

# Galt Joint Union Elementary School District Board of Education

*“Building a Bright Future for All Learners”*

**Regular Board Meeting**  
**November 17, 2021**  
**6:00 p.m. Closed Session**  
**7:00 p.m. Open Session**

**To Join in Person**  
**Vernon E. Greer Elementary School**  
Multi-Purpose Room  
248 West A Street

**To Observe Remotely**  
<https://galt-k12-ca.zoom.us/j/87359087802>  
Webinar ID: 873 5908 7802  
Telephone: 408-638-0968

## AGENDA

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Anyone interested in providing public comment to the Galt Joint Union Elementary School District Board of Education on any item that is within the Board's subject matter jurisdiction should complete a public comment form. However, the Board may not take-action on any item not on this Board meeting agenda except as authorized by Government Code section 54954.2.

- For in person public comment, please complete a public comment form indicating the item you wish to address and give it to the board meeting assistant.
- Public comments emailed to [superintendent@galt.k12.ca.us](mailto:superintendent@galt.k12.ca.us) 24 hours before the board meeting will be read aloud by a meeting facilitator.
- E-mail public comment is limited to 450 words.

Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard.

Board of Education Meetings are recorded.

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### **A. 6:00 p.m. – Closed Session Location: Vernon E. Greer Elementary Bright Future Learning Center**

#### **B. Announce items to be discussed in Closed Session, Adjourn to Closed Session**

1. CONFERENCE WITH LABOR NEGOTIATOR, Government Code §54957.6  
Agency Negotiator: Lois Yount, Claudia Del Toro-Anguiano, Donna Mayo-Whitlock, Nicole Lorenz
  - Employee Agency: (GEFA) Galt Elementary Faculty Association
  - Employee Agency: (CSEA) California School Employee Association
  - Non-Represented Employees
2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Gov. Code, §54956.9, subd. (d)[(2) or (3)]:
  - One matter
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Government Code §54957
  - Superintendent

**C. Adjourn Closed Session, Call Meeting to Order, Flag Salute, Announce Action Taken in Closed Session**

**D. Board Meeting Protocol**

**E. Reports**

LCAP GOAL 1

*Engaging learners in PreK-8 through a focus on equity, access and academic rigor with inclusive practices in a variety of learning environments.*

1. Low Performing Block Grant: Mathematics

LCAP GOAL 2

*Promoting PreK-8 whole learner development through social and emotional learning opportunities in a variety of environments.*

1. Bright Future Learning Center Clubs & Engagement Sessions

OTHER

1. Letter Regarding October 1, 2021 Proposal for COVID-19 Vaccine Requirement for Schools

**F. Routine Matters/New Business**

**212.247** Consent Calendar

a. Approval of the Agenda

MOTION

At a regular meeting, the Board may act upon an item of business not appearing on the posted agenda if, first, the Board publicly identifies the item, and second, one or more of the following occurs:

- 1) The Board, by a majority vote of the full Board, decides that an emergency (as defined in Government Code section 54956.5) exists; or
- 2) Upon a decision by a two-thirds vote of the Board, or if less than two-thirds of the Board members are present, a unanimous vote of those present, the Board decides that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted; or
- 3) The item was posted on the agenda of a prior meeting of the Board occurring not more than five calendar days prior to the date of this meeting, and at the preceding meeting, the item was continued to this meeting.

b. Minutes

- October 27, 2021 Regular Board Meeting

c. Payment of Warrants

- Vendor Warrant Numbers: 22316104-22316197; 22317390-22317445; 22318035-22318080
- Certificated/Classified Payrolls Dated: 10/29/21, 11/10/21

d. Personnel

- Resignations/Retirements
- Leave of Absence Requests
- New Hires/Reclassifications

e. Donations

**212.248** Consent Calendar (Continued) – Items Removed for Later Consideration

MOTION

- |                |   |                     |
|----------------|---|---------------------|
| <b>212.249</b> | Board Consideration to Establish December 13, 2021 at 7:00 p.m. at the Vernon E. Greer Elementary Multi-Purpose Room as the Annual Organizational Meeting and Regular Monthly Meeting Per Education Code §35143   | MOTION              |
| <b>212.250</b> | Board Consideration of Approval of Resolution No. 6: Authorized Signatories for the Galt Joint Union School District  | MOTION              |
| <b>212.251</b> | Board Consideration of Approval of Memorandum Of Understanding Between the Sacramento County Office of Education and Galt Joint Union School District Regarding Implementation of the Sacramento Healthy HeART and Mind Collaborative within District Schools   | MOTION              |
| <b>212.252</b> | Board Consideration of the following GJUESD Board Policy (BP) and Administrative Regulation (AR): <ul style="list-style-type: none"> <li>1. Adopt BP 4141, 4241 Collective Bargaining Agreement</li> <li>2. Adopt BP/AR 4158, 4258, 4358 Employee Security</li> <li>3. Adopt BP/AR 5141.4 Child Abuse Prevention and Reporting</li> <li>4. Adopt BP 5145.12 Search and Seizure</li> <li>5. Adopt BP/AR 7211 Developer Fees</li> <li>6. Adopt BP 3350 Travel Expenses</li> <li>7. Rescind AR 3350 Travel Expenses</li> </ul> | MOTION              |
| <b>212.253</b> | Public Hearing for Educator Effectiveness Block Grant Funds   | PUBLIC<br>HEARING   |
| <b>212.254</b> | California School Employees Association (CSEA) and its GJUESD Chapter No. 362 Initial Proposal for Fiscal Year 2021-22 with GJUESD  | INFORMATION<br>ITEM |

**G. Public Comments** for topics not on the agenda  
*Public comment is limited to three minutes or less pending Board President approval.*

- H. Pending Agenda Items**
1. School District Properties
  2. District Communications

The next regular meeting of the GJUESD Board of Education: To Be Determined  
Board agenda materials are available for review at the address below.

Galt Joint Union Elementary School District  
1018 C Street, Suite 210  
Galt, CA 95632



## Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item:</b> Closed Session
<b>Presenter:</b> Lois Yount	<b>Action Item:</b> <b>Information Item:</b> XX
<ol style="list-style-type: none"> <li>1. CONFERENCE WITH LABOR NEGOTIATOR, Government Code §54957.6            Agency Negotiator: Lois Yount, Claudia Del Toro-Anguiano, Donna Mayo-Whitlock, Nicole Lorenz           <ul style="list-style-type: none"> <li>▪ Employee Agency: (GEFA) Galt Elementary Faculty Association</li> <li>▪ Employee Agency: (CSEA) California School Employee Association</li> <li>▪ Non-Represented Employees</li> </ul> </li>   <li>2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION            Significant exposure to litigation pursuant to Gov. Code, §54956.9, subd. (d)[(2) or (3)]:           <ul style="list-style-type: none"> <li>▪ One matter</li> </ul> </li>   <li>3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Government Code §54957           <ul style="list-style-type: none"> <li>▪ Superintendent</li> </ul> </li> </ol>	



## SESSION INTRODUCTION

1. The meeting is being recorded.
2. The meeting is open to the public.
3. The meeting is being broadcast live through Zoom teleconference.

## PUBLIC COMMENT

### **Public Participation: Board Bylaw 9323**

1. Public comment is three minutes per agenda item.
2. The Board shall limit the total time for public comment for each agenda item to 20 minutes.
3. With Board consent, Board President may increase or decrease the time allowed for public comment.
4. Regular Board meetings shall be adjourned by 10:30 p.m.

### **❖ E-mail Public Comment**

1. E-mail public comments, sent to [superintendent@galt.k12.ca.us](mailto:superintendent@galt.k12.ca.us) 24 hours before the board meeting, will be read aloud by a meeting facilitator.
2. E-mail public comment is limited to 450 words.

### **❖ In-person Public Comments**

1. Please complete a public comment form indicating the item you wish to address and give it to the board meeting assistant.
2. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item.

## BOARD VOTE AND CONNECTIVITY

1. For action items, the motion will be followed by a roll call vote.
2. Should a board member attend the meeting remotely and lose connectivity by teleconference or phone, the meeting will be delayed five minutes before reconvening.





## Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item:</b> Reports
<b>Presenter:</b> Lois Yount	<b>Action Item:</b> <b>Information Item:</b> XX

### LCAP GOAL 1

*Engaging learners in PreK-8 through a focus on equity, access and academic rigor with inclusive practices in a variety of learning environments.*

1. Low Performing Block Grant: Mathematics

### LCAP GOAL 2

*Promoting PreK-8 whole learner development through social and emotional learning opportunities in a variety of environments*

1. Bright Future Learning Center Clubs & Engagement Sessions

### OTHER

1. Letter Regarding October 1, 2021 Proposal for COVID-19 Vaccine Requirement for Schools



## LCAP GOAL 1

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### LCAP GOAL 1

*Engaging learners in PreK-8 through a focus on equity, access and academic rigor with inclusive practices in a variety of learning environments.*

1. Low Performing Block Grant: Mathematics  
*Claudia Del Toro-Anguiano, Curriculum Director*

# Board Meeting

## November 2021

### Report on Low Performing Student Block Grant

In late 2018, grant funds became available to local educational agencies (LEAs) with students identified as low-performing on the 2016-17 administration of the California Assessment of Student Performance and Progress (CAASPP). The goal of the Low Performing Student Block Grant (LPSBG) plan was to increase the academic performance of students who were identified as low-performing on state assessments.

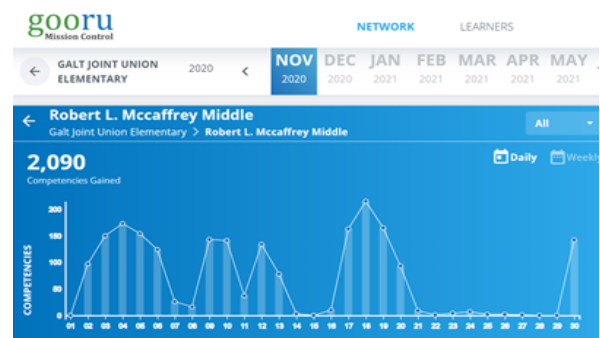
At the time of the grant implementation and based on data points from CAASPP and NWEA MAP, the GJUESD made the decision to focus on mathematics. The plan included professional development, training, coaching cycles, hiring of additional staff, release time and the purchase of resources.

During the launch of the grant, five mathematics technicians were hired to support intermediate students at each elementary school.

The support was both in the form of a push-in and a pull-out model in which the technicians played the role of a tutor and provided additional practice on skills taught during first instruction. One teacher leader was responsible for check-in sessions with the math technicians to ensure appropriate delivery of support while following the Eureka pacing guide. During distance learning, two middle school teachers provided direct support in 3-week cycles in the area of math concepts and procedures. Because the student-teacher ratio was low, students were able to receive immediate feedback thus resulting in a larger number of students showing gains as measured by pre and post assessments.



GJUESD partnered with the Math Navigator gooru for two years with the goal of monitoring student 'live' progress while allowing students the choice to grow in self-selected academic areas of math. This partnership resulted in the co-creation of a student 'skyline' providing both the student, the teacher and the site administrator with a visual representation of gained competencies. The outcome was positive, clearly showing the growth made by individual students and individual classes.





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The purchase of various instructional materials assisted with much of the small group instruction provided to students. Online programs, such as Pear Deck, Happy Numbers, Go Formative, Mountain Math, Zearn and IXL provided targeted support and provided teaching staff with reports to help adjust planning and instruction. Technology tools were also provided to assist with the online programs and with providing alternative learning areas beyond the classroom.

Due to the COVID-19 pandemic, data between March 2019 and June 2021 is difficult to analyze. During the spring of 2021, GJUESD opted for the administration of local Measures of Academic Progress (MAP) assessments instead of administering SBAC. The true impact of this grant on student achievement is difficult to measure. It is difficult to compare grades from in-person to distance learning grading periods.

What can be shared is that the grant allowed for a higher level of teacher collaboration and set the stage for learning cycles using student evidence which will most certainly impact the academic performance of students this year and for years to come. Final report was submitted last month.



## LCAP GOAL 2

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### LCAP GOAL 2

*Promoting PreK-8 whole learner development through social and emotional learning opportunities in a variety of environments*

#### 1. Bright Future Learning Center Clubs & Engagement Sessions

*Jennifer Collier, Expanded Learning coordinator*

- Bright Future Learning Center After-School Clubs
- Engagement Sessions
- Butterfly Net: TUPE-ASES-MAC-Listening Circles

# *Expanded Learning Update*

- Bright Future Learning Center After-School Clubs
- Engagement Sessions
- Butterfly Net: TUPE-ASES-MAC-Listening Circles

Jennifer Collier

Expanded Learning Coordinator

Communication-Includer-Positivity-Connectedness-Belief

## *BRIGHT FUTURE LEARNING CENTER AFTER SCHOOL CLUBS*

- **Lake Canyon: Reboot the 2021 school year with a wide variety of clubs from Girls who Code, Step Club, Archery Club and onto Smashin' Pumpkins everything Fall.**
- **Valley Oaks: Clubs in the BFLC and in the Makerspace Arts and Crafts and Young Writers Workshop and Contest**





- **River Oaks: In the process of hiring BFLC IA**
- **Marengo Ranch: LEGO Club: Grade 3**
- **Vernon E. Greer: LEGO Club: Grade 6**
- **McCaffrey: Club Live for 7th and 8th grades**

# ENGAGEMENT SESSIONS

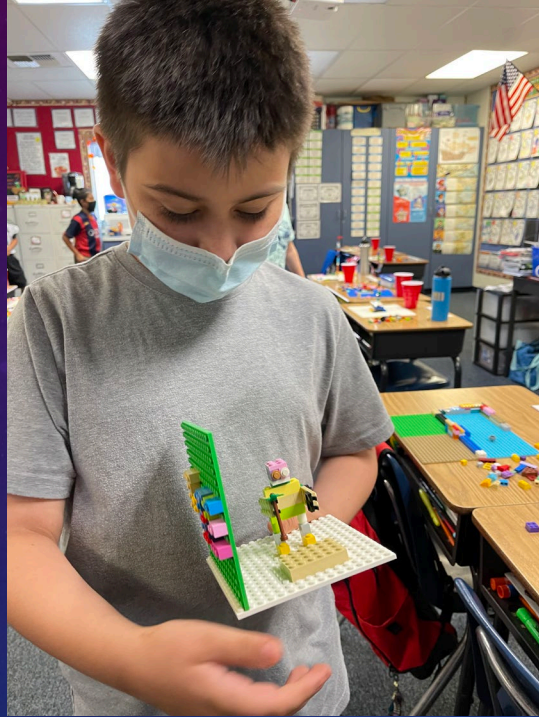
Across the  
GJUESD, over  
1600 students  
have received an  
Engagement  
Session in the  
first trimester.

## 2021-22 Greer Trimester 1 Engagement and Enrichment Sessions with Jennifer Collier

<b>S1</b> K-3rd grades StrengthsSpotting Song and Creative Expression (30 minutes)	<b>S2</b> 4-6th grades StrengthsExplorer Intro. and Survey- Top 3 Talents (30 minutes)	<b>S3</b> 4-6th grades StrengthsExplorer Personal Insight and My story (30 minutes)	<b>S4</b> 7-8th grades 7th Strengths 5 Clues to Talent & Goals (30 minutes) 8th StrengthsQuest Top 5 Survey & CTE (45 minutes)
<b>STEAM 1</b> 1-6th grades Coding & Computer Science Google- CS First (30 minutes)	<b>STEAM 2</b> 1-6th grades LEGO Creative Fuel Themed Building Challenges. (30 minutes)	<b>STEAM 3</b> 1-6th grades ARTS Imagination Station: Creative Storytelling 2D and 3D (30 minutes)	<b>YD1</b> 3-6th grades Young Writer's Workshop and Contest Picture Book and Short Stories (30 minute Kick Off) Fee-based
<b>SEL1</b> 1-8th grades Check your lid...Is it Flipped? (30 minutes)	<b>SEL2</b> 1-8th grades Safety Tower: Human needs to succeed (30 minutes)	<b>SEL3</b> 4-8th grades Listening Circle Peer to Peer Youth (2 hours)	<b>SEL4</b> 4-8th grades Compassionate Awareness Iceberg Deep look at resolving gaps and barriers (2 hours)

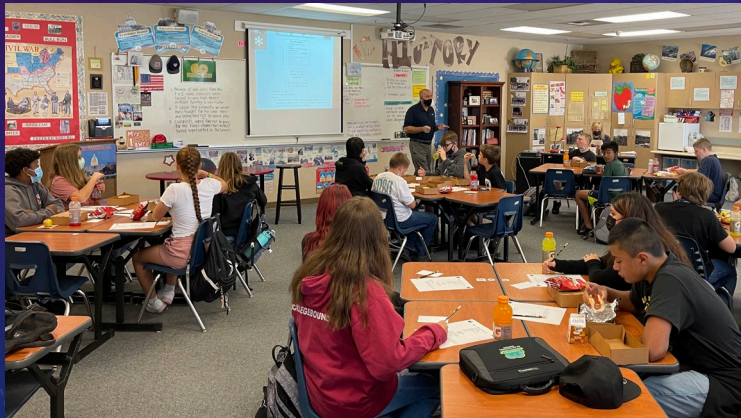
Teachers--To reserve a timeslot, select (1) activity from above and note it below. Only (1) Teacher per time slot.  
The last day to make changes to this schedule is Oct. 15 by 3:00 pm

Monday, October 25		Tuesday, October 26		Wednesday, October 27		Thursday, October 28		Friday, October 29	
8:10	Morris S1	8:10	Crager S1	8:10	Gumm S1	8:10			
8:40		8:30	Lowery S1	8:40		8:40	Seagraves S3	8:40	Pappas S1
9:15		9:15		9:15	K Frizzi S1	9:15	Oliveira S1	9:15	
9:50		9:50		9:50		9:50		9:50	
10:25	Wilson STEAM 2	10:25	Silveria S1	10:25	Dunkel S1	10:25	Geach S1	10:25	
12:00		12:00		12:00		12:00		12:00	
12:35	Hugues S1	12:35	Porter STEAM 2	12:35		12:35	A Frizzi S1	12:35	A Coupe S1
1:10	Bradley S2	1:10	Pletcher S1	1:10		1:10		1:10	Pennino STEAM 2



## Butterfly Net

- TUPE: Red Ribbon Week
- ASES: Arts Integration
- MAC: Youth Voice for Outdoor Education
- Peer to Peer Listening Circles:  
MMS Leadership and VO Mrs. Murray's 5<sup>th</sup> grade class







## OTHER REPORTS

### COVID-19 Vaccine Requirement for Schools

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In response to the Governor's proposed mandate for the COVID-19 vaccine, at the October 27, 2021 regular board meeting, the Board of Trustees directed the Superintendent to draft a letter to state and local officials recommending parental and personal choice.

This letter has been sent to state and local officials, the State Public Health Officer, and the Sacramento County Health Officer.



# Galt Joint Union Elementary School District

1018 C Street, Suite 210, Galt, CA 95632  
209-744 4545 / 209-744-4553 fax / [www.galt.k12.ca.us](http://www.galt.k12.ca.us)

November 8, 2021

To:                    Assemblyman Jim Cooper  
                          Representing House District 09  
                          State Capitol Room 6025  
                          PO Box 942849  
                          Sacramento, CA 94249-0009

                          Congressman Jerry McNerney  
                          Representing California's 9th District  
                          2222 Grand Canal Blvd. #7  
                          Stockton, CA 95207

                          Governor Gavin Newsom  
                          1303 10th Street, Suite 1173  
                          Sacramento, CA 95814

                          Senator Susan Talamantes Eggman  
                          Representing Senate District 05  
                          31 E. Channel, Suite 440  
                          Stockton, CA 95202

                          Supervisor Don Nottoli  
                          Sacramento County Board of Supervisors  
                          700 H Street, Suite 2450  
                          Sacramento, CA 95814

From:                Galt Joint Union Elementary School District Board of Trustees

Subject:             October 1, 2021 Proposal for COVID-19 Vaccine Requirement for Schools

The Galt Joint Union Elementary School District (GJUESD) serves approximately 3,500 students in prekindergarten through eighth grade. It employs over 500 staff members that operate a school readiness center, five elementary schools, and one middle school.

The GJUESD has implemented the COVID-19 Public Health Guidance for K-12 Schools in California since reopening for full in-person instruction on August 19, 2021. Following these guidelines, GJUESD has experienced a downward trend of positive COVID-19 cases and with students and staff in quarantine. We continue to prioritize the health and safety of our students and staff by following this guidance.

The Governor's October 1, 2021 announcement of a mandatory vaccine requirement for all students and staff has created unrest and controversy in our communities and school systems like no other. Parents, staff, and community members have expressed concern regarding the lack of parental and personal choice with this proposed mandate.

In opposition to this vaccine mandate, GJUESD had 34% of our students and 15% of our staff absent from school on Monday, October 18, 2021. By instituting a state-wide mandate of this fashion, families in GJUESD will be forced to make a personal decision that could include pulling their children from public education. Such a state mandate will increase the declining

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Lois Yount, District Superintendent, Nicole Lorenz, Chief Business Officer  
Claudia Del Toro-Anguiano, Curriculum Director ~ Donna Mayo-Whitlock, Educational Services Director

*Board of Trustees: Thomas Silva, Wesley Cagle, Traci Skinner, Grace Malson, Casey Raboy*

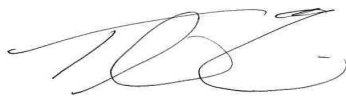
enrollment we have in GJUESD and many similar districts in California. State-wide, enrollment in K-12 public schools declined by almost 3% in 2020-21 and the California Department of Finance projects enrollment will decrease 11.4% by 2031.

The governing board of the GJUESD requests that the governor and legislature uphold the constitutionally guaranteed right to provide informed consent before proceeding with any medical procedure. The state should allow for parents, students, and staff to have a choice in the matter by recommending and not requiring the COVID-19 vaccine for students and staff of K-12 Local Education Agencies. The current weekly testing or voluntary vaccination system is working well in GJUESD. If the vaccine is mandatory, GJUESD requests the ability to honor religious, medical, and personal belief exemptions.

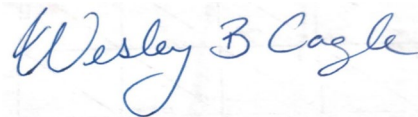
In conclusion, we respectfully request that you listen to the voices of parents requesting informed consent as you make decisions based on this proposal to mandate vaccines for all students and staff in K-12 schools.

Sincerely,

Galt Joint Union Elementary School Board of Trustees



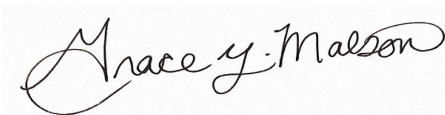
Thomas Silva, Board President



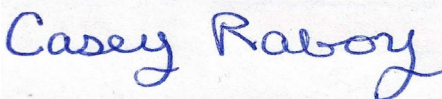
Wesley B. Cagle, Vice President



Traci Skinner, Clerk



Grace Y. Malson, Board Representative



Casey Raboy, Member



Lois Yount, Superintendent

cc: Olivia Kasirye, MD, MS, Sacramento County Public Health Officer  
Tomás J. Aragón, MD., D. PH, State Public Health Officer & Director



## Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item: 212.247</b> Board Consideration of Approval of Consent Calendar
<b>Presenter:</b> Lois Yount	<b>Action Item:</b> XX <b>Information Item:</b>
<ul style="list-style-type: none"> <li>a. Approval of the Agenda</li> <li>b. Minutes           <ul style="list-style-type: none"> <li>▪ October 27, 2021 Regular Board Meeting</li> </ul> </li> <li>c. Payment of Warrants           <ul style="list-style-type: none"> <li>▪ Vendor Warrant Numbers: 22316104-22316197; 22317390-22317445; 22318035-22318080</li> <li>▪ Certificated/Classified Payrolls Dated: 10/29/21, 11/10/21</li> </ul> </li> <li>d. Personnel           <ul style="list-style-type: none"> <li>▪ Resignations/Retirements</li> <li>▪ Leave of Absence Requests</li> <li>▪ New Hires/Reclassifications</li> </ul> </li> <li>e. Donations</li> </ul>	

# Galt Joint Union Elementary School District Board of Education Minutes

**Regular Board Meeting  
October 27, 2021**

**Vernon E. Greer Elementary School**  
Multi-purpose Room  
248 West A Street  
**Remote Access**  
Zoom Webinar ID: 879 2375 0252

## **Board Members**

Thomas Silva  
Wesley Cagle  
Traci Skinner  
Grace Malson  
Casey Raboy

## **Administrators Present**

Lois Yount  
Claudia Del Toro-Anguiano  
Donna Mayo-Whitlock  
Kuljeet Nijjar  
Ron Rammer  
Laura Papineau  
Laura Marquez  
Leah Wheeler  
Tina Homdus

**A. 6:05 p.m. - Closed Session Location:** Vernon E. Greer Bright Future Learning Center

**B. Closed Session** was called to order at 6:05 p.m. by Wesley Cagle.

Present for Closed Session: Wesley Cagle, Traci Skinner, Grace Malson, Casey Raboy, Lois Yount, Claudia Del Toro-Anguiano, Donna Mayo-Whitlock, Chris Keiner, Attorney At Law, Dannis Woliver Kelly.

Thomas Silva entered closed session at 6:14 p.m.

1. CONFERENCE WITH LABOR NEGOTIATOR, Government Code §54957.6  
Agency Negotiator: Lois Yount, Claudia Del Toro-Anguiano, Donna Mayo-Whitlock
  - Employee Agency: (GEFA) Galt Elementary Faculty Association
  - Employee Agency: (CSEA) California School Employee Association
  - Non-Represented Employees
2. PUBLIC EMPLOYMENT (Gov. code, 54957, subd.(b)(1))
  - Chief Business Officer
3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Gov. Code, §54956.9, subd. (d)[(2) or (3)]:
  - One matter

**C. Closed session adjourned at 7:05 p.m.** The open meeting was called to order at 7:15 p.m. followed by the Flag Salute. Thomas Silva announced no action taken in Closed Session.

**D.** Lois Yount shared the **Board Meeting Protocol**.

## **E. Communication**

1. Lois Yount shared a communication from David W. Gordon, Sacramento County Superintendent of Schools regarding the 2021-2024 Local Control and Accountability Plan

(LCAP). She highlighted a comment related to GJUESD staff efforts to continuously improve the academic achievement of all students and to care for their social and emotional needs as we adapted to the challenges presented by the COVID-19 pandemic. In accordance with Education Code section 52070, the Sacramento County Office of Education has reviewed the LCAP for GJUESD for fiscal year 2021-2022. Based on their review the LCAP is approved.

**F. Reports**

OTHER REPORTS

1. State of California COVID-19 Vaccination Requirements for K-12 Schools and District COVID-19 Testing

Lois Yount provided a summary of attendance for October 18, 2021. Many students missed school to attend a statewide movement protesting California's vaccine mandate for children at the State Capitol. She informed the Board of a decrease of students attending school that day. Approximately 26-45% of students at school sites for a total of 34% students absent. Additionally, approximately 15% of staff were absent.

Ms. Yount spoke to the absence of students. While she understands as a parent herself, she expressed students have missed enough school related to COVID-19. The loss of school funding is not a loss of funding to the state it is a loss of funding to the school district and impacts students. The district lost approximately \$80K on October 18. She indicated it is the students that are hurt. She stated she supports parents' right to protest at the Capitol.

Ms. Yount reported the district shared a communication with parents on October 18 informing parents that The District, School Board, and Sacramento County Public Health have no plans to implement the COVID-19 vaccination requirement for students earlier than mandated by the State of California. Ms. Yount added that no action has been taking on this proposal. The California legislature will deliberate in January. The Governor predicts the mandate to apply to grades 7-12 starting on July 1, 2022. Implementation for grades K-6 would likely occur at a later date, depending on timing of full FDA vaccine approval for ages 5 to 11.

Ms. Yount emphasized this is a proposal and is not yet law.

Public Comments:

Received via email and read aloud: Brooke Stahmer, Myrna Gold, Sandra Hendrix, Greg Davidson, Elain Davidson, Stacy Ward, Tony Lundberg, Linda Lundberg, Kari Montgomery

In-person public comments: Sandra Hendrix, Ryan Montgomery, Patricia Woodward, Kristi Ward, Matt Ward, Brooke Shamhart, Shana Gibbons, Michaela Johnson, Beck Shala, John Chandler, Britteni Chandler, Katie Scott, Stephanie Jackson Shabnam Rarick, Krysta Brooks

Traci Skinner, Board Member, asked the superintendent what the District could do to help the community become informed about what they can do to voice their concerns.

Wesley Cagle, Board Vice President, said the Board could direct the superintendent to write a letter to elected and medical officials supporting informed medical consent. The Board concurred and directed the superintendent to write a letter supporting informed medical consent.

Traci Skinner emphasized that this is not an anti-vaccine stance but instead a parental choice matter.

8:15 p.m. The Board took a 10 minute recess.

3. Williams Uniform Complaint Process (UCP) 1<sup>st</sup> Quarter Report

Lois Yount reported no complaints during the 1<sup>st</sup> Quarter UCP Report.

LCAP GOAL 1

*Engaging learners in PreK-8 through a focus on equity, access and academic rigor with inclusive practices in a variety of learning environments.*

1. State Student Growth Data & Fall Measures of Academic Progress (MAP) Data

Claudia Del Toro-Anguiano provided an update on growth model data. She indicated student growth is based on Smarter Balanced Assessment Consortium (SBAC) scores. Ms. Del Toro-Anguiano emphasized growth is different from achievement. Achievement, such as a single assessment score, shows us how much students know at the time of the assessment. Growth shows us how much students' scores grew from one grade level to the next. The information provided by these scores is not actionable. The District plans to use these scores with other test results to get a better picture on the learning that is happening in the district.

Ms. Del Toro-Anguiano highlighted some of the schools assessments results. She indicated the District and state look at student groups to be sure all groups are growing. GJUESD schools are making progress. The next cycle for growth scores from the state may be in 2024 and may be shown on the Dashboard but this has not been finalized. The District is still trying to gage the impact of the pandemic on children and academic growth.

Ms. Del Toro-Anguiano reported fall MAP data. The reports from MAP provide staff with accurate and actionable data to help target instruction for each student or groups of students.

Thomas Silva stated that getting students back in the classroom has shown improvement. Kudos to everyone that was involved.

Ms. Del Toro- Anguiano stated that the District has highly committed and dedicated staff. Everyone is working extremely hard and classified staff have joined in professional development opportunities. They are working hard to identify what is working and what is not.

Grace Malson asked if the District is still striving to personalize learning for students as prior to the pandemic.

Ms. Del Toro-Anguiano responded that more MAP professional development will allow staff to provide a personalized guide on what a child is ready to learn. The

more support we can provide staff, including classified, the more tools we will have to provide personalized learning.

**LCAP GOAL 2**

*Promoting PreK-8 whole learner development through social and emotional learning opportunities in a variety of environments.*

**1. Bright Future Learning Center Clubs & Engagement Sessions**

This report is postponed until the next regular board meeting.

**2. Delta-Sierra Group of the Sierra Club Grant in Honor of Martha Mallery**

Lois Yount reported this grant in honor of Martha Mallery, a long time member of the Sierra Club, supports two outdoor education programs.

1. Youth led Planting Project in the Cosumnes River floodplain.
2. Expand the Cosumnes River Preserve (CRP) Paddle Program to increase access and safety for youth.

Ms. Yount highlighted the purchase of large canoes would accommodate one class at a time on the river. No longer would the District be dependent on Canoemobile’s national schedule to plan 6<sup>th</sup> grade Canoemobile type experiences.

**G. Routine Matters/New Business**

**212.236** Wesley Cagle made a motion to approve the Consent Calendar, seconded by Grace Malson and unanimously carried.

**Consent Calendar**

- a. Approval of the Agenda
- b. Minutes
  - September 22, 2021 Regular Board Meeting
- c. Payment of Warrants
  - Vendor Warrant Numbers: 22310286-22310317; 22310796-22310847; 22311316-22311363; 22311988-22312021; 22313894-22313987; 22315002-22315073
  - Certificated/Classified Payrolls Dated: 9/17/21, 9/30/21, 10/08/21
- d. Personnel

<b>RETIREES</b>			
<i>Name</i>	<i>Position</i>	<i>Effective Date</i>	<i>Site</i>
Coker, Robin	Food Service Manager	11/3/21	Valley Oaks
Ostrander, Lisa	Bus Driver	12/30/21	Transportation
Quintana, Darlene	Instructional Assistant, Special Education	11/12/21	Lake Canyon

<b>RESIGNATIONS</b>			
<i>Name</i>	<i>Position</i>	<i>Effective Date</i>	<i>Site</i>
Bundsen, Karrie	Instructional Assistant, Special Education	10/22/21	Lake Canyon
Gamboa-Sandoval, Nancy	Instructional Assistant, Bilingual	10/8/21	Lake Canyon
Gray, Jennifer	Yard Supervisor	9/17/21	Vernon E. Greer



Reyes, Domonique	Yard Supervisor	9/17/21	River Oaks
Rodarte-Sanchez, Adriana	Registered Nurse	10/22/21	District
Rubio, Michelle	Yard Supervisor	10/7/21	McCaffrey Middle
Walker, Aleesa	Instructional Assistant	10/22/21	River Oaks

<b>NEW HIRES/REASSIGNMENT</b>			
<b>Name</b>	<b>Position</b>	<b>Effective Date Varies</b>	<b>Site</b>
Amaral, Julio	Classified Substitute		N/A
Amaya, Elizabeth	Instructional Assistant		Lake Canyon
Anaya, Corina	Bilingual Community Outreach Assistant		Fairsite Preschool
Bundsen, Karrie	Certificated Substitute		N/A
Carrillo, Ingrid	Yard Supervisor		Vernon E. Greer
Cathey, Holly	Registered Behavior Technician		District Office
Ching-Popoff, Lisa	Certificated Substitute		N/A
Doberneck, Jennifer (Reassignment)	Health Assistant		Vernon E. Greer
Erickson, Jeff	Certificated Substitute		N/A
Gomez, Marissa	Yard Supervisor		McCaffrey Middle
Gonzalez, Ana (Reassignment)	Health Assistant		Fairsite Preschool

- e. Donations
- f. 2021-22 School Fundraisers
- g. Agreement for Speech Language Pathology Assistant Field Experience and Use of Facilities Between San Joaquin Delta Community College District and Galt Joint Union Elementary School District

- |                |   |  |
|----------------|---|--|
| <b>212.237</b> | Consent Calendar (Continued) – Items Removed for Later Consideration  | <b>CC Items<br/>Removed</b>                            |
| <b>212.238</b> | Grace Malson made a motion to approve Galt Joint Union Elementary School District Employment Agreement – Chief Business Officer, seconded by Traci Skinner and unanimously carried.   | <b>CBO<br/>Contract</b>                                |
| <b>212.239</b> | A Public Hearing of Resolution No. 5 Approving the Galt Joint Union Elementary School District’s School Facilities Needs Analysis, Adopting Residential School Facilities Fees in Compliance with Government Code Sections 65995.5 and 65995.6, and Making Related Findings and Determinations [Level 2 Fee] was held. There were no public comments.                             | <b>PUBLIC<br/>HEARING<br/>Res 5 Needs<br/>Analysis</b> |
| <b>212.240</b> | Thomas Silva made a motion to approve Resolution No. 5 Approving the Galt Joint Union Elementary School District’s School Facilities Needs Analysis, Adopting Residential School Facilities Fees in Compliance with Government Code Sections 65995.5 and 65995.6, and Making Related Findings and Determinations [Level 2 Fee], seconded by Wesley Cagle and unanimously carried. | <b>Res 5 Needs<br/>Analysis</b>                        |

- |                |  |   |
|----------------|--|---|
| <b>212.241</b> | Grace Malson made a motion to approve Resolution No. 4 of the Board of Trustees of the Galt Joint Union Elementary School District Approving the Applications for Outdoor Equity Grants Program Grant Funds for: <ol style="list-style-type: none"> <li>1. Lake Canyon Outdoor Explorers</li> <li>2. Marengo Ranch Outdoor Explorers</li> <li>3. Valley Oaks Stinger Outdoor Learning Opportunities (SOLO)</li> <li>4. McCaffrey Outdoor Recreation and Exploration (MORE) Program</li> </ol> Seconded by Casey Raboy and unanimously carried. | <b>Res 4<br/>Outdoor<br/>Equity Grant</b>   |
| <b>212.242</b> | Traci Skinner made a motion to approve Memorandum Of Understanding (MOU) Between the California School Employees Association and its Galt Chapter #362 (CSEA) and the GJUESD Regarding Increase In Hours for Employee No. 2521, No. 3033, and No. 1788, seconded by Wesley Cagle and unanimously carried.  | <b>MOU CSEA<br/>Increase<br/>Hours</b>      |
| <b>212.243</b> | Grace Malson made a motion to approve Memorandum Of Understanding (MOU) Between the California School Employees Association and its Galt Chapter #362 (CSEA) and the GJUESD Regarding Health and Safety Measures to Prevent the Spread of COVID-19 for the 2021-22 School Year [COVID-19 Paid Sick Leave], seconded by Traci Skinner and unanimously carried.  | <b>MOU CSEA<br/>COVID-19<br/>Sick Leave</b> |
| <b>212.244</b> | Wesley Cagle made a motion to approve Non-Represented Employees Health and Safety Measures to Prevent the Spread of COVID-19 for the 2021-22 School Year [COVID-19 Paid Sick Leave], seconded by Traci Skinner and unanimously carried.  | <b>Non Rep<br/>COVID-19<br/>Sick Leave</b>  |
| <b>212.245</b> | Thomas Silva made a motion to approve Elementary and Secondary School Relief Fund (ESSER) III Expenditure Plan, seconded by Grace Malson and unanimously carried.  | <b>ESSER III<br/>Expenditure<br/>Plan</b>   |
| <b>212.246</b> | A First Reading of the following GJUESD Board Policies (BP) and Administrative Regulations was held: <ol style="list-style-type: none"> <li>1. BP 4141, 4241 Collective Bargaining Agreement</li> <li>2. BP 4158, 4258, 4358 Employee Security</li> <li>3. BP/AR 5141.4 Child Abuse Prevention and Reporting</li> <li>4. BP 5145.12 Search and Seizure</li> <li>5. BP/AR 7211 Developer Fees</li> </ol>  | <b>FIRST<br/>READING<br/>BP/AR</b>          |

**H. Public Comments**

**I. Pending Agenda Items**

1. School District Properties
2. Low Performing Block Grant: Mathematics
3. District Communications

**J. Adjournment 10:08 p.m.**



## CONSENT CALENDAR Human Resources

Recommend approval of the following:

<b>Resignations/Retirees</b>			
<b>Name</b>	<b>Position</b>	<b>Effective</b>	<b>Site</b>
Marchand, Cierra	Instructional Assistant, Special Education	11/12/21	Valley Oaks
Mendoza, Griselda	Instructional Assistant, Bilingual	11/9/21	Fairsite
Sutter, Debbie (Retirement 12 years)	Instructional Assistant, Special Education	12/31/21	Marengo

<b>Leave of Absence Requests</b>			
<b>Name</b>	<b>Position</b>	<b>Effective</b>	<b>Site</b>
Bartkowski, Beth	Teacher	12/6/21	Lake Canyon
Crager, Chelsea	Teacher	2/21/22	Vernon E. Greer
Cruz, Susy	Instructional Assistant	9/2/21	Valley Oaks
Frey, Debbie	Instructional Assistant	10/12/21	Lake Canyon
Garcia, Donna	Instructional Assistant	10/18/21	Vernon E. Greer
Garibaldi, Katey	Teacher	1/3/22	River Oaks
Hernandez, Daniel	Custodian	11/12/21	Marengo Ranch
Hernandez, Rachel	Instructional Assistant	9/21/21	Valley Oaks
Lawrie, Christina	Teacher	11/8/21	McCaffrey Middle
Mendoza, Karla	Instructional Assistant, Special Education	2/12/22	Marengo Ranch
Mooney, Katie	Teacher	10/29/21	Lake Canyon
Munoz, Janet	ASES Coordinator	10/13/21	Vernon E. Greer
Ordaz, Lilianna	Instructional Assistant, Bilingual	9/23/21	Fairsite Preschool
Quinones, Heather	Bus Driver	10/28/21	Transportation
Westbrooks, Destiny	Teacher	11/3/21	Lake Canyon

<b>New Hires/Reassignment</b>			
<b>Name</b>	<b>Position</b>	<b>Effective Date Varies</b>	<b>Site</b>
Burch, Sabrina (Reassignment)	Instructional Assistant		River Oaks
Bury, Ashley	Instructional Assistant		Valley Oaks
Carrillo, Ingrid (Reassignment)	Bilingual Office Assistant		Vernon E. Greer
Godinez Murillo, Mariana	Instructional Assistant, Bilingual		Fairsite
Lorenz, Nicole	Chief Business Officer		District Officer
Marquez, Emmitt	Yard Supervisor		Vernon E. Greer
Morris, Ellen	Assistant Principal		River Oaks
Petrie, Janet	Certificated Substitute		N/A
Quist, Christina	Food Service Worker		Vernon E. Greer



## CONSENT CALENDAR

Donations

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### Valley Oaks

- Galt's Walmart donated school supplies valued at \$1,706.65 for site use



## Galt Joint Union Elementary School District

1018 C Street, Suite 210, Galt, CA 95632  
209-744 4545 \* 209-744-4553 fax

### Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item: 212.248</b> Consent Calendar (continued)- Items Removed For Later Consideration
<b>Presenter:</b> Lois Yount	<b>Action Item:</b> XX <b>Information Item:</b>
<p>The Board will have the opportunity to address any items that are moved from the consent calendar.</p>	



Galt Joint Union Elementary School District

## Galt Joint Union Elementary School District

1018 C Street, Suite 210, Galt, CA 95632  
 209-744 4545 \* 209-744-4553 fax

### Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item: 212.249</b> Board Consideration to Establish December 13, 2021, at 7:00 p.m. at the Vernon E. Greer Elementary Multi-Purpose Room as the Annual Organizational Meeting and Regular Monthly Meeting per Education Code §35143
<b>Presenter:</b> Lois Yount	<b>Action Item:</b> XX <b>Information Item:</b>

Under the provisions of Education Code section 35143, the governing board is required to set an annual organizational meeting within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar. (Board members are seated the second Friday of December following the November election [Education Code § 5017])

The 15-day period for 2021 is December 10 – 24, 2021.

The day and time of the annual meeting are to be selected by the governing board at its regular meeting held immediately before the beginning of the 15-day period, and the board shall notify the County Superintendent of Schools of the day and time selected.



## Galt Joint Union Elementary School District

1018 C Street, Suite 210, Galt, CA 95632  
209-744 4545 \* 209-744-4553 fax

### Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item: 212.250</b> Board Consideration of Approval of Resolution No. 6: Authorized Signatories for the Galt Joint Union School District
<b>Presenter:</b> Lois Yount	<b>Action Item:</b> XX <b>Information Item:</b>

Effective November 17, 2021, board approval is recommended for the following authorized signatories for financial and contractual obligations of the District:

1. Lois Yount, Superintendent
2. Nicole Lorenz, Chief Business Officer
3. Brenda Bachmann, Fiscal Services Supervisor

Fiscal impact: none

**GALT JOINT UNION SCHOOL DISTRICT**

**RESOLUTION #6**

Authorized Signatories for the Galt Joint Union School District

BE IT RESOLVED AND ORDERED by the Governing Board of the Galt Joint Union School District, that Lois Yount, Nicole Lorenz, and Brenda Bachmann, employees of the Galt Joint Union School District, whose signatures are appended to this Resolution, shall be hereby authorized and empowered to sign orders for the legally authorized expenses of the District on the funds of the Galt Joint Union School District; effective November 17, 2021; and

BE IT FURTHER RESOLVED AND ORDERED that all such orders shall be on forms prescribed by the Sacramento County Superintendent of Schools; and

BE IT FURTHER RESOLVED that all previous Resolutions made by the Galt Joint Union School District Board of Education, authorizing employees of said District to sign orders for the legally authorized expenses of the District, are hereby rescinded.

IN WITNESS WHEREOF, we, the members of the Governing Board of the Galt Joint Union School District of Sacramento County, California, hereunto set our hands this 17th day of November 2021.

Signatures of Authorized Employees

\_\_\_\_\_  
Lois Yount  
District Superintendent

\_\_\_\_\_  
Nicole Lorenz  
Chief Business Officer

\_\_\_\_\_  
Brenda Bachmann  
Fiscal Services Supervisor

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Traci Skinner, Clerk





## Board Meeting Agenda Item Information

<p><b>Meeting Date:</b> November 17, 2021</p>	<p><b>Agenda Item: 212.251</b> Board Consideration of Approval of Memorandum Of Understanding Between the Sacramento County Office of Education and Galt Joint Union School District Regarding Implementation of the Sacramento Healthy HeART and Mind Collaborative within District Schools</p>
<p><b>Presenter:</b> Donna Mayo-Whitlock</p>	<p><b>Action Item:</b> XX <b>Information Item:</b></p>

There is extensive research that supports protective adult relationships as a mitigating factor for childhood trauma. An equal amount of research shows that arts are an integral way for students to connect to school and share their thoughts and ideas. This Collaborative builds on a pilot project between the City of Sacramento and SCOE, which utilized both to provide services to high-risk students.

During the 2020-21 school year, the City of Sacramento and SCOE created Sacramento Healthy HeART and Mind as a pilot project to address high-risk students' social emotional and mental health needs by providing mentoring, arts, and referrals to mental health services. The project targeted students in Sacramento neighborhoods most at risk from the COVID-19 related impacts of school closures and isolation. The collaborative engaged artists provided mentors and referred students to mental health services through local community-based organizations as needed.

Moving into the 2021-22 school year, SCOE will continue to support districts in Sacramento County using arts and mentoring as a Tier II intervention as part of a Multi-Tiered System of Support. These services will be layered with training for teachers and school site staff and with intentional connections to resources for students to build a long-term sustainable system of integrated services aimed at moving students along a mental wellness continuum.

**The role of the SCOE will include**

- Provide resources and support to District schools in the development of school-wide Multi-Tiered System of Support.
  - Provide opportunities for school site staff to attend RULER Training through the Yale Center for Emotional Intelligence.
- Operate as a backbone organization to support countywide convening, planning, and long-term system development of mental wellness supports for students.
- Provide an artist and mentor for each school site as a strategy to address mental health issues, trauma, absenteeism, and other well-documented effects of the COVID- 19 pandemic on at-risk youth.
  - Working with artists and mentors helps connect students to mental health support services through existing referral pathways and service providers as needed.

The district will pay SCOE a total of \$169,000 for services at three sites for the Sacramento Healthy Hearts program and four sites with Ruler only.

**MEMORANDUM OF UNDERSTANDING**  
**Between the Sacramento County Office of Education and**  
**Galt Joint Union School District**

This Memorandum of Understanding (MOU) is between the **Sacramento County Office of Education (SCOE)** and **Galt Joint Union School District (District)**, regarding implementation of the Sacramento Healthy HeART and Mind Collaborative (Collaborative) within District's schools. This MOU is dated September 1, 2021 for reference purposes only (Reference Date).

**I. Background**

There is extensive research that supports protective adult relationships as a mitigating factor for childhood trauma. There is an equal amount of research that shows that arts are an integral way for students to both connect to school and share their thoughts and ideas. This Collaborative builds on a pilot project between the City of Sacramento and SCOE, which utilized both to provide services to high-risk students.

During the 2020-21 school year, the City of Sacramento and SCOE created Sacramento Healthy HeART and Mind as a pilot project to address the social emotional and mental health needs of high-risk students by providing mentoring, arts, and referrals to mental health services. The project targeted students in Sacramento neighborhoods most at risk from the COVID-19 related impacts of school closures and isolation. The collaborative engaged artists, provided mentors, and referred students to mental health services through local community-based organizations as needed.

Moving into the 2021-22 school year, SCOE will continue to support districts in Sacramento County in using arts and mentoring as a Tier II intervention as part of a Multi-Tiered System of Support. These services will be layered with training for teachers and school site staff, and with intentional connections to resources for students to build a long-term sustainable system of integrated services aimed at moving students along a mental wellness continuum.

In furtherance of these goals, the parties agree as follows:

**II. Term and Dates of Use**

Once signed by all parties, as indicated on the signature blocks below, this MOU will remain in effect through *June 30, 2022*.

**III. Scope of Work**

**A. SCOE will:**

1. Provide resources and support to District schools in the development of school-wide Multi-Tiered System of Support,
  - a. Provide opportunities for school site staff to attend Ruler Training through the Yale Center for Emotional Intelligence.
2. Operate as a backbone organization to support countywide convening, planning and long-term system development of mental wellness supports for students.
  - a. Organize and facilitate quarterly mental health and wellness collaborative meetings.
3. Provide an artist and mentor for each school site as a strategy to address mental health issues, trauma, absenteeism, and other well-documented effects of the COVID- 19 pandemic on at-risk youth.
  - a. Serve up to 60 students per school site for 32 weeks, 15 contact hours per

week

- b. Ensure all artists and mentors are trained in:
  - i. How to build protective adult relationships and the importance of protective adult relationships along a mental health continuum
  - ii. Entry level awareness and strategies to mitigate ACES (Adverse Childhood Experiences),
  - iii. Multi-Tiered System of Supports (MTSS) and their role in MTSS in a school community,
  - iv. Referring students for additional tiered supports.
- c. Working with artists and mentors, help connect students to mental health support services through existing referral pathways and service providers as needed.
- d. Provide oversight of the artists and mentors. To the extent District has concerns regarding a provider, District will bring such concerns to the attention of SCOE.
  - i. Artists and mentors are supported through monthly training, biweekly check-ins and SCOE oversight and management.
  - ii. Ensure artists and mentors completed mandated reporter training before beginning services.

**B. District will**

1. Identify schools to participate in the Collaborative and identify a point person at each participating school site.
2. Support a Multi-Tiered System of Support at participating school sites.
3. Recruit up to 60 students per school site to participate in the program, with an emphasis on providing services to students who fall into high-risk categories such as foster or homelessness, recently experienced trauma, history of chronic absenteeism or high rates of discipline interactions.
4. Identify a team from each participating school site to participate in Ruler Training. Each team consists of 3 members, including the school principal. The training includes:
  - a. 12 hours of training, conducted virtually by the Yale Center for Emotional Intelligence over 6 weeks, 2 hours/week. The training is live but is also recorded and can be completed asynchronously.
  - b. 2 years of coaching support provided by the Yale Center for Emotional Intelligence.
5. Conduct fingerprinting and screening of artists and mentors prior to their provision of mentoring at the school sites. Notify SCOE of artists' and mentors' screening results and any subsequent notices related to the background checks received during the contract period.

**IV. Costs**

District will pay SCOE a total of \$169,000 for services at 3 sites full Sacramento Healthy Hearts program and 4 sites with Ruler only, broken down as follows:

- 1) Ruler Trainings Costs - \$6,000 per school site team.
- 2) Sacramento Healthy HeART and Mind Costs - \$33,000 per school site.
- 3) SCOE Administration Costs - \$4,000 per school site for program management and coordination, and support for long term sustainability planning.

SCOE will invoice District on a quarterly basis.

**V. Additional Terms:**

- 1) Notices. Any notice under this MOU must be in writing and mailed to the persons identified below. Any party may change its address or the person who is to receive notice by giving written notice of the change to the other party in the manner provided in this section.

If to the District:

Nicole Lorenz  
Galt Joint Union Elementary School District  
1018 C Street, Suite 210  
Galt, CA 95632  
[business@galt.k12.ca.us](mailto:business@galt.k12.ca.us)  
(209)-744-4545

If to SCOE:

Nicolas Schweizer Associate Superintendent  
Sacramento County Office of Education  
10474 Mather Blvd.  
Mather, CA 95655  
[nschweizer@scoe.net](mailto:nschweizer@scoe.net)  
916-228-2551

- 1) Compliance with Public Health Orders. In performing services hereunder, the parties will comply with public health orders regarding COVID-19 and with the Sacramento County Department of Health Services and California Department of Public Health COVID-19 guidelines. Services will be provided virtually if school sites are not providing in-person instruction.
- 2) Confidentiality. The parties shall maintain the confidentiality of all student personal information and student records in accordance with applicable California and federal law, including the Family Educational Rights and Privacy Act (FERPA).
- 3) Indemnity. Each party agrees to defend, indemnify, and hold harmless the other party (including its directors, agents, officers and employees), from any claim, action, or proceeding arising from any actual or alleged act or omission of the indemnifying party, its director, agents, officers, or employees related to the indemnifying party's duties and obligations described in this MOU or imposed by law.

It is the intention of the parties that the provisions of this paragraph be interpreted to impose on each party responsibility to the other for the acts and omissions of their respective elected and appointed officials, employees, representatives, agents, and subcontractors. It is also the intention of the parties that where comparative fault is determined to have been contributory, principles of comparative fault will be followed.

This provision will survive the termination of the MOU.

- 4) Independent Agents. This MOU is between independent agents and does not create the relationship of agent, servant, employee, partnership, joint venture and/or association between the parties.
- 5) Nondiscrimination. Any service provided by the parties pursuant to this MOU shall be without discrimination based on the actual or perceived race, religious creed, color, national origin, nationality, immigration status, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, gender, gender identity, gender expression, sex, or sexual orientation, in accordance with all applicable Federal and State laws and regulations.
- 6) Insurance. All parties shall maintain in full force Commercial General Liability Insurance with limits of no less than \$2,000,000 per occurrence. Such requirement may be satisfied by coverage through a joint powers authority or through being self-insured. Evidence of insurance coverage shall be furnished upon request by a party to this MOU.
- 7) Entire Agreement. This MOU constitutes the entire agreement and understanding of the parties. All prior understandings, terms or conditions are deemed merged into this MOU. Any changes to this MOU must be agreed to in writing by all parties.
- 8) Execution. The undersigned represent that they are authorized representatives of the parties. This MOU may be executed in counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same document. Photographic copies of the signed counterparts may be used in lieu of the originals for any purpose.

SIGNATURES

\_\_\_\_\_  
 Nicolas Schweizer  
 Associate Superintendent, Business Services  
 Sacramento County Office of Education

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Name  
 Nicole Lorenz  
 Galt Joint Union Elementary School District

\_\_\_\_\_  
 Date



## Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item: 212.252</b> Board Consideration of the following GJUESD Board Policy (BP) and Administrative Regulation (AR): <ol style="list-style-type: none"> <li>1. Adopt BP 4141, 4241 Collective Bargaining Agreement</li> <li>2. Adopt BP/AR 4158, 4258, 4358 Employee Security</li> <li>3. Adopt BP/AR 5141.4 Child Abuse Prevention and Reporting</li> <li>4. Adopt BP 5145.12 Search and Seizure</li> <li>5. Adopt BP/AR 7211 Developer Fees</li> <li>6. Adopt BP 3350 Travel Expenses</li> <li>7. Rescind AR 3350 Travel Expenses</li> </ol>
<b>Presenter:</b> Lois Yount Donna Mayo-Whitlock Nicole Lorenz	<b>Action Item:</b> XX <b>Information Item:</b>

A first reading of the following policies was held on October 27, 2021. Board adoption is recommended.

1. BP 4141, 4241 Collective Bargaining Agreement
2. BP/AR 4158, 4258, 4358 Employee Security
3. BP/AR 5141.4 Child Abuse Prevention and Reporting
4. BP 5145.12 Search and Seizure
5. BP/AR 7211 Developer Fees

It is recommended the Board bypass the first reading and adopt BP 3350 and rescind AR3350:

6. BP 3350 Travel Expenses
7. AR 3350 Travel Expenses

Each October 1, the U.S. General Administration Service department updates the per diem rates for the continental U.S. The meals and incidental expenses (M&IE) in non-standard areas (NSA) tiers range from \$59-\$79, and the standard meals and incidental expenses (M&IE) rate is \$59.

Each October 1, the District will update the rates with the new standard rate published by the U.S. General Administration Service.

Policies are attached.

BP 3350 Travel Expenses is attached as follows:

1. New policy with changes highlighted →
2. GJUESD current policy/regulation

**LEGEND**

	Replaced
	Inserted
	Deleted

**Policy 4141: Collective Bargaining Agreement**

**Status:** DRAFT

**Original Adopted Date:** 02/27/2008

The Governing Board recognizes that collective bargaining agreements are legally binding, bilateral agreements with the exclusive representatives of employees pertaining to terms and conditions of employment. The Board is committed to carrying out the provisions of each agreement and expects the agreements to be consistently and uniformly administered.

Following adoption of the collective bargaining agreement, the Superintendent or designee shall review related Board policies and recommend to the Board any action needed to maintain consistency with the agreement. Whenever a Board policy conflicts with a provision in the collective bargaining agreement, the agreement shall be binding for those employees covered by the terms of the agreement. Whenever a law conflicts with a provision in the collective bargaining agreement, the law will prevail as to those employees for whom the law applies.

Upon request by the Public Employment Relations Board, the Superintendent or designee shall provide, within 15 days of the request, a copy of the written agreement and any amendments. (8 CCR 32120)

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**Policy 4158: Employee Security**

**Status:** DRAFT

**Original Adopted Date:** 02/27/2008

The Governing Board desires to provide a safe and orderly work environment for all employees. As part of the district's comprehensive safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for providing necessary assistance and support when emergency situations occur.

Any person who threatens the safety of others at any district facility may be removed by the Superintendent or designee in accordance with AR 3515.2 - Disruptions.

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. As appropriate, the Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace. Such measures may include seeking a temporary restraining order on behalf of the employee pursuant to Code of Civil Procedure 527.8 and/or a gun violence restraining order pursuant to Penal Code 18150 and 18170.

Upon request by an employee who is a victim of domestic violence, sexual assault, or stalking, the Superintendent or designee shall provide reasonable accommodations in accordance with Labor Code 230-230.1 and the accompanying administrative regulation to protect the employee's safety while at work.

The Superintendent or designee may pursue legal action on behalf of an employee against a student or the student's parent/guardian to recover damages for injury to the employee's person or property caused by the student's willful misconduct that occurred on district property, at a school or district activity, or in retaliation for lawful acts of the employee in the performance of the employee's duties. (Education Code 48904, 48905)

The Superintendent or designee shall provide staff development in crisis prevention and intervention techniques, which may include training in classroom management, effective communication techniques, procedures for responding to an active shooter situation, and crisis resolution.

In accordance with law, the Superintendent or designee shall inform teachers, administrators, and/or counselors of crimes and offenses committed by students who may pose a danger in the classroom. (Education Code 48201, 49079; Welfare and Institutions Code 827)

The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, communication devices that would enable two-way communication with law enforcement and others when emergencies occur.

### **Use of Pepper Spray**

Employees shall not carry or possess pepper spray on school property or at school activities except when authorized by the Superintendent or designee for self-defense purposes. When allowed, an employee may only possess pepper spray in accordance with administrative regulations and Penal Code 22810. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

### **Reporting of Injurious Objects**

Employees shall take immediate action upon being made aware that any person is in possession of a weapon or unauthorized injurious object on school grounds or at a school-related or school-sponsored activity. Employees shall exercise their best judgment as to the potential danger involved and shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately call 911 and the principal

When informing the principal about the possession or seizure of a weapon or dangerous device, an employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

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**Regulation 4158: Employee Security**

**Status:** DRAFT

**Original Adopted Date:** 02/27/2008

An employee may use reasonable and necessary force for self-defense or defense of another person, to quell a disturbance threatening physical injury to others or damage to property, or to obtain possession of weapons or other dangerous objects within the control of a student. (Education Code 44807, 49001)

An employee shall promptly report to the principal or other immediate supervisor any attack, assault, or physical threat made against the employee by a student or by any other individual in relation to the performance of the employee's duties, and any action the employee took in response. Reports of an attack, assault, or threat shall be forwarded immediately to the Superintendent or designee.

In addition, the employee and the principal or other immediate supervisor shall promptly report to local law enforcement authorities an attack, assault, or physical threat made against the employee by a student. (Education Code 44014)

**Notice Regarding Student Offenses**

When a student commits certain offenses that may endanger staff or others, the following procedures shall be implemented to notify staff members as appropriate:

1. Acts That Are Grounds for Suspension or Expulsion
  - a. The Superintendent or designee shall inform the teacher(s) of each student who, during the previous three school years, has engaged in or is reasonably suspected to have engaged in any act, except the possession or use of tobacco products, that would constitute a ground for suspension or expulsion as specified in AR 5144.1 - Suspension and Expulsion/Due Process. This information shall be based upon district records maintained in the ordinary course of business or records received from a law enforcement agency. (Education Code 49079)
  - b. Upon receiving a transfer student's record regarding acts committed by the student that resulted in suspension or expulsion, the Superintendent or designee shall inform the student's teacher(s) that the student was suspended from school or expelled from the former district and of the act that resulted in the suspension or expulsion. (Education Code 48201)
  - c. Information received by teacher(s) shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the teacher. (Education Code 48201, 49079)
2. Offenses Reported to the District by a Court
  - a. When informed by a court that a minor student has been found by the court to have committed any felony or any misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense listed in Penal Code 290, assault or battery, larceny, vandalism, or graffiti, the Superintendent or designee shall expeditiously notify the school principal. (Welfare and Institutions Code 827)
  - b. The principal shall expeditiously disseminate this information to any counselor who directly supervises or reports on the student's behavior or progress and to any teacher or administrator directly supervising or reporting on the student's behavior or progress whom the principal thinks may need the information in order to work with the student appropriately, avoid being needlessly vulnerable, or protect others from vulnerability. (Welfare and Institutions Code 827)
  - c. Any court-initiated information that a teacher, counselor, or administrator receives shall be kept confidential and used only to rehabilitate the student and protect other students and staff. The information shall be further disseminated only when communication with the student, parent/guardian, law enforcement staff, and probation officer is necessary to rehabilitate the student or to protect students and staff. (Welfare and Institutions Code 827)
  - d. When a student is removed from school as a result of an offense, the Superintendent shall hold the court's information in a separate confidential file until the student is returned to the district. If the student is returned to a different district, the Superintendent shall transmit the information provided by the student's parole or probation officer to the superintendent of the new district of attendance. (Welfare and Institutions Code 827)

- e. Any confidential file of court-initiated information shall be kept until the student becomes 18, graduates from high school, or is released from juvenile court jurisdiction, whichever occurs first, and shall then be destroyed. (Welfare and Institutions Code 827)

In order to maintain confidentiality when providing information about student offenses to a counselor or teacher, the principal or designee shall send the staff member a written notification that a student has committed an offense that requires review of a student's file in the school office. This notice shall not name or otherwise identify the student. The staff member shall initial the notification and shall also initial the student's file when reviewing it in the school office.

### **Accommodations for Victims of Domestic Violence, Sexual Assault, or Stalking**

When requested by an employee who is a victim of domestic violence, sexual assault, or stalking, the district shall provide the employee reasonable accommodations which may include the implementation of safety measures, including: (Labor Code 230)

1. A transfer, reassignment, or modified schedule
2. A changed work telephone or work station
3. An installed lock
4. Assistance in documenting domestic violence, sexual assault, stalking, or other crime that occurs in the workplace
5. Referral to a victim assistance organization
6. Another safety procedure or adjustment to a job structure, workplace facility, or work requirement in response to domestic violence, sexual assault, stalking, or other crime

The Superintendent or designee shall engage in a timely, good faith, and interactive process with the employee to determine effective reasonable accommodations that do not pose an undue hardship on the district. In determining whether an accommodation is reasonable, the Superintendent or designee shall consider any exigent circumstance or danger facing the employee. (Labor Code 230)

Upon the request of the Superintendent or designee, an employee requesting a reasonable accommodation shall provide a written statement, signed by the employee or an individual acting on the employee's behalf, certifying that the accommodation is for an authorized purpose. The Superintendent or designee may also request that the employee provide certification of the employee's status as a victim of domestic violence, sexual assault, or stalking. Such certification may include: (Labor Code 230)

1. A police report indicating that the employee was a victim
2. A court order protecting or separating the employee from the perpetrator of the crime or abuse, or other evidence from the court or prosecuting attorney that the employee has appeared in court
3. Documentation from a licensed medical professional or health care provider, domestic violence or sexual assault counselor, victim advocate, or counselor that the employee was undergoing treatment or receiving services for physical or mental injuries or abuse resulting in victimization from the crime or abuse
4. Any other form of documentation that reasonably verifies that the crime or abuse occurred, including, but not limited to, a written statement signed by the employee or by an individual acting on the employee's behalf

Any verbal or written statement, police or court record, or other documentation identifying an employee as a victim shall be confidential and shall not be disclosed by the district except as required by federal or state law or as necessary to protect the employee's safety in the workplace. The employee shall be notified before any authorized disclosure. (Labor Code 230)

Every six months after the date of the certification, the Superintendent or designee may request recertification of the employee's status as a victim of domestic violence, sexual assault, or stalking or ongoing circumstances related to

the crime or abuse. The employee shall notify the Superintendent or designee if, due to changing circumstances, the employee needs a new accommodation or no longer needs an accommodation. (Labor Code 230)

The district shall not retaliate against an employee because of the employee's status as a victim of crime or abuse or for requesting a reasonable accommodation, regardless of whether the request was granted. (Labor Code 230)

### **Use of Pepper Spray**

The Superintendent or designee shall notify employees of the district's policy prohibiting the possession of pepper spray on school property or at school-related activities without prior approval of the Superintendent or designee. Employees wishing to carry pepper spray shall submit to the Superintendent or designee a written request setting forth the need for the pepper spray. The Superintendent or designee shall notify the employee in writing as to whether the request was approved or denied.

When approving an employee's request, the Superintendent or designee shall inform the employee of the following conditions:

1. The pepper spray shall be used only in self-defense pursuant to Penal Code 22810.
  2. An employee who uses pepper spray other than in self-defense shall be subject to disciplinary action by the district and, in accordance with law, a fine and/or imprisonment.
  3. The pepper spray must be stored in a secure place and not be accessible to students or other individuals. Negligent storage of the pepper spray may subject the employee to disciplinary action.
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**Policy 5141.4: Child Abuse Prevention And Reporting**

**Status:** DRAFT

**Original Adopted Date:** 02/27/2008

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

**Child Abuse Prevention**

The district's instructional program may provide age-appropriate and culturally sensitive child abuse prevention curriculum which explains students' right to live free of abuse, includes instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, informs students of available support resources, and teaches students how to obtain help and disclose incidents of abuse.

The district's program also may include age-appropriate curriculum in sexual abuse and sexual assault awareness and prevention. Upon written request of a student's parent/guardian, the student shall be excused from taking such instruction. (Education Code 51900.6)

The Superintendent or designee may display posters, in areas on campus where students frequently congregate, notifying students of the appropriate telephone number to call to report child abuse or neglect. (Education Code 33133.5)

In addition, student identification cards for students in grades 7-12 shall include the National Domestic Violence Hotline telephone number. (Education Code 215.5)

The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

**Child Abuse Reporting**

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.

Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)

District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

The Superintendent or designee shall provide training regarding the duties of mandated reporters as required by law and as specified in the accompanying administrative regulation. (Education Code 44691; Penal Code 11165.7)

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**Regulation 5141.4: Child Abuse Prevention And Reporting**

**Status:** DRAFT

**Original Adopted Date:** 02/23/2011

**Definitions**

Child abuse or neglect includes the following: (Penal Code 11165.5, 11165.6)

1. A physical injury or death inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1
3. Neglect of a child as defined in Penal Code 11165.2
4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3
5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4

Child abuse or neglect does not include:

1. A mutual affray between minors (Penal Code 11165.6)
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of employment (Penal Code 11165.5, 11165.6)
3. An injury resulting from the exercise by a teacher, vice principal, principal, or other certificated employee of the same degree of physical control over a student that a parent/guardian would be legally privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)
4. An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, for purposes of self-defense, or to obtain weapons or other dangerous objects within the control of a student (Education Code 49001)
5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by a student (Education Code 49001)
6. Homelessness or classification as an unaccompanied minor (Penal Code 11165.15)

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; athletic coaches, administrators, and directors; licensees, administrators, and employees of a licensed child day care facility; Head Start program teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on the person's training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

**Reportable Offenses**

A mandated reporter shall make a report using the procedures provided below whenever, acting in a professional capacity or within the scope of employment, the mandated reporter has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the

appropriate agency. (Penal Code 11165.9, 11166.05, 11167)

Any district employee who reasonably believes to have observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury against a victim who is a child under age 14 shall notify a peace officer. (Penal Code 152.3, 288)

### Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Any person not identified as a mandated reporter who has knowledge of or observes a child whom the person knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)

### Reporting Procedures

#### 1. Initial Telephone Report

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11165.9, 11166)

Such reports shall be made to the following agency(ies):

Sacramento County Child Protective Services  
(name of appropriate agency)

3331 Power Inn Road, Sacramento, CA 95826

(address)

916-875-5437

(phone number)

When the initial telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

#### 2. Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall prepare and either send, fax, or electronically transmit to the appropriate agency a written follow-up report, which includes a completed California Department of Justice (DOJ) form (BCIA 8572). (Penal Code 11166, 11168)

The DOJ form may be obtained from the district office or other appropriate agencies, such as the police department, sheriff's department, or county probation or welfare department.

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

- a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter
- b. The child's name and address, present location, and, where applicable, school, grade, and class

- c. The names, addresses, and telephone numbers of the child's parents/guardians
- d. The name, address, telephone number, and other relevant personal information about the person(s) who might have abused or neglected the child
- e. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information

The mandated reporter shall make a report even if some of this information is not known or is uncertain to the mandated reporter. (Penal Code 11167)

The mandated reporter may give to an investigator from an agency investigating the case, including a licensing agency, any information relevant to an incident of child abuse or neglect or to a report made for serious emotional damage pursuant to Penal Code 11166.05. (Penal Code 11167)

### 3. Internal Reporting

The mandated reporter shall not be required to disclose the mandated reporter's identity to a supervisor, the principal, or the Superintendent or designee. (Penal Code 11166)

However, employees reporting child abuse or neglect to an appropriate agency are encouraged, but not required, to notify the principal as soon as possible after the initial telephone report to the appropriate agency. When so notified, the principal shall inform the Superintendent or designee.

The principal so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Board policy, and administrative regulation. At the mandated reporter's request, the principal may assist in completing and filing the necessary forms.

Reporting the information to an employer, supervisor, principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

### **Training**

Within the first six weeks of each school year, or within the first six weeks of employment if hired during the school year, the Superintendent or designee shall provide training on mandated reporting requirements to district employees and persons working on their behalf who are mandated reporters. (Education Code 44691; Penal Code 11165.7)

The Superintendent or designee shall use the online training module provided by the California Department of Social Services (CDSS). (Education Code 44691)

The training shall include, but not necessarily be limited to, training in identification and reporting of child abuse and neglect. In addition, the training shall include information that failure to report an incident of known or reasonably suspected child abuse or neglect as required by law is a misdemeanor punishable by imprisonment and/or a fine as specified. (Education Code 44691; Penal Code 11165.7)

The Superintendent or designee shall obtain and retain proof of each mandated reporter's completion of the training. (Education Code 44691)

In addition, at least once every three years, school personnel may receive training in the prevention of child abuse, including sexual abuse, on school grounds, by school personnel, or in school-sponsored programs. (Education Code 44691)

### **Victim Interviews by Social Services**

Whenever CDSS or another government agency is investigating suspected child abuse or neglect that occurred within the child's home or out-of-home care facility, the student may be interviewed by an agency representative during school hours, on school premises. The Superintendent or designee shall give the student the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the student. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform the person of the following requirements prior to the interview: (Penal Code 11174.3)

1. The purpose of the selected person's presence at the interview is to lend support to the child and enable the child to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

### **Release of Child to Peace Officer**

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. (Education Code 48906)

### **Parent/Guardian Complaints**

Upon request, the Superintendent or designee shall provide parents/guardians with procedures for reporting suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is not English, such procedures shall be in their primary language and, when communicating orally regarding those guidelines and/or procedures, an interpreter shall be provided.

To file a complaint against a district employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee shall also file a report when obligated to do so pursuant to Penal Code 11166 using the procedures described above for mandated reporters.

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 3200-3205.

### **Notifications**

The Superintendent or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, their reporting obligations under Penal Code 11166, and their confidentiality rights under Penal Code 11167. The district also shall provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)

Before beginning employment, any person who will be a mandated reporter by virtue of the person's position shall sign a statement indicating knowledge of the reporting obligations under Penal Code 11166 and compliance with such provisions. The signed statement shall be retained by the Superintendent or designee. (Penal Code 11166.5)

Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

The Superintendent or designee also shall notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of the mandated reporter's professional capacity or outside the scope of employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that the person knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)



2. If a mandated reporter fails to timely report an incident of known or reasonably suspected child abuse or neglect, the mandated reporter may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166) No employee shall be subject to any sanction by the district for making a report unless it can be shown that the employee knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11166, 11172)
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**Policy 5145.12: Search And Seizure**

**Status:** DRAFT

**Original Adopted Date:** 02/27/2008

The Governing Board is fully committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, and only as authorized by law, Board policy, and administrative regulation, school officials may search students, their property, and/or district property under their control and may seize illegal, unsafe, or otherwise prohibited items. School officials shall exercise discretion and use good judgment when conducting searches.

The Superintendent or designee shall ensure that staff who conduct student searches receive training regarding the requirements of the district's policy and administrative regulation and other legal issues, as appropriate.

### **Searches Based on Individualized Suspicion**

School officials may search an individual student, the student's property, or district property under the student's control when there is a reasonable suspicion that the search will uncover evidence that the student is violating the law, Board policy, administrative regulation, or other rules of the district or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation.

Any search of a student, the student's property, or district property under the student's control shall be limited in scope and designed to produce evidence related to the alleged violation. Factors to be considered by school officials when determining the scope of the search shall include the danger to the health or safety of students or staff, such as the possession of weapons, drugs, or other dangerous instruments, and whether the item(s) to be searched by school officials are reasonably related to the contraband to be found. In addition, school officials shall consider the intrusiveness of the search in light of the student's age, gender, and the nature of the alleged violation.

The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, purses, backpacks, and student vehicles parked on district property.

A student's personal electronic device may be searched only if a school official, in good faith, believes that an emergency involving danger of death or serious physical injury to the student or others requires access to the electronic device information.

Employees shall not conduct strip searches or body cavity searches of any student. (Education Code 49050)

Searches of individual students shall be conducted in the presence of at least two district employees.

The principal or designee shall notify the parent/guardian of a student subjected to an individualized search as soon as possible after the search.

### **Searches of Student Lockers and Desks**

All student lockers and desks are the property of the district. The principal or designee may conduct a general inspection of school properties that are within the control of students, such as lockers and desks, on a regular, announced basis, with students standing by their assigned lockers or desks. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk was assigned.

### **Use of Metal Detectors**

The Board finds that the presence of weapons in the schools threatens the district's ability to provide the safe and orderly learning environment to which district students and staff are entitled. The Board also finds that metal detector searches offer a reasonable means to keep weapons out of the schools and mitigate the fears of students and staff.

The Superintendent or designee shall use metal detectors as necessary to keep weapons out of schools and help provide a safe learning environment. The Superintendent or designee shall establish a plan to ensure that metal detector searches are conducted in a uniform and consistent manner.

#### **Use of Contraband Detection Dogs**

In an effort to keep the schools free of dangerous contraband, the district may use specially trained, nonaggressive dogs to sniff out and alert staff to the presence of substances prohibited by law or Board policy. The dogs may sniff the air around lockers, desks, or vehicles on district property or at district-sponsored events. Dogs shall not sniff within the close proximity of students or other persons and may not sniff any personal items on those persons without individualized suspicion.

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**Policy 7211: Developer Fees**

**Status:** DRAFT

**Original Adopted Date:** 02/27/2008

In order to finance the construction or reconstruction of school facilities needed to accommodate increased student enrollment resulting from new development, the Governing Board may establish, levy, and collect developer fees on residential, commercial, and industrial construction within the district, subject to restrictions specified by law.

**Level 1 Fees: Residential, Commercial and Industrial Construction**

Before taking action to establish, increase, or impose Level 1 developer fees, the Board shall conduct a fee justification study which: (Government Code 66001)

1. Identifies the purpose of the fee and the use to which the fee will be put
2. Determines a reasonable relationship between the fee's use and the type of development project for which the fee is imposed
3. Determines a reasonable relationship between the need for the facility and the type of development project for which the fee is imposed
4. Determines a reasonable relationship between the amount of the fee and the cost of the facility or portion of the facility attributed to the development for which the fee is imposed

Before levying developer fees or prior to increasing an existing fee, the Board shall hold a public hearing. The Superintendent or designee shall mail notice of the time and place of the meeting at which a public hearing shall occur, including a general explanation of the matter to be considered and a statement that the required data are available, at least 14 days prior to the meeting to any interested party who has requested such information. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The district may charge a fee reasonably related to the cost of providing these materials. (Government Code 66016)

Information on the anticipated amount of fees, other available funds and funding sources, and the estimated cost of planning, land acquisition, and school construction shall be made available to the public at least 10 days before the hearing. (Government Code 66016)

At the hearing, the Board shall adopt a resolution for the levying of the developer fees. (Government Code 66016)

The resolution shall set forth:

1. The purpose of the fee, the use to which the fee is to be put, and the public improvement(s) that the fee will be used to finance (Government Code 66001, 66006)
2. The Board's findings of reasonable relationship which justify the fees pursuant to Government Code 66001
3. If the district requires payment of the fee at a time earlier than the date of final inspection or the issuance of a certificate of occupancy, the district's determination of either of the following conditions which allow collection of the fees at the time when building permits are issued: (Government Code 66007)
  - a. That the fees are to reimburse the district for previous expenditures
  - b. That the fees shall be collected for public improvements or facilities for which an account has been established, funds have been appropriated, and the district has adopted a proposed construction schedule or plan

In the case of any commercial or industrial development, the Board shall make findings on either an individual project basis or on the basis of categories of commercial or industrial development. Those categories may include, but are not limited to, the following uses: office, retail, transportation, communications and utilities, light industrial, heavy industrial, research and development, and warehouse. The Board shall also conduct a study to determine the impact of the increased number of employees anticipated to result from the commercial or industrial development upon the

cost of providing school facilities within the district. (Education Code 17621)

### **Level 2 Fees: Residential Construction**

In order to impose Level 2 residential construction fees within the limits of Government Code 65995.5, the Board shall, in addition to fulfilling the requirements above for Level 1 fees, undertake the following: (Government Code 65995.5)

1. Make a timely application to the State Allocation Board (SAB) for new construction funding and be determined to be eligible by SAB
2. Conduct and adopt a school facility needs analysis pursuant to Government Code 65995.6
3. Satisfy at least two of the requirements set forth in Government Code 65995.5(b)(3)(A-D)

At least 45 days prior to completion of the school facility needs analysis, the Board shall notify and provide copies of the analysis to the planning commission or agency of the city or county with land use jurisdiction within the district. Upon request of either party, the Board and city or county shall meet within 15 days following notification. (Government Code 65352.2)

The Board shall adopt the school facility needs analysis by resolution at a public hearing. (Government Code 65995.6)

This analysis shall not be adopted until the analysis, in its final form, has been made available to the public for a period of not less than 30 days. Prior to its adoption, the public shall have the opportunity to review and comment on the analysis and the Board shall respond to written comments it receives regarding the analysis. (Government Code 65995.6)

Not less than 30 days prior to the hearing, notice of the time and place of the hearing, including the location and procedure for viewing or requesting a copy of the proposed analysis, shall be published in at least one newspaper of general circulation within the jurisdiction of the district. If there is no paper of general circulation, the notice shall be posted in at least three conspicuous places within the district's jurisdiction not less than 30 days prior to the hearing. (Government Code 65995.6)

In addition, the Superintendent or designee shall mail a copy of the needs analysis not less than 30 days prior to the hearing to any person who has made a written request if the written request was made 45 days prior to the hearing. The district may charge a fee reasonably related to the cost of providing these materials. (Government Code 65995.6)

During the period of public review, the analysis shall be provided to the local agency responsible for land use planning for its review and comment. (Government Code 65995.6)

The school facility needs analysis may be revised at any time. The revision is subject to the same conditions and requirements applicable to the adoption of the analysis. The existing school building capacity shall be recalculated as part of any revision to the needs analysis. (Government Code 65995.6)

The fees authorized by Government Code 65995.6 and 65995.7 shall be adopted by resolution as part of the adoption or revision of the school facilities needs analysis. The fees shall take effect immediately upon adoption of the resolution and may not be effective for more than one year. (Government Code 65995.6)

### **Level 3 Fees: Residential Construction**

When Level 3 fees are authorized by law and the district qualifies for Level 2 fees pursuant to Government Code 65995.5, the Board may assess a fee on residential construction pursuant to Government Code 65995.7.

The notice and hearing requirements, resolution requirement, and term of effectiveness for Level 3 fees shall be the same as the requirements for Level 2 fees as specified above. (Government Code 65995.7)

## Use of Fees

The Board shall review information provided by the Superintendent or designee pursuant to Government Code 66006 regarding each account or fund into which developer fees have been deposited, at the first regularly scheduled public Board meeting which occurs 15 days after the information is made available to the public. Fifteen-day prior notice of this meeting shall be mailed to any parties filing a written request pursuant to Government Code 66006. (Government Code 66006)

In addition to discharging its public disclosure duties regarding the levying of developer fees, the Board shall, for the fifth fiscal year after the first deposit into the account or fund and every five years thereafter, make all of the following findings with respect to the portion of the account or fund that remains unexpended, whether committed or uncommitted: (Government Code 66001)

1. Identify the purpose to which the fee is to be put
  2. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged
  3. Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements originally identified
  4. Designate the approximate dates on which the funding referred to in item #3 is expected to be deposited into the appropriate account or fund
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**Regulation 7211: Developer Fees**

**Status:** DRAFT

**Original Adopted Date:** 02/27/2008

The district shall send a copy of any Governing Board resolution adopting or increasing Level 1, 2, or 3 developer fees to the city and county, accompanied by all relevant supporting documentation and a map indicating the boundaries of the area subject to the fee. (Education Code 17621)

In cooperation with local governmental agencies issuing building permits, the Superintendent or designee shall establish a means by which all of the following shall be accomplished:

1. The project applicant shall receive a written statement of the amount of the fees and notification that the 90-day approval period during which the applicant may protest has begun. (Government Code 66020)
2. The Superintendent or designee shall receive and retain acknowledgment that the above notification was received.
3. Before a permit is issued and upon the payment of the applicable fee or requirement, the Board shall immediately certify that the fee has been paid or that the district has determined that the fee does not apply to the development project. (Education Code 17620)

Developer fees shall be deposited, invested, accounted for, and expended pursuant to Government Code 66006. Developer fees shall be deposited in a separate capital facilities account, except for temporary investments allowed by law, and shall be used only for the purpose for which they were collected. Interest income earned by the capital facilities account shall also be deposited in that account and used only for the purpose for which the fee was originally collected. (Government Code 66006)

For each separate account so established, the Superintendent or designee shall, within 180 days after the last day of each fiscal year, make available to the public and the Board the following information for the fiscal year: (Government Code 66006)

1. A brief description of the type of fee in the account or fund
2. The amount of the fee
3. The beginning and ending balance of the account or fund
4. The amount of the fees collected and the interest earned
5. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees
6. An identification of an approximate date by which the construction of the public improvement will commence if the district determines that sufficient funds have been collected to complete financing on an incomplete public improvement
7. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan
8. The amount of refunds made pursuant to Government Code 66001(e) and any allocations made pursuant to Government Code 66001(f)

When sufficient funds have been collected to complete the financing of public improvements but such improvements remain incomplete, the district shall, within 180 days of the date that a determination of sufficient funding was made, either identify an approximate date by which construction will begin or refund the unexpended revenues in accordance with Government Code 66001. (Government Code 66001)

**Appeals Process for Protests by Developers**

The Superintendent or designee shall establish an appeals process for the handling of protests by developers. (Education Code 17621)

Developers of residential, commercial, and industrial projects who claim that the developer fee has been inappropriately levied shall use the following procedures: (Government Code 66020)

1. The developer shall tender any required payment in full or provide satisfactory evidence of arrangements to pay the fee when due or ensure performance of the conditions necessary to meet the requirements of the imposition.
2. The developer shall serve written notice to the Board which shall include:
  - a. A statement that the required payment is tendered or will be tendered when due, or that any conditions which have been imposed are provided for or satisfied, under protest
  - b. A statement informing the Board of the factual elements of the dispute and the legal theory forming the basis for the protest
3. The protest shall be filed at the time of approval or conditional approval of the development or within 90 days after the date of the imposition of the fees.

At the time of the imposition of the fee, the Superintendent or designee shall provide each project applicant written notice that the 90-day period in which the applicant may initiate a protest has begun. The developer may file an action to attack, review, set aside, void, or annul the imposition of the fees imposed on the development project within 180 days of delivery of the notice. (Government Code 66020)

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**Policy 3350: Travel Expenses**

**Status:** DRAFT

**| Last Revised Date:** 02/27/2008

The Governing Board recognizes that district employees may incur expenses in the course of performing their assigned duties and responsibilities. To ensure the prudent use of public funds, the Superintendent or designee shall establish rules to keep such expenses to a minimum while affording employees a reasonable level of safety and convenience.

The Board shall authorize payment for actual and necessary travel expenses incurred by any employee performing authorized services for the district, whether within or outside district boundaries. (Education Code 44032)

The Superintendent or designee shall establish procedures for the approval of travel requests and the submission and verification of expense claims. He/she also shall establish reimbursement rates in accordance with law and Board policy.

An employee shall obtain approval from the Superintendent or designee prior to traveling. The Superintendent or designee may approve travel requests in accordance with the adopted budget and upon determining that the travel is authorized or assigned by the employee's supervisor, is necessary to attend a conference or other staff development opportunity that will enhance employee performance, and/or is otherwise necessary to the performance of the employee's duties. Travel expenses not previously budgeted may be approved on a case-by-case basis by the Superintendent or designee if he/she determines that the travel is essential and that resources may be obtained or redirected for this purpose.

All out-of-state travel for which reimbursement will be claimed shall be approved in advance by the Board.

Reimbursable travel expenses may include, but are not limited to, costs of transportation, parking fees, bridge or road tolls, lodging when district business reasonably requires an overnight stay, registration fees for seminars and conferences, telephone and other communication expenses incurred on district business, and other necessary incidental expenses.

The district shall not reimburse personal travel expenses including, but not limited to, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the employee on district-related business, personal use of an automobile, and personal losses or traffic violation fees incurred while on district business.

Except as otherwise provided, reimbursement of travel expenses shall be based on actual expenses as documented by receipts.

Authorized employees shall be reimbursed for the use of their own private vehicles in the performance of assigned duties, on either a mileage or monthly basis as determined by the Superintendent or designee. (Education Code 44033)

The mileage allowance provided by the district for employees' use of their private vehicles shall be equal to the rate established by the Internal Revenue Service.

Vehicles should be shared whenever possible to minimize travel costs. No employee shall be entitled to reimbursement for automobile travel when he/she is transported free of charge or by another employee who is entitled to the expense reimbursement.

The Superintendent or designee shall establish a per diem allowance for meal costs incurred while traveling on district business based on the location and hours of travel. The per diem allowance shall not exceed the standard meal allowance for business-related travel prescribed for federal income tax purposes.

Any expense that exceeds the maximum rate of reimbursement established by the district shall be reimbursed only with the approval of the Superintendent or designee.

All expense reimbursement claims shall be submitted on a district form, within 10 working days following return from travel when possible. The form shall be accompanied by receipts and any explanation necessary to document that the expenses meet district criteria for reimbursement.

The Superintendent or designee shall approve expense claims only upon verifying that all necessary documentation is provided and that all expenses are appropriate and related to district business. If an expense claim is disallowed due to lack of documentation or inappropriate expenses, the employee may be personally responsible for any improper costs incurred.

When approved by the Superintendent or designee, an employee may be issued a district credit card for use while on authorized district business. Receipts documenting the expenses incurred on a district credit card shall be submitted promptly following return from travel. Under no circumstances shall personal expenses be charged on a district credit card, even if the employee intends to subsequently reimburse the district for the personal charges.

When necessary, the Superintendent or designee may approve a cash advance, not to exceed the estimated out-of-pocket reimbursable expenses, to an employee authorized to travel on district business. Within 10 working days following return from travel, the employee shall submit a final accounting with all necessary supporting documentation. He/she shall refund to the district any amount of cash advance exceeding the actual approved reimbursable expenses.

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**CURRENT POLICY**

**Policy 3350: Travel Expenses**

**Status:** ADOPTED

**| Last Revised Date:** 02/27/2008

The Governing Board shall authorize payment for actual and necessary expenses, including travel, incurred by any employee performing authorized services for the district.

The Superintendent or designee may approve employee requests to attend meetings in accordance with the adopted budget.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims. He/she may authorize an advance of funds to cover necessary expenses.

The Board may establish an allowance on either a mileage or monthly basis to reimburse authorized employees for the use of their own vehicles in the performance of assigned duties.

All out-of-state travel for which reimbursement will be claimed shall have Board approval. Travel expenses not previously budgeted also shall be approved on an individual basis by the Board.

Authorized employees may use district credit cards while attending to district business. Under no circumstances may personal expenses be charged on district credit cards.

(cf. 9240 - Board Development)

(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)

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**Regulation 3350: Travel Expenses**

**Status:** ADOPTED

**Original Adopted Date:** 02/27/2008

This administrative regulation applies uniformly to employees, Governing Board members, and representatives of the Board.

Travel includes attendance at workshops, seminars, conventions, conferences or other meetings of interest to the district.

If travel is necessary during the normal workday of the employee and involves no cost to the district other than employee salary and/or mileage within the county, the Superintendent or designee may authorize travel, subject to the provisions of this administrative regulation.

#### Lodging

Actual lodging costs are claimable, but in no event may they exceed the single occupancy rate charges by the hotel or motel. Receipts for lodging expenditures are required in order to be reimbursed.

#### Meals

Reimbursements shall be based upon actual and necessary meal costs and will require a receipt for costs incurred. If a meal is not taken, no amount may be claimed. If the actual cost is less than the limitation prescribed herein, only the actual amount may be claimed. If the per diem spent should exceed limitation, the claimant has the option of claiming the limitation amount, or claiming the actual higher amount with a statement of justification attached to the claim, as well as the Superintendent's or designee's signature approval.

Gratuities shall be reimbursed if the total payment of the meal and gratuity do not exceed the limit for meal reimbursement.

The following are approved meal limitations:

Breakfast \$10.00

Lunch \$12.00

Dinner \$20.00

Meal claims which exceed the previous limitations, but do not exceed the maximum per day limit of \$42.00 are authorized.

#### Banquets

A banquet breakfast, luncheon or dinner, which is an official part of a conference and for which there is a prescribed fee, may exceed a meal limitation amount as previously designated and may be reimbursed at actual cost.

#### Mileage

Employees performing authorized travel involving the use of their own vehicle shall be reimbursed for mileage at a rate equal to the current IRS allowance per mile.

#### Transportation

Economy, standard, tourist or similar air fare rates are allowed. First class fare will be allowed only in emergency situations with prior approval of Superintendent or designee. The option for use of a private vehicle or air transportation or other mode may be allowed except that the district shall make reimbursement for transportation resulting in the least cost to the district, considering all other costs.

#### Other Travel Allowances

While traveling on official district business, the following expenses are also reimbursable at actual cost:

1. Necessary taxicab, airport limousine, or bus fares

2. Registration fees (receipt required)
3. Conference fees (receipt required)
4. Car storage fees (receipt required)
5. Telephone and telegraph charges in connection with district business (receipt required)
6. Rental car charges (receipt required)
7. Toll bridges fees
8. Reasonable portage costs

Other justifiable expenses may be approved by the Superintendent or designee

#### Travel Claims

Whenever travel is properly authorized and costs are incurred, the employees shall be required to prepare a claim which shows in detail all expenditures incurred. Documentation must show the inclusive dates of each trip. Invoices or proof of payment shall also be provided and attached to the claim.

The Superintendent or designee shall be required to review and approve each travel claim by his/her signature.

#### Alternative Travel Compensation

The Superintendent or designee may authorize travel compensation to include gas or gift cards as a form of reimbursement. Total value shall not exceed actual and necessary expenses.

#### Advances

District funds may be issued in advance of travel for official business trips, for employees and Board members, and will require a statement of justification. The Superintendent or designee shall be required to review and approve the advance. An advance made shall be deducted from the subsequent travel claim. If an advance exceeds actual cost the claimant shall file a claim showing amounts expended and reimburse the district for the excess amount within 15 days after return from the trip. District personnel with outstanding advances will not be entitled to further advances until all previous advances have been cleared.

Nonemployees, such as parents or community members, may be authorized to perform travel as representatives of the Board. Advances for such nonemployees are not authorized from district funds.

#### Out-of-State Travel

Notwithstanding any other provision of this administrative regulation, all out-of-state travel shall be presented to the Board for approval with a complete explanation of the school business purpose to be served.

#### Delegation of Authority

The authority to authorize employee travel is hereby delegated to the Superintendent or designee. All restrictions and limitations within this administrative regulation shall apply.

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## Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item: 212.253</b> Public Hearing for Educator Effectiveness Block Grant Funds
<b>Presenter:</b> Lois Yount Donna Whitlock	<b>Action Item:</b> <b>Public Hearing:</b> XX

The District will receive \$992,000 in Educator Effectiveness Grant funds. As a condition of receiving these funds, a school district is required to:

- On or before December 30, 2021, develop and adopt a plan delineating how the Educator Effectiveness funds will be spent, including the professional development of teachers, administrators, paraprofessionals, and classified staff. The plan must be explained in a public meeting of the school district's governing board before its adoption in a subsequent public meeting.
- As a condition of apportionment, submit an annual data report and an annual expenditure report detailing information to the California Department of Education (CDE), including, but not limited to, specific purchases made and the number of teachers, administrators, paraprofessional educators or classified staff that received professional development on or before September 30 of each year. In addition, as a condition of apportionment, a final data and expenditure report is also required to be submitted to the CDE on or before September 30, 2026.

Board approval is recommended.

# Educator Effectiveness Block Grant 2021

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Galt Joint Union Elementary School District	Lois Yount Superintendent	superintendent@galt.k12.ca.us (209) 744-4555

Total amount of funds received by the LEA:	Date of Public Meeting prior to adoption:	Date of adoption at public meeting:
\$992,000	November 17, 2021	

[EC 41480](#)

(a)(2) A school district, county office of education, charter school, or state special school may expend the funds received pursuant to this subdivision from the 2021–22 fiscal year to the 2025–26 fiscal year, inclusive. School districts, county offices of education, charter schools, and state special schools **shall coordinate the use of any federal funds received under Title II of the federal Every Student Succeeds Act of 2015 (Public Law 114–95) to support teachers and administrators with the expenditure of funds received pursuant to this subdivision.**

(b) A school district, county office of education, charter school, or state special school shall expend funds apportioned pursuant to this section to provide professional learning for **teachers, administrators, paraprofessionals who work with pupils, and classified staff that interact with pupils**, with a focus on any of the following areas:

- (1) **Coaching and mentoring of staff serving in an instructional setting and beginning teacher or administrator induction, including, but not limited to, coaching and mentoring solutions that address a local need for teachers that can serve all pupil populations with a focus on retaining teachers, and offering structured feedback and coaching systems organized around social-emotional learning, including, but not limited to, promoting teacher self-awareness, self-management, social awareness, relationships, and responsible decision-making skills, improving teacher attitudes and beliefs about one’s self and others, and supporting learning communities for educators to engage in a meaningful classroom teaching experience.**

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Teacher on Special Assignment- Early Literacy (1)			120,000			120,000.00
Teacher on Special Assignment- Mathematics			120,000			120,000.00
New Teachers: Induction Coordinator & Mentors	10,000	80,000				90,000.00
Administrator Professional Development		25,000	25,000			50,000.00

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal	10,000.00	105,000.00	265,000.00	0.00	0.00	380,000.00

(2) Programs that lead to effective, standards-aligned instruction and improve instruction in literacy across all subject areas, including English language arts, history-social science, science, technology, engineering, mathematics, and computer science.

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Training/Refresher: SIPPS Reading Instruction		10,000	10,000	10,000		30,000.00
PK- 8 Professional Learning Community Collaboration and Release Time			75,000	75,000		150,000.00
Subtotal	0.00	10,000.00	85,000.00	85,000.00	0.00	180,000.00

(3) Practices and strategies that reengage pupils and lead to accelerated learning.

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Math Training for McCaffrey Middle School		10,000	10,000			20,000.00
Subtotal	0.00	10,000.00	10,000.00	0.00	0.00	20,000.00

(4) Strategies to implement social-emotional learning, trauma-informed practices, suicide prevention, access to mental health services, and other approaches that improve pupil well-being.

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Middle School Counselor			80,000			80,000.00
Subtotal	0.00	0.00	80,000.00	0.00	0.00	80,000.00



**(5) Practices to create a positive school climate, including, but not limited to, restorative justice, training around implicit bias, providing positive behavioral supports, multitiered systems of support, transforming a schoolsite’s culture to one that values diverse cultural and ethnic backgrounds, and preventing discrimination, harassment, bullying, and intimidation based on actual or perceived characteristics, including disability, gender, gender identity, gender expression, language, nationality, race or ethnicity, religion, or sexual orientation.**

<b>Planned Activity</b>	<b>Budgeted 2021-22</b>	<b>Budgeted 2022-23</b>	<b>Budgeted 2023-24</b>	<b>Budgeted 2024-25</b>	<b>Budgeted 2025-26</b>	<b>Total Budgeted per Activity</b>
Positive Behavior Interventions of Support (PBIS) Training		10,000	10,000			20,000.00
Training: Culturally Responsive Practices		10,000	10,000			20,000.00
Registered Behavior Technicians (3)		120,000				120,000.00
<b>Subtotal</b>	<b>0.00</b>	<b>140,000.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>160,000.00</b>

**(6) Strategies to improve inclusive practices, including, but not limited to, universal design for learning, best practices for early identification, and development of individualized education programs for individuals with exceptional needs.**

<b>Planned Activity</b>	<b>Budgeted 2021-22</b>	<b>Budgeted 2022-23</b>	<b>Budgeted 2023-24</b>	<b>Budgeted 2024-25</b>	<b>Budgeted 2025-26</b>	<b>Total Budgeted per Activity</b>
Inclusive Practices Professional Learning		27,000				27,000.00
<b>Subtotal</b>	<b>0.00</b>	<b>27,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>27,000.00</b>

**(7) Instruction and education to support implementing effective language acquisition programs for English learners, which may include integrated language development within and across content areas, and building and strengthening capacity to increase bilingual and biliterate proficiency.**

<b>Planned Activity</b>	<b>Budgeted 2021-22</b>	<b>Budgeted 2022-23</b>	<b>Budgeted 2023-24</b>	<b>Budgeted 2024-25</b>	<b>Budgeted 2025-26</b>	<b>Total Budgeted per Activity</b>
Teacher on Special Assignment - ELD			120,000			120,000.00
Dual Language Immersion Professional Learning			25,000			25,000.00
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>145,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>145,000.00</b>

**(8) New professional learning networks for educators not already engaged in an education-related professional learning network to support the requirements of subdivision (c).**

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00

**(9) Instruction, education, and strategies to incorporate ethnic studies curricula adopted pursuant to Section 51226.7 into pupil instruction for grades 7 to 12, inclusive.**

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00

**(10) Instruction, education, and strategies for certificated and classified educators in early childhood education, or childhood development.**

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00

**Summary of Expenditures**

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal Section (1)	10,000.00	105,000.00	265,000.00	0.00	0.00	380,000.00
Subtotal Section (2)	0.00	10,000.00	85,000.00	85,000.00	0.00	180,000.00
Subtotal Section (3)	0.00	10,000.00	10,000.00	0.00	0.00	20,000.00
Subtotal Section (4)	0.00	0.00	80,000.00	0.00	0.00	80,000.00
Subtotal Section (5)	0.00	140,000.00	20,000.00	0.00	0.00	160,000.00

<b>Planned Activity</b>	<b>Budgeted 2021-22</b>	<b>Budgeted 2022-23</b>	<b>Budgeted 2023-24</b>	<b>Budgeted 2024-25</b>	<b>Budgeted 2025-26</b>	<b>Total Budgeted per Activity</b>
<b>Subtotal Section (6)</b>	0.00	27,000.00	0.00	0.00	0.00	27,000.00
<b>Subtotal Section (7)</b>	0.00	0.00	145,000.00	0.00	0.00	145,000.00
<b>Subtotal Section (8)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Subtotal Section (9)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Subtotal Section (10)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Totals by year</b>	<b>10,000.00</b>	<b>292,000.00</b>	<b>605,000.00</b>	<b>85,000.00</b>	<b>0.00</b>	<b>992,000.00</b>

<b>Total planned expenditures by the LEA:</b>
992,000.00

**Note:**

Per EC 41480 (d)(2): On or before September 30, 2026, the LEA must report detailed expenditure information to the California Department of Education, including, but not limited to:

- specific purchases made;
- the number of the following educators who received professional development:
  - o Teachers;
  - o Administrators;
  - o Paraprofessional educators;
  - o Classified staff.



## Board Meeting Agenda Item Information

<b>Meeting Date:</b> November 17, 2021	<b>Agenda Item: 212.254</b> Initial Proposal from the California School Employees Association and its Galt Chapter #362 (CSEA) to the Galt Joint Union School District for the 2021-2022 Re-Opener
<b>Presenter:</b> Lois Yount	<b>Action Item:</b> <b>Information Item:</b> XX

The California School Employees Association and its Galt Chapter #362 (CSEA) intends to negotiate the following articles of the Collective Bargaining Agreement (“CBA”) for the 2021-2022 re-opener year:

- Article VI: Holidays
- Article IX: Leaves
- Article XVIII: Professional Growth Program
- Article XIX: Fringe Benefits
- Article XX: Wages

**Initial Proposal**  
from the  
**California School Employees Association**  
and its  
**Galt Chapter #362 (CSEA)**  
to the  
**Galt Joint Union School District (District)**  
for the  
**2021-2022 Re-Opener**

The California School Employees Association and its Galt Chapter #362 (CSEA) intends to negotiate the following articles of the Collective Bargaining Agreement (“CBA”) for the 2021-2022 re-opener year:

- **Article VI: Holidays**

CSEA hereby proposes language to include Juneteenth as a recognized holiday in the collective bargaining agreement.

CSEA also proposes the holiday language in the CBA mirror the qualifying language of the Education Code.

- **Article IX: Leaves**

CSEA hereby proposes an increase to a bargaining unit members sick leave accrual.

CSEA also proposes language which would provide increase flexibility in the use of personal necessity leave.

CSEA also proposes modifications to sick leave in order to bring the benefit language into compliance with State law.

- **Article XVIII: Professional Growth Program**

CSEA hereby proposes to resume negotiations on this article as per the terms of the parties June 16, 2021, Agreement.

- **Article XIX: Fringe Benefits**

CSEA hereby proposes the District increase the employer contribution to the Health Benefit cap and provide additional flexibility for the selection of individual plans.

- **Article XX: Wages**

CSEA hereby proposes a fair and equitable increase to bargaining unit salaries and an equalized formula for calculating a bargaining unit members longevity.