

OAK VALLEY UNION ELEMENTARY SCHOOL DISTRICT
REGULAR MEETING of the GOVERNING BOARD
Tuesday, August 23, 2022
AGENDA

TIME: 4:00pm

PLACE: District Office Conference Room

CALL TO ORDER AND ROLL CALL

BOARD MEMBERS:

Mr. Doug Mederos,
Mr. John Mendonca, Clerk
Mr. Joey Benevedes, Trustee
Mr. Mark Nunes, Trustee
Mr. Joseph Meneses, Trustee

PLEDGE OF ALLEGIANCE

(1.0) APPROVAL OF AGENDA

Motion by _____ Second _____ ACTION ()

(2.0) APPROVAL OF MINUTES

The minutes of the regular meeting held on August 9, 2022 are presented for Board approval.

Motion by _____ Second _____ ACTION ()

(3.0) QUESTIONS FROM THE FLOOR AND INTRODUCTIONS OF GUESTS

At this time, any person wishing to speak to any item not on the agenda for this meeting may be granted **(5) minutes** to speak to the Board with a maximum time of 15 minutes per item, unless otherwise extended by the board.

(Action cannot be taken on anything that is not already on the agenda).

(4.0) CORRESPONDENCE:

Letter from Shirley Long

(5.0) ADMINISTRATORS' REPORTS

1. *Superintendent's Report*
 - *KYA information on Barn/Classroom*
 - *Camp Update*
2. *Principal Report*
 - *Enrollment update*
 - *Update on beginning of school 22-23*
 - *Summer School report*

(6.0) BUSINESS SERVICES

- 1.) Approval authorization to pay vouchers as presented.

Motion by _____ Second _____ ACTION ()

- 2.) Approval of Budget Revisions as presented. NONE

Motion by _____ Second _____ ACTION ()

(7.0) DISTRICT ADMINISTRATION

- 1.) Approval of Interdistrict Agreements from Tulare City (1) 2nd grade and (1) 4th grade.

Costs: none

Motion by _____ Second _____ ACTION ()

- 2.) Approval of CSBA Policy Updates for September 2021, December 2021, March 2022

Costs: none

Motion by _____ Second _____ ACTION ()

- 3.) Discussion and possible Approval of Alum-Line, Inc purchase of a Livestock trailer for the 4H program.

Costs: 29,835

Funding Source: ELOP

(8.0) CLOSED SESSION

- 1.) Employment, Resignations, Transfers, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

(9.0) RECONVENE IN REGULAR SESSION

- 1.) Employment, Resignations, Transfers, Termination, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

Motion by _____ Second _____ ACTION ()

(10.0) ORGANIZATIONAL BUSINESS

(Consideration of any item any member of the Board wishes to place on the Agenda for the next meeting.)

(11.0) ADJOURNMENT

Motion by _____ Second _____ ACTION ()

ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING
September 13, 2022 @ 4:00 pm District Office conference room

This agenda may be made available in an appropriate alternative format for a person with a disability, upon request. If a disability-related modification or accommodation, including auxiliary aids or services, is needed, please contact **Heather Pilgrim, Ed.S., Superintendent**, at least one week in advance of the meeting, at **688-2909**. Requests made closer to the meeting may not be able to be accommodated.

OAK VALLEY UNION ELEMENTARY SCHOOL DISTRICT
REGULAR MEETING of the GOVERNING BOARD
Tuesday, August 9, 2022
Minutes

TIME: 10:00am

PLACE: District Conference Room

CALL TO ORDER AND ROLL CALL @ 10:18am

BOARD MEMBERS:

Mr. Doug Mederos, President	Present
Mr. John Mendonca, Clerk	Present
Mr. Joey Benevedes, Trustee	Present
Mr. Mark Nunes, Trustee	Present
Mr. Joseph Meneses, Trustee	Present

PLEDGE OF ALLEGIANCE

(1.0) APPROVAL OF AGENDA

Motion by J. Meneses Second J. Mendonca ACTION (5-0)

(2.0) APPROVAL OF MINUTES

The minutes of the regular meeting held on July 26, 2022 are presented for Board approval.

Motion by J. Benevedes Second J. Meneses ACTION (5-0)

(3.0) QUESTIONS FROM THE FLOOR AND INTRODUCTIONS OF GUESTS

At this time, any person wishing to speak to any item not on the agenda for this meeting may be granted (5) minutes to speak to the Board with a maximum time of 15 minutes per item, unless otherwise extended by the board.

(Action cannot be taken on anything that is not already on the agenda).

(4.0) CORRESPONDENCE

(4.1) Letter from DGS dated July 25, 2022 RE: approval of financial hardship application

(5.0) ADMINISTRATORS' REPORTS None

(6.0) BUSINESS SERVICES

(6.1) Approval authorization to pay vouchers as presented.

Motion by M. Nunes Second J. Mendonca ACTION (5-0)

(6.2) Approval of Budget Revisions as presented by Tyger Bates, CPA.

Motion by J. Meneses Second J. Mendonca ACTION (5-0)

Recess at 10:28am to 1:11pm in order to prepare and serve the staff a barbecue lunch.

(7.0) DISTRICT ADMINISTRATION

(7.1) Approval of CSBA Policy for September 2021, December 2021, and March 2022.

Tabled in order for the Superintendent to get clarification on policy adoptions. She will report out at the next meeting.

Motion by _____ Second _____ ACTION ()

(7.2) Approval of 2022-2023 Committee on Assignments

Supt Pilgrim presented the Committee on Assignments that are needed for the 22/23SY.

Motion by J. Benevedes Second J. Meneses ACTION (5-0)

(7.3) Approval of On Point annual consulting services contract for technology needs.

Cost: Not to exceed \$75,000

Funding Source: LCAP

Supt Pilgrim explained that this is an annual contract that assists the district in technology needs.

Motion by J. Mendonca Second M. Nunes ACTION (5-0)

(7.4) Approval of On Point Professional Development Services contract.

Costs: Not to exceed \$50,000

Funding Source: Learning Recovery Block Grant

Supt Pilgrim explained that this is a new contract that will be used for coaching/training services for the teachers.

Motion by J. Benevedes Second M. Nunes ACTION (5-0)

(7.5) Approval of On Point purchase for new lab science tables at the middle school

Costs: \$48,725

Funding Source: Learning Recovery Block Grant

Supt. Pilgrim explained that it is the desire of the Middle School Science Teachers to have lab tables in the classroom in order to create an environment that promotes technical writing and lab experiments.

Motion by J. Meneses Second J. Mendonca ACTION (5-0)

- (7.6) Approval of Central Valley Electric Budget Proposal to provide electrical to the OV Farm for the future Barn/Classroom.
Costs: \$31,000
Funding Source: ELO-P

This item was tabled until the next meeting in order to find additional information on the electrical capacity needed at the farm for a classroom.

Motion by _____ Second _____ ACTION ()

(8.0) CLOSED SESSION

(8.1) Employment, Resignations, Transfers, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

(9.0) RECONVENE IN REGULAR SESSION

(9.1) Employment, Resignations, Transfers, Termination, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

Classified Hires

Leila Medrano, 2nd grade Instructional Aide
Jael Sanchez, 3-5th Instructional Aide
Teryn Aguiar, 1st grade Instructional Aide
Adriana Carillo, IRC Aide
Virginia Gonzales, Health Aide
Ronnelle Watkins, SPED Aide

Motion by J. Meneses Second by M. Nunes ACTION (5-0)

(8.0) ORGANIZATIONAL BUSINESS

(Consideration of any item any member of the Board wishes to place on the Agenda for the next meeting.)

Selling the Electrical car, truck/trailer needs for Ag, KYA electrical needs, policy regulations.

ADJOURNMENT @ 3:08pm

Motion by J. Mendonca Second J. Benevedes ACTION (5-0)

ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING

August 23, 2022 @ 4:00 pm District conference room

If a disability-related modification or accommodation, including auxiliary aids or services, is needed, please contact Heather Pilgrim, Ed.S., Superintendent, at least one week in advance of the meeting, at 688-2909. Requests made closer to the meeting may not be able to be accommodated.

6.1

Accounts Payable Final PreList - 8/11/2022 5:21:20PM

*** FINAL ***

Batch No 417

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
014027	ACCELERATE LEARNING, INC.	PV-230067	8/11/2022		69599		010-63000-0-11100-10000-43000-0-0000	\$24,477.27		
Total Check Amount:								\$24,477.27		
014187	AMAZON SALIES INC	PV-230087	8/11/2022		XKQ1		010-58126-2-11100-10000-43000-0-0000	\$1,809.48		
	AMAZON SALIES INC		8/11/2022		XKQ1		010-63000-0-11100-10000-43000-0-0000	\$580.22		
	AMAZON SALIES INC		8/11/2022		XKQ1		010-00000-0-11100-10000-43000-0-0000	\$121.96		
	AMAZON SALIES INC		8/11/2022		XKQ1		010-00000-0-00000-72000-43000-0-0000	\$47.53		
Total Check Amount:								\$2,559.19		
013293	ASSOCIATION OF SCHOOL ADMINIST	PV-230068	8/11/2022		NONE		010-00000-0-00000-71500-53000-0-0000	\$1,638.00		
Total Check Amount:								\$1,638.00		
013551	CAVES AND ASSOCIATES	PV-230072	8/11/2022		22-145		010-00000-0-00000-72000-58000-0-0000	\$175.00		
Total Check Amount:								\$175.00		
013336	CENTRAL CALIFORNIA ELECTRONICS	PV-230069	8/11/2022		26786		010-00000-0-00000-82000-58000-0-0000	\$515.50		
Total Check Amount:								\$515.50		
013365	CONNECTION	PV-230070	8/11/2022		73068582		010-00000-0-00000-24200-43000-0-0000	\$445.90		
	CONNECTION		8/11/2022		73068582		010-00000-0-00000-24200-44000-0-0000	\$967.85		
Total Check Amount:								\$1,413.75		
012736	CURRICULUM ASSOCIATES, INC.	PV-230071	8/11/2022		90188834		010-63000-0-11100-10000-43000-0-0000	\$411.27		
Total Check Amount:								\$411.27		
013760	EWING IRRIGATION PRODUCTS, INC	PV-230073	8/11/2022		7828-1959		010-00000-0-00000-82000-43000-0-0000	\$195.62		
	EWING IRRIGATION PRODUCTS, INC		8/11/2022		7828-1959		010-00000-0-00000-82000-43000-0-0000	\$194.08		
Total Check Amount:								\$389.70		
014179	GOLD STAR FOODS INC	PV-230074	8/11/2022		5179336		010-63000-0-11100-10000-43000-0-0000	\$149.34		
	GOLD STAR FOODS INC		8/11/2022		5179336		130-53100-0-00000-37000-47000-0-0000	\$516.36		
Total Check Amount:								\$665.70		

Accounts Payable Final PreList - 8/11/2022 5:21:20PM

*** FINAL ***

Batch No 417

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
014053	GOODGUYS PLUMBING	PV-230076	8/11/2022		13941		010-00000-0-00000-82000-58000-0-0000	\$7,727.50	L	
	GOODGUYS PLUMBING		8/11/2022		13941		130-53100-0-00000-37000-56000-0-0000	\$700.00	L	
Total Check Amount:								\$8,427.50		
012434	GRISSOM-WALLACE	PV-230075	8/11/2022		42943		010-00000-0-00000-82000-56000-0-0000	\$235.78		
Total Check Amount:								\$235.78		
012691	HOME DEPOT CREDIT SERVICES	PV-230077	8/11/2022		JULY		010-00000-0-00000-82000-43000-0-0000	\$3,232.42		
Total Check Amount:								\$3,232.42		
013002	MORRIS PRINTING GROUP, INC	PV-230084	8/11/2022		574853		010-11000-0-11100-10000-43000-0-0000	\$1,585.50		
Total Check Amount:								\$1,585.50		
014076	RES-COM PEST CONTROL	PV-230081	8/11/2022		2050767		010-00000-0-00000-82000-55000-0-0000	\$150.00		
Total Check Amount:								\$150.00		
014077	RIGO SIGNS	PV-230082	8/11/2022		20633		010-11000-0-11100-10000-43000-0-0000	\$340.99		
Total Check Amount:								\$340.99		
012243	SCHOLASTIC INC.	PV-230083	8/11/2022		40436459		010-63000-0-11100-10000-43000-0-0000	\$4,637.09		
Total Check Amount:								\$4,637.09		
013693	TULARE COUNTY SUPT. OF SCHOOLS	PV-230080	8/11/2022		230120		010-00000-0-00000-72000-58000-0-0000	\$4,212.60		
Total Check Amount:								\$4,212.60		
013242	TULARE JOINT HIGH SCHOOL DISTR	PV-230078	8/11/2022		2023-2		010-00000-0-00000-72000-58000-0-0000	\$2,000.00		
Total Check Amount:								\$2,000.00		
014183	Tyger Bates, CPA	PV-230079	8/11/2022		1099		010-00000-0-00000-73500-58000-0-0000	\$5,415.00	L	
Total Check Amount:								\$5,415.00		
013932	U.S. BANK CORPORATE PAYMENT	PV-230086	8/11/2022		JULY		010-00000-0-00000-82000-43000-0-0000	\$85.48	M	
	U.S. BANK CORPORATE PAYMENT		8/11/2022		JULY		010-00000-0-00000-72000-58000-0-0000	\$22.98	M	
	U.S. BANK CORPORATE PAYMENT		8/11/2022		JULY		010-00000-0-00000-72000-43000-0-0000	\$87.54	M	

Accounts Payable Final PreList - 8/11/2022 5:21:20PM

*** FINAL ***

Batch No 417

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
013932	U.S. BANK CORPORATE PAYMENT	PV-230086	8/11/2022		JULY		010-11000-0-11100-10000-43000-0-0000	\$1,904.15	M	
	U.S. BANK CORPORATE PAYMENT		8/11/2022		JULY		010-00000-0-11100-10000-43000-0-0000	\$86.14	M	
	U.S. BANK CORPORATE PAYMENT		8/11/2022		JULY		010-70280-0-00000-37000-43000-0-0000	\$867.17	M	
	U.S. BANK CORPORATE PAYMENT		8/11/2022		JULY		010-58126-2-11100-10000-43000-0-0000	\$2,870.38	M	
Total Check Amount:								\$5,923.84		
013576	ULINE	PV-230085	8/11/2022		151892626-27		010-26000-0-11100-10000-44000-0-0000	\$10,513.19		
Total Check Amount:								\$10,513.19		

Accounts Payable Final PreList - 8/11/2022 5:21:20PM

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Total District Payment Amount:

\$78,919.29

CSBA POLICY GUIDE SHEET
September 2021

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0470 - COVID-19 Mitigation Plan

Policy updated to add new note to reflect that districts are obligated to comply with COVID-19 mitigation requirements from multiple jurisdictional authorities including the California Department of Public Health (CDPH), the California Division of Occupational Safety and Health (Cal/OSHA), and local health authorities, to reflect guidance from CDPH and Cal/OSHA's COVID-19 prevention program, and reflect requirements for districts to create and post COVID-19 safety plans. Policy updated to direct the Superintendent and/or designee to establish and maintain a COVID-19 safety plan that complies with public health guidance of CDPH, the requirements of Cal/OSHA, any orders of state or local health authorities, and any other applicable law and/or health order(s) and to omit specific details regarding COVID-19 mitigation practices due to the evolving nature of public health guidance. Policy updated to reflect NEW LAW (AB 86, 2021) and NEW LAW (AB 130, 2021) requiring the reporting of specified COVID-19 cases to CDPH and requiring the reporting of other information to the California Collaborative for Educational Excellence (CCEE). Policy updated to reflect NEW LAW (AB 86, 2021) and NEW LAW (AB 130, 2021) requiring districts that receive Extended Learning Opportunities (ELO) grant funding to implement a learning recovery program that provides supplemental instruction, support for social-emotional well-being, and to the maximum extent permissible as specified in U.S. Department of Agriculture guidelines, meals and snacks, to eligible students. Policy also updated to include promising practices for reengaging chronically absent students and to direct the Superintendent or designee to ensure the continuity of instruction for students who may be under a quarantine order to stay home by offering such students independent study or other instructional delivery channels that allows the student to continue to participate in the instructional program to the greatest extent possible.

Board Policy 3516.5 - Emergency Schedules

Policy updated to reflect NEW LAW (AB 130, 2021) requiring districts applying to the Superintendent of Public Instruction to obtain apportionment credit for days and minutes lost due to emergency closure after September 1, 2021 to certify in an affidavit that the district has a plan for offering independent study within 10 days of school closure to impacted students. Policy also updated to reflect requirement that the plan for independent study address the establishment, within a reasonable time, of independent study master agreements and require the reopening in person once allowable under direction from the city or county health officer.

Board Policy 4131 - Staff Development

Policy updated to incorporate concepts of student well-being and social-emotional development and learning as it relates to professional development, to clarify that the development of the staff development program includes creating, reviewing and amending the program, to reflect the State Board of Education's California Digital Learning Integration and Standards Guidance regarding staff development in the use of technologies, to reference NEW LAW (AB 130, 2021) regarding requirements for districts offering technology-based instruction pursuant to an independent study program, and to expand the list of characteristics that are included in diverse student populations as related to staff development in meeting the needs of such students. Policy also updated to enhance staff development regarding school climate to include acceptance, civility, and positive behavioral interventions and supports, and staff development regarding student's mental and physical health to include social-emotional learning and trauma-informed practices.

Board Policy 6120 - Response to Instruction and Intervention

Policy updated to emphasize the importance of learning and behavioral outcomes and progress monitoring as it relates to response to instruction and intervention (RtI2), reference multi-tiered system of supports (MTSS) and the integration of RtI2 into such frameworks, expand the list of individuals that may be included in designing the district's RtI2 system, add the examination of student social-emotional well-being as one of the bases for design, provide more detail regarding strategies and interventions including ten core components of the RtI2 model identified by the California Department of Education, and that RtI2 may be utilized as one component when considering the referral of a student for evaluation for special education or other services.

Board Policy 6146.1 - High School Graduation Requirements

Policy updated to clarify requirements for mathematics coursework, reflect NEW LAW (AB 104, 2021) which requires districts to exempt a student from district graduation requirements if the student was in the third or fourth year of high school during the 2020-21 school year and is not on track to graduate in four years, and to provide a student who was enrolled in the third or fourth year of high school during the 2020-21 school year and is not on track to graduate in the 2020-21 or 2021-22 school years the opportunity to complete the statewide coursework required for graduation, which may include, but is not limited to, completion of the coursework through a fifth year of instruction, credit recovery, or other opportunity to complete the required coursework.

Administrative Regulation 6146.1 - High School Graduation Requirements

Regulation updated to include material regarding the provision of information about graduation requirements and credit recovery opportunities to students, parents/guardians, and the public, and to reflect requirements regarding the provision of notice to eligible students about the availability of exemptions from local graduation requirements when applicable.

Board Policy 6164.4 - Identification and Evaluation of Individuals for Special Education

Policy updated to reference the U.S. Department of Education's (USDOE) Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act which reaffirms the obligation to fully implement the Individuals with Disabilities Education Act (IDEA) during the COVID-19 pandemic, including the requirement to meet child find obligations, and encourages districts to reexamine the efficacy of existing child find practices in light of the educational disruptions caused by the COVID-19 pandemic.

Administrative Regulation 6164.4 - Identification and Evaluation of Individuals for Special Education

Regulation updated to reference USDOE's Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act which recommends that districts undertake new child find activities in light of the educational disruptions caused by the COVID-19 pandemic and emphasizes that students who are experiencing long-term COVID effects be referred for special education evaluation if their symptoms are adversely impacting their ability to participate and learn in the general curriculum. Regulation also updated to provide that the child find process includes the collection and screening of data to determine if students are making adequate progress, to include the district's obligation to ensure that evaluations of children suspected of having a disability are not delayed or denied because of the implementation of response to intervention strategies, clarify material regarding referrals for initial evaluations, evaluation plans and informed parent/guardian consent, reflect the timeline for the determination of whether the student is eligible for special education and the educational needs of the student and when an Individualized Education Program (IEP) meeting and the development of an IEP occurs, clarify the qualifications of personnel who administer evaluations and reevaluations, add that the normal process of second-language acquisition as well as manifestations of dialect and social linguistic variance not be diagnosed as a disabling condition, and clarify material regarding Independent Educational Evaluations. Regulation also updated to reference M.M. v. Lafayette School District, a Ninth Circuit Court of Appeals decision which held that the district violated IDEA when it failed to provide parents with their child's response to instruction (RTI) data when seeking informed consent for an initial evaluation.

Board Policy 6164.41 - Children with Disabilities Enrolled by their Parents in Private School

Policy updated to reorganize and clarify material.

Administrative Regulation 6164.41 - Children with Disabilities Enrolled by their Parents in Private School

Regulation updated to reference USDOE's Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act which recommends best practices for keeping parents/guardians, teachers, and private school officials informed of the child find process, enhance the section regarding consultation with private school representatives, and reference USDOE's Questions and Answers on Serving Children with Disabilities Placed by their Parents in Private School which emphasizes that districts may not require a private school to implement a RTI process before evaluating parentally-placed private school children. Regulation also updated to add that evaluation of all identified parentally-placed private school children with disabilities be conducted as specified in BP/AR - Identification and Evaluation of Individuals for Special Education including obtaining parent/guardian consent, that the district is required to make a free appropriate public education available to a child residing in the district who is eligible for an IEP, and to clarify material regarding the qualification requirements of private elementary and secondary school teachers providing equitable services to parentally-placed private school children.

Board Policy 6164.5 - Student Success Teams

Policy updated to reference that the student success team (SST) process is not required by law and that the policy

reflects best practices, clarify those who are encouraged to collaborate in SSTs, include social and emotional difficulties when evaluating the strengths and needs of students and establishing interventions, emphasize the importance of each student maximizing their potential, specify who may refer students to SSTs, add types of materials appropriate for collection, analysis and review by the SST, provide for the development of a plan to support the student and adjustments to such plan, reflect that the SST process shall not delay or deny a referral for evaluation for eligibility for special education, reference MTSS and the integration of SSTs with such supports, and add staff development which may be provided to strengthen the effectiveness of SSTs.

Administrative Regulation 6164.5 - Student Success Teams

Regulation updated to reference that the SST process is not required by law and that the regulation reflects best practices, emphasize the importance of school counselors in the SST membership, provide that the makeup of each individual SST is at the district's discretion, reference the ability of districts to appoint a districtwide or schoolwide SST coordinator, identify teachers specifically as school staff with whom consultation may occur, add types of materials appropriate for collection to inform SST members, and add the development of a plan, and adjustments to the plan and related interventions, as one of the SST responsibilities.

Supporting Documents



[09.2021 - September Update Guidesheet](#)

CSBA POLICY GUIDE SHEET December 2021

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0420.42 - Charter School Renewal

Policy updated to reflect **NEW LAW (AB 130, 2021)** which extends the term by two years for all charter schools whose term expires on or between January 1, 2022 and June 30, 2025 and requires, for renewals and denials, that the most recent years for which state data is available preceding the renewal or denial decision be used in determining whether specified criteria are met if the two consecutive years preceding the renewal or denial include the 2019-20 or 2020-21 school year. Policy also updated for clarity and consistency with law.

Board Policy 1312.3 - Uniform Complaint Procedures

Policy updated to reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections, ensure consistency with the California Department of Education's 2021-22 federal program monitoring instrument, clarify that districts may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student, add Item #3 to the section regarding "Non-UCP Complaints" that any complaint alleging that a student, while in an education program or activity as specified, was subjected to sexual harassment as defined in 34 CFR 106.30 be addressed through federal Title IX complaint procedures, and clarify in Item #5 that complaints alleging a physical safety concern that interferes with a free appropriate public education is a non-UCP complaint.

Administrative Regulation 1312.3 - Uniform Complaint Procedures

Regulation updated to delete outdated and/or repealed U.S. Department of Education's Office for Civil Rights (OCR) references and where appropriate add current OCR material, ensure consistency with the California Department of Education's 2021-22 federal program monitoring instrument, clarify posting requirements for the annual notification, compliance officer contact information and information related to Title IX, add material regarding the requirement for an administrator who is not designated as a compliance officer who receives a complaint to notify the compliance officer, clarify that districts may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student, add descriptions to the OPTION headings for districts that do or do not allow complainants to appeal to the governing board, delete material regarding respondent being sent the investigation report at the same time it is provided to complainant as this simultaneous exchange is not required by law, amend language in regard to pursuing civil law remedies in the notice to complainants included in investigation reports for allegations of unlawful discrimination, harassment, intimidation, and bullying based on state law, clarify when either party may request reconsideration of an appeal by the Superintendent of Public Instruction, and reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections.

Exhibit(1) 1312.3 - Uniform Complaint Procedures

Exhibit updated to reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections.

Exhibit(2) 1312.3 - Uniform Complaint Procedures

Exhibit updated to reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections.

Administrative Regulation 3515.6 - Criminal Background Check for Contractors

Regulation updated to reflect **NEW LAW (AB 130, 2021)** which requires any entity, including a sole proprietor, that has a contract with a district to ensure that employees who interact with students outside of the immediate supervision and control of the student's parent/guardian or school staff have a valid criminal records summary and to immediately provide any subsequent arrest and conviction information received pursuant to the subsequent arrest service. Regulation also updated to delete the list of service providers as the services in Items #1-5 are no longer listed in law and the services in Item #6 regarding the construction, reconstruction, rehabilitation, or repair of a school facility are considered in another portion of the regulation, delete material regarding an exception for

employees with limited contact with students as it is no longer provided for in law, generalize information regarding steps that may be taken to protect the safety of students who may come in contact with employees of contracting entities, and rearrange placement of material for clarity and context.

Administrative Regulation 4217.3 - Layoff/Rehire

Regulation updated to add descriptions to the OPTION headings for the determination of "length of service" for order of layoff purposes, reflect **NEW LAW (AB 438, 2021)** which, for both merit and non-merit districts, specifies notice requirements and hearing rights districts must provide to permanent classified employees, as defined, who are subject to layoff due to lack of work or lack of funds, including that notice be given no later than March 15, and that classified staff may be reduced due to lack of work or lack of funds when the governing board determines during the time between five days after the enactment of an annual Budget Act and August 15 of the fiscal year to which the Budget Act applies that the district's local control funding formula apportionment per unit of average daily attendance for the fiscal year of the Budget Act has not increased by at least two percent. Regulation also updated to provide material regarding a permanent classified employee's request for a hearing, including a hearing before an administrative law judge in which the board makes the final decision regarding the sufficiency of the cause and disposition of the layoff, provide material regarding final notice before May 15 to employees affected by the layoff unless a continuance is granted, add material regarding notice to affected employees when classified positions are eliminated as a result of the expiration of a specifically funded program, and include that districts may release probationary classified employees without notice or hearing for reasons other than lack of work or lack of funds.

Administrative Regulation 5125 - Student Records

Regulation updated to enhance clarity by separating administrative guidance for requests involving changes to student records of current students and guidance related to requests for changes to gender or legal name of former students. Regulation also updated to move materials related to former students to end of regulation in new section - "Updating Name and/or Gender of Former Students."

Administrative Regulation 5145.3 - Nondiscrimination/Harassment

Regulation updated to clarify how district employees should handle requests by or on behalf of transgender and gender-nonconforming students when changing gender and legal name on student records. Regulation also updated to broaden the section on "Transgender and Gender-Nonconforming Students" to include support for intersex and nonbinary students and related definitions.

Board Policy 5148 - Child Care and Development

Policy updated to reflect **NEW LAW (AB 131, 2021)** which repealed the Child Care and Development Services Act from the Education Code and reenacted the laws in the Welfare and Institutions Code with responsibility for administering child care programs transferring to the California Department of Social Services (CDSS). Policy also updated to reflect **NEW LAW (AB 130, 2021)** pursuant to which a child's eligibility for transitional kindergarten may not impact family eligibility for a child care program and which requires, as a condition of funding, that a child care program that is physically closed by local or state public health order or guidance due to the COVID-19 pandemic, but funded to be operational, provide distance learning services as specified by CDSS.

Administrative Regulation 5148 - Child Care and Development

Regulation updated to reflect **NEW LAW (AB 131, 2021)** which (1) repealed the Child Care and Development Services Act from the Education Code and reenacted the laws in the Welfare and Institutions Code, (2) waives fees for families receiving subsidized child care services for 2021-22, and (3) requires a California State Preschool Program or child care program to provide a parent/guardian of a child transferring to a public school with specified information.

Board Policy 5148.2 - Before/After School Programs

Policy updated to reflect **NEW LAW (AB 130, 2021)** which (1) establishes the Expanded Learning Opportunities (ELO) Program, (2) allocates ELO funding to districts under a formula based on a district's percentage of unduplicated students and average daily attendance, (3) requires districts receiving funds to, for the 2021-22 school year, offer access to ELO programs to all unduplicated students in grades TK-6, provide access to such programs to at least 50 percent of enrolled unduplicated students and, commencing in the 2022-23 school year, offer access to all students in grades TK-6 inclusive and ensure that access is provided to any student whose parent/guardian requests their placement in an ELO program, and (4) requires After School Education and Safety, 21st Century Community Learning Center, and ELO programs that charge family fees to schedule fees on a sliding scale that considers family income and ability to pay and to waive the cost of such fees for a student who is eligible for free or reduced-price meals.

Administrative Regulation 5148.2 - Before/After School Programs

Regulation updated to reflect **NEW LAW (AB 130, 2021)** which (1) establishes the Expanded Learning Opportunities (ELO) Program, (2) requires districts receiving ELO funds to, for the 2021-22 school year, offer access to ELO programs to all unduplicated students in grades TK-6 and to provide access to such programs to at least 50 percent of enrolled unduplicated students, (3) commencing in the 2022-23 school year, offer access to all students in grades TK-6 inclusive and ensure that access is provided to any student whose parent/guardian requests placement in an ELO program, (4) requires districts receiving grants through the California Prekindergarten Planning and Implementation Grant Program to develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten, (5) requires ELO programs serving transitional kindergarten and/or kindergarten students to maintain a student-to-staff member ratio of no more than 10 to 1, and (6) requires that ELO programs, for school days, provide in-person before- or after-school expanded learning opportunities that, when added to daily instructional minutes, are not less than nine hours of combined instructional time and, for intersession periods, provide in-person expanded learning opportunities of no less than nine hours per day for at least 30 non-school days. Regulation also updated to include definition of expanded learning opportunities and unduplicated student and to reflect the expectation that ELO programs will comply with all requirements for the After School Education and Safety program.

Board Policy 5148.3 - Preschool/Early Childhood Education

Policy updated to reflect **NEW LAW (AB 131, 2021)** which amended and renumbered the statutes governing the California State Preschool Program (CSPP) within the Education Code, and to reflect **NEW LAW (AB 130, 2021)** which (1) revised the timespans for mandatory transitional kindergarten (TK) admittance requirements to be phased in starting in the 2022-23 school year to the 2025-26 school year, (2) created a grant program for the construction or modernization of new preschool classrooms pursuant to the California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program, (3) requires, in combination with **NEW STATE GUIDANCE**, as a condition of funding, that a CSPP program that is physically closed by local or state public health order or guidance due to the COVID-19 pandemic, but funded to be operational, provide distance learning services as specified by the California Department of Education, (4) requires districts receiving grants through the California Prekindergarten Planning and Implementation Grant Program to develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten, and (5) prohibits TK eligibility from impacting family eligibility for a preschool or childcare program. Policy also updated to reflect that a CSPP program may be a part-day or full-day program and that a child under four years of age must be served in a CSPP facility licensed in accordance with Title 22 of the California Code of Regulations. Additionally, policy updated to reflect **NEW LAW (AB 1363, 2021)** which requires the quality indicators for CSPP programs to include activities and services that meet the needs of dual language learners for support in the development of their home language and English.

Administrative Regulation 5148.3 - Preschool/Early Childhood Education

Regulation updated to include definitions of three- and four-year-old children and to reflect **NEW LAW (AB 131, 2021)** which (1) amended and renumbered the statutes governing the California State Preschool Program (CSPP) within the Education Code, (2) clarifies that four-year-old children who are eligible to participate in a CSPP program include those children whose fifth birthday occurs after September 1 of the fiscal year in which they are enrolled in a CSPP program and whose parent/guardian has opted to retain or enroll the child in a CSPP program, (3) requires CSPP programs to include certain components including minimum days per year for a full-day CSPP program, (4) repeals applicable code sections, (5) revises the eligibility criteria and enrollment priorities for part-day CSPP programs, (6) adds eligibility criteria and enrollment priorities for full-day CSPP programs, (7) waives fees for families receiving subsidized child care services for the 2021-22 school year, and (8) revises the order by which families must be disenrolled from CSPP programs if disenrollment is necessary. Policy also updated to delete section on "Wraparound Child Care Services" to reflect the repeal of code sections as stated above.

Board Policy 6112 - School Day

Policy updated to reflect clarification in the California Department of Education's Frequently Asked Questions about Independent Study that minimum school day requirements for regular school attendance apply to traditional independent study programs.

Administrative Regulation 6112 - School Day

Regulation updated to reflect **NEW LAW (AB 131, 2021)** which exempts activities related to the Expanded Learning Opportunity program from the calculation of the maximum school day for kindergarten and transitional kindergarten. Regulation also updated to specify when the school day may begin for students in middle and high schools, and to move material to enhance clarity.

Board Policy 6143 - Courses of Study

Policy updated to (1) expand student characteristics for which districts may not provide any course separately or

require or refuse participation, (2) include that the district's course of study may provide for a rigorous academic curriculum that integrates academic and career skills, includes applied learning across all disciplines, and prepares students for high school graduation and career entry, and (3) clarify that the a-g requirements for the University of California and California State University system is 15 yearlong or 30 semesters.

Administrative Regulation 6143 - Courses of Study

Regulation updated to clarify that optional instruction in prenatal care is for pregnant individuals, to reflect **NEW LAW (AB 101, 2021)** which, subject to funding in the annual Budget Act or other statute, requires a one-semester course in ethnic studies beginning in the 2025-26 school year and as a requirement for graduation beginning with students who graduate in the 2029-30 school year, clarify that the a-g requirements for the University of California and California State University system is 15 yearlong or 30 semesters, and add a new section "Financial Aid Requirements for Students in Grade 12 that reflects **NEW LAW (AB 132, 2021)** which (1) requires, starting in the 2022-23 school year, districts to confirm that each student in grade 12 completes and submits a Free Application for Federal Student Aid (FAFSA) to the U.S. Department of Education and/or if a student is exempt from paying nonresident tuition, a California Dream Act Application (CADAA) to the Student Aid Commission unless the student's parent/guardian, emancipated minor, or student age 18 years or older submits an opt-out form to the district, or the district, in specified circumstances, exempts the student or the student's parent/guardian from completing the FAFSA, CADAA, or opt-out form and completes and submits an opt-out form on the student's behalf, (2) requires districts to ensure that each high school student in Grade 12, and if applicable the student's parent/guardian, be directed to any support and assistance necessary to complete the FAFSA and/or CADAA, and (3) that information shared by students and parents/guardians in completing and submitting the FAFSA and CADAA is handled in compliance with the federal Family Rights and Privacy Act and applicable state law, regardless of any person's immigration status or other personal information.

Board Policy 6158 - Independent Study

Policy updated to reflect **NEW LAW (AB 167, 2021)** which relaxes certain independent study (IS) requirements with respect to any student who is unable to attend in-person instruction due to a quarantine or school closure during the 2021-22 school year and to incorporate California Department of Education program clarifications, including that a district is permitted to (1) require students who cannot participate in classroom-based instruction during the school year due to quarantine or school closure because of infection with or exposure to COVID-19 to participate in IS, (2) claim apportionment credit for such students' participation in IS for fewer than the minimum three consecutive days generally required for IS, and (3) obtain a signed written agreement from each participating student not later than 30 days after IS begins, rather than before a student may participate in IS.

Administrative Regulation 6158 - Independent Study

Regulation updated to reflect **NEW LAW (AB 167, 2021)** which permits districts to offer Independent Study (IS) to students who are unable to attend in-person instruction due to a quarantine pursuant to local or state public health guidance because of exposure to or infection with COVID-19. Regulation also revised to clarify that a student must be enrolled in school in order to participate in IS.

Board Policy 6170.1 - Transitional Kindergarten

Policy updated to reflect **NEW LAW (AB 130, 2021)** which (1) gradually revises the timespans for mandatory transitional kindergarten (TK) admittance such that, by the 2025-26 school year, children who turn four by September 1 will be eligible for TK, (2) establishes the California Prekindergarten Planning and Implementation Grant Program as an early learning initiative with the goal of expanding access to classroom-based prekindergarten programs at districts, including but not limited to TK programs, and which requires districts to develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten, (3) establishes the California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program to provide one-time grants to school districts to construct new school facilities or retrofit existing school facilities including for the purpose of providing TK classrooms, (4) prohibits TK eligibility from impacting family eligibility for a preschool or childcare program, and (5) requires districts to maintain an average TK class enrollment of not more than 24 students for each school site and which, commencing with the 2022-23 school year, requires districts to maintain an average of at least one adult for every 12 students for TK classrooms and, contingent upon an appropriation of funding, maintain an average of at least one adult for every 10 students commencing with the 2023-24 school year. Policy also updated to reflect requirements for programs that commingle preschool-age and TK students.

Board Bylaw 9150 - Student Board Members

Bylaw updated to reflect **NEW LAW (AB 824, 2021)** which specifies circumstances under which a governing board may adjust the term of a student board member. Bylaw also updated to enhance legal accuracy and clarity.

Board Bylaw 9320 - Meetings and Notices

Bylaw updated to clarify that it is discussion among themselves, via technology, of a majority of the governing board regarding an item within the subject matter jurisdiction of the board that can result in a violation of the Brown Act, and that agenda materials are required to be made available for public inspection at the time the materials are distributed to all or a majority of the board when agenda materials relating to an open session of a regular meeting are distributed to the board less than 72 hours before the meeting. Bylaw also updated to add a new section "Teleconferencing During a Proclaimed State of Emergency" which reflects **NEW LAW (AB 361, 2021)** that (1) authorizes boards, until January 1, 2024, to conduct board meetings by teleconference, as specified, without meeting certain requirements otherwise required of teleconference meetings when holding a board meeting during a proclaimed state of emergency when state or local officials have imposed or recommend measures to promote social distancing; to determine whether, as a result of an emergency, meeting in person would present imminent risks to the health or safety of attendees; or when it has been determined, as a result of an emergency, that meeting in person would present imminent risks to the health or safety of attendees, (2) includes that the district may, in its discretion, provide a physical location from which the public may attend or comment and, (3) provides that the board may continue to conduct meetings by teleconference during proclaimed states of emergency by a majority vote finding within 30 days after teleconferencing for the first time and every 30 days thereafter that either the state of emergency continues to directly impact the ability of the board to meet safely in person or that state or local officials continue to impose or recommend measures to promote social distancing.

Supporting Documents



[12.2021 -December District Guidesheet](#)

CSBA POLICY GUIDE SHEET March 2022

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 4030 - Nondiscrimination in Employment

Policy updated to reflect **NEW LAW (SB 331, 2021)** which makes unlawful a district's use of a nondisparagement agreement or other document that would deny an employee the right to disclose information about unlawful acts in the workplace, in exchange for a raise or bonus, with respect to any complaint or claim that involves workplace harassment or discrimination, not just those relating to sexual harassment or sexual assault. Policy also updated to reflect **NEW LAW (SB 807, 2021)** that makes it an unlawful employment practice for an employer to fail to maintain certain records in accordance with law, particularly when a workplace discrimination or harassment complaint has been filed with the California Department of Fair Employment and Housing.

Exhibit(1) 4112.9/4212.9/4312.9 - Employee Notifications

Exhibit updated to add employee notifications related to (1) receipt of written notification that minor student has committed a felony or misdemeanor involving specified offenses; (2) duties of the district liaison for homeless students; (3) termination of services of certificated permanent or probationary employee when, during the time between five days after the enactment of an annual Budget Act and August 15 of the fiscal year to which the Budget Act applies, the Board determines that the district's local control funding formula apportionment per unit of ADA for that fiscal year has not increased by at least two percent; (4) receipt of transfer student record regarding acts that resulted in suspension or expulsion; and (5) disclosure of document identifying an employee who is a victim of domestic violence. Exhibit also updated to reflect **NEW LAW (AB 438, 2021)** regarding classified employees who are laid off due to lack of work or lack of funds, and classified employees whose positions must be eliminated due to expiration of a specially funded program.

Board Policy 4141.6/4241.6 - Concerted Action/Work Stoppage

Policy updated to reflect **NEW LAW (AB 237, 2021)** which prohibits public employers from discontinuing employer contributions for health care or other medical coverage for employees who are participating in an authorized strike, as defined in law.

Administrative Regulation 4141.6/4241.6 - Concerted Action/Work Stoppage

Regulation updated to provide implementation language for **NEW LAW (AB 237, 2021)** which prohibits public employers from discontinuing employer contributions for health care or other medical coverage for employees who are participating in an authorized strike, as defined in law. Updated Regulation includes other consistent changes.

Board Policy 5111 - Admission

Policy updated to reflect the distinction between compulsory education for students starting at age six and the requirement for districts to offer and admit students who are eligible for transitional kindergarten, delete the requirement for district enrollment applications to include information about health care options as the law requiring such information has self-repealed, and clarify that a student's residence is a location within the district that may be verified as part of school admission requirements.

Administrative Regulation 5111 - Admission

Regulation updated for consistency with **NEW LAW (AB 130, 2021)** which revises the timespans for transitional kindergarten (TK) admittance requirements to be phased in from the 2022-23 school year to the 2025-26 school year, as reflected in BP 6170.1 - Transitional Kindergarten.

Administrative Regulation 5113 - Absences and Excuses

Regulation updated to reflect **NEW LAW (SB 14, 2021)** which includes an absence for the benefit of a student's mental or behavioral health within an absence due to a student's illness, and **NEW LAW (AB 516, 2021)** which includes an absence for a student's participation in a cultural ceremony or event as an excused absence. Regulation also updated for clarification and alignment with law.

Administrative Regulation 5142 - Safety

Regulation updated to reflect **NEW LAW (SB 722, 2021)** which requires any district hosting or sponsoring an on-campus event that is not part of an interscholastic athletic program in or around a swimming pool to have at least one adult with a Cardiopulmonary Resuscitation training certification present throughout the event. Updated Regulation includes minor editorial changes.

Exhibit(1) 5145.6 - Parental Notifications

Exhibit updated to reflect **NEW LAW (AB 128, 2021)** which extends the suspension of certain mandated activities through the 2021-22 fiscal year. Exhibit also updated to add parental notifications related to (1) completion and submission of the Federal Application for Federal Student Aid and California Dream Act Application; (2) public hearing on alternative schedule in secondary grades; and (3) early entry to transitional kindergarten if early entry is offered. Additionally, exhibit updated to expand description regarding notifications related to (1) uniform complaint procedures; (2) student records; (3) college admission requirements; (4) transfer opportunities for foster youth, homeless youth, former juvenile court school students and children of military families through the California Community Colleges; (5) parent/guardian rights when child participates in licensed child care and development program; (6) change in service to child care or preschool services; and (7) homeless student or unaccompanied youth notices. Exhibit also updated to include additional classroom/facility notices regarding uniform complaint procedures and parental rights related to licensed child care and development centers.

Board Policy 6173 - Education for Homeless Children

Policy updated to reflect **NEW LAW (AB 27, 2021)** which requires districts to ensure that each school within the district identifies all homeless children and unaccompanied youths and to create a web page or post on the district website a list of district liaisons for homeless students, contact information for such liaisons, and specific information on homelessness, including information regarding the educational rights and resources available to persons experiencing homelessness. Policy also updated to reflect **AB 27** requirement for districts that receive American Rescue Plan Elementary and Secondary School Emergency Relief - Homeless Children and Youth funds to administer a housing questionnaire developed by the California Department of Education (CDE) to parents/guardians of all students and all unaccompanied youths and report to CDE the number of homeless children and unaccompanied youths enrolled in the district. In addition, policy updated to reflect **NEW LAW (SB 400, 2021)** which requires CDE to develop and implement a system to verify that districts are providing required training to district liaisons and other appropriate staff at least annually. Policy also updated for clarity and closer alignment with law.

Administrative Regulation 6173 - Education for Homeless Children

Regulation updated to add email address to the district liaison's contact information since the California Department of Education (CDE) collects email addresses as part of the consolidated application process. Regulation also updated to reflect (1) **NEW LAW (SB 400, 2021)** which requires CDE to provide training materials to district liaisons for the purpose of providing required professional development and support to school personnel who provide services to homeless students; (2) CDE's recommendation regarding how dispute resolution information may be provided to parents/guardians or unaccompanied youth when the student involved is an English learner, including in the native language of the individual or through an interpreter; and (3) **NEW LAW (AB 27, 2021)** which requires districts to create a web page or post on the district website a list of district liaisons, contact information for such liaisons, and specific information on homelessness, including, but not limited to, information regarding the educational rights and resources available to persons experiencing homelessness.

Exhibit(1) 6173 - Education for Homeless Children

Exhibit updated for closer alignment with the U.S. Department of Education's "Education for Homeless Children and Youths Program Non-Regulatory Guidance", change the term "verbal" to "oral" to stay consistent with language in the administrative regulation and the California Department of Education's (CDE) "Homeless Education Dispute Resolution Process" letter to districts, and add the district liaison for homeless students email address to the district liaison's contact information as email is such a widely used means of communication and CDE collects email addresses as part of the consolidated application process. Exhibit also updated for clarity and gender neutrality.

Exhibit(2) 6173 - Education for Homeless Children

Exhibit updated to change the term "verbal" to "oral" to stay consistent with language in the administrative regulation and the California Department of Education's (CDE) "Homeless Education Dispute Resolution Process" letter to districts, add the district liaison for homeless students email address to the district liaison's contact information as email is such a widely used means of communication and CDE collects email addresses as part of the consolidated application process, and add that a copy of the dispute form be provided to the parent/guardian or student disputing enrollment as this is recommended in CDE's "Homeless Education Dispute Resolution Process" letter to districts and is stated in the administrative regulation.

Board Bylaw 9322 - Agenda/Meeting Materials

Bylaw updated to reflect **NEW LAW (SB 274, 2021)** which requires districts with a website to email a copy of, or a website link to, the agenda or a copy of all the documents constituting the agenda packet, if a person requests such items be delivered by email, unless it is technologically infeasible to do so. Bylaw also updated to include a focus on student well-being in the philosophical statement, add a provision for each agenda to include a statement regarding the option for students and parents/guardians to request that directory information or personal information of the student or parent/guardian be excluded from the meeting minutes as required by law, and to make other clarifying changes.

Supporting Documents



[03.2022 - March District Guidesheet](#)

7.3

ALUM-LINE, INC.
CUSTOM ALUMINUM PRODUCTS
PO BOX 59, HIGHWAY 9 WEST, CRESCO, IOWA 52136
563-547-3247 / 800-446-1407 FAX 563-547-5366
www.alum-line.com
Quote 220720

To: Oak Valley School District
 Attn: Kelsie Pitigliano
 Tulare, CA
 Email: kelsie.pitigliano@oakvalleyschool.org

Date: 7/20/2022
 Salesman: Gary Gooder
 Phone: 559-972-6436

			AMOUNT
Model: All Aluminum Bumper Pull Showmaster 6' x 20'			\$ 21,350
Width: 6'	Height: 6'	Length: 16' plus 4'	
Double Deck Option:	Deck Rail:	Deck Flooring:	
GN Access Door:	Driver's Side:	Passenger Side:	
Escape Door: Yes	Driver's Side:	Passenger Side: Yes	
Nose Gate:	Standard:	Other:	
Center Gate: No	Standard:	Other:	
Extra Gate: Yes – Removable 48" tall	Standard: (6) Removable Pens	Other:	\$ 4,545
Rear Door: Double Doors	Standard: Yes	Other: 4' fold-up ramp	\$ 1,980
Rubber Dock Bumper w/Skid Plate: No	2 5/16" Ball Type Hook Up: Yes		
Other:	Adjustable Coupler:		
Dome Lights: (2)	Other: LED w/Switch		\$ 180
Back Up Lights:	Stop Lights: (2) LED	Clearance Lights: LED	
Axle Size: 3,500 lbs.	Number: 2	Degree of Axle:	
W/Elec Brakes: Yes	Extra for Hydraulic:		
Wheels: 15"	Solid Rims: Aluminum	8 Hole: 6 hole	
Tires:	Size: ST205/75R15C	Number: 5	
Spare Tire & Carrier Included: Yes		Location: Front V	\$ 470
Flooring: 1" Extruded Aluminum			
5" Air Space Under Nose W/Hinged Cover Panels:			
Number of Air Spaces: 1 – 2"; 2 – 5"			
Location & Width of Each Space:			
Cover Panels – Hinged:	Bolt On:	Lexan:	
Enclosed Area Description:			
Type of Fender: Extruded	Style of Nose: V-front w/gravel guard (choice of skin color)		
Extra Height:	Trailer Plug: 7-way RV		
Type of Jacks: H.D. Castor Wheel			
Lettering/Decals:			
Other Options:			
1. (6) tie rings up high in stock area; (3 each side)		\$ 30 @	\$ 180
2. Includes solid tack door; P.S.			
		TOTAL	\$ 28,705
		Educational Discount	(\$ 2,870)
		Your Cost	\$ 25,835
		Freight – CA	\$ 4,000
		Total Delivered	\$ 29,835

F.O.B. Cresco

Quote good for 30 days

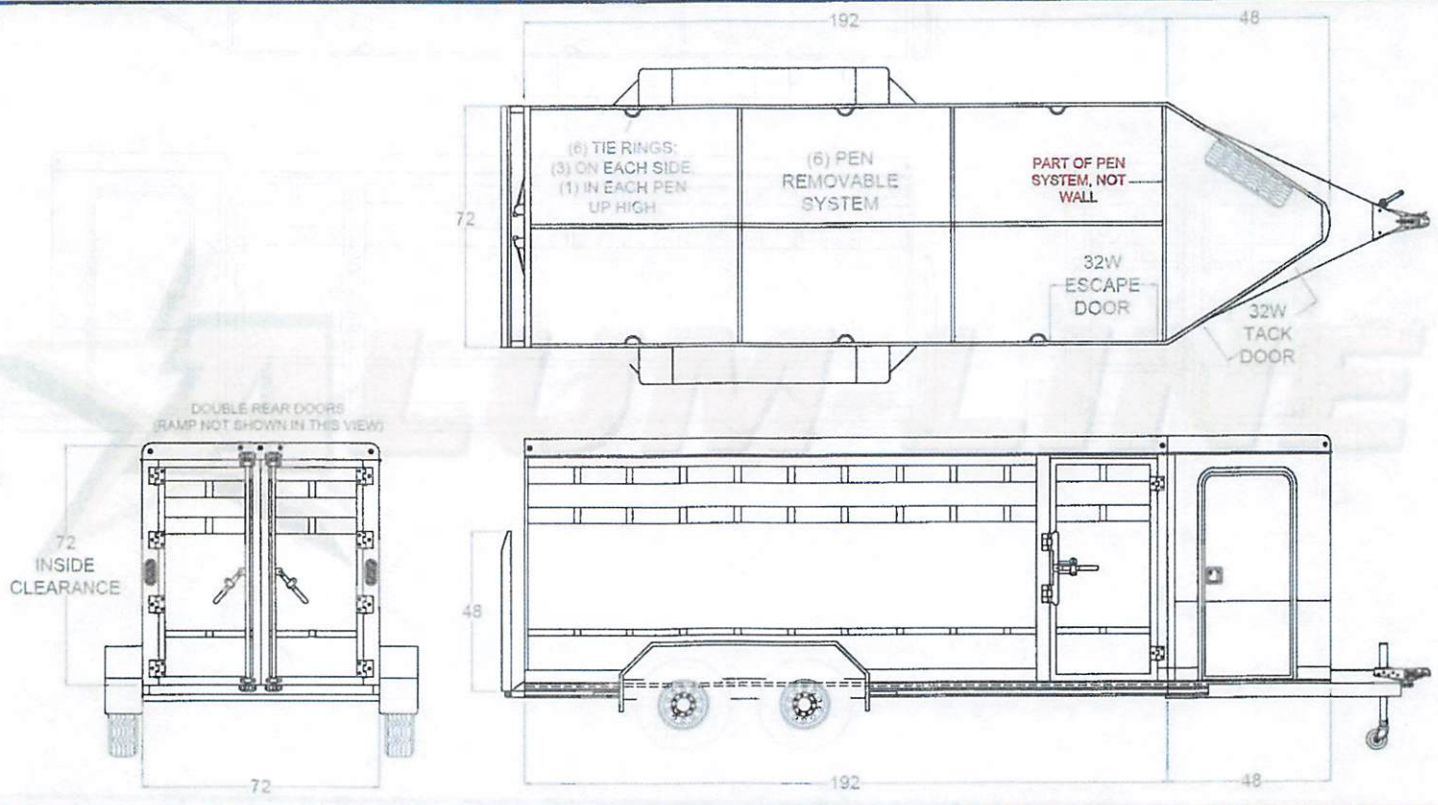
Down Payment Required \$

Payment is due upon notification of completion. All orders are subject to a 20% cancellation fee.
 Cancellations are not allowed after the product is in production.

LIVESTOCK TRAILER ORDER

VIN #:	Order Date: 7/20/2022
Name: OAK VALLEY SCHOOL DISTRICT	Due Date:
City, State: TULARE, CA	<input checked="" type="checkbox"/> Ship <input type="checkbox"/> CPU Quote #: 220720
Plant:	Salesman: GARY GOODER

Type of Trailer: <input type="checkbox"/> GN <input checked="" type="checkbox"/> Bumper Pull <input type="checkbox"/> Livestock <input checked="" type="checkbox"/> Showmaster <input type="checkbox"/> Dual-Line <input type="checkbox"/> Horse	SIZE: W: 72" L: 240" (192" + 48"V) H: 72" INSIDE HEIGHT
Axle Size: 3,500 LBS. # of Axles: 2	Axle Info:
Brake Type: <input checked="" type="checkbox"/> Electric <input type="checkbox"/> Hydraulic <input type="checkbox"/> Idler <input type="checkbox"/> Drum <input type="checkbox"/> Disc <input type="checkbox"/> EZ-Lube <input type="checkbox"/> Oil <input type="checkbox"/> Grease	
Floor Type: <input type="checkbox"/> 2" <input type="checkbox"/> 1 1/4" <input checked="" type="checkbox"/> 1" <input type="checkbox"/> Wood <input type="checkbox"/> Other:	
Tire Size: ST205/75R15C #: 5 Rim Style: <input checked="" type="checkbox"/> Aluminum <input type="checkbox"/> Steel:	
Spare: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Location: INSIDE V-NOSE	
Nose Type: <input type="checkbox"/> Standard <input checked="" type="checkbox"/> V-front Length: 48"	
Jacks: <input checked="" type="checkbox"/> HD Caster Wheel <input type="checkbox"/> Single <input type="checkbox"/> Dual <input type="checkbox"/> Flatfoot <input type="checkbox"/> Electric <input type="checkbox"/> Other:	Fender Type: <input type="checkbox"/> Teardrop <input checked="" type="checkbox"/> Extruded
Rubber Bumper: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Type of Hitch: <input type="checkbox"/> 2" <input checked="" type="checkbox"/> 2 5/16" <input type="checkbox"/> Pintle <input type="checkbox"/> Adjustable <input type="checkbox"/> Other:	Hitch Length: <input checked="" type="checkbox"/> Standard <input type="checkbox"/> Other:
Double Deck Rail: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Length:	Double Deck Floor: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Length:
# of Airspaces: <input checked="" type="checkbox"/> (1) 2" <input checked="" type="checkbox"/> (2) 5" <input type="checkbox"/> (2) 4" <input type="checkbox"/> (1) 8" <input type="checkbox"/> Other:	Location(s): (2) 5" AIRSPACES ON TOP; (1) 2" AIRSPACE ABOVE FENDERS
Center Gate: <input type="checkbox"/> None <input type="checkbox"/> Slider <input type="checkbox"/> Walk-Thru <input type="checkbox"/> Full-Swing <input checked="" type="checkbox"/> Other: REMOVABLE (6) PEN SYSTEM, STARTS BEHIND V-NOSE	
Extra Gate: <input type="checkbox"/> Yes # <input type="checkbox"/> No <input type="checkbox"/> Slider <input type="checkbox"/> Walk-Thru <input type="checkbox"/> Full-Swing <input type="checkbox"/> Other:	
Adjustable Gate Rail: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Length & Placement:	
Nose Gate: <input type="checkbox"/> Standard <input type="checkbox"/> Other:	Nose Door: <input type="checkbox"/> No <input type="checkbox"/> Yes Location:
Rear Door: <input type="checkbox"/> Slider <input checked="" type="checkbox"/> Double Doors <input type="checkbox"/> Full-Swing <input type="checkbox"/> Roll-up <input type="checkbox"/> Other:	Spring Assist: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Cable Assist: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Rear Ramp: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Length: 48" Escape Door: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Size: 32" <input type="checkbox"/> DS <input checked="" type="checkbox"/> PS <input type="checkbox"/> Other:	
Tack Room: <input type="checkbox"/> Yes <input type="checkbox"/> No Location:	Deluxe Camper/Other: <input type="checkbox"/> Yes <input type="checkbox"/> No Location(s):
Tack Door: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Solid <input type="checkbox"/> Deluxe Camper <input type="checkbox"/> Other:	Location: V-NOSE ON PASSENGER SIDE
Color Sheet: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> V-front <input type="checkbox"/> Nose <input type="checkbox"/> Tack Color: TBD	Rock Guard: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Roof Vents: <input checked="" type="checkbox"/> None <input type="checkbox"/> 2-Way # <input type="checkbox"/> 14" x 14" #	Location(s):
Cover Panels: <input checked="" type="checkbox"/> None <input type="checkbox"/> Lexan <input type="checkbox"/> Hinged <input type="checkbox"/> Bolt-on	Location(s):



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DRAWING BY: RYAN K.

DATE: 7/20/2022 REV. A SHEET 1 OF 3

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LIVESTOCK TRAILER ORDER

VIN #:	Order Date: 7/20/2022
Name: OAK VALLEY SCHOOL DISTRICT	Due Date:
City, State: TULARE, CA	<input checked="" type="checkbox"/> Ship <input type="checkbox"/> CPU Quote #: 220720
Plant:	Salesman: GARY GOODER

Line Ceiling: No .040 White Other: _____ Line Walls: No .040 White 3/8 Glassboard Other: _____

Insulate Ceiling: Yes No Insulate Walls: Yes No _____

Recessed Tie Rings: Yes No # _____ Location: _____

Other: - (6) TIE RINGS UP HIGH IN STOCK AREA; (3) ON EACH SIDE, (1) FOR EACH PEN

Lighting: LED # Stop Lights: 1 per side Backup: Yes No Clearance: 2" 1" x 4" Button

Interior Light Switch: Yes No Location: (1) LOCATED AT REAR & (1) BY TACK DOOR

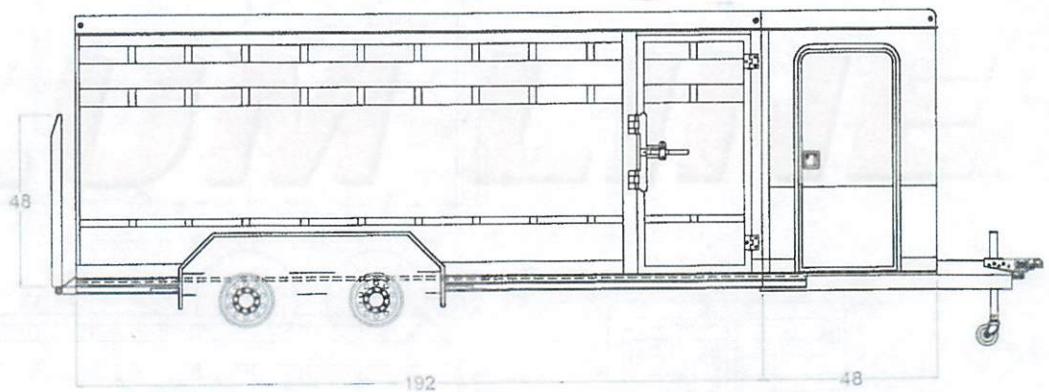
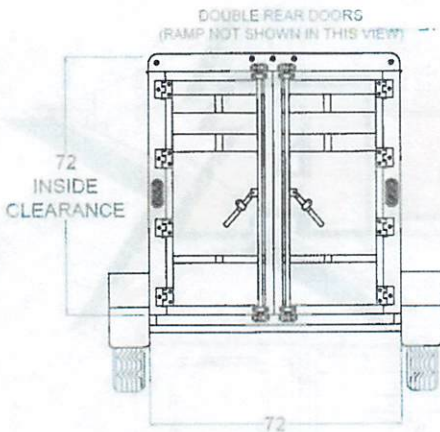
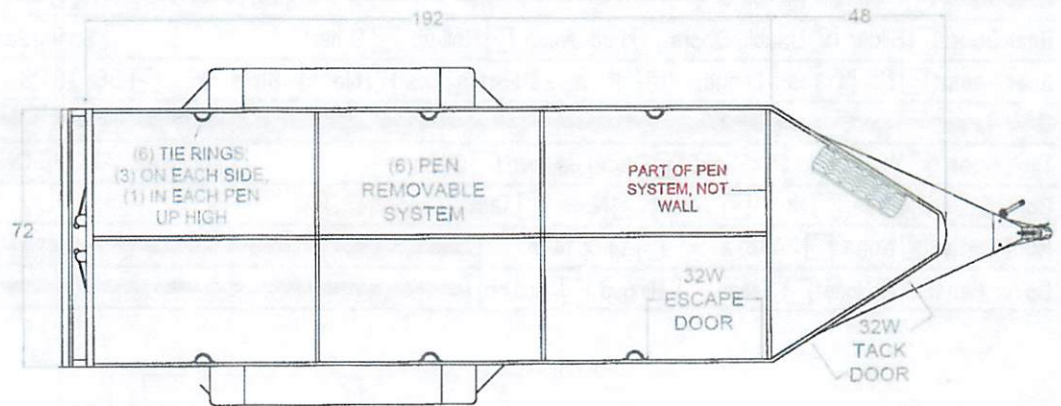
Dome Lights: Yes No # 2 Location: Standard Other:

LED Strip Lighting: Yes No Loading Lights: Yes No Location: _____

Switch Location: _____ Trailer Plug: 6-Way 7-Way

Other Electrical: _____

Notes: _____



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REV. A

SHEET 2 OF 3

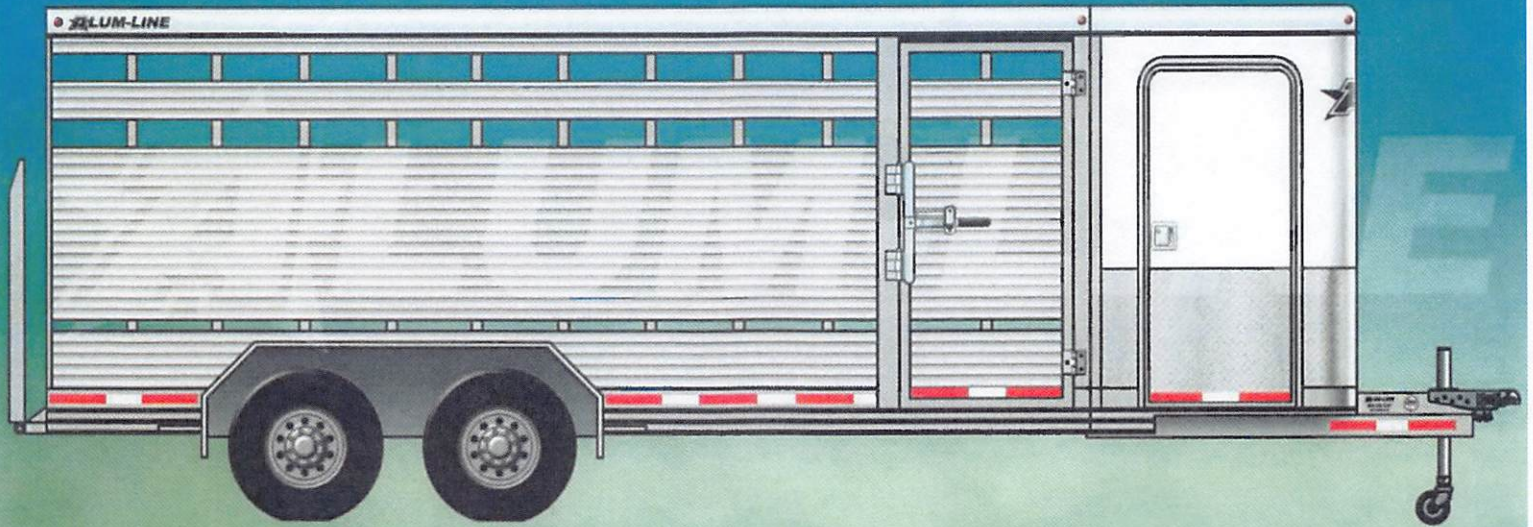
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