Education Code Section 42602 authorizes that the Board may budget and use any unbudgeted income provided during the fiscal year; and

WHEREAS, Education Code Section 42600 authorizes that transfers may be made from the designated fund balance or the unappropriated funds balance to any expenditure classification or between expenditure classifications at any time by written resolution of the district governing board;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Santa Maria Joint Union High School District hereby authorizes budget revisions be made as reflected in the 2013/2014 First Interim Report.

PASSED AND ADOPTED this 11th day of December, 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

REGULAR MEETING

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3. Annual Accounting for School Facilities Fees

In accordance with California Government Code 66006, the district shall, within 180 days after the close of the fiscal year, make available to the public an accounting of developer fees collected. The district is required to identify the type of fees collected, beginning and ending fund balance and interest earnings. In addition, the district shall list proposed projects for a period of five years. Section 66001 requires districts collecting developer fees to make additional findings every five years in which those fees remained unexpended at the end of a fiscal year.

Resolution Number 8-2013-2014 is presented for Board approval.

Resource Person(s): Yolanda Ortiz, Asst. Supt./Business Services

***** IT IS RECOMMENDED THAT the Board of Education approve Resolution Number 8-2013-2014.**

Moved _____

Second _____

A ROLL CALL VOTE IS REQUIRED

Dr. Karamitsos	_____
Dr. Reece	_____
Dr. Walsh	_____
Mr. Tognazzini	_____
Dr. Garvin	_____

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 8-2013-2014
A RESOLUTION OF THE BOARD OF EDUCATION OF THE SANTA MARIA
JOINT UNION HIGH SCHOOL DISTRICT ADOPTING THE FINDINGS CON-
TAINED IN THE ANNUAL AND FIVE YEAR DEVELOPER FEE REPORT
FOR FISCAL YEAR 2012/13**

WHEREAS, pursuant to its authority under Education Code Section 17620 and Government Code Section 65995, the Governing Board has previously adopted and imposed statutory school fees for the 2012-13 fiscal year on residential, commercial, and industrial development ("Developer Fees") to mitigate the impact of new development on the Santa Maria Joint Union High School District ("District"); and

WHEREAS, the District has deposited all Developer Fees that it has received in a separate non-commingled capital facilities fund ("Capital Facilities Fund") established for such a purpose, pursuant to Government Code Section 66006(a) and (b); and

WHEREAS, the District has made available to the public the Annual and Five Year Developer Fee Reports for Fiscal Year 2012-13; and

WHEREAS, the District has reviewed the information provided in the Annual and Five Year Developer Fee Report and has determined the information contained therein to be true and correct; and

WHEREAS, the Annual Developer Fee Report was prepared in accordance with Government Code Section 66006(b)(1); and

WHEREAS, the Five Year Developer Fee Report was prepared in accordance with Government Code Section 66001(d); and

WHEREAS, the District has mailed notice at least fifteen (15) days prior to this meeting to all interested parties who have requested notice of any meeting relative to the District's imposition of Developer Fees; and

WHEREAS, the Governing Board has reviewed and considered the Annual and Five Year Developer Fee Report at a duly noticed, regularly scheduled public meeting at least fifteen (15) days after the District made this information publicly available, pursuant to Government Code Section 66006(b)(2).

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT AS FOLLOWS:

Section 1. The Board has reviewed the information provided in the Annual and Five Year Developer Fee Report, and finds it to be true and correct.

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Section 2. The Board, based upon the information contained in the Annual Developer Fee Report, finds as follows:

Section 2.1 That the Annual Developer Fee Report describes the types of fees contained in the Capital Facilities Fund, including the amount of the fees, the beginning and ending balance of the Capital Facilities Fund, as well as the amount of fees collected, and the interest earned thereon.

Section 2.2 That the Annual Developer Fee Report identifies each public improvement on which Developer Fees were expended, the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with Developer Fees.

Section 2.3 That sufficient funds have not been collected to complete the financing on any incomplete public improvement.

Section 2.4 That there were no inter-fund transfers or loans made from the Capital Facilities Fund that were not made for capital improvements.

Section 2.5 That sufficient funds have not been collected to complete the financing of any incomplete public improvement, and that there were no refunds made of Developer Fees.

Section 3 The Board, based upon the information contained in the Five Year Developer Fee Report, finds as follows:

Section 3.1 That the purpose of Developer Fees imposed on new residential, commercial, and industrial development within the District is to fund the school facilities required to serve the additional grade K-8 students generated by such new development and that the Developer Fees will be used for the construction and/or acquisition of additional school facilities and the reconstruction of existing school facilities to provide additional capacity.

Section 3.2 That there is a proportional and reasonable relationship between the Developer Fees imposed on new development and the need for additional District school facilities because new development will generate new students to be enrolled in the District which will lead to increased need for school facilities, and that the Developer Fees imposed do not exceed the cost of providing such additional school facilities.

Section 3.3 That there is a further proportional and reasonable relationship between the unexpended Developer Fees contained in the Capital Facilities Fund and the need for additional school facilities because the Developer Fees imposed on new developments will not fully cover the costs of providing such school facilities for these new students.

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Section 3.4 That the portion of the Capital Facilities Fund that remains unexpended will be used for the construction and/or acquisition of additional school facilities, remodeling existing school facilities in order to increase capacity, and the acquisition of additional portable classrooms to accommodate students generated from new development.

Section 3.5 That the funding anticipated to complete the financing of incomplete projects will be obtained from the State School Facilities Program and additional Developer Fees as set forth in the Five Year Developer Fee Report.

Section 3.6 That the dates upon which the District's school facilities projects employing the unexpended funds in the Capital Facilities Fund will commence are not presently known.

Section 4. The District made the Annual and Five Year Developer Fee Report available for public review at least fifteen (15) days prior to the Board's consideration of said report.

Section 5. The District mailed notice of the time and place of the Board meeting in which the Annual and Five Year Developer Fee Report would be considered, as well as the location where the reports could be reviewed, at least fifteen (15) days before the meeting, to each individual who had filed a written request for such notice.

PASSED AND ADOPTED this 11th day of December, 2013 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

REGULAR MEETING

December 11, 2013

Exhibit A

To Resolution Regarding Annual Accounting of Development Fees in the Developer Fees Fund (#25)

(A) *A brief description of the type of fee in the Funds:*

Statutory school facilities fees and payments to mitigate new development's impacts on schools facilities.

	Total	(4/13) SMJUHSD	(9/13) Elementary
(B) <u>The amount of the fees per square foot (07/01/12 through 05/16/13):</u>			
1 <u>Residential Housing</u>			
LEVEL I Fee	\$ 3.20	\$ 0.98	\$ 2.22
LEVEL II Fee		\$ 1.03	N/A
Residential Housing total		<u>\$ 2.01</u>	
2 <u>Commercial Construction</u>	\$ 0.49	\$ 0.16	\$ 0.33

The amount of the fees per square foot (05/17/13 through 06/12/13):

1 <u>Residential Housing</u>			
LEVEL I Fee	\$ 3.20	\$ 0.98	\$ 2.22
LEVEL II Fee		\$ -	N/A
Residential Housing total		<u>\$ 0.98</u>	
2 <u>Commercial Construction</u>	\$ 0.49	\$ 0.16	\$ 0.33

The amount of the fees per square foot (06/13/13 through 06/30/13):

1 <u>Residential Housing</u>			
LEVEL I Fee	\$ 3.20	\$ 0.98	\$ 2.22
LEVEL II Fee		\$ 1.05	N/A
Residential Housing total		<u>\$ 2.03</u>	
2 <u>Commercial Construction</u>	\$ 0.49	\$ 0.16	\$ 0.33

3 <u>Negotiated Mitigation Agreement - Various developers</u>			
Rice Ranch Ventures	\$ 0.36	\$ 0.36	N/A
\$.36 per square foot in addition to Level II Fee			
4 <u>Self-Storage Projects</u>	\$ 0.08	\$ 0.08	N/A

(C) *The Beginning and Ending Balances of the Funds*

	Fund 25
Beginning Balance, July 1, 2012	\$ 518,947
Ending Balance, June 30, 2013	<u>\$ 333,512</u>

(D) *The amount of the fees collected and the interest earned:*

LEVEL I FEES - Collected during 12/13	\$ 234,139
LEVEL I FEES - Refunded during 12/13	\$ -
LEVEL II FEES - Collected during 12/13	\$ 210,069
LEVEL II FEES - Refunded during 12/13	\$ (6,286)
Mitigation Fees - Rice Ranch Ventures - Collected during 12/13	\$ 19,237
Mitigation Fees - Rice Ranch Ventures - Refunded during 12/13	\$ -
Proceeds of Re-finance of COPS	\$ 1,012,486
Interest earned during 12/13	\$ 1,747
GASB31 - Fair Market Value Adjustment	\$ (2,971)
Other Income	\$ -
Total	<u>\$ 1,468,420</u>

(E) *Each public improvement on which fees were expended and the percentage of the project funded with statutory or mitigation fees:*

	Cost
Debt Service Payment for 2560 Skyway Dr.	\$ 1,161,993
Debt Service Interest Payment for 2560 Skyway Dr.	\$ 77,445
Purchase relocatable buildings for use as classrooms	\$ 125,464
Lease relocatable buildings for use as classrooms	\$ 4,000
Legal Expenses	\$ 242,969
Other Professional Consulting Services and Operating Expenses	\$ 41,984
Total	<u>\$ 1,653,854</u>

(F) *Description of incomplete public improvements.*

(G) *Description of any Interfund Transfers*

(H) *The amount of refunds made pursuant to subdivision (e) of California Govt Code section 66001 and any allocations pursuant to subdivision (e) or (f) of section 66001.*

Refer to Exhibit B.

N/A

N/A -- No refunds or allocations were made pursuant to subdivision (e) or (f) of section 66001.

REGULAR MEETING

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Exhibit B

To Resolution Regarding Annual Accounting of Development Fees for the fiscal year 2012/2013 in the
Developer Fees Fund (#25)

Per Government Code Section 66001 (d) (1) (A-D) as indicated:

- A *With respect only to the portion of the Fund remaining unexpended at the end of the 2012/2013 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified as follows:*

	13/14	Budget	4 years 14/15 - 17/18
Debt Service Principal payment on purchase of 2560 Skyway Dr	\$	85,369	\$ 341,478
Debt Service Interest payment on purchase of 2560 Skyway Dr	\$	27,070	\$ 119,558
Lease/Buy Out of relocatable classrooms (QEIA-12)	\$	-	\$ 383,700
Removal of leased relocatable classrooms			
Professional Services-Architects, Attorneys, Consultants	\$	137,500	\$ 205,000
Student Furniture	\$	75,000	\$ 275,000
Building / Site Improvements	\$	150,000	\$ 550,000
Total of Projects	\$	474,939	\$ 1,874,736

Total of All Years- Budgeted Projects & Administrative Fees **\$ 2,349,675**

- B *See Section 3.3 of the Resolution*

- C *With respect only to that portion of the Fund remaining unexpended at the end of the 2012/2013 fiscal year, the sources and amounts of funding anticipated to complete financing in any incomplete improvements identified in (1) above are as follows:*

	13/14	Budget	4 years 14/15 - 17/18
Developer Fees	\$	400,000	\$ 1,600,000
Interest	\$	1,500	\$ 6,000
Total Sources	\$	401,500	\$ 1,606,000

Total of All Years - All Sources **\$ 2,007,500**

- D *With respect only to that portion of the Fund remaining unexpended at the end of the 2012/2013 fiscal year, the following are the approximate dates on which the funding referred to in (3) above is expected to be deposited into the appropriate fund.*

	Amount
Developer Fees	
Developer Fees - 2013-2014	\$ 400,000
Developer Fees - 2014-2015	\$ 400,000
Developer Fees - 2015-2016	\$ 400,000
Developer Fees - 2016-2017	\$ 400,000
Developer Fees - 2017-2018	\$ 400,000
Interest	
Developer Fees - 2013-2014	\$ 1,500
Developer Fees - 2014-2015	\$ 1,500
Developer Fees - 2015-2016	\$ 1,500
Developer Fees - 2016-2017	\$ 1,500
Developer Fees - 2017-2018	\$ 1,500

Excess (deficit) \$ (8,663)

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4. Authorized Signature Forms

Annually and as necessary, the District is required to review and update the "Authorized Signature Forms" that are kept on file with the Assistant Superintendent of Business Services and the County Superintendent's offices. These forms are used to verify information and validate signatures on District documents.

Resource Person(s): Yolanda Ortiz, Asst. Supt./Business Services

***** IT IS RECOMMENDED THAT the Board of Education approve the "Authorized Signature Forms" on file with the Assistant Superintendent of Business Services and for transmittal to the County Superintendent of Schools.**

Moved _____

Second _____

Vote _____

5. Delegation of Governing Board Powers and Duties

Education Code Section 35161 grants the Board of Education the authority to delegate various powers and duties to employees of the district to act on its behalf. The Board has approved various resolutions and approved authorized signers for various duties in the past. It is necessary to annually update those resolutions and authorizations, in addition to periodic changes in personnel.

Passage of the following resolution will authorize the Superintendent, Assistant Superintendent of Business Services, Associate Superintendent of Business Services, Director of Fiscal Services, Director of Facilities and Operations and the Director of Support Services to act on behalf of the Board of Education with specific limitations or restrictions.

Resource Person(s): Yolanda Ortiz, Asst. Supt./Business Services

***** IT IS RECOMMENDED THAT the Board of Education approve Resolution Number 9-2013-2014 delegating specific powers and duties of the Board of Education to employees of the district and notify the County Superintendent of Schools accordingly.**

Moved _____

Second _____

A ROLL CALL VOTE IS REQUIRED

Dr. Karamitsos	_____
Dr. Reece	_____
Dr. Walsh	_____
Mr. Tognazzini	_____
Dr. Garvin	_____

REGULAR MEETING

December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT RESOLUTION NUMBER 9-2013-2014

DELEGATION OF GOVERNING BOARD POWERS/DUTIES

WHEREAS, Education Code Section 35161 provides that “the governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board...” , and

WHEREAS, Education Code Section 35161 further provides that the governing board “may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated.” and

WHEREAS, the Governing Board of the Santa Maria Joint Union High School District recognizes that while the authority provided in Education Code Section 35161 authorizes the Board to delegate any of its powers and duties, the Governing Board retains the ultimate responsibility over the performance of those powers or duties.

WHEREAS, the Governing Board further recognizes that where other education code provisions authorize a delegation of authority for a specific purpose, but impose restrictions on such delegated authority, these restrictions must be observed.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the authority provided in Education Code 35161, the Governing Board of the Santa Maria Joint Union High School District hereby delegates to the following officers or employees of the district, the authority to act on its behalf in performance of the duties and powers granted to the Board by law, as indicated below and subject to the following limitations and restrictions:

- Mark Richardson, District Superintendent
 - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders, contracts and process change orders for bids and contracts. Designated as a district representative with the State of California – State Allocation Board/Office of Public School Construction.
- Yolanda Ortiz, Assistant Superintendent of Business Services
 - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders, contracts and process change orders for bids and contracts. Designated as a district representative with the State of California – State Allocation Board/Office of Public School Construction.
- Brenda Hoff, Director of Fiscal Services
 - Delegated Power or Duty: Ability to approve payroll warrants, commercial warrants and contracts.

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- Tracy Marsh, Assistant Superintendent of Human Resources
 - Delegated Power of Duty: Ability to approve contracts.
- Reese Thompson, Director of Facilities & Operations
 - Delegated Power or Duty: Ability to approve contracts.
- Gary Wuitschick, Director of Support Services
 - Delegated Power or Duty: Ability to approve purchase orders and contracts.

PASSED AND ADOPTED this 11th day of December, 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

REGULAR MEETING
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IX. 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 motion. 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 _____

Vote _____

A. Approval of Minutes

November 11, 2013 - Regular Meeting
November 22, 2013 - Special Meeting

B. Approval of Warrants for the Month of November 2013

Payroll	\$5,163,019.07
Warrants	<u>3,245,296.48</u>
Total	\$8,408,315.55

C. Attendance Report

Mrs. Yolanda Ortiz, Assistant Superintendent of Business Services, will be available to answer questions regarding the third month attendance report presented on page 23.

D. Facility Report – ***Appendix B***

E. Acceptance of Gifts

Pioneer Valley High School

Donor	Recipient	Amount
Santa Maria Elks Lodge No. 1538	Cheer	\$200.00
Christine Linne	FFA	500.00
Dog On The Run	Cheer	200.00
Central Coast Republican Woman Federated	FBLA	250.00
SMJUHSD	Link Crew	200.00
PV FFA Booster Club	FFA	2,000.00
Pt. San Luis Lighthouse Keepers	Center Stage	200.00
PVHS Boosters	Athletics General	1,000.00
California Cool Thrift Store	Boys Soccer	100.00
Star Physical Therapy	Boys Soccer	100.00
Carmen & Julia Montanez Rodriguez	Jazz Choir	100.00

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Orcutt United Soccer League	Boys' Soccer	<u>150.00</u>
Total Pioneer Valley High School		\$5,000.00

Santa Maria High School

Donor	Recipient	Amount
Cruzin' for Life, Inc	Auto Club	\$250.00
Colin Murray/Rudy Asuncion	FFA – OH	100.00
Greg Villegas Photography	ASB	125.00
California Future Business	FBLA	750.00
Leaders of America		
Dignity Health	SMHS Grant Disbursement	200.00
Pizza of Santa Maria, LLC	Close Up Club	170.58
DBA Me & Ed's Pizzeria		
Central Coast Republican	FBLA	750.00
Women Federated		
SCOR	Athletics/Boys Cross Country	<u>250.00</u>
Total Santa Maria High School		\$2595.58

Righetti High School

Donor	Recipient	Amount
Central Coast Republican	FBLA	\$250.00
Women Federated		
WalMart	History Department	<u>200.00</u>
Total Righetti High School		\$450.00

F. Student Discipline Matters

- Administrative Recommendation to suspend the order of expulsion: Student # 336456
- Administrative Recommendation for student re-admission from expulsion/suspended order and/or expulsion: Student #'s: 334981, 333428
- Administrative Recommendation to revoke suspended expulsion: Student # 337727

Expelled student(s) who did not meet the terms of their expulsion/suspended order and/ or expulsion agreement: Student #'s: 337580, 337198

G. Course Approval

The following new courses are being presented to the Board of Education for approval and listing in the Course of Study for the Santa Maria Joint Union High School District.

Santa Maria High School

- Child Development

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➤ Art and History of Floral Design

H. Textbook Discard

Righetti High School is requesting permission to discard the obsolete/damaged textbooks listed below:

Textbook Title	Copyright#	ISBN#	# of Copies
AP English Multiple Choice Questions in Preparation for the AP English Literature and Composition Examination			27
English Yes Beginning	1996	0809617872	1
English Yes Intermediate 1	1996	0809617880	8
English Yes Intermediate 2	1996	0809617937	9
English Yes Introductory	1996	0890619158	4
English Yes Literacy	1996	0890619131	11
English Yes Transitional	1996	0890617902	26
Everyday Use Rhetoric At Work in Reading and Writing	2005	0321093259	80
British & World Literature for Life and Work	1997	0538642807	83
How To Prepare for AP English 7th Edition			20
Earth Below & Sky Above	1984	0883368528	21
Matter and Energy	1983	0883365801	26
Life Science	1988	0883368544	17
A Writer's Reader	1997	0673525058	80
Story and Structure	1988	0155837907	64
AP Literature and Composition	2002	1567650732	44
Write for College	1997	0669444014	73
Bedford Introduction to Literature	2002	0312259182	76

Santa Maria High School is requesting permission to discard the obsolete/damaged textbooks listed below:

Relationships & Family Living	1992	0821907514	148
Microsoft FrontPage 2000	2000	0-538-69092-5	30
HTML & JavaScript Basics	2003	0-619-05991-5	52
The Language of Medicine 6th Edition	2001	0-7216-8569-2	28
Diversified Health Occupations 5th Edition	2001	0-7668-1820-9	17

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X. Open Session Public Comments

The public may address the Board on any matter (except personnel) concerning the District and not on the agenda. Note: The time limit to address the Board may not exceed three minutes. The Board is not required to respond to the Public Comment. The public may also address the Board on each item on the Agenda as the Board takes up those items. Persons wishing to speak should complete a blue request form and hand it to the Board secretary.

XI. Items not on the Agenda

Note: The law generally prohibits the Board from discussing items not on the agenda. Under limited circumstances, the Board may discuss and act on items not on the agenda if they involve an emergency affecting safety of persons or property, or a work stoppage, or if the need to act came to the attention of the District too late to include on the posted agenda.

XII. Next Meeting Date

Unless otherwise announced, the next regular meeting of the Board of Education will be held on January 15, 2014. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the Santa Maria Joint Union High School District Support Services Center at 2560 Skyway Drive, Santa Maria, CA 93455.

XIII. Adjourn

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
MONTHLY REPORT OF ATTENDANCE
THIRD MONTH OF 2013-14

October 7, 2013 through November 1, 2013

	Third Month 2012-13			Third Month 2013-14			Cumulative ADA			
	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Prior Year		Current Year	
							ADA % to CBEDS	ADA	ADA % to CBEDS	ADA
ERNEST RIGHETTI HIGH										
Regular	1960	1901.70	96.4%	1873	1801.35	95.8%		1924.45		1823.76
Special Education	91	86.10	94.1%	100	94.40	94.4%		85.59		94.52
Independent Study	33	27.20	85.8%	41	30.15	75.2%		17.03		22.64
Independent Study Spec Ed	5	2.35	47.0%	0	0.00	---		2.81		0.00
CTE Program	12	10.25	85.4%	12	9.60	80.0%		10.12		9.02
Home and Hospital Reg Ed	3	2.10	100.0%	7	4.45	80.9%		2.05		3.05
Home and Hospital Spec Ed	0	0.00	---	0	0.00	---		0.00		0.00
TOTAL RIGHETTI	2104	2029.70	96.3%	2033	1939.95	95.7%		2042.05		1952.98
SANTA MARIA HIGH										
Regular	2115	2029.60	95.5%	2133	2041.15	95.1%		2038.74		2065.48
Special Education	91	81.00	89.1%	88	80.60	91.4%		80.78		83.33
Independent Study	49	37.80	82.5%	88	67.60	87.1%		31.79		50.21
Independent Study Spec Ed	1	0.80	80.0%	2	1.85	100.0%		0.71		1.31
CTE Program	12	8.70	72.5%	8	5.80	72.5%		9.43		5.78
Home and Hospital Reg Ed	2	2.00	100.0%	4	3.15	73.3%		1.64		3.53
Home and Hospital Spec Ed	3	1.45	48.3%	3	1.85	61.7%		1.76		1.48
TOTAL SANTA MARIA	2273	2161.35	95.2%	2326	2202.00	95.0%		2164.84		2211.12
PIONEER VALLEY HIGH										
Regular	2392	2335.20	97.3%	2468	2421.40	97.5%		2365.16		2448.90
Special Education	128	120.75	94.9%	128	121.60	94.6%		121.60		122.59
Independent Study	54	41.45	79.2%	34	28.10	82.4%		25.60		19.86
Independent Study 12+	1	0.75	75.0%	0	0.00	---		0.52		0.00
Independent Study Spec Ed	4	2.20	55.0%	4	2.55	51.5%		2.55		2.33
Home and Hospital Reg Ed	10	8.40	92.3%	4	2.85	79.2%		5.93		2.38
Home and Hospital Spec Ed	2	1.75	100.0%	1	1.00	100.0%		1.14		0.69
TOTAL PIONEER VALLEY	2591	2510.50	97.1%	2639	2577.50	97.3%		2522.50		2596.74
PROGRAM E DAY TREATMENT @ LINCOLN STREET	6	4.85	80.8%	4	3.45	86.3%		5.09		3.69
DISTRICT SPECIAL ED TRANSITION	11	9.95	96.1%	9	8.95	91.8%		9.86		8.12
DISTRICT SPECIAL ED TRANS/VOC MM	0	0.00	---	5	5.00	100.0%		0.00		3.10
ALTERNATIVE EDUCATION										
Delta Continuation	334	258.02	77.8%	327	257.33	77.6%		257.51		267.91
Delta 12+	1	1.21	92.8%	0	0.00	---		1.63		0.00
Delta Independent Study	48	42.00	90.6%	48	40.13	89.7%		35.38		34.38
Delta Independent Study 12+	32	32.85	97.2%	41	40.80	94.4%		29.71		34.38
Delta Independent Study Spec Ed	0	0.00	---	3	0.79	24.4%		0.00		1.06
Home & Hospital Reg Ed	0	0.00	---	2	0.27	13.3%		0.00		0.09
Freshman & Sophomore Prep	137	126.15	92.4%	165	151.48	96.4%		124.89		138.89
Reach Program--DHS	0	0.00	---	1	0.55	55.0%		0.00		0.19
Reach Program--SMHS	4	1.90	65.5%	10	7.55	79.9%		1.83		7.59
Reach Program--PVHS	6	5.90	99.2%	12	9.05	85.8%		4.60		5.88
Reach Program--RHS	0	0.00	---	0	0.00	---		0.00		0.66
Home School @ Library Program	50	43.50	87.6%	49	43.85	86.0%		44.34		44.26
TOTAL ALTERNATIVE EDUCATION	612	511.53	83.6%	658	551.80	83.9%		499.89		535.28
TOTAL HIGH SCHOOL DISTRICT	7597	7227.88	95.1%	7674	7288.65	95.0%		7244.23		7311.04

Santa Maria Joint Union High School District
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APPENDIX A

CLASSIFIED PERSONNEL ACTIONS							
Name	Action		Assignment	Site	Effective	Pay Rate	Hours
	Increase Hours		Bus Driver	DO	12/02/13	18/E	4.5 to 4.75
	Employ		Food Service Worker I	RHS	11/20/13	9/E	2
	Employ		Inst Asst-Special Ed II	RHS	01/07/14	15/A	6
	Transfer		Custodial Supervisor	RHS	12/02/13	23/E	8
	Out of Class		Attendance Technician	RHS	11/21/13	18/C	8
	Employ		Inst Asst-Special Ed II	RHS	12/02/13	15/A	6.50
	Increase Hours		Bus Driver	DO	12/05/13	18/C	4 to 4.25
	Transfer		Custodial Supervisor	SMHS	12/02/13	23/E	8
	Promote		Personnel Technician	DO	01/02/14	26/D	8
	Transfer		Custodial Supervisor	PVHS	12/02/13	23/E	8
	Resign		Custodian	PVHS	01/01/14	15/E	8
	Employ		Food Service Worker I	PVHS	11/18/13	9/E	2
CERTIFICATED PERSONNEL ACTIONS							
Name	Action	Status	Subject	Site	Effective	Salary	FTE
	FMLA	Perm	Special Ed: SH	SMHS	12/2/13-2/24/14	IV, 5	1
	Unpaid LOA	Perm	Physical Ed	PVHS	2013/14	IV, 8	0.17
	Employ	Temp	Social Sciences	SMHS	1/6-6/5/14	TBD	1
	Employ	Temp	Mathematics	LPA	1/6-6/5/14	IV, 6	1
COACHING PERSONNEL ACTIONS							
Assignment	Name		Action	Site	Effective	District	ASB

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

November 2013

1. Ernest Righetti High School Construction Projects

ERHS Demolition of Existing Greenhouse – Support Services

- Construction activities were completed July 31, 2013. All contractor provided documentation has been received. The retention payment has been issued. This project is closed.

ERHS Portable Roof Replacement - Greenhouse Restroom, Portable 628 – Support Services

- Construction activities were completed June 24, 2013. All contractor provided documentation has been received. The retention payment has been issued. This project is closed.

ERHS Mobile Book Storage – Westberg + White Architects

- Construction Activities were completed November 26, 2013. The final payment application and retention payment are on hold pending completion of Change Order negotiations and receipt of contractor provided documentation.

ERHS Paving – Areas J, I, and M – Flowers and Associates Consultants

- Construction activities were completed July 26, 2013. All contractor provided documentation has been received. The retention payment is complete. This project is closed.

2. Santa Maria High School Construction Projects

C2004 SMHS New Classroom Building at Broadway – Rachlin Architects

- Six bids were received November 15, 2013. The apparent low bidder was Vernon Edwards Constructors, Inc. in the amount of \$8,819,880. The Board met at a Special Board Meeting November 22, 2013 where the bid was approved at the base bid amount. The Notice of Award was issued November 22, 2013.
- Construction is anticipated to commence December 16, 2013 and conclude April 2015.

SMHS Portable Roof Replacement - 611, 612, 613, & 614 – Support Services

- Construction activities were completed June 28, 2013. All contractor provided documentation has been received. The retention payment has been issued. This project is closed.

3. Pioneer Valley High School Construction Projects

C2004 District Performing Arts Building – BCA Architects

- Project plans and specifications information was submitted to DSA October 22, 2013. The DSA has notified the District that closeout documentation from the original school application needs to be provided before approval of the new project can be obtained. Facilities staff is reviewing the outstanding documentation requirements to determine the extent of the impact on the current schedule.
- Construction is estimated to begin in November 2014.

PVHS Remediation Phase 3: Concrete Repair – Westberg + White Architects

- Substantial completion of the project occurred August 27, 2013. The final payment application and retention payment releases are on hold pending completion of Change Order approvals and receipt of contractor provided documentation.

4. New Facility

C2004 New Facility School CTE Component – Architect to Be Determined

- Direction related to this item is pending Board and District Administration programming determination. The District's realtor continues to search for potential properties.

5. District Wide and Support Services Center

District Wide Energy Upgrade – Johnson Controls Inc.

- Upgrade Work completed this period includes interior gym lighting, controls integration, power monitoring meters, and system testing. The completed gym lighting replacement at RHS resulted in unacceptable lighting variations throughout the floor. JCI is reviewing the situation and is examining other types of energy efficient lighting fixtures to address the situation.
- Final construction completion is now estimated to occur in February 2014.

District Wide Project Closeout – Support Services

- Review of issues related to project closeouts continues. Projects under review include PVHS (High School 3), RHS New Pool and 2 classrooms, and SMHS New Pool Score Board. The PVHS (High School 3) project closeout is taking priority due to potential schedule impact on other projects at PVHS including the new performing arts center.

SSC Wall Crack Assessment and Repair – Support Services

- A Purchase Order was issued to Reiss Construction to provide cost and schedule estimation services related to the engineering assessment. The information will be used to determine required work, priorities, and proposed schedules.

SSC District Multiple Purpose Room – Westberg + White Architects

- The architect incorporated final District comments to include ADA restroom modifications, code required structural renovations in adjoining areas, and installation of an interior wall on the north side of the new spaces to double as an insulator and wire chase. The plans are scheduled to be submitted for City review and permit approval in mid-December.
- Construction start estimates are pending City review and approval.

6. Summer Activities

District Wide Summer Projects Planning

- Facilities staff will meet December 18, 2013 to establish the final list of work based on priority and funding availability to be completed between now and the end of summer 2014. The list currently includes 40 projects.
- Meetings with civil engineers to plan paving projects continue. It is estimated that a final summer paving plan will be developed by early January 2014

Maintenance & Operations

PVHS

- Prepared soccer fields for soccer season: assembled nets and striped fields.
- Replaced a broken sprinkler pipe in practice fields
- Replaced home plate and pitcher's rubber on the softball field.
- Repaired the baseball batting cage netting.
- Repaired the Panther Mascot light.
- Repaired 15 classroom chairs. Installed seat reinforcement conversion.
- Inspected and repaired all basketball backstops in the gymnasium.
- Completed the annual Santa Maria Fire Department fire safety inspection with no discrepancies.
- Restored the power to the tennis ball serving machine.
- Adjusted clocks throughout campus for the time change.
- Repainted fire lane curbs.
- Performed holiday energy shutdown for the Thanksgiving Holiday.
- Moved tables for testing to Santa Maria High.
- Setup several events: Sadie Hawkins Dance, FFA rally and membership drive.
- Provided traffic control before school – 164 hours.
- Preventive work order hours – 41
- Routine work order hours – 170
- Total work orders completed – 68
- Event setup hours – 128

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ERHS

- Prepared the football field for Righetti High School, Allan Hancock Community College, and Orcutt Academy High School football games.
- Repaired a break in the main water line on the practice field.
- Inspected and repaired all basketball backstops in the gymnasium. (Photo)
- Repaired a broken water line at the gymnasium building. (Photo)
- Repaired the clothes dryer controls in the girls' locker room.
- Completed installation of the mobile book storage in room 201, adjacent to the library. This room will be the textbook storage, using a rolling storage system. (Three Photos)
- Installed a power outlet for a touch tank aquarium donated by UCSB.
- Painted the steel support beams in cafeteria dining room. (Photo)
- Replaced the sink in the woodshop.
- Removed a backpack from a toilet in the boys' restroom.
- Performed holiday energy shutdown for the Thanksgiving Holiday.
- Continued campus update project: removing sun screens and supporting steel, and repainting columns..
- Pressure washed the following areas of the campus: the Quad and cafeteria patio.
- Performed scheduled maintenance on custodial equipment in preparation for winter break projects: Kaivac restroom machines and Clarke walk-behind scrubber maintenance (hoses, chemical injection valve, and unloader valve).
- Adjusted clocks throughout campus for the time change.
- Setup several events: WASC meeting, PIVOT Development training, Fall Renaissance Ceremony, Club Rush Day, Fall Club Day, several volleyball games, flag football, November School Board meeting, Ballet Folklorico photos, Famers' Market, Josten's Senior meeting, and several rallies.
- Cleaned flour debris from a popular birthday gag, "flouring the birthday person". More than sixty incidents of this prank have occurred again this month.
- Delta High School – replaced several sprinkler valves and heads.
- Preventive work order hours – 53
- Routine work order hours – 54
- Total work orders completed – 106
- Event setup hours – 49

REGULAR MEETING
December 11, 2013

SMHS

- Finished the landscaping project along Stowell Road on the southwest corner of the campus. (Photo)
- Prepared fields for soccer season.
- Prepared the varsity softball field for the 2014 season: set up the batting cages and the soft toss station.
- Fertilized the campus lawns.
- Adjusted water usage for the fall season.
- Performed gopher abatement.
- Repaired irrigation line in the northeast lawn.
- Repaired the stadium turf.
- Inspected and repaired all basketball backstops in the gymnasium.
- Performed scheduled maintenance on custodial equipment in preparation for winter break projects.
- Completed the conversion of room 220 to a Migrant Education Service Center. (Two Photos)
- Installed communications wiring for power meters in support of the Johnson Controls project.
- Installed a Smart Board in room 420.
- Replaced the most recently vandalized HVAC units. (Photo)
- Performed holiday energy shutdown for the Thanksgiving Holiday.
- Adjusted clocks throughout campus for the time change.
- Reconfigured computer tables in the Career Center.
- Setup several events: sporting events, Personal Statement Workshop, Junior High Articulation, Dia De Los Muertos Altar, PiE Club Cal Poly Workshop, CAHSEE testing, MPAC meeting, Wake-A-Thon, Run to Remember, University Workshop, banquets for volleyball and football, Financial Aid Information Night, Domestic Violence Candlelight Vigil.
- Preventive work order hours – 47
- Routine work order hours – 27
- Total work orders completed – 138
- Event setup hours – 125

Transportation

- The District received a new bus to replace Bus 91, a bus that was purchased used approximately six years ago. The old bus was in need of an engine replacement. The replacement cost for an engine and associated Diesel Particulate Filter retrofit conversion made purchasing a new bus preferable to replacing the engine in the old bus. (Photo)

Graffiti & Vandalism

• ERHS	\$	400	"Flouring"
• DHS	\$	0	
• SMHS	\$	0	
• PVHS	\$	0	

Reese Thompson
Director – Facilities and Operations

Photo Gallery



ERHS – Basketball Backstop Inspection (Performed at all Schools)



ERHS – Bernie Rayner & Flavio Rodriguez Repairing a Broken Water Line at the Gymnasium



ERHS – Floor Preparation in the New Textbook Room



ERHS – Carpet Installed for Mobile Textbook Storage



ERHS – Completed Mobile Book Storage Unit



ERHS – Cafeteria Dining Room Beams Painted to Provide an Accent Color



SMHS – Stowell Road Landscaping Improvements



SMHS – Jose Placencia Removing floor tile in the New Migrant Education Center



SMHS - Ray Segovia & Ernest Paz Painting the Migrant Education Center Storage



SMHS – Second Round of Copper Stolen From Rooftop HVAC Units



Transportation – New Bus Arrives to Replace Bus 91 Providing Added Flexibility

Board Policies for Approval
December 11, 2013 Board Meeting

APPENDIX C

POLICY NUMBER	DESCRIPTION
BP/AR 0460	<p>Local Control and Accountability Plan - New policy reflects the requirements of NEW LAW (AB 97 and SB 97, 2013) related to the development of a three-year local control and accountability plan (LCAP) by July 1, 2014, and an update of the LCAP on or before July 1 of each subsequent year. Policy addresses the importance of comprehensive planning, optional local priorities to add to the state priorities specified in law, requirements for consultation with specified groups on plan development, board adoption of the LCAP, submission of the approved LCAP to the county superintendent, the board's role in monitoring district progress, and circumstances under which the district may receive technical assistance or intervention to improve student outcomes.</p> <p>New administrative regulation reflects the requirements of NEW LAW (AB 97 and SB 97, 2013) regarding the contents of the LCAP and the annual update to the LCAP, consistency with existing collective bargaining agreements, and posting of the LCAP on the district's web site.</p>
BP 0500	<p>Accountability - Policy updated to reflect NEW LAW (AB 97, 2013) which changes the definition of "numerically significant student subgroups" for purposes of the state accountability system, establishes a new system of technical assistance and intervention for districts that meet certain criteria, and repeals law that required an annual discussion of each school's Academic Performance Index (API) at a board meeting. Policy also reflects NEW LAW (AB 484, 2013) which authorizes the SBE to suspend the API in the 2013-14 and 2014-15 school years while the state assessment system is transitioning from the Standardized Testing and Reporting program to the Measurement of Academic Performance and Progress. New optional language addresses the use of program evaluation results as a basis for revising district or school goals and comprehensive plans.</p>
BP/AR 1330	<p>Use of School Facilities (revised) - MANDATED policy reflects NEW LAW (SB 1404, 2012) which (1) modifies the definition of "direct costs" that may be charged for community use of school facilities or grounds and (2) includes the YMCA and religious organizations/churches that arrange for and supervise youth sports league activities among the nonprofit organizations, clubs, and associations that may be allowed the use of school facilities or grounds without charge. Policy also adds statements on joint use of school facilities and references BP 1325 - Advertising and Promotion for guidance on advertisements on school facilities. MANDATED regulation clarifies responsibilities of groups or organizations using school facilities, including a requirement to provide evidence of insurance against claims arising out the group's own negligence. Material moved from AR to BP re: authority to grant the use</p>

Board Policies for Approval
December 11, 2013 Board Meeting

APPENDIX C

POLICY NUMBER	DESCRIPTION
BP/AR 1330 (cont.)	of school facilities on those days on which the school is closed. Updated Exhibit provides a sample form for requiring a group or organization to (1) indicate its agreement to expressly undertake to comply with district restrictions on the use of facilities and (2) indicate its recognition of its liability for any damage or injury caused by its negligence.
BP 3513.3	Tobacco-Free Schools - Policy and administrative regulation were revised to address the burgeoning problems of E-cigarettes and vapor systems for nicotine and other drug/alcohol use.
BP/AR 5131.62	Tobacco - Policy and administrative regulation were revised to address the burgeoning problems of E-cigarettes and vapor systems for nicotine and other drug/alcohol use.
BP/AR 5141.3	Health Examinations - (BP/AR revised) MANDATED policy updated to (1) clarify examinations required at school entry, (2) reflect NEW LAW (SB 1069) which allows a physician assistant to conduct a medical examination for the purpose of providing medical clearance for a student's participation in an interscholastic athletic program, and (3) delete a report to the Board on the number of students with physical problems. Regulation revises section on "Hearing and Vision Tests" to more directly reflect law regarding the scheduling of vision tests and to reflect NEW LAW (SB 1069) which authorizes a physician assistant to sign a certificate showing that a student has already had a vision test conducted by medical professionals.
BP 5141.33	Head Lice (BP revised) Updated policy reflects NEW STATE GUIDANCE from the California Department of Public Health (CDPH) on head lice prevention and control in schools. In accordance with CDPH guidance, policy (1) deletes routine screening by schools and the school's responsibility to check siblings of infected students, (2) adds provision of information to parents/guardians to encourage at-home screening and inspection, and (3) gives discretion to principal or designee to determine whether to send notification and information to parents/guardians when students in a class or school are found infested with head lice.
BP/AR 5141.6	School Health Services - (BP/AR revised) Policy updated to reflect NEW LAW (AB 499) which allows a minor age 12 and older to consent to medical care related to the prevention of a sexually transmitted disease, and existing law which provides that minors age 12 and older can consent to mental health services under certain conditions. Policy also adds optional language giving priority for services to schools with the greatest need and language addressing the involvement of school nurses, as appropriate, in planning and implementing school health

**Board Policies for Approval
December 11, 2013 Board Meeting**

APPENDIX C

POLICY NUMBER	DESCRIPTION
BP/AR 5141.6 (cont.)	services. Reorganized regulation (1) deletes material re: hours of operation since these may vary by site, (2) reflects legal requirement to cooperate with county program to offer fluoride dental treatments to all school-aged children, (3) adds option to provide service for substance abuse, and (4) adds requirement to submit annual report as a condition of continued participation as a Medi-Cal provider.
AR 5144.2	Suspension and Expulsion/Due Process (Students with Disabilities) (AR revised) Regulation updated to reflect NEW LAW (AB 143) which requires that, when law enforcement is notified of certain acts by students with disabilities, law enforcement officials must certify that specified student records will not be disclosed without prior written parental consent. Revised regulation also clarifies that students with disabilities are subject to the same suspension and expulsion procedures as nondisabled students unless otherwise specified.

Board Policy

Local Control And Accountability Plan

BP 0460

Philosophy, Goals, Objectives and Comprehensive Plans

The Governing Board desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions aligned with state and local priorities and to facilitate continuous improvement of district practices.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided by the State Board of Education, which addresses the state priorities specified in Education Code 52060. The LCAP shall be effective for three years and shall be updated on or before July 1 of each year. (Education Code 52060)

In addition, the LCAP shall address any local priorities adopted by the Board.

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other district and school plans shall be aligned to the extent possible.

(cf. 0400 - Comprehensive Plans)

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)

(cf. 6171 - Title I Programs)

(cf. 7110 - Facilities Master Plan)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. (Education Code 52060)

(cf. 1220 - Citizen Advisory Committees)

(cf. 4140/4240/4340 - Bargaining Units)

(cf. 4143/4243 - Negotiations/Consultation)

(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish the following committee(s) to review and comment on the LCAP: (Education Code 52063)

1. A parent advisory committee including at least one parent/guardian of unduplicated students as defined above
2. An English learner parent advisory committee whenever district enrollment includes at least 15 percent English learners and at least 50 students who are English learners

The Superintendent or designee shall present the LCAP or the annual update to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update to the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP or the annual update shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update. The public hearing shall be held at the same meeting as the public hearing required prior to the adoption of the district budget in accordance with Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

(cf. 3100 - Budget)
(cf. 3460 - Financial Reports and Accountability)
(cf. 9320 - Meetings and Notices)

Adoption of the Plan

Prior to adopting the district budget, but at the same public meeting, the Board shall adopt the LCAP or the annual update. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP or the annual update to the LCAP, the Board shall file the LCAP or the annual update with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP or the annual update, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups

3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

17002 State School Building Lease-Purchase Law, including definition of good repair
41020 Audits
42127 Public hearing on budget adoption
42238.01-42238.07 Local control funding formula
44258.9 County superintendent review of teacher assignment
48985 Parental notices in languages other than English
51210 Course of study for grades 1-6
51220 Course of study for grades 7-12
52052 Academic Performance Index; numerically significant student subgroups
52060-52077 Local control and accountability plan
52302 Regional occupational centers and programs
52372.5 Linked learning pilot program
54692 Partnership academies
60119 Sufficiency of textbooks and instructional materials; hearing and resolution
60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission
60811.3 Assessment of language development
64001 Single plan for student achievement
99300-99301 Early Assessment Program
UNITED STATES CODE, TITLE 20
6312 Local educational agency plan
6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

Impact of Local Control Funding Formula on Board Policies, November 2013

Local Control Funding Formula 2013, Governance Brief, August 2013

State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

CSBA: 10/13

Policy adopted:
December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Santa Maria, California

Administrative Regulation

Local Control And Accountability Plan

AR 0460

Philosophy, Goals, Objectives and Comprehensive Plans

Content of the Plan

The district's local control and accountability plan (LCAP) shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, and foster youth. The LCAP shall identify goals for each of the following state priorities:

- a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3517 - Facilities Inspection)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

- b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English Language Learners)

- c. Parent/guardian involvement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6020 - Parent Involvement)

(cf. 6159 - Individualized Education Program)

(cf. 6173.1 - Education for Foster Youth)

d. Student achievement, as measured by all of the following as applicable:

- (1) Statewide assessments of student achievement
- (2) Academic Performance Index
- (3) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that satisfy specified requirements and align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692
- (4) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency
- (5) The English learner reclassification rate
- (6) The percentage of students who have passed an advanced placement examination with a score of 3 or higher
- (7) The percentage of students who participate in and demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301

(cf. 0500 - Accountability)

(cf. 6141.5 - Advanced Placement)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6178 - Career Technical Education)

e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable

(cf. 6146.1 - High School Graduation Requirements)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5147 - Dropout Prevention)

(cf. 5149 - At-Risk Students)

f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable

(cf. 5137 - Positive School Climate)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

- g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03

(cf. 6143 - Courses of Study)

- h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable

- 2. Any goals identified for any local priorities established by the Board.

(cf. 0200 - Goals for the School District)

- 3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on a school accountability report card. (Education Code 52060)

(cf. 0510 - School Accountability Report Card)

Annual Updates

On or before July 1 of each year, the LCAP shall be updated using the template developed by the SBE and shall include all of the following: (Education Code 52061)

- 1. A review of any changes in the applicability of the goals described in the existing LCAP pursuant to the section "Content of the Plan" above
- 2. A review of the progress toward the goals included in the existing LCAP, an assessment of the effectiveness of the specific actions described in the existing LCAP toward

achieving the goals, and a description of changes to the specific actions the district will make as a result of the review and assessment

3. A listing and description of the expenditures for the fiscal year implementing the specific actions included in the LCAP and the changes to the specific actions made as a result of the reviews and assessment required by items #1-2 above
4. A listing and description of expenditures for the fiscal year that will serve unduplicated students and students redesignated as fluent English proficient

Availability of the Plan

The Superintendent or designee shall post the LCAP and any updates or revisions to the LCAP on the district's web site. (Education Code 52065)

(cf. 1113 - District and School Web Sites)

CSBA: 10/13

Regulation adopted:
December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Santa Maria, California

Board Policy

Accountability

BP 0500

Philosophy, Goals, Objectives and Comprehensive Plans

The Governing Board recognizes its responsibility to ensure accountability to the public for the performance of district schools. The Board shall regularly review the effectiveness of the district's programs, personnel, and fiscal operations, with a focus on the district's effectiveness in improving student achievement. The Board shall establish appropriate processes and measures to monitor results and to evaluate progress toward accomplishing the district's vision and goals.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 2140 - Evaluation of the Superintendent)

(cf. 3460 - Financial Accountability and Reports)

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6190 - Evaluation of the Instructional Program)

(cf. 9400 - Board Self-Evaluation)

Indicators of district progress in improving student achievement shall include, but are not limited to, the state Academic Performance Index (API) and the measures of "adequate yearly progress" (AYP) required under the federal accountability system.

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6162.52 - High School Exit Examination)

Alternative schools serving high-risk student populations, including continuation high schools, opportunity schools, and community day schools, shall be subject to an alternative accountability system established by the Superintendent of Public Instruction. (Education Code 52052)

The district and each district school shall demonstrate comparable improvement in academic achievement, as measured by the API, for all numerically significant student subgroups. Numerically significant subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, and foster youth, when the subgroup consists of at least 30 students with a valid test score or 15 foster youth. (Education Code 52052)

The Superintendent shall provide regular reports to the Board and the public regarding district and school performance. Opportunities for feedback from students, parents/guardians, staff, and community members shall be made available as part of any review and evaluation of district programs and operations and as part of the development or annual update of the local control and accountability plan (LCAP).

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0510 - School Accountability Report Card)
(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

Evaluation results may be used as a basis for revising district or school goals, updating the LCAP or other comprehensive plans, identifying and developing strategies to address disparities in achievement among student subgroups, implementing programmatic changes, determining the need for additional support and assistance, awarding incentives or rewards, and establishing other performance-based consequences.

(cf. 0400 - Comprehensive Plans)
(cf. 0420 - School Plans/Site Councils)
(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 0520.3 - Title I Program Improvement Districts)
(cf. 0520.4 - Quality Education Investment Schools)
(cf. 4141/4241 - Collective Bargaining Agreement)

Legal Reference:

EDUCATION CODE

33127-33129 Standards and criteria for fiscal accountability
33400-33407 California Department of Education evaluation of district programs
44660-44665 Evaluation of certificated employees
51041 Evaluation of the educational program
52052-52052.1 Academic Performance Index
52055.57-52055.59 Districts identified or at risk of identification for program improvement
52060-52077 Local control and accountability plan
CODE OF REGULATIONS, TITLE 5
1068-1074 Alternative schools accountability model, assessments
15440-15463 Standards and criteria for fiscal accountability
UNITED STATES CODE, TITLE 20
6311 Accountability, adequate yearly progress
6312 Local educational agency plan
6316 School and district improvement
CODE OF FEDERAL REGULATIONS, TITLE 34
200.13-200.20 Adequate yearly progress
200.30-200.53 Program improvement

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>
California Department of Education, Accountability: <http://www.cde.ca.gov/ta/ac>
U.S. Department of Education: <http://www.ed.gov>

CSBA: (7/99 3/06) 10/13

Regulation adopted:
December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Santa Maria, California

USE OF SCHOOL FACILITIES

The Governing Board believes that school facilities and grounds are a vital community resource which should be used to foster community involvement and development. Therefore, the Board authorizes the use of school facilities by district residents and community groups for purposes specified in the Civic Center Act, to the extent that such use does not interfere with school activities or other school-related uses.

(cf. 6145.5 - Student Organizations and Equal Access)

School-related activities shall have priority in the use of school facilities and grounds. Other uses authorized under the Civic Center Act shall be on a first-come, first-served basis.

As necessary to ensure efficient use of school facilities, the Superintendent or designee may, with the Board's approval, enter into an agreement for the joint use of any school facilities or grounds. The Board shall approve any such agreement only if it determines that it is in the best interest of the district and the community.

(cf. 1330.1 - Joint Use Agreements)

For the effective management and control of school facilities and grounds, the Superintendent or designee shall maintain procedures and regulations that: (Education Code 38133)

1. Aid, encourage, and assist groups desiring to use school facilities for approved activities
2. Preserve order in school buildings and on school grounds and protect school facilities, designating a person to supervise this task, if necessary

(cf. 0450 - Comprehensive School Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

3. Ensure that the use of school facilities or grounds is not inconsistent with their use for school purposes and does not interfere with the regular conduct of school work

There shall be no advertising on school facilities and grounds except as allowed by district policy specified in BP 1325 - Advertising and Promotion.

(cf. 1325 - Advertising and Promotion)

Fees

The Board shall grant the use of school facilities or grounds without charge to school-related organizations whose activities are directly related to or for the benefit of district schools. All

USE OF SCHOOL FACILITIES

other groups requesting the use of school facilities under the Civic Center Act shall be charged an amount not to exceed direct costs. However, if the use of school facilities or grounds is for religious services, the group shall be charged an amount that equals or exceeds direct costs determined in accordance with Education Code 38134.

In determining direct costs to be charged for community use of school facilities or grounds, including, but not limited to, playing or athletic fields, track and field venues, tennis courts, and outdoor basketball courts, the Superintendent or designee shall include a proportionate share of the costs of the following: (Education Code 38134)

1. Supplies, utilities, janitorial services, other services of district employees, and salaries of district employees directly associated with operation and maintenance of the school facilities or grounds involved
2. Maintenance, repair, restoration, and refurbishment of the school facilities or grounds

However, for classroom-based programs that operate after school hours, including, but not limited to, after-school, tutoring, and child care programs, direct costs to be charged shall not include the cost of maintenance, repair, restoration, or refurbishment of the school facilities or grounds. (Education Code 38134)

(cf. 5148 - Child Care and Development)
(cf. 5148.2 - Before/After School Programs)

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)

Legal Reference:**EDUCATION CODE**

10900-10914.5 Community recreation programs

32282 School safety plan

37220 School holidays

38130-38138 Civic Center Act, use of school property for public purposes

BUSINESS AND PROFESSIONS CODE

25608 Alcoholic beverage on school premises

MILITARY AND VETERANS CODE

1800 Definitions

UNITED STATES CODE, TITLE 20

7905 Equal access to public school facilities

USE OF SCHOOL FACILITIES

COURT DECISIONS

Good News Club v. Milford Central School, (2001) 533 U.S. 98

Lamb's Chapel v. Center Moriches Union Free School District, (1993) 508 U.S. 384

Cole v. Richardson, (1972) 405 U.S. 676

Connell v. Higgenbotham, (1971) 403 U.S. 207

ACLU v. Board of Education of Los Angeles, (1961) 55 Cal .2d 167

Ellis v. Board of Education, (1945) 27 Cal.2d 322

ATTORNEY GENERAL OPINIONS

82 Ops.Cal.Atty.Gen. 90 (1999)

79 Ops.Cal.Atty.Gen. 248 (1996)

Management Resources:

CSBA PUBLICATIONS

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, February 2010

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009

WEB SITES

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

California Department of Education: <http://www.cde.ca.gov>

USE OF SCHOOL FACILITIES

Application for Use of Facilities

Any person applying for the use of any school facilities or grounds on behalf of any society, group, or organization shall present written authorization from the group or organization to make the application.

Persons or organizations applying for the use of school facilities or grounds shall submit a facilities use statement indicating that they uphold the state and federal constitutions and do not intend to use school premises or facilities to commit unlawful acts.

Civic Center Use

Subject to district policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes: (Education Code 32282, 38131)

1. Public, literary, scientific, recreational, educational, or public agency meetings
2. The discussion of matters of general or public interest
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization
4. Child care programs to provide supervision and activities for children of preschool and elementary school age

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 5148.3 - Preschool/Early Childhood Education)

5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies
6. Supervised recreational activities, including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youth may participate regardless of religious belief or denomination
7. A community youth center

(cf. 1020 - Youth Services)

USE OF SCHOOL FACILITIES

AR 1330(b)

8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization

A veterans' organization means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories. (Military and Veterans Code 1800)

10. Other purposes deemed appropriate by the Governing Board

Restrictions

In adopting rules for the management and control of school facilities, districts must be careful to ensure that they do not impose restrictions that may violate constitutionally protected rights. Generally, court decisions have held that districts may not discriminate on the basis of a group's viewpoint, and thus the use of facilities should be granted on a neutral basis. In *Good News Club v. Milford Central School*, the U.S. Supreme Court held that a district which prohibited a religious club from using school facilities after school hours for activities for which it allowed other community groups to use the school facilities discriminated against the club on the basis of the club's religious viewpoint in violation of the First Amendment to the United States Constitution.***

School facilities or grounds shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law
2. Any use which is inconsistent with the use of the school facilities for school purposes or which interferes with the regular conduct of school or school work
3. Any use which involves the possession, consumption, or sale of alcoholic beverages or any restricted substances, including tobacco

(cf. 3513.3 - Tobacco-Free Schools)

The district may exclude certain school facilities from nonschool use for safety or security reasons, which include but are not limited to:

USE OF SCHOOL FACILITIES

AR 1330(c)

1. Offices or computer rooms containing records and confidential information
2. Science rooms and other rooms containing hazardous chemicals or equipment that cannot be used safely without special knowledge or skills

Damage and Liability

Groups, organizations, or persons using school facilities or grounds shall be liable for any property damage caused by the activity. The district may charge the amount necessary to repair the damages and may deny the group further use of school facilities or grounds. (Education Code 38134)

Any group or organization using school facilities or grounds shall be liable for any injuries resulting from its negligence during the use of district facilities or grounds. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk. (Education Code 38134)

Groups or organizations shall provide the district with evidence of insurance against claims arising out of the group's own negligence when using school facilities. (Education Code 38134) As permitted, the Superintendent or designee may require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facilities being used.

Board Policy

Tobacco-Free Schools

BP 3513.3

Business and Noninstructional Operations

The Board of Trustees recognizes that the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff.

(cf. 3514 - Environmental Safety)
(cf. 4159/4259/4359 - Employee Assistance Programs)
(cf. 5030 - Student Wellness)
(cf. 5131.62 - Tobacco)
(cf. 5141.23 - Asthma Management)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

In the interest of public health the Board of Education prohibits the use of products containing tobacco or nicotine, including, but not limited to, smokeless tobacco, snuff, chew, and clove cigarettes, on district owned or leased property, and in district vehicles at all times. This prohibition also applies to electronic nicotine delivery systems, such as electronic cigarettes, electronic hookahs, and other vapor emitting devices, with or without nicotine content, that mimic the use of tobacco products any time. This policy applies to all students, staff, visitors, and civic use permit holders. However, this section does not prohibit the use or possession of prescription products, or other FDA approved cessation aids such as nicotine patches, or nicotine gum. Student use or possession of such products must conform to laws governing student use and possession of medication on school property. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.

(cf. 1330 - Use of School Facilities)
(cf. 1330.1 - Joint Use Agreements)

Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products.

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)

Legal Reference:**EDUCATION CODE**

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

119405 Unlawful to sell or furnish electronic cigarettes to minors

LABOR CODE

3300 Employer, definition

6304 Safe and healthful workplace

6404.5 Occupational safety and health; use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

7100-7117 Safe and Drug Free Schools and Communities Act

CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

PERB RULINGS

Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Management Resources:**WEB SITES**

California Department of Education, Alcohol, Tobacco and Other Drug Prevention:
<http://www.cde.ca.gov/ls/he/at>

California Department of Education, Tobacco-Free School District Certification:
<http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>

California Department of Public Health, Tobacco Control:
<http://www.cdph.ca.gov/programs/tobacco>

Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Policy adopted:
December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Santa Maria, California

Board Policy

Tobacco

BP 5131.62

Students

The Governing Board recognizes that tobacco use presents serious health risks and desires to provide support and assistance in reducing the number of students who begin or continue to use tobacco. The Superintendent or designee shall establish a comprehensive program that includes consistent enforcement of laws prohibiting tobacco possession and use by students, tobacco-use prevention education including youth development activities, and intervention and cessation activities and/or referrals.

(cf. 5141.23 - Asthma Management)

Prohibition Against Tobacco Use

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. (Education Code 48900, 48901)

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 5131 - Conduct)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

In the interest of public health the Board of Education prohibits the use of products containing tobacco or nicotine, including, but not limited to, smokeless tobacco, snuff, chew, and clove cigarettes, on district owned or leased property, and in district vehicles at all times. This prohibition also applies to electronic nicotine delivery systems, such as electronic cigarettes, electronic hookahs, and other vapor emitting devices, with or without nicotine content, that mimic the use of tobacco products any time. This policy applies to all students, staff, visitors, and civic use permit holders. However, this section does not prohibit the use or possession of prescription products, or other FDA approved cessation aids such as nicotine patches, or nicotine gum. Student use or possession of such products must conform to laws governing student use and possession of medication on school property.

Prevention Instruction

The district shall provide developmentally appropriate tobacco-use prevention instruction for students at selected grade levels from K-12. Such instruction shall be aligned with state content standards and the state curriculum framework for health education and with any requirements of state and/or federal grant programs in which the district participates.

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

Intervention/Cessation Services

The district may provide or refer students to counseling, intensive education, and other intervention services to assist in the cessation of tobacco use. When appropriate, such intervention services may be provided as an alternative to suspension for tobacco possession.

(cf. 1020 - Youth Services)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

Program Planning

The district's tobacco-use prevention and intervention program shall be based on an assessment of tobacco-use problems in district schools and the community, an examination of existing services and activities in the community, and a determination of high-risk student populations that are most in need of district services.

The Superintendent or designee shall coordinate with the local health department and county office of education in program planning and implementation. He/she may establish an advisory council including students, parents/guardians, district staff, representatives of the local health department and community organizations, law enforcement professionals, and/or others with demonstrated expertise in tobacco prevention and cessation.

(cf. 1220 - Citizen Advisory Councils)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

The Superintendent or designee also shall coordinate the district's tobacco-use prevention and intervention program with other district efforts to reduce students' use of illegal substances and to promote student wellness.

(cf. 5030 - Student Wellness)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.63 - Steroids)

The Superintendent or designee shall select anti-tobacco programs based on the model program designs identified by the California Department of Education (CDE) and may modify the model to meet district needs. (Health and Safety Code 104420)

The Superintendent or designee shall not accept for distribution any materials or advertisements that promote the use or sale of tobacco products. He/she also shall not accept tobacco-use prevention or intervention funds or materials from the tobacco industry or from any entity which has received funding from the tobacco industry.

(cf. 1325 - Advertising and Promotion)

(cf. 3290 - Gifts, Grants and Bequests)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

Program Evaluation

To evaluate the effectiveness of the district's program and ensure accountability, the Superintendent or designee shall biennially administer the California Healthy Kids Survey or other appropriate student survey at selected grade levels in order to assess student attitudes toward tobacco and student use of tobacco. He/she also shall annually report to the Board, and to the CDE if required, the data specified in Health and Safety Code 104450.

(cf. 0500 - Accountability)

(cf. 5022 - Student and Family Privacy Rights)

(cf. 6162.8 - Research)

The results of program evaluations shall be used to refine program goals and objectives and make changes as needed to strengthen program implementation.

Legal Reference:

EDUCATION CODE

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

51202 Instruction in personal and public health and safety

60041 Instructional materials, portrayal of effects of tobacco use

HEALTH AND SAFETY CODE

104350-104495 Tobacco-use prevention education

119405 Unlawful to sell or furnish electronic cigarettes to minors

PENAL CODE

308 Minimum age for tobacco possession

CODE OF REGULATIONS, TITLE 17

6800 Definition, health assessment

6844-6847 Child Health and Disability Prevention program; health assessments

UNITED STATES CODE, TITLE 20

7111-7117 Safe and Drug-Free Schools and Communities Act

CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 8 (2005)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools: Kindergarten Through Grade Twelve, 2003

Getting Results: Part II California Action Guide to Tobacco Use Prevention Education, 2000

WEST ED PUBLICATIONS

Guidebook for the California Healthy Kids Survey

WEB SITES

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

California Department of Education, Tobacco-Use Prevention Education:
<http://www.cde.ca.gov/ls/he/at/tupe.asp>

California Department of Public Health, Tobacco Control:
<http://www.cdph.ca.gov/programs/tobacco>
California Healthy Kids Resource Center: <http://www.californiahealthykids.org>
California Healthy Kids Survey: <http://www.wested.org/hks>
Centers for Disease Control and Prevention, Smoking and Tobacco Use:
<http://www.cdc.gov/tobacco>
U.S. Department of Education: <http://www.ed.gov>
U.S. Surgeon General: <http://www.surgeongeneral.gov>

CSBA: (7/02 7/09) 3/11

Policy adopted:
December 11, 2013

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Santa Maria, California

Administrative Regulation

Tobacco

AR 5131.62

Students

Tobacco-Use Prevention Education Program

In the interest of public health the Santa Maria Joint Union High School Board of Education prohibits the use of products containing tobacco or nicotine, including, but not limited to, smokeless tobacco, snuff, chew, and clove cigarettes, on district owned or leased property, and in district vehicles at all times. This prohibition also applies to electronic nicotine delivery systems, such as electronic cigarettes, electronic hookahs, and other vapor emitting devices, with or without nicotine content, that mimic the use of tobacco products any time. This policy applies to all students, staff, visitors, and civic use permit holders. However, this section does not prohibit the use or possession of prescription products, or other FDA approved cessation aids such as nicotine patches, or nicotine gume. Student use or possession of such products must conform to laws governing student use and possession of medication on school property.

The district's tobacco-use prevention program shall provide students in grades 6-12 instruction which addresses the following topics: (Health and Safety Code 104420)

1. Immediate and long-term undesirable physiologic, cosmetic, and social consequences of tobacco use
2. Reasons that adolescents say they smoke or use tobacco
3. Peer norms and social influences that promote tobacco use
4. Refusal skills for resisting social influences that promote tobacco use

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

As appropriate, the district shall provide or refer students in grades 7-12 to tobacco-use intervention and cessation activities. (Health and Safety Code 104420)

(cf. 1020 - Youth Services)

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

These services shall be directed toward current users and shall be voluntary for students who desire assistance in ceasing the use of tobacco.

In addition to targeting students who currently use tobacco, the district's program shall target students most at risk for beginning to use tobacco as identified through a local needs assessment.

The district shall provide or refer every pregnant and parenting minor enrolled in the district to tobacco-use prevention services. Such services may be integrated with existing programs for pregnant and parenting minors and shall include: (Health and Safety Code 104460)

1. Referral to perinatal and related support services
2. Outreach services and assessment of smoking status
3. Individualized counseling and advocacy services
4. Motivational messages
5. Cessation services, if appropriate
6. Incentives to maintain a healthy lifestyle
7. Follow-up assessment
8. Maintenance and relapse prevention services

(cf. 5146 - Married/Pregnant/Parenting Students)

CSBA: (7/05 3/06) 7/09

Regulation adopted: SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
December 11, 2013 Santa Maria, California

Students

Health Examinations

BP 5141.3(a)

The Governing Board recognizes that periodic health examinations of students may lead to early detection and treatment of conditions that impact learning. Health examinations also may help in determining whether special adaptations of the school program are necessary.

Note: The California Interscholastic Federation requires students in grades 9-12 to undergo medical examinations before participating in interscholastic competition; see BP 6145.2 - Athletic Competition. Pursuant to Education Code 49458, added by SB 1069 (Ch. 312, Statutes of 2010), any examination required for participation in an interscholastic athletic program may be conducted by a physician or physician assistant.

All students who participate as cheerleaders, song leaders, or athletes in organized competitive sports shall first undergo a medical examination and submit documentation of medical clearance to the district. Upon sustaining an injury or serious illness, a student may be required to have another examination before participating further. This requirement does not apply to participants in occasional play day or field day activities.

(cf. 5143 - Insurance)

(cf. 6145.2 - Athletic Competition)

Note: Education Code 49450 mandates the Board to develop rules for the physical examination of students that ensure their proper care and the confidentiality of their medical records. In November 2008, the U.S. Department of Education and U.S. Department of Health and Human Services issued guidance regarding the application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act to student health records. The guidance clarifies that a student's health record maintained by the district, including a health or medical record maintained by a school nurse who is employed or under contract with a district, is a "student record" subject to FERPA. As such, it may be accessed only by parents/guardians and other persons specifically granted authority by law and those with a legitimate educational interest. See BP/AR 5125 - Student Records.

The Superintendent or designee shall ensure that staff employed to examine students exercise proper care of each student and that examination results are kept confidential. Records related to these examinations shall be maintained and released only in accordance with law.

(cf. 5125 - Student Records)

Legal Reference:

EDUCATION CODE

44871-44879 Employment qualifications

48980 Parental notifications

Students

Health Examinations

BP 5141.3(b)

49400-49414.5 Student health, general powers of school boards

49422 Supervision of health and physical development

49450-49458 Physical examinations (of students)

49460-49466 Development of standardized health assessments

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable diseases

121475-121520 Tuberculosis tests for students

124025-124110 Child Health and Disability Prevention Program

CODE OF REGULATIONS, TITLE 5

590-596 Vision screening

3027 Hearing and vision screening for special education

3028 Audiological screening

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of student rights

Management Resources:

CSBA PUBLICATIONS

Expanding Access to School Health Services: Policy Considerations for Governing Boards, November 2008

Promoting Oral Health for California's Students: New Roles, New Opportunities for Schools, November 2008

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Scoliosis Screening in California Public Schools, 2007

A Guide for Vision Testing in California Public Schools, 2005

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008

WEB SITES

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

California Department of Education, Health Services/School Nursing:
<http://www.cde.ca.gov/ls/he/hn>

California Department of Education, Type 2 Diabetes Information:
<http://www.cde.ca.gov/ls/he/hn/type2diabetes.asp>

U.S. Department of Education: <http://www.ed.gov>

(9/88, 6/96) 11/10

Policy

adopted: 12/11/13

SMJUHSD
Santa Maria, CA

Students

Health Examinations

AR 5141.3(a)

Note: Districts should notify parents/guardians, at the beginning of the school year, of the dates during the school year when physical exams or screenings are scheduled and of the process to opt their children out of participation.

The principal at each school shall notify parents/guardians of the rights of students and parents/guardians related to health examinations. (Education Code 48980; 20 USC 1232h)

(cf. 5141.32 - Health Screening for School Entry)

(cf. 5145.6 - Parental Notifications)

A parent/guardian may annually file a written statement with the principal withholding consent to the physical examination of his/her child. Any such student shall be exempt from any physical examination but shall be subject to exclusion from attendance when contagious or infectious disease is reasonably suspected. (Education Code 49451; 20 USC 1232h)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.22 – Infectious Diseases)

Vision and Hearing Tests

Students shall have their vision and hearing tested by qualified personnel authorized by the district. (Education Code 49452, 49454)

Annual vision and hearing screening should be done in the early part of the school year, by the school nurse, who is designated as the "qualified supervisor of health" (E.C. 49452). When arranging for vision and hearing screening, request a list of the teachers/grades and a classroom map to identify empty rooms. After obtaining a lunch/recess/bell schedule and a copy of last year's schedule, a schedule can be developed for the current year. Screening should be done as early as possible to identify students with problems that may be interfering with their ability to learn. Once the schedule is complete, a copy should be given to the teachers, along with instructions teachers can work on to prepare the students. A copy should also be given to the office.

- **Vision screening:** Screening/re-screening, referral and follow-up of all students new to a California school, in grade 10 or 11, student study, resource, special day classes, and teacher/parent referrals. Testing is done on the Keystone vision machine, with referrals for vision of 20/40 or worse, a difference of acuity between the two eyes of two lines (20/30 in one eye, 20/50 in the other), and or other findings that may indicate a need for referral.

Students

Health Examinations

AR 5141.3(b)

- **Hearing screening:** Screening/re-screening, referral and follow-up of all students new to a California School, in grade 10 or 11, student study, resource, special day classes, teacher/parent referrals, and annually on all students who have demonstrated a history of hearing problems. After a student has had normal hearing for 3 years, the annual hearing testing can revert back to the normal testing grades. Referrals are made after a student fails two hearing tests, or if a medical problem is identified that necessitates earlier referral for diagnostic purposes.

(6/96) 11/10

Regulation
Approved: 12/11/13

SMJUHSD
Santa Maria, CA

Students

Head Lice

BP 5141.33(a)

The Governing Board recognizes that head lice infestations among students require treatment but do not pose a risk of transmitting disease. The Superintendent or designee shall encourage early detection and treatment in a manner that minimizes disruption to the educational program and reduces student absences.

School employees shall report all suspected cases of head lice to the school nurse or designee as soon as possible.

The parent/guardian of any such student shall be given information about the treatment of head lice and encouraged to begin treatment of the student immediately and to check all members of the family. The parent/guardian also shall be informed that the student shall be checked upon return to school the next day and allowed to remain in school if no active head lice are detected.

Upon the student's return to school, the school nurse or designee shall check the student for active head lice. If it is determined that the student remains infected with head lice, the school nurse or designee shall contact the student's parent/guardian to discuss treatment. As needed, he/she may provide additional resources and/or referral to the local health department, health care providers, or other agencies.

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - School Health Services)

If a student is found consistently infested with head lice, he/she may be referred to a multidisciplinary team, which may consist of the school nurse, representatives from the local health department and social services, and other appropriate individuals, to determine the best approach for identifying and resolving problems contributing to the student's head lice infestations.

(cf. 1020 - Youth Services)

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

When it is determined that one or more students in a class or school are infested with head lice, the principal or designee may, at his/her discretion, notify parents/guardians of students in that class or school and provide them with information about the detection and treatment of head lice.

Staff shall maintain the privacy of students identified as having head lice.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

Students

Head Lice

BP 5141.33(b)

Legal Reference:

EDUCATION CODE

48320-48325 School attendance review boards

49451 Physical examinations: parent's refusal to consent

Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

Guidelines on Head Lice Prevention and Control for School Districts and Child Care Facilities, rev. March 2012

A Parent's Guide to Head Lice, 2008

CALIFORNIA SCHOOL NURSES ORGANIZATION

Pediculosis Management, Position Statement, rev. 2011

WEB SITES

American Academy of Pediatrics: <http://www.aap.org>

California Department of Public Health: <http://www.cdph.ca.gov>

California School Nurses Organization: <http://www.csno.org>

Centers for Disease Control and Prevention, Parasitic Disease Information, Head Lice:
<http://www.cdc.gov/parasites/lice/head>

(7/99 7/06) 7/12

Policy

adopted: 12/11/13

SMJUHSD
Santa Maria, CA

Students

School Health Services

BP 5141.6(a)

The Governing Board recognizes that good physical and mental health is critical to a student's ability to learn and believes that all students should have access to comprehensive health services. The district may provide access to health services at or near district schools through the establishment of a school health center and/or mobile van(s) that serve multiple campuses.

The Board and the Superintendent or designee shall collaborate with local and state agencies and health care providers to assess the health needs of students in district schools and the community. Based on the results of this needs assessment and the availability of resources, the Superintendent or designee shall recommend for Board approval the types of health services to be provided by the district.

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.61 - Drug Testing)
(cf. 5131.62 - Tobacco)
(cf. 5131.63 - Steroids)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.23 - Asthma Management)
(cf. 5141.24 - Specialized Health Care Services)
(cf. 5141.25 - Availability of Condoms)
(cf. 5141.26 - Tuberculosis Testing)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)
(cf. 5141.33 - Head Lice)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5141.52 - Suicide Prevention)
(cf. 6145.2 - Athletic Competition)
(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

Board approval shall be required for any proposed use of district resources and facilities to support school health services. The Superintendent or designee shall identify funding opportunities available through grant programs, private foundations, and partnerships with local agencies and organizations.

(cf. 1260 - Educational Foundation)
(cf. 1330.1 - Joint Use Agreement)
(cf. 3100 - Budget)
(cf. 7000 - Facilities Master Plan)

Students

School Health Services

BP 5141.6(b)

The Board may prioritize school health services to schools with the greatest need, including schools with medically underserved populations, a high percentage of low-income and uninsured children and youth, large numbers of English learners, Academic Performance Index rankings in deciles 1-3, and/or a shortage of health professionals in the community.

School health services shall be provided or supervised by a licensed health care professional. The Board may employ or contract with health care professionals or partner with community health centers to provide the services under the terms of a written contract or memorandum of understanding.

(cf. 1020 - Youth Services)

(cf. 3312 - Contracts)

If a school nurse is employed by the school or district, he/she shall be involved in planning and implementing the school health services as appropriate.

The Superintendent or designee shall coordinate the provision of school health services with other student wellness initiatives, including health education, nutrition and physical fitness programs, and other activities designed to create a healthy school environment. The Superintendent or designee shall encourage joint planning and regular communications among health services staff, district administrators, teachers, counselors, other staff, and parents/guardians.

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 5030 - Student Wellness)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6164.2 - Counseling/Guidance Services)

Consent and Confidentiality

Note: Family Code 6920-6929 specify exceptions under which minors do not need parent/guardian consent prior to receiving services. As amended by AB 499 (Ch. 652, Statutes of 2011), Family Code 6926 authorizes a minor age 12 years or older to consent to medical care related to the prevention of a sexually transmitted disease. In addition, Health and Safety Code 124260 allows a minor age 12 or older to consent to outpatient mental health services if, in the opinion of a professional person, as defined, the minor is mature enough to participate intelligently in the mental health treatment or counseling services. In this case, the child's parent/guardian must be involved unless the professional person determines it would be inappropriate.

Students

School Health Services

BP 5141.6(c)

The Superintendent or designee shall obtain written parent/guardian consent prior to providing services to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

The Superintendent or designee shall maintain the confidentiality of student health records in accordance with law.

(cf. 5125 - Student Records)

Payment/Reimbursement for Services

Note: Some school health services, such as medical and related services specified in an individualized education program for students with disabilities, must be provided free of charge. For other services, districts may charge a fee and are entitled to seek third-party reimbursement from students' private insurance and state or federal programs such as Medi-Cal, the low-cost Healthy Families insurance program, and the Child Health and Disability Prevention program. See the accompanying administrative regulation.

The Board desires that costs not be a barrier to student access to services. Services may be provided free of charge or on a sliding scale in accordance with law.

The Superintendent or designee shall establish procedures for billing public and private insurance programs and other applicable programs for reimbursement of services as appropriate.

(cf. 5143 - Insurance)

The district shall serve as a Medi-Cal provider to the extent feasible, comply with all related legal requirements, and seek reimbursement of costs to the extent allowed by law.

Note: Students who do not qualify for Medi-Cal may be eligible for low-cost insurance through the state Healthy Families program, a part of the federal State Children's Health Insurance Program (SCHIP) (42 USC 1397aa-1397jj), which provides coverage for a variety of health, dental, and vision services, with the exception of early and periodic screening, diagnosis, and treatment services.

Students

School Health Services

BP 5141.6(d)

To further encourage student access to health care services, the Superintendent or designee shall develop and implement outreach strategies to increase enrollment of eligible students from low-to moderate-income families in affordable, comprehensive state or federal health coverage programs and local health initiatives. Such strategies may include, but not be limited to, providing information about the Medi-Cal program on the application for free and reduced-price meals in accordance with law and providing students and parents/guardians with information about the low-cost Healthy Families insurance program.

(cf. 3553 - Free and Reduced Price Meals)

Program Evaluation

In order to continuously improve school health services, the Board shall evaluate the effectiveness of such services and the extent to which they continue to meet student needs.

The Superintendent or designee shall provide the Board with periodic reports that may include, but not necessarily be limited to, rates of participation in school health services; changes in student outcomes such as school attendance or achievement; feedback from staff and participants regarding program accessibility and operations, including accessibility to low-income and linguistically and culturally diverse students and families; and program costs and revenues.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

8800-8807 Healthy Start support services for children

49073-49079 Privacy of student records

49423.5 Specialized physical health care services

49557.2-49558 Eligibility for free and reduced-price meals; sharing information with Medi-Cal

FAMILY CODE

6920-6929 Consent by minor for medical treatment

GOVERNMENT CODE

95020 Individualized family service plan

HEALTH AND SAFETY CODE

104830-104865 School-based application of fluoride or other tooth decay-inhibiting agent

121020 HIV/AIDS testing and treatment; parental consent for minor under age 12

123110 Minor's right to access health records

123115 Limitation on parent/guardian access to minor's health records

123800-123995 California Children's Services Act

Students

School Health Services

BP 5141.6(e)

124025-124110 Child Health and Disability Prevention Program
124172-124174.6 Public School Health Center Support Program
124260 Mental health services; consent by minors age 12 and older
130300-130317 Health Insurance Portability and Accountability Act (HIPAA)
WELFARE AND INSTITUTIONS CODE
14059.5 Definition of "medically necessary"
14100.2 Confidentiality of Medi-Cal information
14115 Medi-Cal claims process
14124.90 Third-party health coverage
14132.06 Covered benefits; health services provided by local educational agencies
14132.47 Administrative claiming process and targeted case management
CODE OF REGULATIONS, TITLE 10
2699.6500-2699.6905 Healthy Families Program
CODE OF REGULATIONS, TITLE 17
2951 Testing standards for hearing tests
6800-6874 Child Health and Disability Prevention Program
CODE OF REGULATIONS, TITLE 22
51009 Confidentiality
51050-51192 Definitions of Medi-Cal providers and services
51200 Requirements for providers
51231.2 Wheelchair van requirements
51270 Local educational agency provider; conditions for participation
51304 Limitations on specified benefits
51309 Psychology, physical therapy, occupational therapy, speech pathology, audiological services
51323 Medical transportation services
51351 Targeted case management services
51360 Local educational agency; types of services
51491 Local educational agency eligibility for payment
51535.5 Reimbursement to local educational agency providers
UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act (FERPA)
UNITED STATES CODE, TITLE 42
1320c-9 Prohibition against disclosure of records
1397aa-1397jj State Children's Health Insurance Program
CODE OF FEDERAL REGULATIONS, TITLE 42
431.300 Use and disclosure of information on Medicaid applicants and recipients
CODE OF FEDERAL REGULATIONS, TITLE 45
164.500-164.534 Health Insurance Portability and Accountability Act (HIPAA)

Management Resources:
CSBA PUBLICATIONS

Students

School Health Services

BP 5141.6(f)

Expanding Access to School Health Services: Policy Considerations for Governing Boards, Policy Brief, November 2008

Promoting Oral Health for California's Student: New Role, New Opportunities for Schools, Policy Brief, November 2008

Providing School Health Services in California: Perceptions, Challenges and Needs of District Leadership Teams, 2008

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES PUBLICATIONS

LEA Medi-Cal Provider Manual

California School-Based Medi-Cal Administrative Activities Manual

DEPARTMENT OF HEALTH SERVICES POLICY LETTERS

00-06 Managed Care Plan Relationships with Local Education Agency Providers, December 11, 2000

NATIONAL ASSEMBLY ON SCHOOL-BASED HEALTH CARE PUBLICATIONS

A Guidebook for Evaluating School-Based Health Centers

NATIONAL CENTER FOR YOUTH LAW PUBLICATIONS

Minor Consent, Confidentiality, and Child Abuse Reporting in California, October 2006

WEB SITES

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

CSBA, PractiCal Program:

<http://www.csba.org/Services/Services/DistrictServices/PractiCal.aspx>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Health Services and School Nursing:

<http://www.cde.ca.gov/ls/he/hn>

California Department of Health Care Services: <http://www.dhcs.ca.gov>

California Department of Public Health: <http://www.cdph.ca.gov>

California School Health Centers Association: <http://www.schoolhealthcenters.org>

California School Nurses Organization: <http://www.csno.org>

Center for Health and Health Care in Schools: <http://www.healthinschools.org>

Centers for Disease Control and Prevention, School Health Policies and Programs (SHPPS) Study: <http://www.cdc.gov/HealthyYouth/shpps>

Centers for Medicare and Medicaid Services: <http://www.cms.hhs.gov>

Healthy Families Program: <http://www.healthyfamilies.ca.gov>

National Assembly on School-Based Health Care: <http://www.nasbhc.org>

National Center for Youth Law: <http://www.youthlaw.org>

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Policy

Adopted: December 11, 2013

SMJUHSD
Santa Maria, CA

Students

School Health Services

AR 5141.6(a)

Types of Health Services

In accordance with student and community needs and available resources, school health services offered by the district may include, but are not limited to:

1. Physical examinations, immunizations, and other preventive medical services
(cf. 5141.26 - Tuberculosis Testing)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)
2. First aid and administration of medications
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
3. Diagnosis and treatment of minor injuries and acute medical conditions
4. Management of chronic medical conditions
(cf. 5141.23 - Asthma Management)
5. Basic laboratory tests
6. Referral to and follow-up for specialty care
7. Emergency response procedures
(cf. 5141 - Health Care and Emergencies)
8. Nutrition services
(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5030 - Student Wellness)
9. Oral health services that may include preventive services, basic restorative services, and referral to specialty services
10. Mental health services, which may include assessments, crisis intervention, counseling, treatment, and referral to a continuum of services including emergency psychiatric care, community support programs, inpatient care, and outpatient programs

Students

School Health Services

AR 5141.6(b)

(cf. 1020 - Youth Services)
(cf. 5141.52 - Suicide Prevention)
(cf. 6164.2 - Counseling/Guidance Services)

11. Substance abuse prevention and intervention services

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.62 - Tobacco)
(cf. 5131.63 - Steroids)

12. Reproductive health services

(cf. 5141.25 - Availability of Condoms)

13. Screening of students to identify the need for physical, mental, and oral health services

14. Referrals and linkage to services not offered on-site

15. Public health and disease surveillance

16. Individual and family health education

17. School or districtwide health promotion

Medi-Cal Billing

In order to provide services as a Medi-Cal provider, the district shall enter into and maintain a contract with the California Department of Health Care Services (DHCS). (Welfare and Institutions Code 14132.06; 22 CCR 51051, 51270)

The Superintendent or designee shall ensure that all practitioners employed by or under contract with the district possess the appropriate license, certification, registration, or credential and provide only those services that are within their scope of practice. (22 CCR 51190.3, 51270, 51491)

The Superintendent or designee shall submit a claim for Medi-Cal reimbursement whenever the district provides a covered preventive, diagnostic, therapeutic, or rehabilitative service specified in 22 CCR 51190.4 or 51360 to a Medi-Cal-eligible student under age 22 and/or a member of his/her family.

Students

School Health Services

AR 5141.6(c)

(Welfare and Institutions Code 14132.06; 22 CCR 51096, 51098, 51190.1, 51190.4, 51309, 51360, 51535.5)

(cf. 5141.24 - Specialized Health Care Services)
(cf. 6159 - Individualized Education Program)

The district shall maintain records and supporting documentation including, but not limited to, records of the type and extent of services provided to a Medi-Cal beneficiary in accordance with law. (22 CCR 51270, 51476)

(cf. 3580 - District Records)
(cf. 5125 - Student Records)

The Superintendent or designee shall submit an annual report to DHCS identifying participants in the community collaborative, containing a financial summary including reinvestment expenditures, and describing service priorities for the future. (22 CCR 51270)

Any federal funds received by the district as reimbursement for the costs of services under the Medi-Cal billing option shall be reinvested in services for students and their families as specified in Education Code 8804(g). The Superintendent or designee shall consult with a local school-linked services collaborative group, such as that defined in Education Code 8806, regarding decisions on reinvestment of federal funds. (22 CCR 51270)

Medi-Cal Administrative Activities

Designated school staff shall document, on a time survey form, the amount of time spent on activities identified by DHCS which are related to the administration of the Medi-Cal program. Such activities include, but are not be limited to, outreach, referral of health and mental health services, translation services, facilitation of applications, scheduling and arranging emergency and medical transportation of eligible individuals, contracting for services, program planning and policy development, claims administration, and general administration.

The Superintendent or designee shall, on a quarterly basis, submit an invoice to the local educational consortium or local governmental agency through which the district has contracted to receive reimbursement.

Staff responsible for completing the time survey shall annually participate in training regarding eligible activities and the time survey methodology, and shall receive additional training whenever there are changes or updates in administrative claiming categories and activities. New or reassigned staff shall receive training before beginning their duties completing time surveys.

Students

School Health Services

AR 5141.6(d)

The Superintendent or designee shall maintain an audit file containing original time survey documentation and other records specified by DHCS. Such documentation shall be kept for three years after the end of the quarter in which expenditures were incurred or, if an audit is in progress, until the completion of the audit.

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Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(a)

A student identified as an individual with a disability pursuant to the Individuals with Disabilities Education Act (IDEA), 20 USC 1400-1482, is subject to the same grounds and procedures for suspension and expulsion which apply to students without disabilities, except as otherwise specified in this administrative regulation.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Suspension

The Superintendent or designee may suspend a student with a disability for up to 10 consecutive school days for a single incident of misconduct, and for up to 20 school days in a school year, as long as the suspension(s) does not constitute a change in placement pursuant to 34 CFR 300.536. (Education Code 48903; 34 CFR 300.530)

The principal or designee shall monitor the number of days, including portions of days, in which a student with a valid individualized education program (IEP) has been suspended during the school year.

(cf. 6159 - Individualized Education Program)

The Superintendent or designee shall determine, on a case-by-case basis, whether a pattern of removals of a student from his/her current educational placement for disciplinary reasons constitutes a change of placement. A change of placement shall be deemed to have occurred under either of the following circumstances: (34 CFR 300.536)

1. The removal is for more than 10 consecutive school days.
2. The student has been subjected to a series of removals that constitute a pattern because of all of the following:
 - a. The series of removals total more than 10 school days in a school year.
 - b. The student's behavior is substantially similar to his/her behavior in previous incidents that resulted in the series of removals.
 - c. Additional factors, such as the length of each removal, the total amount of time the student has been removed, and the proximity of the removals to one another, indicate a change of placement.

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(b)

Note: Pursuant to 20 USC 1412(a)(1)(A) and 34 CFR 300.530, a "free appropriate public education" (FAPE) must be available to all students, including any student with a disability who has been suspended for more than 10 school days in the same school year. The Analysis of Comments to the federal regulations, 71 Fed. Reg. 156, pg. 46716, clarifies that the district is not required to provide a student who has been suspended for more than 10 school days in a school year for disciplinary reasons exactly the same services in exactly the same setting as the student was receiving prior to the imposition of discipline. However, the special education and related services the student does receive must enable him/her to continue to participate in the general curriculum and to progress toward meeting the goals set out in his/her IEP. The Analysis of Comments, 71 Fed. Reg. 156, pg. 46717, clarifies that services need not be provided when a student is removed for 10 school days or less, as long as the district does not provide services to nondisabled students removed for the same amount of time.

If a student's removal is determined to be a change of placement as specified in items #1-2 above, or the student is suspended for more than 10 school days in the same school year, the student's IEP team shall determine the appropriate educational services. Such services shall be designed to enable the student to continue to participate in the general education curriculum in another setting, to progress toward meeting the goals set out in his/her IEP, and to address the student's behavior violation so that it does not recur. (20 USC 1412(a)(1)(A); 34 CFR 300.530)

If the IEP of a student with a disability requires the district to provide the student with transportation, the district shall provide the student with an alternative form of transportation at no cost to him/her or to his/her parent/guardian when he/she is to be excluded from school bus transportation. (Education Code 48915.5)

(cf. 3541.2 - Transportation for Students with Disabilities)

Interim Alternative Educational Placement Due to Dangerous Behavior

Note: The term "weapon," as used below, refers to a "dangerous weapon" as defined in 18 USC 930 and includes any device which is capable of causing death or serious bodily injury. The term does not include a pocket knife with a blade of less than 2 1/2 inches in length.

The district may unilaterally place a student with a disability in an appropriate interim alternative educational setting for up to 45 school days, without regard to whether the behavior is a manifestation of the student's disability, when the student commits one of the following acts while at school, going to or from school, or at a school-related function: (20 USC 1415(k)(1)(G); 34 CFR 300.530)

1. Carries or possesses a weapon, as defined in 18 USC 930
2. Knowingly possesses or uses illegal drugs

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(c)

3. Sells or solicits the sale of a controlled substance as identified in 21 USC 812(c), Schedules I-V
4. Inflicts serious bodily injury upon another person as defined in 18 USC 1365

The student's interim alternative educational setting shall be determined by his/her IEP team. (20 USC 1415(k)(1)(G); 34 CFR 300.531)

On the date the decision to take disciplinary action is made, the student's parent/guardian shall be notified of the decision and provided the procedural safeguards notice pursuant to 34 CFR 300.504. (20 USC 1415(k)(1)(H); 34 CFR 300.530)

A student who has been removed from his/her current placement because of dangerous behavior shall receive services, although in another setting, to the extent necessary to allow him/her to participate in the general education curriculum and to progress toward meeting the goals set out in his/her IEP. As appropriate, the student shall also receive a functional behavioral assessment and behavioral intervention services and modifications that are designed to address the behavior violation so that it does not recur. (20 USC 1415(k)(1)(D); 34 CFR 300.530)

Manifestation Determination

The following procedural safeguards shall apply when a student with a disability is suspended for more than 10 consecutive school days, when a series of removals of a student constitutes a pattern, or when a change of placement of a student is contemplated due to a violation of the district's code of conduct:

1. Notice: On the date the decision to take disciplinary action is made, the student's parent/guardian shall be notified of the decision and provided the procedural safeguards notice pursuant to 34 CFR 300.504. (20 USC 1415(k)(1)(H); 34 CFR 300.530)

(cf. 5145.6 - Parental Notifications)

(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)

2. Manifestation Determination Review: Immediately if possible, but in no case later than 10 school days after the date the decision to take disciplinary action is made, a manifestation determination review shall be made of the relationship between the student's disability and the behavior subject to the disciplinary action. (20 USC 1415(k)(1)(E); 34 CFR 300.530)

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(d)

At the manifestation determination review, the district, the student's parent/guardian, and relevant members of the IEP team (as determined by the district and parent/guardian) shall review all relevant information in the student's file, including the student's IEP, any teacher observations, and any relevant information provided by the parents/guardians, to determine whether the conduct in question was either of the following: (20 USC 1415(k)(1)(E); 34 CFR 300.530)

- a. Caused by or had a direct and substantial relationship to the student's disability
- b. A direct result of the district's failure to implement the student's IEP, in which case the district shall take immediate steps to remedy those deficiencies

If the manifestation review team determines that either of the above conditions applies, the student's conduct shall then be determined to be a manifestation of his/her disability. (20 USC 1415(k)(1)(E); 34 CFR 300.530)

3. **Determination that Behavior is a Manifestation of the Student's Disability:** When the student's conduct has been determined to be a manifestation of his/her disability, the IEP team shall conduct a functional behavioral assessment, unless one had been conducted before the occurrence of the behavior that resulted in the change of placement, and shall implement a behavioral intervention plan for the student. If a behavioral intervention plan has already been developed, the IEP team shall review the behavioral intervention plan and modify it as necessary to address the behavior. (20 USC 1415(k)(1)(F); 34 CFR 300.530)

The student shall be returned to the placement from which he/she was removed, unless the parent/guardian and Superintendent or designee agree to a change of placement as part of the modification of the behavioral intervention plan. (20 USC 1415(k)(1)(F); 34 CFR 300.530)

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

4. **Determination that Behavior is Not a Manifestation of the Student's Disability:** When it has been determined that the student's conduct was not a manifestation of his/her disability, the student may be disciplined in accordance with the procedures for students without disabilities. However, the student's IEP team shall determine services necessary to enable him/her to participate in the general education curriculum in another setting and to allow him/her to progress toward meeting the goals set out in his/her IEP. (20 USC 1415(k)(1)(D); 34 CFR 300.530)

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(e)

As appropriate, the student also shall receive a functional behavioral assessment and behavioral intervention services and modifications that are designed to address the behavior violation so that it does not recur. (20 USC 1415(k)(1)(D); 34 CFR 300.530)

(cf. 6158 - Independent Study)

(cf. 6185 - Community Day School)

Due Process Appeals

If the parent/guardian disagrees with any district decision regarding placement under 34 CFR 300.530 (suspension and removal for dangerous circumstances) or 34 CFR 300.531 (interim alternative placement), or the manifestation determination under 34 CFR 300.530(e), he/she may appeal the decision by requesting a hearing. The district may request a hearing if the district believes that maintaining the student's current placement is substantially likely to result in injury to the student or others. In order to request a due process hearing, the requesting party shall file a complaint pursuant to 34 CFR 300.507 and 300.508(a) and (b). (20 USC 1415(k)(3); 34 CFR 300.532)

Whenever a hearing is requested as specified above, the parent/guardian or the district shall have an opportunity for an expedited due process hearing consistent with requirements specified in 34 CFR 300.507, 300.508 (a)-(c), and 300.510-300.514.

If the student's parent/guardian or the district has initiated a due process hearing under 34 CFR 300.532 as detailed above, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the 45-day time period, whichever occurs first, unless the parent/guardian and district agree otherwise. (20 USC 1415(k)(4); 34 CFR 300.533)

Readmission

Note: There is no state or federal law that requires special procedures for readmission of expelled students with disabilities; however, districts have an ongoing obligation to make FAPE available to students with disabilities.

Readmission procedures for students with disabilities shall be the same as those adopted for students without disabilities. Upon readmission of a student with disabilities, an IEP team meeting shall be convened to review and, as necessary, modify the student's IEP.

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(f)

Decision Not to Enforce Expulsion Order

Note: For district criteria applicable to all students when the Board is considering whether or not to suspend the enforcement of an expulsion order, see BP 5144.1 - Suspension and Expulsion/Due Process. The district should consult legal counsel when considering the suspension of an expulsion order involving a special education student.

The Governing Board's criteria for suspending the enforcement of an expulsion order shall be applied to students with disabilities in the same manner as they are applied to all other students. (Education Code 48917)

Notification to Law Enforcement Authorities

Note: Pursuant to 20 USC 1415(k)(6) and 34 CFR 300.535, the district is authorized to report crimes by students with disabilities to law enforcement in accordance with state law. Education Code 48902 provides procedures for these required notifications and Education Code 49076, as amended by AB 143 (Ch. 434, Statutes of 2011), requires any law enforcement authority to which information regarding a student with disabilities is disclosed to certify that those records will not be disclosed to another party without the prior written consent of the student's parent/guardian or other person invested with the student's educational right. See also AR 5144.1 - Suspension and Expulsion/Due Process and BP 5131.7 - Weapons and Dangerous Instruments.

Law enforcement notification requirements involving students with disabilities shall be the same as those specified for all students in AR 5144.1 - Suspension and Expulsion/Due Process.

When giving any required notification concerning a student with disabilities to any law enforcement official, the principal or designee shall require the law enforcement official to certify in writing that he/she will not disclose the student's information or records to any other person without the prior written consent of the student's parent/guardian. (Education Code 49076)

(cf. 5131.7 - Weapons and Dangerous Instruments)

Report to County Superintendent of Schools

The Superintendent or designee shall report to the County Superintendent of Schools when any special education student has been expelled or suspended for more than 10 school days. The report shall include the student's name, last known address, and the reason for the action. (Education Code 48203)

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(g)

Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been determined to be eligible for special education and related services and who has violated the district's code of student conduct may nevertheless assert any of the protections under IDEA, if the district had knowledge of the student's disability. (20 USC 1415(k)(5); 34 CFR 300.534)

Knowledge means that, before the occurrence of the behavior that precipitated the disciplinary action, one of the following occurred: (20 USC 1415(k)(5); 34 CFR 300.534)

1. The parent/guardian, in writing, has expressed concern to district supervisory or administrative personnel, or to a teacher of the student, that the student is in need of special education or related services.
2. The parent/guardian has requested an evaluation of the student for special education pursuant to 20 USC 1414(a)(1)(B) or 34 CFR 300.300-300.311.

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

3. The teacher of the student or other district personnel has expressed specific concerns directly to the district's director of special education or other supervisory district personnel about a pattern of behavior demonstrated by the student.

However, the district shall not be deemed to have knowledge of a student's disability if the student's parent/guardian has not allowed him/her to be evaluated for special education services or has refused services or, after evaluating the student pursuant to 34 CFR 300.300-300.311, the district determined that he/she was not an individual with a disability.

When the district is deemed to not have knowledge of a student's disability, the student shall be disciplined in accordance with procedures established for students without disabilities who engage in comparable behavior. (20 USC 1415(k)(5); 34 CFR 300.534)

If a request is made for an evaluation of a student during the time period in which the student is subject to disciplinary measures pursuant to 34 CFR 300.530, the evaluation shall be conducted in an expedited manner. Until the evaluation is completed, the student shall remain in the educational placement determined by school authorities. (20 USC 1415(k)(5); 34 CFR 300.534)

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(h)

Legal Reference:

EDUCATION CODE

35146 Closed sessions re: suspensions
35291 Rules of governing board
48203 Reports of severance of attendance of disabled students
48900-48925 Suspension and expulsion
49076 Access to student records
56000 Special education; legislative findings and declarations
56320 Educational needs; requirements
56321 Development or revision of individualized education program
56329 Independent educational assessment
56340-56347 Individualized education program teams
56505 State hearing

PENAL CODE

245 Assault with deadly weapon
626.2 Entry upon campus after written notice of suspension or dismissal without permission
626.9 Gun-Free School Zone Act
626.10 Dirks, daggers, knives, razors, or stun guns

UNITED STATES CODE, TITLE 18

930 Weapons

1365 Serious bodily injury

UNITED STATES CODE, TITLE 20

1412 State eligibility

1415 Procedural safeguards

UNITED STATES CODE, TITLE 21

812 Controlled substances

UNITED STATES CODE, TITLE 29

706 Definitions

794 Rehabilitation Act of 1973, Section 504

CODE OF FEDERAL REGULATIONS, TITLE 34

104.35 Evaluation and placement

104.36 Procedural safeguards

300.1-300.818 Assistance to states for the education of students with disabilities, especially:

300.530-300.537 Discipline procedures

COURT DECISIONS

Schaffer v. Weast, (2005) 546 U.S. 549

Parents of Student W. v. Puyallup School District, (1994 9th Cir.) 31 F.3d 1489

M.P. v. Governing Board of Grossmont Union High School District, (1994) 858 F.Supp. 1044

Honig v. Doe, (1988) 484 U.S. 305

Students

Suspension and Expulsion/Due Process (Students with Disabilities)

AR 5144.2(i)

Management Resources:

FEDERAL REGISTER

Rules and Regulations, August 14, 2006, Vol. 71, Number 156, pages 46539-46845

WEB SITES

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

U.S. Department of Education, Office of Special Education Programs:

<http://www.ed.gov/about/offices/list/osep>

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Regulation

Approved: 12/11/13

SMJUHSD
Santa Maria, CA

REGULAR MEETING
December 11, 2013

APPENDIX D
2013/14 1ST INTERIM REVISED BUDGET

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT 2013/14 FIRST INTERIM REVISED GENERAL FUND BUDGET ASSUMPTIONS

This revised budget for the Santa Maria Joint Union High School District recognizes changes which have occurred since the Board approved the District's Adjusted Budget in August 2013. These revisions include items contained in the State's budget which was signed into law on June 27th, recognition of prior year unused award amount carryovers, new funding sources, and other items necessitated by changing conditions within the district.

Local Control Funding Formula

The 2013/14 school year marks the inaugural year of the Local Control Funding Formula ("LCFF"), arguably the most significant change to the way education is funded in California since the advent of revenue limits in 1972. LCFF replaces all state funding with but a few exceptions. Funding that is replaced includes revenue limit, all of the "Tier III" categorical programs, transportation (including special education), and Economic Impact Aid. Programs applicable to our District and funded outside of the LCFF are special education, mandate block grant, agricultural incentive grant, lottery, and QEIA.

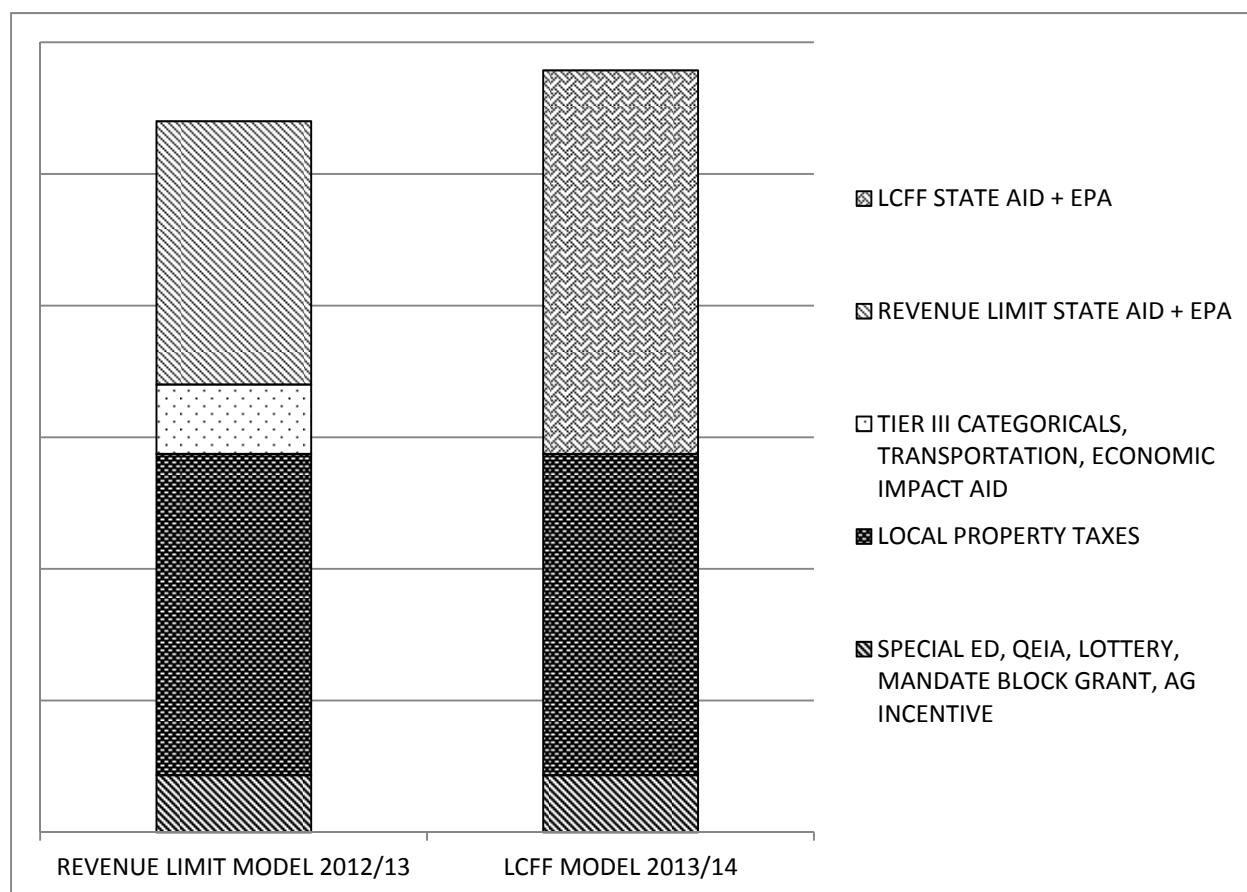
Like the former Revenue Limit, LCFF funding is still calculated based on District Average Daily Attendance (ADA). The amount per ADA is comprised of a base grant which varies depending on the grade span of students being served. In addition, there are supplemental and concentration grants which vary from district to district and are dependent upon a district's population of low income and English learner students. The percentage of a district's population of low income and English learner students is referred to as "Unduplicated FRPM/EL".

LCFF amounts per ADA are target amounts to be achieved at the end of an eight year phase in; the amount to be funded each year is measured by the difference between targeted revenues at the end of the eight year period compared to revenues in the prior year. For the 2013/14 year, the "gap" funding, as this is known, is 11.78%. It should be noted that there are no provisions in the LCFF law for COLA or any other minimum funding guarantees from year to year. The amount to be funded will be entirely dependent upon the State's ability to pay, as measured by revenues collected.

Regulations for accountability and tracking of expenditures for low income and English language learner target groups are still being developed by the State Board of Education and are scheduled for publication by January 31, 2014. Once complete, districts will be required to adhere to those regulations in developing their own Local Control Accountability Plan ("LCAP"). The LCAP must be developed with the participation of numerous stakeholder groups in the district including parents and students. Adoption of the LCAP by the District's board will be required in advance of adoption of the District's budget for the 2014/15 fiscal year.

A sample comparison of the funding elements in the former Revenue Limit model and the new LCFF model is illustrated on the following page.

Comparison of Revenue Limit and LCFF Funding Models



Demographic Factors Affecting the District's Budget

At the time the District adopted its 2013/14 budget, enrollment was projected to decline by 107 students, and there were no details about the mechanics of LCFF funding. Based on direction from the County Education Office, the District adopted its budget based on the Revenue Limit model, with a funded inflation adjustment ("COLA") of 1.565%, and a decline in funded ADA of 5.6 students.

LCFF was signed into law on July 1, 2013. In August, in accordance with California Education Code section 42127(i)(4) (the so-called "45-day rule"), the District revised its budget to reflect the LCFF model. Projected ADA was unchanged from budget adoption, and the unduplicated FRPM/EL percentage was 67%.

With this First Interim Revised Budget, the date for measuring the District's actual enrollment has passed and the District now has more up to date information on enrollment, projected ADA, and unduplicated FRPM/EL counts. All of this data is subject to a certification process with the California Department of Education through the California Longitudinal Pupil Achievement Data System ("CALPADS"). The table on the following page summarizes these changes since the District's Adjusted Budget.

	Enrollment	Projected Actual ADA	Projected Funded ADA	Unduplicated FRPM/EL Pct.
Adjusted Budget	7530	7091	7192	67%
1 st Interim Revision	7717	7256	7256	77%
Change	187	165	64	10%

Details of major changes in the District's General Fund Revenues and Expenses, from the Adjusted Budget to this First Interim Revised Budget, are shown below and on the following pages.

REVENUES:

LCFF/Revenue Limit

Revised projected funded ADA of 7256, gap funding of 11.78%, low income and English language learner population of 77%, equate to a funded amount per ADA of \$7375.09, for an increase over the Adjusted Budget of

\$1,103,348

Federal Revenues

Federal Revenues are revised to recognize carryover of prior year unused grant awards \$655,780; elimination of estimated sequestration cuts that were included in the Adjusted Budget \$120,973; and adjustments to current year award amounts based on official or updated estimated award announcements \$107,526. In total, Federal Revenues increase by \$884,279 since the Adjusted Budget. Award amounts for Title I, Title II, and Title III will not be finalized until the District completes the Consolidated Application process in January. By program, changes since the Adjusted Budget are:

Title I	\$677,935
Title II	84,419
Title III	<13,597>
Migrant	109,222
Carl D. Perkins / CTE	<u>26,300</u>

Total increase in Federal Revenues

\$ 884,279

State Revenues

Eliminate Home to School and Special Ed Transportation funding due to LCFF

\$ <356,987>

Ag Incentive grant, adjusted award amount

<3,234>

Common Core State Standards, adjusted award amount

109,000

Mandate Block Grant, adjusted award amount

65,960

Lottery, based on 4th qtr actual payments

62,401

QEIA, based on enrollment increase

47,000

Total **decrease** in State Revenues

\$ < 75,860 >

Local Revenues

The District adjusts its budget for local revenues during the year based on actual events. Adjustments that have occurred since the Revised Budget, totaling \$327,484, that are one time in nature are as follows:

Additional estimated PG&E rebates (JCI project)	\$114,662
CAAP grant	11,000
Other miscellaneous local grants	12,522
APCD grant for two buses purchased two years ago	50,000
Estimated insurance proceeds net of deductible for bus loss in accident October 2013	139,300
<u>On-going decrease for ROP classes</u>	<u><51,046></u>
 Total increase in Local Revenues	 <u>\$276,438</u>

TOTAL REVENUES HAVE INCREASED BY: \$2,239,251

EXPENDITURES:

Salaries, Wages, & Benefits

- Certificated staffing increases by 9.1 FTE's in regular ed and 3.0 FTE's in special ed (total of \$687,598) in support of program needs, alignment of available categorical funding sources to District and school goals, and increased enrollment. This increased cost was somewhat offset by savings from new hires replacing retiring/resigning employees (\$351,485) for a net total cost increase of \$336,113.
- A provision has been made for potential settlement with the Certificated unit under the same terms that have already been agreed to with the Classified unit: 3% off schedule onetime payment plus 2% salary schedule increase, for a total cost of \$1,434,509.
- Classified staffing decreases 3.7 FTE's due to attrition, vacancies, retirements, and resignations. Those positions remain vacant as the district evaluates the staffing needs throughout the school year. This decrease results in a net savings of \$180,170.
- This revised budget incorporates the cost of the agreement with the Classified bargaining unit, as approved by the Board in September, 2013, for a 3% one time off schedule payment (\$325,971) and an ongoing 2% increase on the salary schedule (\$235,865).
- Management and confidential staffing FTE's remain unchanged. However, \$35,794 in savings have been realized from three vacancies that have occurred and been filled since budget adoption (energy manager and two assistant principals).
- This revised budget incorporates the cost of the agreement with management and confidential employees, as approved by the Board in September, 2013, for a 3% one time off schedule payment (\$113,462) and an ongoing 2% increase on the salary schedule (\$42,047).
- Adjustments to recognize the actual cost of summer school result in an increase of \$128,210.
- Approvals for extra work/extra hours, many of them offset against department or categorical program allocations, result in an increase of \$299,254.
- All other changes resulted in a decrease of \$28,046.
- **In total, all changes in salaries, wages, & benefits result in an increase of \$2,671,421 since the Adjusted Budget.**

Books and Supplies, Services, Capital Outlay

- Expenditures which are one time in nature due to carryovers from the prior year total \$2,524,989. These items were reflected as “Assigned” in the District’s 2012/13 yearend report. Details are as follows:
 - School site, department, MAA, and Tier III programs. \$ 436,051
 - Unused grant award carryovers, Federal programs. 655,780
 - Adjustments to reflect spending down of prior year ending balances for Lottery and EIA. 786,151
 - Balance of JCI energy retrofit contract. 597,007
 - Unexpended funds allocated in prior year for staff computer replacement. 50,000
- Additional one time items which have been added since the District Adjusted its budget amount to \$2,407,942 and include:
 - Support for Common Core State Standards implementation including professional development, one to one devices, and IT infrastructure. Any amounts budgeted but not expended during 2013/14 may be carried over for one additional year. 1,560,200
 - Additional expenses for textbooks to support SMHS’ class schedule transition. 300,000
 - Purchase of six (6) vans in support of the District’s athletics programs. 176,086
 - Estimated replacement cost for bus lost in accident October 2013. 170,000
 - Replace phone system at PVHS. 79,519
 - Purchase of an additional special ed bus. 72,137
 - Continued IT infrastructure improvements, network switches. 50,000
- Ongoing items total \$55,271 and are as follows:
 - Special Education, increase in amount for contracted on-line speech therapy services 150,900
 - Special Education, adjustments in accordance with the SELPA funding model 108,773
 - Federal programs, adjustment due to increased award amounts, net of any budgeted increases for staffing 139,044
 - Economic Impact Aid, elimination of amounts previously budgeted for supplies. EIA is no longer funded, has been subsumed by LCFF <349,242>
 - Reduction of amounts budgeted for supplies, to cover extra work/extra hours costs as noted above in “Salaries, Wages, and Benefits” <105,802>
 - Other items including additional SRO services for PVHS and SMHS, painting at RHS, SARB committee costs, and student furniture and equipment 111,598
- **In total, expenditures for Books and Supplies, Services, and Capital Outlay, increase by \$4,988,202 since the Adjusted Budget.**

Other Outgo

- Other Outgo expenses include payments of principal and interest on the District's non-voter approved debt, including capital leases and Certificates of Participation ("COPs"), and on-bill interest free financing from PG&E in support of the JCI energy retrofit project. These amounts have increased by \$97,981 since the Adjusted Budget.
- Also included in Other Outgo is a credit for Interfund Indirect Costs which increases (decreases expense) by \$11,689.
- **In total, expenditures for Other Outgo increase by \$86,292 since the Adjusted Budget.**

TOTAL EXPENDITURES HAVE INCREASED BY: \$7,745,914

OTHER FINANCING SOURCES/USES:

- Transfers In remain unchanged since the Adjusted Budget.
- Transfers Out remain unchanged since the Adjusted Budget.
- Other Sources increase by \$842,019, representing proceeds from PG&E interest free on-bill financing for the final phases of the JCI energy retrofit project.
- **In total, transfers and other sources have increased by \$842,019 since the Adjusted Budget.**

The District's Fund Balance:

- This revised budget shows an unrestricted net excess (revenues greater than expenditures) of \$48,978. Note that there are a large quantity and dollar value of onetime items that have been carried forward from the prior year. These allocations were reserved in the District's ending fund balance at the time it closed its books for 2012/13 and the Board approved the yearend report. ***This is a factor dealt with every year at the First Interim Report when carryover funds are recognized and then re-budgeted to be spent in the new budget year.***
- If funded at an appropriate level, the LCFF model appears to mitigate the problems the District has had with an on-going deficit spending pattern. It should be noted, however, that there are ***no minimum funding level requirements*** contained in the LCFF law. So while LCFF brings the promise of significant additional revenue to the District, it is still an ADA driven model, and changes in the District's unduplicated FRPM/EL percent can have a significant impact, either up or down, on the amount of revenue. Also, while the State Board of Education is working on regulations for accountability and expenditure tracking, CDE and the Department of Finance are working on the mechanisms for getting the cash appropriations computed correctly and delivered to districts. In its letter accompanying the state aid now being disbursed, the CDE informed districts that the final calculations to recognize the impact of LCFF funding will not be completed until June of 2014, and not paid until July. The potential revenue volatility and cash flow issue is the reason why this budget reflects an increase in the Reserve for Economic Uncertainties, above the minimum 3% required by statute, to an amount that represents one month of payroll cost for the District.
- As of the date of this posting, the District is able to file a "Positive Certification."

Santa Maria Joint Union High School District						
2013/14 1ST INTERIM- MULTI YEAR PROJECTION - GENERAL FUND						
			2013/14	2014/15	2015/16	
		Prior yr enrollment	7637	7,717	7756	
		Enrollment growth	80	39	6	
		Current year enrollment	7,717	7,756	7,762	
		Projected Actual ADA	7256	7293	7299	
		Projected Funded ADA (greater of curr or prior yr)	7256	7293	7299	
Beginning Balance			9,787,331	7,627,394	9,028,768	
Revenues						
	LCFF/Revenue Limit Sources		54,527,481	57,761,363	60,905,673	
	Federal Revenues		4,464,738	3,808,958	3,808,958	
	State Revenues		7,446,696	5,919,496	3,572,496	
	Local Revenues		1,076,460	617,667	617,667	
Total Revenues			67,515,374	68,107,484	68,904,794	
Expenditures				-		
	1000 Certificated Salaries		30,713,107	31,023,058	31,325,866	
	2000 Classified Salaries		12,039,957	12,642,634	12,719,057	
	3000 Employee Benefits		11,885,600	12,438,430	12,538,610	
	4000 Books & Supplies		5,546,078	2,368,486	2,368,906	
	5000 Services and Other Operating		7,398,093	7,408,093	7,363,093	
	6000 Capital Outlay		2,158,366	195,617	195,617	
	QEIA program, reduction required to equal available carryover		-	-	(295,568)	
	Other Outgo, debt service, State Sp. School		664,725	401,267	421,836	
	Direct Support/Indirect Cost		(146,474)	(146,474)	(146,474)	
Total Expenditures			70,259,453	66,331,110	66,490,943	
Operating Surplus/(Deficit)			(2,744,078)	1,776,374	2,413,851	
	Transfers In		-	-	-	
	Transfers Out		(257,878)	(375,000)	(375,000)	
	Other Financing Sources/(USES)		842,019			
	Encroachment contributions		-	-	-	
Increase (Decrease) in Fund Balance			(2,159,937)	1,401,374	2,038,851	
Ending Fund Balance			7,627,394	9,028,768	11,067,619	
Components of Ending Fund Balance						
	Nonspendable (revolving cash, stores, prepaid exp, CSEA Health Ben		116,629	116,629	116,629	
	Reserved for economic uncertainties		4,499,160	4,499,160	4,499,160	
	Restricted programs ending balances		2,641,200	2,575,348	380,596	
	Unappropriated amount, General Fund 01		370,405	1,837,631	6,071,234	

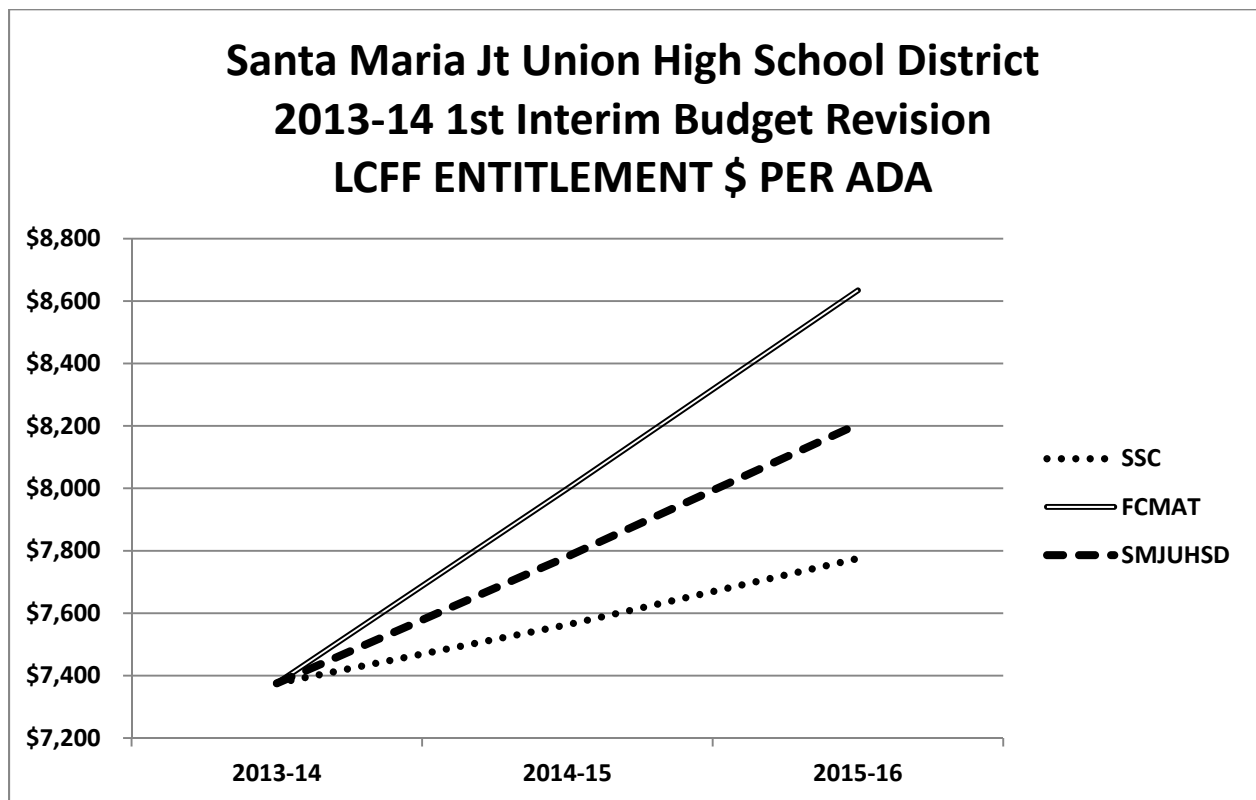
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2013/14 1st Interim Budget Revision
Multi/Year Projection – General Fund

All on/going sources of Revenues and Expenditures from the 2013/14 Revised Budget are assumed to continue at the same level for the next two years with the following adjustments:

REVENUES

LCFF/Revenue Limit Sources

- There are currently two simulator tools available for projecting a district's LCFF funding: School Services of California ("SSC") and Fiscal Crisis and Management Assistance Team ("FCMAT"). Both simulators rely on individual district-specific factors for ADA and percentage of unduplicated FRPM/EL students. SSC's proprietary calculations for future years are conservative, and designed to "maintain purchasing power". FCMAT's calculations use inflation and gap funding percentage estimates provided by the California Department of Finance. The chart below illustrates the LCFF entitlement in dollars per ADA. For this Revised Budget, the District has opted to strike a balance between the two as shown by the dashed line labeled "SMJUHSD".



- The 2014/15 year estimated LCFF entitlement per ADA is \$7,781.10 with projected funded ADA of 7293. This results in an **increase** from 2013/14 of \$3,233,882 in LCFF/Revenue Limit Sources.
- The 2015/16 year estimated LCFF entitlement per ADA is \$8,205.49 with projected funded ADA of 7299 for an **increase** from 2014/15 of \$3,144,310 in LCFF/Revenue Limit Sources.

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2013/14 1st Interim Budget Revision
Multi/Year Projection – General Fund

Federal Revenues

- In 2014/15 Federal Revenues decrease by \$655,780 which is the amount of prior year unused grant award carryover dollars contained in the Revised Budget.
- In 2015/16 Federal Revenues remain unchanged from 2014/15.

State Revenues

- In 2014/15 State Revenues decrease by \$1,527,200 which is the amount of funding for Common Core State Standards implementation contained in the Revised Budget. This funding is one-time only.
- In 2015/16 State Revenues decrease by \$2,347,000 due to the end of the QEIA program.

Local Revenues

- In 2014/15 Local Revenues decrease by \$458,793 due to the elimination of one-time funds that are included in the Revised Budget. These include estimated insurance proceeds for loss of a school bus \$139,300; funding from SELPA for special education LCI payments \$140,186; PG&E rebates associated with energy retrofit projects \$114,662; APCD grants for purchase of two school buses \$50,000; and miscellaneous other one-time grants \$14,645.
- In 2015/16 Local Revenues remain unchanged from 2014/15.

EXPENDITURES

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Salaries, wages and benefits:

- Step and Longevity increases for all employees of \$638,646 for 2014/15 and \$594,737 for 2015/16.
- In 2014/15, an increase of approximately 1.4 FTE's, accounting for \$106,891 due to a projected increase in enrollment of 39 students.
- In 2014/15, an increase of \$1,619,000 for the District's plan to expand and enhance educational offerings for its English Language learners. The increase consists of 11 Certificated FTE's and 18 Classified positions for clerical and classroom instructional support.
- A decrease of \$860,705 in 2014/15 to reflect elimination of the proposed one-time off schedule payment for Certificated staff that is included in the Revised Budget.
- An increase of \$59,587 in 2014/15 for pay-as-you-go District costs for retiree health benefits. In 2015/16, this amount is projected to then decrease by \$17,364.
- A decrease of \$97,962 in 2014/15 and 2015/16 from a projected 5.0 FTE retirees in each year, being replaced by new hires with a lower placement on the salary schedule.
- In total, costs for salaries, wages, and benefits increase from 2013/14 to 2014/15 by \$1,465,458, and increase from 2014/15 to 2015/16 by \$479,411.
- PLEASE NOTE: There are no COLA increases for salaries and benefits included in 2014/15 or 2015/16, as these are subject to negotiations.

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2013/14 1st Interim Budget Revision
Multi/Year Projection – General Fund

Books and Supplies, Services, Capital Outlay

- For 2014/15, expenditures which are included in the 2013/14 Revised Budget and are one-time in nature are eliminated, resulting in a **decrease** of \$5,177,931. These are detailed below:
 - Prior year carryovers as noted in the narrative accompanying the Revised Budget \$ 2,524,989
 - Expenditures to support Common Core State Standards implementation 1,855,200
 - Textbooks in support of schedule change at SMHS 300,000
 - Vehicles for athletics programs (6) 176,086
 - Replace bus lost in accident 170,000
 - Replace PVHS phone system main control 79,519
 - Purchase of a bus for Special Ed students 72,137
- The provision for allocations to school sites from the general fund, which is based on estimated ADA, **increases** by \$2,590 in 2014/15 and **increases** by \$420 in 2015/16.
- The District budgets for election expenses every other year, coinciding with the November General Elections in even-numbered years where members of the Board of Education are elected. For the 2013/14 budget year there is no provision for elections expense, \$45,000 for the 2014/15 year, and none in 2015/16.
- In total, expenditures for books and supplies, services, and capital outlay **decrease** by \$5,130,341 from 2013/14 to 2014/15, and **decrease** by \$44,580 from 2014/15 to 2015/16.

Other Adjustments

- The final year of funding for the QEIA program is 2014/15. As noted above in the State Revenues section, the District has recognized the elimination of funding for the 2015/16 school year. There is projected to be an available ending balance to carry forward from the 2014/15 year to 2015/16. In consultation with the County Education Office, the District will be allowed to spend this carryover balance in accordance with the QEIA program guidelines. Based on current staffing charged to the QEIA program, and the projected costs of step and column movement, it is projected that expenses for 2015/16 will be \$295,568 greater than the available carryover. This will require a reduction in staffing or some other general fund contribution to support the expense.

Other Outgo

- Other outgo reflects the District's required payments for debt service including Certificates of Participation ("COPs"), capital leases, and PG&E financing, in support of a variety of energy management, conservation, and retrofit projects throughout the District. The amounts projected are in accordance with debt service schedules: \$401,267 in 2014/15, and in \$421,836 in 2015/16.

Other Financing Uses

- The budget year includes transfers out in support of the District's facilities and deferred maintenance projects. Note that funding for deferred maintenance, formerly a "Tier III" categorical program, is eliminated due to the LCFF funding formula. The District is projecting an increase in the transfer for subsequent years, to a total of \$375,000 per year to continue necessary deferred maintenance projects.
- Additionally, the transfer of Needy Meal revenues to the Cafeteria Fund, which has typically been \$250,000 in the past, is not reflected in the budget and two succeeding years. The need for this transfer is monitored on an ongoing basis given declining

reserves and increasing food costs in the Cafeteria Fund; this transfer may need reinstating in future years.

PLEASE NOTE: This projection is based on assumptions and factors from the State Budget and various education trailer bills. LCFF funding is dependent upon a variety of state and District-specific factors which can significantly impact future revenue projections. There is no requirement for minimum funding in the LCFF law therefore projections of “gap funding” by the Department of Finance can change based on changing revenue collections at the state level. In addition, significant cash deferrals of apportionment amounts still exist, and the State could choose to fund those rather than fund LCFF revenues. Finally, Proposition 30 which provides much of the revenue that is used to fund the LCFF is temporary. The state sales tax portion will expire at the end of 2016 and the income tax portion is due to expire at the end of 2018.

The next benchmark for revenue projections, and a first look at the Governor’s proposed budget for the 2014/15 year, will be in January. Stay tuned....