



BLACK OAK MINE UNIFIED SCHOOL DISTRICT

MEETING OF THE BOARD OF TRUSTEES

Black Oak Mine Unified School District will provide a safe learning environment that challenges all students to achieve academic, excellence, develop their creative potential, and acquire marketable, career, technical, and personal skills.

December 11, 2014

Robert Williams, Ed.D., Superintendent

Board of Trustees

Joe Scroggins

Darcy Knight

Jeff Burch

Bill Drescher

Ronnie Ebitson

Student Representative to the Board

Jon Oules

**BLACK OAK MINE UNIFIED SCHOOL DISTRICT
6540 WENTWORTH SPRINGS ROAD
GEORGETOWN, CALIFORNIA**

Black Oak Mine Unified School District will provide a safe learning environment that challenges all students to achieve academic excellence, develop their creative potential, and acquire marketable, career, technical, and personal skills.

REGULAR MEETING OF THE BOARD OF TRUSTEES

DATE:	December 11, 2014
TIME:	6:00 P.M. (Closed) 7:00 P.M. (Open)
LOCATION:	6540 Wentworth Springs Road Georgetown, CA

Visitors are always welcome at meetings of the Board of Trustees and their suggestions and comments are encouraged. Those wishing to address the Board may do so when the item on the agenda is taken up, prior to action being taken by the Board, or under "Communications". Pursuant to Board Bylaw 9323, at the time of Oral Communications, the Board President will ascertain if there is a need for a time limit and will advise the public. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. The agenda packet for this public meeting, as well as agenda documents distributed less than 72 hours prior to this meeting, are available for review at the Black Oak Mine Unified School District Office at the above address. If you are an individual with a disability and need an accommodation, please contact the District Office at 333-8300 at least 48 hours in advance. The Board meetings are taped by the District Office and the tape recordings are destroyed after 30 days.

AGENDA

- 1.0 CALL TO ORDER - OPEN SESSION – 6:00 P.M.
- 2.0 SWEARING IN OF NEW OFFICERS
- 3.0 PUBLIC COMMENT ON CLOSED SESSION AGENDA
- 4.0 CLOSED SESSION TOPICS
 - The Board of Trustees will review matters pertaining to the following topics as necessary and will announce in public prior to going into Closed Session which topics will be considered in that Closed Session.
 - 4.1 Public Employee Employment – Certificated Employment, Teacher at Northside (Pages 73-74)
 - 4.2 Public Employee Employment – Classified Resignation (Page 75)
 - 4.3 Conference with Robert Williams, District Labor Negotiator, Regarding Labor Negotiations the Black Oak Mine Teachers Association and the California School Employees Association, Gold Chain Chapter #660
- 5.0 OPEN SESSION - 7:00 P.M.
 - The Board of Trustees will reconvene in open session.
- 6.0 DISCLOSURE OF ACTION TAKEN, IF ANY, IN CLOSED SESSION
- 7.0 PLEDGE OF ALLEGIANCE
- 8.0 ORGANIZATIONAL ACTIONS – 7:05 P.M.
 - 8.1 Elect a Board President for the 2015 calendar year, beginning December 11, 2014.
M _____ S _____ V _____

8.2 Elect a Board Vice President for the 2015 calendar year, beginning December 11, 2014.

M _____ S _____ V _____

8.3 Elect a Board Clerk for the 2015 calendar year, beginning December 11, 2014.

M _____ S _____ V _____

8.4 Elect a Board of Trustee Representative to the El Dorado County School Board Association for the 2015 calendar year.

M _____ S _____ V _____

8.5 Elect a Board of Trustee Representative to the Curriculum Council for the 2015 calendar year.

M _____ S _____ V _____

8.6 Appoint the Superintendent as Secretary to the Board of Trustees (BB 9122), representative to the Joint Powers Association, and coordinator for the District regarding Compliance with Civil Rights, Title IX, Asbestos Abatement (AHERA), Affirmative Action, and regulations relative to disabled persons for the 2015 calendar year.

M _____ S _____ V _____

8.7 2015 Board Meeting Calendar (Page 1)

M _____ S _____ V _____

9.0 ADOPTION OF THE AGENDA

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 of the following occurs:

9.1 The Board, by majority vote of the full Board, decides that an emergency exists, as defined in Govt. Code Section 54956.5;

9.2 Upon a decision by a 2/3 vote of the Board members present at the meeting, or if less than 2/3 of the Board members are present, a unanimous vote of those present decides, that there is a need to act immediately and that the need to take action came to the District's attention after the agenda was posted; or

9.3 the item was 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 prior meeting the item was continued to this meeting.

M _____ S _____ V _____

10.0 COMMUNICATIONS - 7:30 P.M.

10.1 Public Hearing-Initial Collective Bargaining Proposal CSEA (Page 3)

10.2 Written Communications

10.3 Oral Communications - Members of the public may address the Board on any items of interest to the public that are within the subject matter jurisdiction of the Board, but are not on the agenda or are on the consent agenda. Each person who addresses the Board must first be recognized by the presiding officer and then give his/her name. Comments must be directed to the Board as a whole and not to individual members or District employees. Individual speakers will be allowed three (3) minutes to address the Board. However, the Board shall not act upon, respond to, or comment on the merits of any item presented during the Oral Communications, although the Board may ask clarifying questions of the presenter or refer the presenter to a District procedure if appropriate. (Government Code Sections 54954.2 and 54954.3) This is also the time to address any items on the consent agenda.

- 11.0 B.O.M.T.A. REPORT – 7:40 P.M.
- 12.0 C.S.E.A. REPORT – 7:45 P.M.
- 13.0 STUDENT REPRESENTATIVE TO THE BOARD REPORT – 7:50 P.M.
- 14.0 SUPERINTENDENT’S REPORT – 7:55 P.M.
- 15.0 NEW BUSINESS – 8:05 P.M.

- 15.1 First Interim Report (Pages 5-10)

RECOMMENDATION: It is recommendation that the Board of Trustees consider taking action to certify the District’s financial position as “Qualified,” for the First Interim Report for the period ending October 31, 2014.

M _____ S _____ V _____

- 16.0 INFORMATION & DISCUSSION – 8:20 P.M.

- 16.1 Local Control Accountability Plan (LCAP) Update (Pages 11-14)

EXPLANATION: Dr. Robert Williams will report to the Board of Trustees an update on the Local Control Accountability Plan.

- 16.2 Strategic Plan and Local Control Accountability Plan (Pages 15-16)

EXPLANATION: The Principals will update the Board of Trustees on the Strategic Plan and Local Control Accountability Plan.

- 16.3 American River Charter School Petition (Page 17)

EXPLANATION: Susan Whittington will present to the Board of Trustees the petition for American River Charter School.

- 16.4 Board Bylaws, Board and Superintendent Goals and Protocols Review (Pages 19-29)

EXPLANATION: The Board of Trustees will review the Board Bylaws and the Board and Superintendent Goals and Protocols.

- 16.5 California School Boards Association (CSBA) Conference (Page 31)

EXPLANATION: The Board of Trustees will discuss the 2014 CSBA Conference.

- 16.6 Board Policy 0420 School Plans/Site Council (Pages 33-37)

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 0420 School Plans/Site Council.

- 16.7 Board Policy 3110 Transfer of Funds (Pages 39-43)

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 3110 Transfer of Funds.

- 16.8 Board Policy 3514.1 Hazardous Substances (Pages 45-47)

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 3514.1 Hazardous Substances.

16.9 Board Policy 3580 District Records (Pages 49-52)

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 3580 District Records.

16.10 Board Policy 6112 School Day (Pages 53-55)

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 6112 School Day.

16.11 Board Policy 6162.6 Use of Copyrighted Materials (Pages 57-60)

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 6162.6 Use of Copyrighted Materials.

17.0 OLD BUSINESS – 8:40 P. M.

17.1 Initial Collective Bargaining Proposal of the Black Oak Mine Unified School District for Negotiations with the California School Employees Association, Gold Chain Chapter #660 for the 2014-15 School Year (Pages 61-62)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Initial Collective Bargaining Proposal of the Black Oak Mine Unified School District for negotiations with the California School Employees Association, Gold Chain Chapter #660 for the 2014-15 school year.

M _____ S _____ V _____

17.2 Board Resolution #2014-21 SB 858 and Prop 2 (Pages 63-68)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt Board Resolution # 2014-21 SB 858 and Prop 2.

M _____ S _____ V _____

17.3 Minutes – November 13, 2014 (Pages 69-71)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the minutes from the Regular Meeting on November 13, 2014.

M _____ S _____ V _____

18.0 CONSENT AGENDA – 9:00 P.M.

M _____ S _____ V _____

18.1 Certified Personnel Action (Pages 73-74)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to employ Rebecca Noriega as a 1.0 FTE Teacher at Northside School for the remainder of the 2014-15 school year.

18.2 Letter of Resignation (Page 75)

RECOMMENDATION: It is recommended that the Board of Trustees consider accepting the resignation from Joel Butler, Computer Technician.

18.3 Board Bylaw 9130 Board Committees (Pages 77-80)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt the Board Bylaw 9130 Board Committees.

18.4 Board Policy 0421.41 Charter School Oversight (Pages 81-87)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt Board Policy 0420.41 Charter School Oversight.

18.5 Board Policy 0460 Local Control Accountability Plan (Pages 89-94)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt Board Policy 0460 Local Control Accountability Plan.

18.6 Board Policy 0500 Accountability (Pages 95-98)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt Board Policy 0500 Accountability.

18.7 Board Policy 3100 Budget (Pages 99-106)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to adopt Board Policy 3100 Budget.

18.8 Prop 39: California Clean Energy Jobs Act (Pages 107-110)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Prop 39: California Clean Energy Jobs Act and the status of the Energy Expenditure Plan for Black Oak Mine Unified School District and American River Charter School.

18.9 Copier Maintenance/Lease Agreement with Ray Morgan Co./US Bank Equipment Finance Amendment (Pages 111-112)

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the amendment to the Copier Maintenance/Lease Agreement with Ray Morgan Co./US Bank Equipment Finance for a copier for Special Education Department at Golden Sierra Junior Senior High School.

18.10 Primary Intervention Program Grant Agreement (Pages 113-119)

RECOMMENDATION: It is recommended that the Board of Trustees consider approving the agreement for the Primary Intervention Program Grant.

18.11 Purchase Orders, Warrants, Bids and Quotes (Page 121)

RECOMMENDATION: It is recommended that 2014-15 fiscal year Batch Numbers 5035-5041 dated November 5, 2014 through November 24, 2014 for the General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund, and Batch Numbers 5016 dated November 6, 2014, and Batch 5018 dated November 24, 2014 for the R.O.P. Fund for a total of \$576,704.43 be approved.

18.12 Gifts (Pages 123-126)

RECOMMENDATION: It is recommended that the board of trustees consider taking action to accept the gifts donated.

19.0 REPORTS OF THE BOARD OF TRUSTEES – 9:15 P.M.

20.0 FUTURE MEETINGS

The next Regular Meeting of the Board is Thursday, January 15, 2015 at 7:00P.M.

21.0 CLOSED SESSION

The Board will continue review of matters specified under agenda item 3.0 as required.

22.0 ADJOURNMENT

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

2015 BOARD MEETING CALENDAR

Regular Sessions are second Thursday of each month, unless otherwise noted

January 15

February 12

March 12

April 16 Easter Break April 6-10

May 7- Special Meeting including Budget Study Session

May 28 (4th Thursday) Present LCAP & Budget

June 11 Approve LCAP & Budget

NO MEETING IN JULY

August 13

September 10

October 8

November 12

December 10

When appropriate or necessary, additional Study Sessions will be scheduled.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

**PUBLIC HEARING
ON THE INITIAL COLLECTIVE BARGAINING
PROPOSAL OF CALIFORNIA SCHOOL
EMPLOYEES ASSOCIATION, GOLD CHAIN
CHAPTER #660 FOR 2014-15**

**December 11, 2014
7 P.M.
DISTRICT OFFICE – BOARD ROOM
6540 WENTWORTH SPRINGS ROAD GEORGETOWN, CA**

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: First Interim Report

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent
Roslynne Manansala-Smith, Chief Fiscal Officer

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to certify the District's financial position as "Qualified," for the First Interim Report for the period ending October 31, 2014.

BACKGROUND: School districts are required to submit for review and approval by the Board of Trustees Interim Reports for the period ending October 31, 2014 and January 31, 2015. The purpose of these reports are to present an overview of the District's evolving financial situation and review adopted budgets to determine whether financial obligations can be met in the current year as well as the subsequent two fiscal years. After each report is reviewed and certified by the Board of Trustees, it is reviewed by the El Dorado County Office of Education.

Included is a comparison summary of the current 2014-15 First Interim Budget and the last August budget update along with a short narrative page explaining the variances and a summary of the multi-year projection.

The entire First Interim report is provided under separate cover to the Board of Trustees. Anyone that would like a copy can contact Carla Koontz at 530-333-8300.

	a	b	c	d	e	f	g	(e - b)	(f - c)	(g - d)
		2014/15 August Update			2014/15 1st Interim			Variance		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance	Restricted Variance	Total Variance
1	ESTIMATED Beginning Balance	909,890	378,726	1,288,616	909,890	378,726	1,288,616			
2										
3										
4	Revenue Detail									
5	Local Control Funding Formula	8,687,049	-	8,687,049	8,718,726	-	8,718,726	31,677	-	31,677
6	Federal Revenue	-	452,510	452,510	-	531,217	531,217	-	78,707	78,707
7	Other State Revenue	217,072	279,247	496,319	220,181	401,994	622,175	3,109	122,747	125,856
8	Other Local Revenue	240,307	891,436	1,131,743	250,750	985,957	1,236,707	10,443	94,521	104,964
9	Total Revenue	9,144,428	1,623,193	10,767,621	9,189,657	1,919,168	11,108,825	45,229	295,975	341,204
10										
11	Expenditure Detail									
12	Certificated	3,721,472	772,991	4,494,463	3,746,895	777,157	4,524,052	25,423	4,166	29,589
13	Classified	1,508,721	670,673	2,179,394	1,513,299	745,606	2,258,905	4,578	74,933	79,511
14	Employee benefits	1,820,492	468,159	2,288,651	1,808,255	493,230	2,301,485	(12,237)	25,071	12,834
15	Books & Supplies	327,781	211,607	539,388	371,350	285,660	657,010	43,569	74,053	117,622
16	Service, Other Operating Costs	381,933	670,920	1,052,853	381,315	794,986	1,176,301	(618)	124,066	123,448
17	Capital Outlay	-	429,998	429,998	-	474,998	474,998	-	45,000	45,000
18	Other Outgo	288,756	115,000	403,756	290,356	105,000	395,356	1,600	(10,000)	(8,400)
19	Transfers of Direct Support/Indirect Costs	(152,015)	127,673	(24,342)	(161,356)	136,681	(24,675)	(9,341)	9,008	(333)
20	Total Expenditures	7,897,140	3,467,021	11,364,161	7,950,114	3,813,318	11,763,432	52,974	346,297	399,271
21										-
22	Revenue less Expenditures	1,247,288	(1,843,828)	(596,540)	1,239,543	(1,894,150)	(654,607)	(7,745)	(50,322)	(58,067)
23										-
24	Other Financing Sources/Uses									-
25	Transfers In	-	5,000	5,000	-	5,000	5,000	-	-	-
26	Transfers Out	46,379	-	46,379	53,342	-	53,342	6,963	-	6,963
27	Other Sources	-	-	-	-	-	-	-	-	-
28	Other Uses	-	-	-	-	-	-	-	-	-
29	Contributions	(1,559,730)	1,559,730	-	(1,513,393)	1,513,393	-	46,337	(46,337)	-
30	Total Other Sources/Uses	(1,606,109)	1,564,730	(41,379)	(1,566,735)	1,518,393	(48,342)	53,300	(46,337)	6,963
31										-
32	Net Increase/Decrease to Fund Balance	(358,821)	(279,098)	(637,919)	(327,192)	(375,757)	(702,949)	31,629	(96,659)	(65,031)
33										-
34	ESTIMATED Ending Balance	551,069	99,628	650,697	582,698	2,969	585,667	31,629	(96,659)	(65,031)

Black Oak Mine Unified School District
GENERAL FUND
Comparison of 2014/15 August Budget to 2014/15 1st Interim Budget
2014-15
Components of Ending Fund Balance

	a	2014/15 August Update			2014/15 1st Interim			Variance			(g-d)
		e	f	g	b	c	d	(e-b)	(f-c)	(g-d)	
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance	Restricted Variance	Total Variance	
35											
36	Revolving Cash	2,230	-	2,230	2,230	-	2,230	-	-	-	-
37	Stores	-	-	-	-	-	-	-	-	-	-
38	Prepaid Expend.	-	-	-	-	-	-	-	-	-	-
39	Restricted	-	41,095	41,095	-	2,969	2,969	-	(38,126)	(38,126)	(38,126)
40	Reserve for Common Core State Standards Implementation	-	32,549	32,549	-	-	-	-	(32,549)	(32,549)	(32,549)
41	Reserve for California Clean Energy Jobs Act (Prop 39)	-	43,829	43,829	-	-	-	-	(43,829)	(43,829)	(43,829)
42	Reserve for Lottery Instructional Materials	-	-	-	-	-	-	-	-	-	-
43	Other Restricted	-	23,250	23,250	-	2,969	2,969	-	(20,281)	(20,281)	(20,281)
44	Other Commitments	52,572	-	52,572	-	-	-	(52,572)	-	(52,572)	(52,572)
45	Commitment for IMFRP for Textbook Adoptions	52,572	-	52,572	-	-	-	(52,572)	-	(52,572)	(52,572)
46	Other Assignments	36,267	-	36,267	107,468	-	107,468	71,201	-	71,201	71,201
47	Reserve for Step/Column & STRS/PERS rate increases	36,267	-	36,267	107,468	-	107,468	71,201	-	(36,267)	(36,267)
48	Unassigned/Unappropriated	-	-	-	-	-	-	-	-	-	-
49	Reserve for Economic Uncertainty	460,000	-	460,000	473,000	-	473,000	13,000	-	13,000	13,000
50	Total	551,069	99,628	650,697	582,698	2,969	585,667	31,629	(96,659)	(65,030)	(65,030)
51	% EUR	4.03%			4.00%			-			-

0

Black Oak Mine Unified School District
General Fund
Comparison of 2014/15 August Budget to 2014/15 1st Interim Budget
Unrestricted & Restricted Combined

	a	b	c	d	e
	Fund 01	2014/15 August Budget	2014/15 1st Interim	Variance (c-b)	Explanation
1	Beginning Balance	1,288,616	1,288,616	-	
2					
3	Revenue Detail				
4	LCFF/Revenue Limit Sources	8,687,049	8,718,726	31,677	Added to reflect net estimated Local Control Funding Formula (LCFF) increase. Estimated increase is based on slight increase in actual prior year attendance & increase in unduplicated pupil count percentage which results in an estimated higher percentage of Supplemental funding.
5	Federal Revenue	452,510	531,217	78,707	Increase in federal funding for Special Ed Mental Health (+\$7k), McKinney Vento (+\$2k), and renewal of 5-year Drug Free Communities Grant-DFD (+\$105k), offset by estimated decrease in LEA Medi-Cal funding (-\$34k).
6	Other State Revenue	496,319	622,175	125,856	Major increase in state funding from Lottery (+\$6k), Primary Intervention Program-PIP (+\$27k), Special Ed Mental Health (+\$30k) and new 3-year Career Pathways Grant-CRANE (+\$71k); offset by slight decreases in Mandated Costs (-\$4k) & Instructional Material Lottery (-\$6k).
7	Other Local Revenue	1,131,743	1,236,707	104,964	Adjusted budget to reflect major increases in the following funding/grants: Microsoft Tech Voucher (+\$48k), Every 15 Minutes (+\$10k), SELPA grant/funding for NPS students & PEI grant (+\$20k), and reimbursement from other districts for attending GLAD training hosted at BOMUSD (+\$15k).
8	Total Revenue	10,767,621	11,108,825	341,204	
9					
10	Expenditure Detail				
11	Certificated	4,494,463	4,524,052	29,589	Adjusted budget to reflect addition of 1.0 FTE for the remainder of the school year at Northside in order to meet Grade Span Adjustment required progress and to reflect actual employee salaries filling open positions.
12	Classified	2,179,394	2,258,905	79,511	Adjusted classified salary budget due to the following staffing changes: (0.2 FTE) Additional Special Education instructional aide time & (0.225 FTE) Pupil support based on student need (+\$5k); Added grant funded positions due to new awards for (2.22FTE) Drug Free Communities grant & (1.375 FTE) Primary Intervention Program grant (+\$74k).
13	Employee benefits	2,288,651	2,301,485	12,834	Increased employee benefits to reflect the adjustment of benefits based on salary changes above & the inclusion of budget for remaining retirement incentive payments from prior school year. These increases are offset by decreases in Health & Welfare for both classified and certificated based on current participation.
14	Books & Supplies	539,388	657,010	117,622	Major increases in books/supply budgets for following programs/grants: (+\$11k) EDCOE 21st Century Classroom Grant, (+\$31k) Math Textbook Adoption, (+\$13k) DFD, (+\$15k) expenses at sites (supplies, athletic program, etc.) from local donations, (+\$25k) Microsoft Tech Voucher, (+\$10k) for Title I, & (+\$15k) CRANE grant. Increases are offset by movement of expenses to service/other operating costs categories for MAA, Lottery, Common Core, FMOT and site budgets.
15	Contracted Services, Other Operating Costs	1,052,853	1,176,301	123,448	Major increases for the following programs/grants: (+\$20k) Technology (High Speed Internet contract), (+\$37k) Special Ed Mental Health services, (+\$5k) LEA Medi-Cal Billing (Prof. Dev), (+\$21k) DFD, (+\$34k) Common Core (Prof. Dev), (+\$8k) Every 15 Minutes program, (+\$24k) Microsoft Tech Voucher, & (+\$5k) for CRANE grant. Increases offset by movement of expenses to books/supplies for Title I, FMOT, and site budgets.
16	Capital Outlay	429,998	474,998	45,000	Adjusted budget to reflect increase for capital outlay purchases with CRANE grant at Golden Sierra.
17	Other Outgo	403,756	395,356	(8,400)	Decrease in estimated required services from EDCOE Special Education programs for 2014/15, based on current student needs.
18	Transfers of Direct Support/Indirect Costs	(24,342)	(24,675)	(333)	
19	Total Expenditures	11,364,161	11,763,432	399,271	
20					
21	Excess/(Deficiency) (line 8 - line 19)	(596,540)	(654,607)	(58,067)	
22					

**Black Oak Mine Unified School District
General Fund
Comparison of 2014/15 August Budget to 2014/15 1st Interim Budget
Unrestricted & Restricted Combined**

	a	b	c	d	e
	Fund 01	2014/15 August Budget	2014/15 1st Interim	Variance (c-b)	Explanation
23	Other Financing Sources/uses				
24	Transfers In	5,000	5,000	-	
25	Transfers Out	46,379	53,342	6,963	Slight increase in estimated general fund contribution for the cafeteria fund 13, based on current staff salaries and actual health and welfare benefits (per current participation).
26	Other Sources	-	-	-	
27	Other Uses	-	-	-	
28	Contributions	-	-	-	
29	Total Other Sources/Uses	(41,379)	(48,342)	(6,963)	
30					
31	Net Inc/Dcr to Fund Balance <small>(line 8 - line 19 - line 29)</small>	(637,919)	(702,949)	(65,030)	
32					
33	Ending Fund Balance <small>(line 1 - line 31)</small>	650,696	585,667	(65,030)	

Black Oak Mine Unified School District
2014-15 to 2016-17
Multi-Year Projection

	a	b	a + b = c	d	e	d + e = f	g	h	g + h = i
	2014-15			2015-16			2016-17		
	COLA % 0.85%			COLA % 2.19%			COLA % 2.14%		
	GAP FUNDING % 29.56%			GAP FUNDING % 20.68%			GAP FUNDING % 25.48%		
	UR	R	TOTAL	UR	R	TOTAL	UR	R	TOTAL
BEGINNING FUND BALANCE	909,890	378,726	1,288,616	582,698	2,969	585,667	(254,028)	-	(254,028)
TOTAL REVENUE	7,676,264	3,437,561	11,113,825	7,326,578	3,158,904	10,485,482	7,407,929	3,121,646	10,529,575
TOTAL EXPENDITURES	8,003,456	3,813,318	11,816,774	8,163,304	3,161,873	11,325,177	8,265,099	3,121,645	11,386,744
NET INC(DECREASE)	(327,192)	(375,757)	(702,949)	(836,726)	(2,969)	(839,695)	(857,170)	-	(857,169)
ENDING FUND BALANCE	\$ 582,698	\$ 2,969	\$ 585,667	\$ (254,028)	\$ -	\$ (254,028)	\$ (1,111,198)	\$ -	\$ (1,111,198)

COMPONENTS OF ENDING FUND BALANCE									
16	Revolving Cash	2,230	2,230	2,230	2,230	2,230	2,230	2,230	2,230
17	Restricted		2,969		-	-		279	279
18	Other Commitments								-
19	Commitment for IMFRP for Adoptions								-
20	Other Assignments								-
21	Reserve for Step/Column & STRS/PERS Increases	107,468				-			-
22	Reserve for Economic Uncertainty	473,000		(256,258)		(256,258)	(1,113,428)		(1,113,428)
23	ENDING FUND BALANCE	\$ 582,698	\$ 2,969	\$ 585,667	\$ (254,028)	\$ -	\$ (254,028)	\$ 279	\$ (1,110,920)
24	EUR %			4%		-2%			-10%

IMPORTANT TO NOTE: IN ORDER TO OBTAIN A POSITIVE BALANCE IN YEAR 2015/16, (\$600,000) IN BUDGET REDUCTIONS NEED TO BE MADE & (\$850,000) IN 2016/17.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Local Control and Accountability Plan Update

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: An update of the Local Control and Accountability Plan for Black Oak Mine Unified School District will be provided to the Board of Trustees.

BACKGROUND: The Local Control and Accountability Plan (LCAP) was established in the Education Code to serve as a blueprint for Districts' actions and expenditures to support student outcomes.

Black Oak Mine Unified School District 2014-15 LCAP Summary

Our Students Need	Our Three Year Goal	What We are doing NOW	Where We are GOING
College and Career Readiness at Graduation			
Need 1.0 School campuses that are a safe, clean, and welcoming	All BOMUSD campuses will be in good repair and will present a welcoming and safe environment for all	By the end of the 2014-15 school year, 50% of broken or work desks will be replaced	By the end of the 2016-17 school year, 100% of broken or worn desks will be replaced
Need 2.0 Access to high speed internet fiber optic infrastructure in order to fully utilize the hardware and software necessary to prepare college and career in the 21 st Century	All BOMUSD students will have access to state-of-the-art technology that will prepare them to compete in college and the workplace	By the end of the 2014-15 school year, all BOMUSD campuses will be connected to our local high speed internet infrastructure.	By the end of the 2016-17 school year, 100% of BOMUSD teachers and students will be regularly using advanced technological and instructional tools in the classroom
Need 3.0 Higher Levels of Achievement		TK – 6th Grade	
<ul style="list-style-type: none"> Access to curriculum and materials that are aligned with the California Common Core Standards Access to effective instructional practices 	All BOMUSD students will learn the skills and content contained in the California Common Core Standards	<ul style="list-style-type: none"> GLAD California "Go Math" Ongoing Professional Development 7th – 12th Grade <ul style="list-style-type: none"> ERWC 8th Grade CPM Pilot Pearson HS Math Curriculum Weekly PLCs 	
Need 3.1 Greater access, enrollment and higher achievement in High School Mathematics in order to meet entry level requirements in UC / CSU and Community Colleges	All BOMUSD students will complete three years of math including Algebra II or its equivalent as a graduation requirement	<ul style="list-style-type: none"> 8th grade CPM Pilot The number of students taking Geometry has nearly doubled in 2014 -15 	
Need 4.0 There remains a significant achievement gap between the general school population and our low SED student, EL students, and foster youth	All BOMUSD low SED, EL, and foster youth students will achieve at the same high levels of the general school population	<ul style="list-style-type: none"> Independent study APEX Provide regular access to the computer lab and the library media center 	
Need 4.1 Math Skills Ongoing proficiency in Mathematics to prepare for high school and beyond	All BOMUSD students, including low SED, EL, and FY students, will score "college ready" on the EAP and "proficient" on the CASSP test in Mathematics at the end of 11 th grade.	<ul style="list-style-type: none"> Implementation of ALEKS Math intervention support in TK – 6th at Northside School 	
Need 4.2 Literacy Skills Ongoing proficiency in literacy in order to access curriculum and instruction	All BOMUSD students, including low SED, EL, and FY students, will score "college ready" on the EAP and "proficient" on the CASSP test in ELA at the end of 11 th grade.	<ul style="list-style-type: none"> Provide targeted small group instruction to students who require literacy intervention Reading Intervention teacher k-6 	

Black Oak Mine Unified School District 2014-15 LCAP Summary

<u>Need 4.3</u> Improved reading comprehension and fluency in both ELA and mathematics	All BOMUSD students, including low SED, EL, and FY students, will score "college ready" on the EAP and "proficient" on the CASSP test in ELA and Mathematics at the end of 1 st grade.	<ul style="list-style-type: none"> Implementation of RAZ Kids online program and iReady Diagnostic / Instruction of Reading / Math for Students in Grades K-3 for intervention support 	
<u>Need 4.4</u> Great teachers who are caring, committed, and collaborative, who use diverse, innovative instructional strategies to support our students	Teachers will identify and implement current, research-based, and effective instructional strategies and practices	<u>TK – 6th</u> <ul style="list-style-type: none"> Four early release days Ongoing professional development 7th – 12th <ul style="list-style-type: none"> Wednesday late starts will provide weekly PLCs Ongoing professional development 	
<u>Need 5.0</u> Students and parents need to be engaged in the educational process. Engaged students learn more and are less disruptive of other's learning	All students will be increasingly engaged in the educational process resulting in better student outcomes	<u>TK – 6th</u> <ul style="list-style-type: none"> PBIS Training Walk to Learn Family ELA / Math Nights 7th – 12th <ul style="list-style-type: none"> PBIS Training Flex Period 	
<u>Need 6.0</u> Transitional Kindergarten and Kindergarten students who are prepared for school	All 5-year old students will be ready for entry into elementary school	<ul style="list-style-type: none"> Community Outreach Ongoing professional development 	
<u>Need 7.0</u> Course opportunities and classroom experiences that go beyond the ELA and Math curriculum	All BOMUSD students will have access to a broad range of academic content including art, music, drama, physical education, and career technical education that are aligned with UC / CSU entry requirements	<u>TK – 6th</u> <ul style="list-style-type: none"> Music Enrichment Classes 7th – 12th <ul style="list-style-type: none"> Geo-Construction PLTW Engineering Pathway Music, Art, Drama 	

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Strategic Plan and Goals Presentation

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Principals will present to the Board of Trustees how they are implementing the Strategic Plan Goals at the school sites and how it works with the LCAP.

BACKGROUND: The Strategic Plan Goals are the board's direction-setting expectation for our TK-12 instructional program. Teachers, instructional aides, and administrative staff work to implement the goals through their work with students. In order to ensure that our district practices are following the plan, staff will provide the board with examples of this commitment at the school sites. The presentations began in August 2014 and will describe our practices that ensure fidelity to the Strategic Plan.

EDUCATION
IMPLICATIONS: Ensure students will graduate with the attributes described in the Strategic Plan.

FISCAL IMPLICATIONS: Instructional expenditures and LCAP activities.

Black Oak Mine Unified School District PROCESS FOR ACHIEVEMENT 2014-2015

MISSION

Black Oak Mine Unified School District will provide a safe learning environment that challenges all students to achieve academic excellence, develop their creative potential, and acquire marketable, career, technical, and personal skills.

VISION

Black Oak Mine Unified School District will provide the opportunity for all students to be healthy, responsible, productive citizens, skilled workers, lifelong learners, and contributors to their local and world communities.

Student Results:

- ◆ Students Achieve Academic Excellence
- ◆ Students Develop Creative Potential
- ◆ Students Learn Marketable and Technical Skills
- ◆ Students Learn Personal Skills

Essential Conditions:

- ◆ Safe Learning Environment Which Fosters School Success
- ◆ Staff Excellence
- ◆ Fiscal Responsibility

Goals for Achieving Results:

- Students Achieve Academic Excellence** - The District will:
- ◆ provide a comprehensive continuum of educational options and services for all students;
 - ◆ provide curriculum, instructional materials, instructional practices and staff development which enables all students to meet Common Core Standards;
 - ◆ regularly assess student progress toward standards and modify programs as appropriate;
 - ◆ regularly assess student progress toward completion of college entry requirements.

Students Develop Creative Potential

- The District will:
- ◆ provide an educational program which inspires students and staff to take risks, express themselves creatively, explore areas of interest, reflect upon their work and demonstrate/publish their achievements;
 - ◆ provide a comprehensive, articulated K-12 visual and performing arts program which actively involves all students.

Students Learn Marketable & Technical Skills

- The District will:
- ◆ provide a K-12 school-to-career program;
 - ◆ will provide programs that enable students to develop marketable technical skills for entry-level employment; students will be able to integrate writing, reading, mathematics, research, and scientific skills to perform a task to completion.

Students Learn Personal Skills

- The District will:
- ◆ provide an educational program which promotes understanding of multiple cultures and tolerance for a variety of beliefs;
 - ◆ promote opportunities for students to be assessed on oral presentations;
 - ◆ provide programs, which instill personal skills including communication, confidence, motivation, effort, responsibility, initiative, perseverance, caring, teamwork, and problem solving.

Align
Resources
& Initiatives

Ask...
Is it Mission
Critical?

Leverage the
Experts
Among Us

Use Data to
Guide,
Monitor, &
Adjust

Goals for Meeting Essential Conditions:

Safe Learning Environment Which Fosters Student Success-

The district will:

- ◆ provide a learning environment free from violence and harassment by creating a culture that will enhance the social and emotional well being of students, staff, and community;
- ◆ provide facilities to serve students, staff, and promote pride in the school community;
- ◆ provide and maintain technology resources, staff development and technical support for teachers to integrate technology into the curriculum to improve student learning;
- ◆ actively seek and support partnerships with parents, community, and businesses in order to connect students with the community.

Staff Excellence

- The District will:

- ◆ recruit, hire, train and retain excellent teachers, administrators and support staff.

Fiscal Responsibility

- The District will:

- ◆ have a balanced budget that supports the Vision, Mission and Goals.

"The BOMUSD Board strives to engage in two-way communication between all stakeholders." Joe Scroggins, Board President

AMERICAN RIVER CHARTER SCHOOL

AGENDA ITEM: American River Charter School Petition

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent
Susan Whittington, Coordinator Student Services

EXPLANATION: Susan Whittington will present the American River Charter School Petition to the Board of Trustees.

BACKGROUND: The Petition for American River Charter School is required to be renewed every 5 years (the current petition expires May 2015). The authorizing district (BOMUSD) approves the petition before submitting to CDE. This petition was approved by the American River Charter Council on November 17, 2014.

The Annual Report will include the following: data on the level of parent and staff involvement; staffing ratios; assessment and accountability; and data on enrollment and will be brought to the Board of Trustees at the January 15, 2015 board meeting for approval.

A copy of the petition was provided to the Board under separate cover.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Bylaws, Board and Superintendent Protocols Review

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will review and discuss the Board Bylaws and the Board and Superintendent protocols.

BACKGROUND: The purpose of these protocols is to provide a basic set of professional standards by which the Governing Board and the Superintendent are to function as a team. The Board will review: Board Bylaw 9000 Role of Board, Board Bylaw 9005 Governance Standards and Board Bylaw 9200 Limits of the Board Member Authority.

ROLE OF THE BOARD

The Board of Trustees has been elected by the community to provide leadership and citizen oversight of the district. The Board shall ensure that the district is responsive to the values, beliefs, and priorities of the community.

The Board shall work with the Superintendent to fulfill its major responsibilities, which include:

1. Setting the direction for the district through a process that involves the community, parents/guardians, students, and staff and is focused on student learning and achievement

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

2. Establishing an effective and efficient organizational structure for the district by:

- a. Employing the Superintendent and setting policy for hiring of other personnel

(cf. 2110 - Superintendent Responsibilities and Duties)

(cf. 2120 - Superintendent Recruitment and Selection)

(cf. 2121 - Superintendent's Contract)

(cf. 4000 - Concepts and Roles)

(cf. 4111 - Recruitment and Selection)

(cf. 4211 - Recruitment and Selection)

(cf. 4311 - Recruitment and Selection)

- b. Overseeing the development and adoption of policies

(cf. 9310 - Board Policies)

- c. Establishing academic expectations and adopting the curriculum and instructional materials

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

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

- d. Establishing budget priorities and adopting the budget

(cf. 3000 - Concepts and Roles)

(cf. 3100 - Budget)

(cf. 3312 - Contracts)

ROLE OF THE BOARD (continued)

- e. Providing safe, adequate facilities that support the district's instructional program

(cf. 3517 - Facilities Inspection)
(cf. 7110 - Facilities Master Plan)
(cf. 7150 - Site Selection and Development)
(cf. 7210 - Facilities Financing)

- f. Setting parameters for negotiations with employee organizations and ratifying collective bargaining agreements

(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4143/4243 - Negotiations/Consultation)

- 3. Providing support to the Superintendent and staff as they carry out the Board's direction by:

- a. Establishing and adhering to standards of responsible governance

(cf. 9005 - Governance Standards)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9200 - Limits of Board Member Authority)
(cf. 9270 - Conflict of Interest)

- b. Making decisions and providing resources that support district priorities and goals
- c. Upholding Board policies
- d. Being knowledgeable about district programs and efforts in order to serve as effective spokespersons

(cf. 9240 - Board Development)
(cf. 9400 - Board Self-Evaluation)

- 4. Ensuring accountability to the public for the performance of the district's schools by:

- a. Evaluating the Superintendent and setting policy for the evaluation of other personnel

(cf. 2140- Evaluation of the Superintendent)
(cf. 4115 - Evaluation/Supervision)
(cf. 4215 - Evaluation/Supervision)
(cf. 4315 - Evaluation/Supervision)

ROLE OF THE BOARD (continued)

- b. Monitoring and evaluating the effectiveness of policies
- c. Serving as a judicial (hearing) and appeals body in accordance with law, Board policies, and negotiated agreements

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 4117.3 - Personnel Reduction)
(cf. 4117.4 - Dismissal)
(cf. 4144/4244/4344 - Complaints)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5117 - Interdistrict Attendance)
(cf. 5119 - Students Expelled from Other Districts)
(cf. 5125.3 - Challenging Student Records)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

- d. Monitoring student achievement and program effectiveness and requiring program changes as necessary

(cf. 0500 - Accountability)
(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 0520.3 - Title I Program Improvement Districts)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - Standardized Testing and Reporting Program)
(cf. 6162.52 - High School Exit Examination)
(cf. 6190 - Evaluation of the Instructional Program)

- e. Monitoring and adjusting district finances

(cf. 3460 - Financial Reports and Accountability)

- f. Monitoring the collective bargaining process

- 5. Providing community leadership and advocacy on behalf of students, the district's educational program, and public education in order to build support within the local community and at the state and national levels

(cf. 0510 - School Accountability Report Card)
(cf. 1020 - Youth Services)
(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 1160 - Political Processes)

ROLE OF THE BOARD (continued)

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

(cf. 1700 - Relations between Private Industry and the Schools)

(cf. 9010 - Public Statements)

The Board is authorized to establish and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. (Education Code 35160)

Legal Reference:

EDUCATION CODE

5304 Duties of governing board (re school district elections)

12400-12405 Authority to participate in federal programs

17565-17592 Board duties re property maintenance and control

33319.5 Implementation of authority of local agencies

35000 District name

35010 Control of district; prescription and enforcement of rules

35020-35046 Officers and agents

35100-35351 Governing boards, especially:

35160-35185 Powers and duties

35291 Rules

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance

Professional Governance Standards, November 2000

School Board Leadership: The Role and Function of California's School Boards, 1996

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

The Key Work of School Boards, 2000

WEB SITES

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

CSBA Governance Institute: <http://www.csba.org/gi>

National School Boards Association: <http://www.nsba.org>

GOVERNANCE STANDARDS

The Board of Trustees believes that its primary responsibility is to act in the best interests of every student in the district. The Board also has major commitments to parents/guardians, all members of the community, employees, the state of California, laws pertaining to public education, and established policies of the district. To maximize Board effectiveness and public confidence in district governance, Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

(cf. 9000 - Role of the Board)

(cf. 9270 - Conflict of Interest)

The Board expects its members to work with each other and the Superintendent to ensure that a high-quality education is provided to each student. Each individual Board member shall:

1. Keep learning and achievement for all students as the primary focus
2. Value, support and advocate for public education

(cf. 9010 - Public Statements)

3. Recognize and respect differences of perspective and style on the Board and among staff, students, parents and the community
4. Act with dignity, and understand the implications of demeanor and behavior
5. Keep confidential matters confidential

(cf. 9011 - Disclosure of Confidential/Privileged Information)

6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader

(cf. 9240 - Board Development)

7. Understand the distinctions between Board and staff roles, and refrain from performing management functions that are the responsibility of the Superintendent and staff

(cf. 2110 - Superintendent Responsibilities and Duties)

8. Understand that authority rests with the Board as a whole and not with individuals

(cf. 9200 - Limits of Board Member Authority)

Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the Board shall have a unity of purpose and:

GOVERNANCE STANDARDS (continued)

1. Keep the district focused on learning and achievement for all students

2. Communicate a common vision

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

3. Operate openly, with trust and integrity

4. Govern in a dignified and professional manner, treating everyone with civility and respect

5. Govern within Board-adopted policies and procedures

(cf. 9310 - Board Policies)

6. Take collective responsibility for the Board's performance

7. Periodically evaluate its own effectiveness

(cf. 9400 - Board Self-Evaluation)

8. Ensure opportunities for the diverse range of views in the community to inform Board deliberations

(cf. 1220 - Citizen Advisory Committees)

(cf. 9323 - Meeting Conduct)

Legal Reference: (see next page)

GOVERNANCE STANDARDS (continued)

Legal Reference:

EDUCATION CODE

35010 Power of governing board to adopt rules for its own governance

35160 Board authority to act in any manner not conflicting with law

35164 Actions by majority vote

GOVERNMENT CODE

1090 Financial interest in contract

1098 Disclosure of confidential information

1125-1129 Incompatible activities

54950-54963 The Ralph M. Brown Act

87300-87313 Conflict of interest code

Management Resources:

CSBA PUBLICATIONS

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardmanship, 1996

WEB SITES

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

LIMITS OF BOARD MEMBER AUTHORITY

The Board of Trustees recognizes that the Board is the unit of authority over the district and that a Board member has no individual authority. Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

(cf. 1160 - Political Processes)
(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)
(cf. 9270 - Conflict of Interest)
(cf. 9323 - Meeting Conduct)

Unless agreed to by the Board as a whole, individual members of the Board shall not exercise any administrative responsibility with respect to the schools or command the services of any school employee. Individual Board members shall submit requests for information to the Superintendent. Board members shall refer Board-related correspondence to the Superintendent for forwarding to the Board or for placement on the Board's agenda, as appropriate.

(cf. 1340 - Access to District Records)
(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9322 - Agenda/Meeting Materials)

Individual Board members do not have the authority to resolve complaints. Any Board member approached directly by a person with a complaint should refer the complainant to the Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate district process.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)

A Board member whose child is attending a district school should be aware of his/her role as a Board member when interacting with district employees about his/her child. Because his/her position as a Board member may inhibit the performance of school personnel, the Board member should inform the Superintendent or designee before volunteering in his/her child's classroom.

(cf. 1240 - Volunteer Assistance)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

LIMITS OF BOARD MEMBER AUTHORITY (continued)

The Superintendent or designee shall provide a copy of the state's open meeting laws (Brown Act) to each Board member and to anyone who is elected to the Board but has not yet assumed office.

Board members and persons elected to the Board who have not yet assumed office are responsible for complying with the requirements of the Brown Act. (Government Code 54952.1)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

7054 Use of district property

35010 Control of district; prescription and enforcement of rules

35100-35351 Governing boards, especially:

35160-35184 Powers and duties

35291 Rules

35292 Visits to schools (Board members)

51101 Rights of parents/guardians

GOVERNMENT CODE

54950-54962 The Ralph M. Brown Act, especially:

54952.1 Member of a legislative body of a local agency

54952.7 Copies of chapter to members of legislative body

Management Resources:

CSBA PUBLICATIONS

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardsmanship, 1996

WEB SITES

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



Black Oak Mine Unified School District

Dr. Robert Williams, Superintendent

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Black Oak Mine Unified School Board & Superintendent Governance Protocols

For the purpose of enhancing teamwork among members of the board and between the board and the superintendent, we, the members of the Black Oak Mine Unified School Board and the district superintendent, do hereby commit ourselves collectively and individually to the following governance protocols:

1. **Children's interests come first.** The board will represent the needs and interests of all the children in our district. We will stay flexible, endeavor to meet the needs of every student, advocate for adequate and appropriate resources, and remain willing to examine how we might do our job better.
2. **The board acts only as a body.** Individual board members do not have authority. Only the board as a whole has authority. We agree that an individual board member will not take unilateral action. The board president will communicate the position(s) of the board on all issues. (When board members serve on various school committees, their role shall be defined by the board as silent observer or active participant)
3. **We will work to keep both fellow Board Members and the Superintendent fully aware of current issues and concerns.** Surprises to the board or the superintendent will be the exception, not the rule. We agree to ask the board president or the superintendent to place an item on the agenda instead of bringing it up unexpectedly at the meeting. All Board members are to be apprised in a timely manner of any incident to which they may be called upon to answer or explain.
4. **Practice the governance role.** The board will emphasize planning, policy making, and communication rather than becoming involved in the management of the schools.
5. **Clearly stated goals.** The board will set clear goals for themselves and the superintendent. The board and superintendent will set clear goals for the Black Oak Mine Unified School District.
6. **Executive/closed sessions will be held only for appropriate subjects.** Executive sessions will be held only when specific needs arise. Board members will be extremely sensitive to the legal ramifications of their meeting and comments.
7. **Communication between staff and the board is encouraged.** However, board requests for information, reports, projects, or other specific inquiries are to be directed to the superintendent. All personnel complaints and criticisms received by the board or its individual members will be given to the superintendent for resolution. Unsubstantiated rumor, innuendo, and information from anonymous sources are not to be pursued.
8. **Follow the chain of command.** The last stop, not the first, will be the Board. We agree to follow the chain of command and insist that others do so. While the Board is eager to listen to its constituents and staff, each inquiry to individual members of the Board will be referred to the Superintendent.
9. **Debate the issues.** Conduct at the board meeting is very important. We agree to avoid words and actions that create a negative impression on an individual, the board, or the district. While we encourage debate and differing points of view, we will do so with care and respect.
10. **Conduct efficient and effective board meetings.** Long board meetings should be avoided. Points are to be made in a few words as possible; speeches at board meetings will be minimal. If a board member believes he/she doesn't have enough information or has questions, either the superintendent or board president is to be called prior to the scheduled meeting.
11. **Site visits.** Board members, as their time permits, are encouraged to visit school sites and attend school functions. Care is to be taken as to avoid interrupting instruction or work of school employees. Notifying the superintendent of your intended visit will be appreciated.
12. **Annually conduct a board evaluation.** The board will address its behaviors by yearly self-evaluation and by addressing itself.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: California School Boards Association (CSBA) Conference

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will discuss the CSBA Conference.

BACKGROUND: The CSBA Annual Conference is designed to deliver practical solutions to help boards deal with important issues facing school districts today, learn to work together effectively, and improve student learning and achievement. Board members will be attending this three day conference in San Francisco next week.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 0420 School Plans/Site Council

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 0420 School Plans/Site Council.

BACKGROUND: This policy has been revised to delete material on school site block grants, which are no longer operational. The revised policy also adds language, reflecting the California Department of Education guide, requiring the Board to communicate specific reasons to the school site council when it disapproves the Single Plan for Student Achievement.

Board members that have suggestions for changes should contact Dr. Robert Williams by December 31, 2014.

SCHOOL PLANS/SITE COUNCILS

~~When required by law or determined to be a useful tool to accomplish district and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.~~

[The Governing Board believes that comprehensive planning at each district school is necessary in order to focus school improvement efforts on student academic achievement and facilitate the effective use of district resources. The Superintendent or designee shall ensure that school plans provide clear direction and identify cohesive strategies aligned with school and district goals.]

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

~~*(cf. 1220 - Citizen Advisory Committees)*~~

~~*(cf. 1431 - Waivers)*~~

~~*(cf. 6020 - Parent Involvement)*~~

Single Plan for Student Achievement

~~The Superintendent or designee shall ensure that a single plan for student achievement is prepared by the school site council as required by law for each school participating in specified state and/or federal categorical programs.~~

[For any school that participates in specified state and/or federal categorical programs, the school site council or other schoolwide advisory committee shall consolidate the plans required for those categorical programs into a single plan for student achievement (SPSA).] (Education Code 41507, 41572, 52055.755, 64001)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 0520.4 - Quality Education Investment Schools)

[*(cf. 1220 - Citizen Advisory Committees)*]

[*(cf. 1431 - Waivers)*]

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 4131 - Staff Development)

~~*(cf. 4139 - Peer Assistance and Review)*~~

(cf. 5147 - Dropout Prevention)

~~*(cf. 5148.1 - Child Care Services for Parenting Students)*~~

[*(cf. 6020 - Parent)*]

(cf. 6142.91 - Reading/Language Arts Instruction)

~~*(cf. 6163.1 - Library Media Centers)*~~

[*(cf. 6151 - Class Size)*]

(cf. 6164.2 - Counseling/Guidance Services)

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6190 - Evaluation of the Instructional Program)

SCHOOL PLAN/SITE COUNCILS (continued)

Whenever feasible, **[As appropriate, a] any other school plan may be incorporate into the single plan for student achievement. [(Education Code 64001) [any other school plan into the SPSA. (Education Code 64001)]**

The Superintendent or designee shall review each school's single plan and **[to] ensure that it has been developed and approved by a properly constituted school site council, meets the content requirements for all programs included, is based on an analysis of current practices and student academic performance, and reasonably links improvement strategies to identified needs of the school and students. He/she shall submit to the Board of Trustees his/her recommendations for plan approval or recommendations regarding any subsequent material revisions of the plan. [revision.]**

~~The Board shall review and approve each school's single plan for student achievement at a regularly scheduled meeting. The Board also shall review and approve any subsequent revisions that include material changes affecting the academic programs for students participating in these categorical programs. [The Board shall review and approve each school's SPSA and any subsequent material revisions affecting the academic programs for students participating in the categorical programs addressed in the SPSA]~~ The Board shall certify that, to the extent allowable under federal law, the plan is consistent with district local improvement plans required as a condition of receiving federal funding. **[Any such review and approval shall be at a regularly scheduled Board meeting.]** (Education Code 64001)

[Whenever the Board does not approve a school's SPSA, it shall communicate its specific reasons for disapproval of the plan to the school site council or committee. The school site council or committee shall then revise and resubmit the SPSA to the Board for its approval.]

The Superintendent or designee shall ensure that principals **[school administrators]** and members of each site council receive training on the roles and responsibilities of the site council. ~~To the extent necessary, he/she shall ensure that site councils receive the resources necessary in order to perform their role effectively.~~

School Site Block Grants

Upon receipt of state funding for school site block grants, the Board shall allocate the funds to district schools on an equal per pupil basis. (AB 1802, Sec. 43, Statutes of 2006)

~~The school's use of the funds allocated through this block grant shall be proposed by the school site council or, if the school does not have a school site council, by a schoolwide advisory group or school support group. (AB 1802, Sec. 43, Statutes of 2006)~~

~~The Board encourages school site councils to fund the highest priority needs identified in school improvement plans. The school site council shall provide the Superintendent or designee and the Board with a written proposal that includes a statement of the identified need(s) and how the funds will be used to enhance the educational program.~~

~~Before the funds are encumbered or expended, the Board shall approve the site council's proposed use of the funds. If the Board does not approve the proposed use, the Board shall~~

SCHOOL PLAN/SITE COUNCILS (continued)

inform the school site council of the reasons for disapproval and request that the council review and revise its proposal. (AB 1802, Sec. 43, Statutes of 2006)

Legal Reference: (see next page)

Legal Reference:

EDUCATION CODE

52-53 Designation of schools

8240-8244 General child care and development programs

8750-8754 Conservation education

18100-18203 School libraries

32228-32228.5 School safety and violence prevention

33133 Information guide for school site councils

35147 Open meeting laws exceptions

41500-41573 Categorical education block grants

44500-44508 Peer Assistance and Review Program

44520-44534 New Careers Program

48400-48403 Compulsory continuation education

48430-48438 Continuation education

48660-48667 Community day schools

51745-51749.3 Independent study

51760-51769.5 Work experience education

51870-51874 Educational technology

52053-52055.55 Immediate Intervention/Underperforming Schools Program

52055.700-52055.770 Quality Education Investment Act

52176 Advisory committees

52200-52212 Gifted and Talented Education Program

52300-52346 Regional occupational centers

52500-52617 Adult education, including:

52610-52616.24 Adult education finances

52800-52887 School-Based Program Coordination Act

52890 Qualifications and duties of outreach consultants

54000-54028 Educationally Disadvantaged Youth Programs

54100-54145 Miller-Unruh Basic Reading Act

54425 Advisory committees (compensatory education) 0420(d)

54650-54659 Education Improvement Incentive Program

54740-54749.5 California School Age Families Education Program

56000-56867 Special education

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

52012 Establishment of school site council

52014-52015 School plans

HEALTH AND SAFETY CODE

104420 Tobacco use prevention

Legal Reference Continued: (see next page)

SCHOOL PLAN/SITE COUNCILS (continued)

~~MILITARY AND VETERANS CODE~~

~~500-520.1 California Cadet Corps~~

~~AB 1802 UNCODIFIED 2006 STATUTE~~

~~43 School site block grants~~

~~CODE OF REGULATIONS, TITLE 5~~

~~3930-3937 Compliance plans~~

~~UNITED STATES CODE, TITLE [20] 206312-6319 Title I programs; plans~~

~~[6311 Accountability, adequate yearly progress]~~

~~[6312-6319 Title I programs; plans]~~

~~6421-6472 Programs for neglected, delinquent, and at-risk children and youth~~

~~6601-6651 Teacher and Principal Training and Recruitment program~~

~~6801-7014 Limited English proficient and immigrant students~~

~~7101-7165 Safe and Drug-Free Schools and Communities~~

~~7341-7355c Rural Education Initiative~~

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

~~A Guide and Template for [Developing] the Single Plan for Student Achievement: A Handbook [Resource]~~
~~for School Site Councils, April 2006 [February 2013]~~

~~[WEST ED PUBLICATIONS]~~

~~[California Healthy Kids Survey]~~

~~[California School Climate Survey]~~

WEB SITES

California Department of Education, Single Plan for Student Achievement:

<http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>

Center for Comprehensive School Reform and Improvement: <http://www.centerforesri.org>

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

[WestEd: <http://www.wested.org>]

Policy
adopted: October 11, 2012
Revised:

BLACK OAK MINE UNIFIED SCHOOL DISTRICT
Georgetown, California

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 3110 Transfer of Funds

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 3110 Transfer of Funds.

BACKGROUND: This policy has been updated to delete the section on "Tier 3 Categorical Flexibility" since the new law (AB97, 2013) repeals the law providing this flexibility and redirects the funding into the local control funding formula. This policy also reflects the repeal, pursuant to AB 97, of the law providing a process for the transfer of excess local funds in the deferred maintenance fund to any other expenditure classifications whenever state funds for deferred maintenance are insufficient to fully match local funds. This revised policy adds items rejecting circumstances under which the board may transfer monies between funds or accounts.

Board members that have suggestions for changes should contact Dr. Robert Williams by December 31, 2014.

TRANSFER OF FUNDS

The Board of Trustees recognizes its responsibility to monitor the district's fiscal practices to ensure accountability regarding the expenditure of public funds and compliance with legal requirements.

[(cf. 0460 – Local Control and Accountability Plan)]

(cf. 3100 - Budget)

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

[The total amount budgeted by the district for each major classification of expenditures, as listed in the California Department of Education's budget forms, shall be the maximum amount which the district may expend for that classification for the school year. (Education Code 42600)]

[However, when it is in the best interest of the district, the Board may:]

[1. At any time adopt a written resolution providing for transfers from the designated fund balance or the unappropriated fund balance to any expenditure classification or between classifications. The resolution shall be filed with the County Superintendent of Schools and the county auditor. (Education Code 42600)]

[2. Direct the temporary transfer of monies held in any district fund or account to another fund or account as necessary for the payment of obligations. Such borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. No more than 75 percent of the maximum amount held in any fund or account during the current fiscal year may be transferred. Amounts transferred shall be repaid in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. (Education Code 42603)]

[3. At the close of a school year, request that the County Superintendent make transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification(s), or balance any expenditure classifications of the district budget as necessary for the payment of obligations incurred during that school year. (Education Code 42601)]

[4. Specify amounts to be transferred by the county auditor and treasurer from the district's general fund to the special reserve fund during the fiscal year. If any special reserve funds are maintained for purposes other than capital outlay or if monies in the special reserve fund are not actually encumbered for ongoing expenses, the Board may transfer those monies into the general fund for the general operating purposes of the district. If any monies remain in the special reserve fund at the conclusion of a project, the Board may, by written request to the County Superintendent, auditor and treasurer, transfer those monies to the district's general fund. (Education Code 42841-42843)]

TRANSFER OF FUNDS (continued)**[5. Transfer monies between other funds or accounts when authorized by law.]**

~~The Board may transfer funds during or at the end of the fiscal year in accordance with law as necessary to meet district needs or to permit the payment of district obligations. (Education Code 16095, 17582-17592, 42600-42603, 42605, 42841-42843, 52616.4)~~

Tier 3 Categorical Flexibility

~~The Board has determined that it is in the best interest of the district to utilize the flexibility authorized for the use of categorical program funds under Education Code 42605. Funds received by the district for any program identified by law as a Tier 3 categorical program may be expended for any educational purpose.~~

~~(cf. 2210—Administrative Discretion Regarding Board Policy)~~

~~Before expending any Tier 3 categorical program funds for another educational purpose, the Board shall hold a public hearing to take testimony from the public, to discuss and approve or disapprove the proposed use of the funding, and to make explicit for each of the categorical programs the purposes for which the funds will be used. (Education Code 42605)~~

~~Any such public hearing shall be held prior to and independent of the Board's regular budget-adoption meeting. Whenever the proposed use of the funding will result in the elimination of a program, the notice of the public hearing shall identify the program to be eliminated. (Education Code 42605)~~

~~During the hearing, the Board shall consider the district's goals for student learning and determine funding priorities and program focus. The Board may also discuss statutory constraints, available resources, and whether program modifications might improve educational outcomes.~~

~~The Superintendent or designee shall regularly report to the Board regarding how the district is exercising the flexibility and whether the desired results are being achieved. He/she shall also complete any necessary reports required by the California Department of Education.~~

~~(cf. 0420—School Plans/Site Councils)~~

~~(cf. 0420.1—School-Based Program Coordination)~~

~~(cf. 0440—District Technology Plan)~~

~~(cf. 1312.4—Williams Uniform Complaint Procedures)~~

~~(cf. 3111—Deferred Maintenance Funds)~~

~~(cf. 3530—Risk Management/Insurance)~~

~~(cf. 4111—Recruitment and Selection)~~

~~(cf. 4112.2—Certification)~~

~~(cf. 4112.21—Interns)~~

~~(cf. 4113—Assignment)~~

~~(cf. 4131—Staff Development)~~

TRANSFER OF FUNDS (continued)

(ef. 4131.1—Beginning Teacher Support/Induction)
(ef. 4138—Mentor Teachers)
(ef. 4139—Peer Assistance and Review)
(ef. 4231—Staff Development)
(ef. 4331—Staff Development)
(ef. 5123—Promotion/Acceleration/Retention)
(ef. 5136—Gangs)
(ef. 5141.32—Health Screening for School Entry)
(ef. 5144.1—Suspension and Expulsion/Due Process)
(ef. 5145.6—Parental Notifications)
(ef. 5146—Married/Pregnant/Parenting Students)
(ef. 5147—Dropout Prevention)
(ef. 5148.1—Child Care Services for Parenting Students)
(ef. 5149—At Risk Students)
(ef. 6141.5—Advanced Placement)
(ef. 6142.6—Visual and Performing Arts Education)
(ef. 6142.91—Reading/Language Arts Instruction)
(ef. 6146.1—High School Graduation Requirements)
(ef. 6151—Class Size)
(ef. 6161.1—Selection and Evaluation of Instructional Materials)
(ef. 6162.52—High School Exit Examination)
(ef. 6163.1—Library Media Centers)
(ef. 6164.2—Guidance/Counseling Services)
(ef. 6172—Gifted and Talented Student Program)
(ef. 6176—Weekend/Saturday Classes)
(ef. 6177—Summer School)
(ef. 6178—Career Technical Education)
(ef. 6178.2—Regional Occupational Center/Program)
(ef. 6179—Supplemental Instruction)
(ef. 6184—Continuation Education)
(ef. 6185—Community Day School)
(ef. 6200—Adult Education)
(ef. 9323.2—Actions by the Board)

Legal Reference: (see next page)

TRANSFER OF FUNDS (continued)

Legal Reference:

EDUCATION CODE

78 Definition governing board
5200 Districts governed by boards of education
16095 Transfer of district funds to district state school building fund
~~17582 Deferred maintenance fund; establishment; purpose~~
~~17583 Deferred maintenance fund; transfer~~
~~17584 Budgeting certification deferred maintenance fund; apportionment~~
~~17585 Applications for deferred maintenance funding~~
41301 Section A state school fund allocation schedule
42125 Designated and unappropriated fund balances
[42238-42251 Apportionments to districts, especially:]
[42238.01-42238.07 Local control funding formula]
42600 District budget limitation on expenditure
42601 Transfers between funds to permit payment of obligations at close of year
42603 Transfer of monies held in any fund or account to another fund; repayment
~~42605 Tier 3 categorical flexibility~~
42840-42843 Special reserve fund
52616.4 Expenditures from adult education fund

Management Resources:

CSBA PUBLICATIONS

Flexibility Provisions in the 2008 and 2009 State Budget: Policy Considerations for Governance Teams
Budget Advisory, March 2009

CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE

Fiscal Issues Relating to Budget Reductions and Flexibility Provisions, April 2009

WEB SITES

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

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

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Policy
adopted: October 11, 2012
revised:

BLACK OAK MINE UNIFIED SCHOOL DISTRICT
Georgetown, California

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 3514.1 Hazardous Substances

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 3514.1 Hazardous Substances.

BACKGROUND: This policy was updated to reflect requirements for a chemical hygiene plan as required by state regulations for any employer that maintains a workplace where there is laboratory use of hazardous chemicals, such as a district that offers science laboratory classes. The policy also adds Board philosophy statement and reflects the California Department of Education (CDE) Science Safety Handbook for California Public Schools.

Board members that have suggestions for changes should contact Dr. Robert Williams by December 31, 2014.

HAZARDOUS SUBSTANCES

~~The Board of Trustees recognizes that potentially hazardous substances are used in the daily operations of our schools. The Superintendent or designee shall ensure these substances are inventoried, used, stored and regularly disposed of in a safe and legal manner.~~

[The Governing Board desires to provide a safe school environment that protects students and employees from exposure to potentially hazardous substances that may be used in the district's educational program and in the maintenance and operation of district facilities and equipment.]

(cf. 3514 - Environmental Safety)

[cf. 4119.42/4219.42/4219.42 – Exposure Control Plan for Bloodborne Pathogens)]

(cf. 4157/4257/4357 - Employee Safety)

(cf. 5141.22 - Infectious Diseases)

[cf. 5142 – Safety)]

(cf. 6161.3 - Toxic Art Supplies)

Insofar as **[reasonably]** possible, the Superintendent or designee shall minimize the quantities of hazardous substances stored **[and used]** on school property. ~~and shall substitute less dangerous materials for hazardous substances.~~ **[When hazardous substances must be used, the Superintendent or designee shall give preference to materials that cause the least risk to people and the environment.]**

[(cf. 3510 – Green School Operations)]

[(cf. 3514.2 – Integrated Pest Management)]

Hazard Communication Program

[The Superintendent or designee shall ensure that all potentially hazardous substances on district properties are inventoried, used, stored, and regularly disposed of in a safe and legal manner.]

The Superintendent or designee shall develop, implement and ~~monitor~~ **[maintain]** a written hazard communication program in accordance with state law **[8CCR 5194]** ~~As part of this program, he/she~~ **[and]** shall ensure that employees **[students, and others as necessary]** are fully informed about the properties and potential hazards of substances to which they may be exposed. ~~and that material safety data sheets are readily accessible to them.~~

[(cf. 1240 – Volunteer Assistance)]

[The Superintendent or designee shall develop specific measures to ensure the safety of students and staff in school laboratories where hazardous chemicals are used. Such measures shall include the development and implementation of a chemical hygiene plan in accordance with 8 CCR 5191 and instruction to students about proper handling of hazardous substances.]

[(cf. 6142.93 – Science Instruction)]

~~Teachers shall instruct students about the importance of proper handling, storage, disposal and protection when using any potentially hazardous substance.~~

Legal Reference: see next page

HAZARDOUS SUBSTANCES (continued)

Legal Reference:

EDUCATION CODE

~~[49340-]49341 Legislative findings~~ **[Hazardous substances education]**

49401.5 Legislative intent; consultation services

49411 Chemical listing; compounds used in school programs; determination of shelf life; disposal

FOOD AND AGRICULTURAL CODE

12981 Regulations re pesticides and worker safety

HEALTH AND SAFETY CODE

25163 Transportation of hazardous wastes; registration; exemptions; inspection

25500-25520 Hazardous materials release response plans; inventory

LABOR CODE

6360-6363 Hazardous Substances Information and Training Act

[6380-6386 List of hazardous substances]

CODE OF REGULATIONS, TITLE 8

[339 List of hazardous substances]

3202 Illness and injury prevention program

3204 Records of employee exposure to toxic or harmful substances

5139-5230 Control of hazardous substances, especially

514.1-5154.2 Ventilation

5161 Definitions

5162 Emergency eyewash and shower equipment

5163 Control of spills

5164 Storage of hazardous substances

5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan]

5194 Hazard communication

[CODE OF REGULATIONS, TITLE 22]

[67450.40-67450.49 School hazardous waste collection, consolidation, and accumulation facilities]

[Management Resources;

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Safety Handbook for California Public Schools, 2012

WEB SITES

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

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

Department of Industrial Relations, Cal/OSHA:<http://dir.ca.gov/dosh>]

Policy
adopted: October 11, 2012
revised:

BLACK OAK MINE UNIFIED SCHOOL DISTRICT
Georgetown, California

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 3580 District Records

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 3580 District Records.

BACKGROUND: This policy was updated to include actions to be taken in the event of any known or suspected breach of the security of district records containing confidential personal information.

Board members that have suggestions for changes should contact Dr. Robert Williams by December 31, 2014.

DISTRICT RECORDS

The Board of Trustees recognizes the importance of securing and retaining district documents. The Superintendent or designee shall ensure that district records are developed, maintained, and disposed of in accordance with law, Board policy, and administrative regulation.

(cf. 1340 - Access to District Records)
(cf. 3440 - Inventories)

The Superintendent or designee shall consult with district legal counsel, site administrators, district information technology staff, personnel department staff, and others as necessary to develop a secure document management system that provides for the storage, retrieval, archiving, and destruction of district documents, including electronically stored information such as email. This document management system shall be designed to comply with state and federal laws regarding security of records, record retention and destruction, response to "litigation hold" discovery requests, and the recovery of records in the event of a disaster or emergency.

(cf. 0440 - District Technology Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 4040 - Employee Use of Technology)
(cf. 9011 - Board Member Electronic Communications)

The Superintendent or designee shall ensure the confidentiality of records as required by law and shall establish regulations to safeguard data against damage, loss, or theft.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 5125 - Student Records)
(cf. 5125.1 - Release of Directory Information)

[In the event of any known or reasonably suspected breach of the security of district records containing confidential personal information including, but not limited to, a social security number, driver's license or identification card number, medical information, health insurance information, or an account number in combination with an access code or password that would permit access to a financial account, the Superintendent or designee shall immediately notify local law enforcement agencies and any affected persons. Notification of affected individuals may be delayed if a law enforcement agency determines that the notification would impede a criminal investigation.]

The Superintendent or designee shall ensure that employees receive information about the district's document management system, including retention and confidentiality requirements and an employee's obligations in the event of a litigation hold established on the advice of legal counsel.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

DISTRICT RECORDS (continued)

Safe at Home Program

District public records shall not include the actual addresses of students, parents/guardians, or employees when a substitute address is designated by the Secretary of State pursuant to the Safe at Home program. (Government Code 6206, 6207)

When a substitute address card is provided pursuant to this program, the confidential, actual address may be used only to establish district residency requirements for enrollment and for school emergency purposes.

(cf. 5111.1 - District Residency)

(cf. 5141 - Health Care and Emergencies)

Legal Reference: see next page

DISTRICT RECORDS (continued)

Legal Reference:

EDUCATION CODE

35145 *Public meetings*

35163 *Official actions, minutes and journal*

35250-35255 *Records and reports*

44031 *Personnel file contents and inspection*

49065 *Reasonable charge for transcripts*

[49069 *Absolute right to access*]

CODE OF CIVIL PROCEDURE

[1985.8 *Electronic Discovery Act*]

2031.010-2031.060 *Civil Discovery Act, scope of discovery demand*

2031.210-2031.320 *Civil Discovery Act, response to inspection demand*

GOVERNMENT CODE

6205-6210 *Confidentiality of addresses for victims of domestic violence, sexual assault or stalking*

6252-6265 *Inspection of public records*

12946 *Retention of employment applications and records for two years*

PENAL CODE

11170 *Retention of child abuse reports*

CODE OF REGULATIONS, TITLE 5

[430 *Individual student records; definition*]

432 *Varieties of student records*

16020-16022 *Records, general provisions*

16023-16027 *Retention of records*

[UNITED STATES CODE, TITLE 20]

[1232g *Family Educational Rights and Privacy Act*]

[CODE OF FEDERAL REGULATIONS, TITLE 34]

[99.1-99.8 *Family Educational Rights and Privacy Act*]

Management Resources:

SECRETARY OF STATE PUBLICATIONS

Letter re: California Confidential Address Program Implementation (SB 489), August 27, 1999

WEB SITES

California Secretary of State: <http://www.sfs.ca.gov/safeathome>

Policy

Adopted: October 11, 2012

Revised:

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

Georgetown, California

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 6112 School Day

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 6112 School Day.

BACKGROUND: This board policy was updated to reflect option for districts receiving incentive funding to reduce instructional minutes through the 2014-15 school year without incurring financial penalties. The policy also adds material regarding the length of the school day for students with disabilities and the minimum amount of recess time in elementary schools, and moves material from AR to BP regarding requirements for board consultations and public hearings prior to establishing a block schedule.

Board members that have suggestions for changes should contact Dr. Robert Williams by December 31, 2014.

SCHOOL DAY

The Board of Trustees shall fix the length of the school day subject to the provisions of law. (Education Code 46100)

(cf. 6111 - School Calendar)

[The length of the school day shall apply equally to students with disabilities unless otherwise specified in the student's individualized education program or Section 504 plan.]

[(cf. 6159 – Individualized Education Program)]

[(cf. 6164.6 – Identification and Education Under Section 504)]

[The schedule for elementary schools shall include at least one daily period of recess of at least 20 minutes in length in order to provide students with unstructured but supervised opportunities for physical activity.]

[(cf. 5030 – Student Wellness)]

[(cf. 6142.7 – Physical Education and Activity)]

~~The Superintendent or designee shall schedule class periods giving consideration to course requirements and curricular demands, availability of school facilities, the age and attention span of students, and legal requirements.~~ **[In establishing the daily instructional schedule for each secondary school, the Superintendent or designee shall give consideration to course requirements and curricular demands, availability of school facilities, and applicable legal requirements.]**

The Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes.

[Prior to implementing a block schedule program in which secondary students attend class for fewer school days, the Board shall consult with the certificated and classified employees of the school in a good faith effort to reach agreement and shall also consult with parents/guardians of the students who would be affected by the change and the community at large. Such consultation shall include at least one public hearing for which the Board has given adequate notice to the employees and to the parents/guardians of affected students. (Education Code 46162)]

(cf. 4131 – Staff Development)

[(cf. 9320 – Meetings and Notices)]

Legal Reference: See Next Page

SCHOOL DAY

Legal Reference:

EDUCATION CODE

8970-8974 Early primary program, including extended-day kindergarten
37202 Equal time in all schools
37670 Year-round schools
46010 Total days of attendance
46100 Length of school day
46110-46119 Kindergarten and elementary schools (day of attendance)
46140-46147 Junior high school and high school (day of attendance)
46160-46162 Alternative schedule - junior high and high school
46170 Minimum day - continuation schools
46180 Opportunity schools (minimum day)
46190-46192 Adult school (day of attendance)
46200-46206 Incentives for longer instructional day and year
[46200-46206 Incentives for longer instructional day and year]
[48200 Compulsory attendance for minimum school day]
[48663 Community day school, minimum school day]
[48800-48802 Concurrent enrollment in community college]
[51222 Physical education, instructional minutes]
[51760-51769.5 Work experience education]
[52325 Regional occupational center, minimum day]

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE~~

Kindergarten Information, June 7, 2002

~~NATIONAL ASSOCIATION FOR SPORT AND PHYSICAL EDUCATION POSITION STATEMENTS~~

Recess for Elementary School Students, 2006

~~STATE BOARD OF EDUCATION POLICY STATEMENTS~~

99-03 Physical Education (PE) Requirements for Block Schedules, July 2006

~~U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~

The Uses of Time for Teaching and Learning, October 1996

Extending Learning Time for Disadvantaged Students, August 1995

~~WEST ED PUBLICATIONS~~

[Full-Day Kindergarten: Expanding Learning Opportunities, Policy Brief, April 2005]

~~NATIONAL EDUCATION COMMISSION ON TIME AND LEARNING PUBLICATIONS~~

Prisoners of Time, April 1994

WEB SITES

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

[National Association for Sport and Physical Education: <http://www.aahperd.org/naspe/>]

[State Board of Education: <http://www.cde.ca.gov/re/lr/wr/waiverpolicies.asp>]

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

[WestEd: <http://www.wested.org>]

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 6162.6 Use of Copyrighted Materials

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

EXPLANATION: The Board of Trustees will consider reviewing and revising Board Policy 6162.6 Use of Copyrighted Materials.

BACKGROUND: This policy was updated to reflect the new court decision (Cambridge University Press v. Becker) reaffirming that federal criteria for determining “fair use” of copyrighted material must be weighed together on a case-by-case basis and do not exclude consideration of other factors. This policy also adds language defining categories of works that may be copyrighted stating the need to get permission to use a copyrighted work unless the criteria for fair use or another exception are met, and prohibiting students from copying and distributing copyrighted works. Material regarding observing license agreements for software has been moved to the AR.

Board members that have suggestions for changes should contact Dr. Robert Williams by December 31, 2014.

USE OF COPYRIGHTED MATERIALS

The Board of Trustees [recognizes that district staff and students may use a variety of copyrighted materials in the educational program and other district operations. When such materials have not been purchased by the district for the intended use, the Board expects staff and students to respect the protections afforded by federal law to the copyright owners of those materials and respect any limitations by the copyright holder to the license of such materials.] ~~recognizes the importance of ensuring that the district complies with federal law regarding copyrights. District staff and students are expected to maintain the highest ethical standards in using copyrighted materials.~~

(cf. 1113 - District and School Web Sites)

[cf. 1114 - District-Sponsored Social Media]

[(cf. 4040 - Employee Use of Technology)]

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

[(cf. 4132/4232/4332 - Publication or Creation of Materials)]

[(cf. 5131.9 - Academic Honesty)]

[(cf. 6141 - Curriculum Development and Evaluation)]

[(c. 6161.1 - Selection and Evaluation of Instructional Materials)]

[(cf. 6161.11 - Supplementary Instructional Materials)]

(cf. 6163.1 - Library Media Centers)

[Any literary, musical, dramatic, choreographic, pictorial, graphic, sculptural, audiovisual or motion picture, sound, architectural, or other original work shall be assumed to be a copyrighted work, regardless of whether the work appears in print, audio, video, electronic, or other fixed and tangible form.]

[Before reproducing a copyrighted material for instructional or other district purposes, a staff member shall determine if the material is in the public domain or if the intended use of the material meets the criteria for fair use or another exception pursuant to 17 USC 107-122. If the material is not in the public domain or no recognized exception applies, the staff member shall seek permission of the copyright holder before using the material.]

[The Superintendent or designee shall inform staff that inclusion of an attribution citing the author and source of a copyrighted material does not absolve the staff member from the responsibility to either obtain permission or satisfy criteria for fair use or another exception.]

~~When selecting appropriate supplementary instructional materials, it is each staff member's responsibility to adhere to the provisions of federal copyright law, Board policy, and administrative regulation. The district shall not be responsible for any violation of copyright laws by its staff or students. If a staff member is uncertain as to whether reproducing or using copyrighted material complies with the law, he/she shall contact the Superintendent or designee for clarification and assistance. At no time shall it be necessary for a district employee to violate copyright laws in order to perform his/her duties. [the intended use of the material meets the criteria for fair use or another exception, he/she shall take the~~

USE OF COPYRIGHTED MATERIALS (continued)

safest course and seek permission from the copy holder to use the material or, if it is impracticable to obtain permission, shall contact the Superintendent or designee for clarification and assistance.]

[Students shall not copy or distribute copyrighted works to others. Staff members shall take reasonable precautions to prevent copying or the use of unauthorized copies on school equipment.]

[(cf. 3300 – Expenditures and Purchases)]

[(cf. 3312 – Contracts)]

[(cf. 6163.4 – Student Use of Technology)]

(cf. 4040 – Employee Use of Technology)

(cf. 4119.1/4219.1/4319.1 – Civil and Legal Rights)

(cf. 6161.11 – Supplementary Instructional Materials)

The Superintendent or designee shall ensure that the district observes all publisher licensing agreements between vendors and the district, including monitoring the number of users permitted by an agreement. Unless the applicable licensing agreement authorizes multiple users of a single program, the district shall not make multiple copies of a computer program or software. Staff members shall take reasonable precautions to prevent copying or the use of unauthorized copies on school equipment.

(cf. 0440 – District Technology Plan)

(cf. 3300 – Expenditures and Purchases)

(cf. 3312 – Contracts)

(cf. 6163.4 – Student Use of Technology)

The Superintendent or designee shall ensure that staff and students receive information and training about copyright laws and the penalties for violating such laws.

(cf. 4131 – Staff Development)

(cf. 4231 – Staff Development)

(cf. 4331 – Staff Development)

Legal Reference: see next page

USE OF COPYRIGHTED MATERIALS (continued)

Legal Reference:

EDUCATION CODE

35182 Computer software

UNITED STATES CODE, TITLE 17

101-122 Subject matter and scope of copyright, especially:

102 Definitions

[106 Copyright protection]

107 Fair use[of copyrighted works]

110 Limitations on exclusive rights: Exemption of certain performances and displays

[504 Penalties for copyright infringement]

COURT DECISIONS

[*Cambridge University Press et al. v. Becker et al.* (N.D. Ga 2012) 863 F.Supp2d 1190]

[*Campbell v. Acuff-Rose Music, Inc.*, (1994) 510 U.S. 569]

Marcus v. Rowley, (9th Cir., 1982) 695 F.2d 1171

Management Resources:

[NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS]

[*Copyright Law: Do Schools Need a License to Show a Movie?*, *School Law Review*, July 2010]

U.S. COPYRIGHT OFFICE PUBLICATIONS

Circular 21: *Reproduction of Copyrighted Works by Educators and Librarians*, 1995-[rev. 2009]

[Circular 22: *How to Investigate the Copyright Status of a Work*, rev., 2013]

[Circular 23: *The Copyright Card Catalog and the Online Files of the Copyright Office*, rev. 2012]

WEB SITES

Copyright Clearance Center: <http://www.copyright.com>

Copyright Society of the USA: <http://www.csusa.org>

[National School Boards Association: <http://www.nsba.org/>]

[University of California, Copyright Education:

<http://copyright.universityofcalifornia.edu/usingcopyrightedworks.htm>]

U.S. Copyright Office: <http://www.copyright.gov>

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Initial Collective Bargaining Proposal of the Black Oak Mine Unified School District with the California School Employees Association, Gold Chain Chapter #660 for 2014-15 School Year

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to approve the Initial Collective Bargaining Proposal of the Black Oak Mine Unified School District for negotiations with the California School Employees Association, Gold Chain Chapter #660 for the 2014-15 school year.

BACKGROUND: As required by Government Code Section 3547 prior to engaging in collective bargaining, initial proposals of both the employee organizations and the District was made public at the November 13, 2014 Board of Trustees meeting. Negotiations cannot begin until the Board takes action to approve this proposal.

Openers for the CSEA Contract for the 2014-2015 school year.



The members of the California School Employees Association Gold Chain Chapter 660 met and discussed a list of openers to the contract between the CSEA and the Black Oak Mine Unified School District.

For the 2014-2015 school year; California School Employees Association Gold Chain Chapter 660 would like the following articles to be open for negotiation per agreement in said contract.

Sunshine Proposal

Article II

1. Job Descriptions:
 - A. Visit and adjust if necessary the class and or classes picked by both parties to work on this coming year; per last year's agreement.
 - B. Visit and adjust two job descriptions currently that needs to be adjusted to meet the current needs of the job and was tabled for this year. (Career Counselor/Career Technician / Register and Workability Job Coach GSHS).

Article X

1. Pay and allowances.
 - A. Negotiate the longevity steps on the salary schedule
 - B. Salary

Article IV

1. Promotions and Vacancies
 - a. A. Language to give laid-off employees or employees with reduced hours priority in substitution lists throughout the district.
 - b. Language that addresses short-term and long-term vacancies for substitution purposes.

Article XX

1. Professional Growth and Staff Development

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Resolution #2014-21 SB 858 and Prop 2

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees consider adopting Board Resolution #2014-21 to repeal the reserve cap language for SB 858 and Prop 2.

BACKGROUND: On June 20, 2014, the Governor signed into law SB 858 (Committee on Budget and Fiscal Review, Chapter 32, Statutes of 2014), now embodied in California Education Code 42127.10, and SB 858, Sec. 27 Education Code 42127.01, will become operative and will require school districts to spend their assigned and unassigned account balances down to no more than twice the minimum level of the statutory reserve for economic uncertainties (depending on district size) in the fiscal year following the fiscal year in which the State of California makes a payment of any amount to the Public School System Stabilization Account.

On November 4, 2014, the voters of California passed an amendment to the California Constitution; Proposition 2 ends the existing rules for a State Budget reserve – the Budget Stabilization Account (BSA) – and replaces them with new rules. Prop 2 constructs two distinct reserves – the state BSA and the K-14 “Public School System Stabilization Account” (PSSSA).

The FISCAL REPORT *an informational update*

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Volume 34

For Publication Date: November 26, 2014

No. 24

The Effect of Reserve Limitations Imposed by SB 858

Ever since the provisions of the 2014-15 Budget Act, Senate Bill (SB) 858, were amended in the final throes of Budget enactment to limit the level of local reserve balances, many have wondered how Governor Jerry Brown could have agreed to a piece of legislation that is so contrary to his theme of local control. While there has been speculation that there was a quid pro quo for union support of Proposition 2, the Rainy Day Fund, the Governor did indeed accept this intrusion into local control. No single decision more closely reflects local control than the determination of the size of its safety net.

The first of the two major elements of the new legislation requires additional disclosure and a public hearing related to reserve levels taking effect for the upcoming 2015-16 Budget. The second provision requires school districts to justify reserve levels to the county office of education (COE). Under certain conditions, the state would require imposition of hard caps of about 6% on reserves.

Some individuals and organizations opposed Proposition 2 because the reserve limitations were contingent upon passage of Proposition 2. School Services of California, Inc., did not recommend opposition to Proposition 2, but we did assert that once the election had passed, education management would need to work hard to have the most egregious provisions of this modified or repealed. We believe those provisions need to be repealed now.

Background

There is a saying in aviation that the accident investigation is always done on a bright sunny day, not on the dark stormy night faced by the pilot. There are some parallels to the reserve requirements.

After six years of dark stormy nights for public education, all school agencies had learned to prepare for the worst. Cuts were threatened every year, and while some were reversed, most were not. Districts learned to prepare for cuts because the consequences of not preparing were devastating. In 2012-13, most districts prepared for an additional cut of more than \$400 per student during budget adoption in case Proposition 30 would fail the following November. Proposition 30 passed and school districts did not experience another large cut; that meant the funds reserved for the cut remained in district ending balances.

As expected, school agency reserves for 2012-13 were among the highest in history. This occurred simply because districts followed the State Budget guidance to prepare for a major cut if Proposition 30 failed. These high reserves were cited as a rationale for capping district reserves at less than half the amount that most school districts and COEs have believed was appropriate. Over the past 20 years, school district reserves have averaged just over 11%; SB 858 caps reserves at about half that amount. And during hard times, district reserves have always risen to a level higher than 11%, SB 858 specifies a “one size fits all” reserve that fits no one.

What Constitutes an Appropriate Reserve?

We believe there is no single formula for determination of an appropriate reserve. This is one of the major

arguments for local control; every district has different risks and resources. A small rural district may well need a reserve that exceeds 100% of its budget, while a medium-sized stable district needs far less. Factors such as growing or declining enrollments, union settlements, benefit caps or lack thereof, maintenance costs, and myriad other factors all affect the appropriate level of reserves. The California Department of Education (CDE) once opined that an adequate reserve would be at least two months of expenses; that implies a reserve level of about 17%. The California School Boards Association (CSBA) recommends that boards implement policies assuring an adequate reserve and offers many of the above factors for consideration.

We offer a simpler definition. We think an adequate reserve is one that provides a buffer that ensures that any unexpected downturn does not result in immediate reductions to student programs, rollbacks of employee compensation, layoff of employees, or the need for an emergency loan from the state. Using that standard, the limitations imposed by SB 858 fail every test.

Classified employees usually are more vulnerable during downturns because they have a shorter notice requirement for layoff. However, a 3% reserve is only six days of payroll, then the cuts for all employee groups and programs begin.

Will the SB 858 Limits Ever Take Effect?

We have heard the argument that the reserve limitations may never take effect because of the conditions precedent to the cap on reserves. While we agree that it may be years before the limitation would be implemented, that does not relieve our concern. A law that is passed and is acceptable only because it may never take effect is, by definition, unacceptable.

Why Should the Reserve Limitation Be Repealed?

We believe the Local Control Funding Formula (LCFF) creates risk and requires many districts, particularly those with high unduplicated student counts, to maintain higher reserves because they are using very high planning factors. When third-year spending is based on those high projections, we believe risk is increased dramatically.

For the first time in 40 years, local boards are being given control of local resources. At the same time, they are being told they cannot determine the amount of reserves needed in their districts; politics is clearly standing in the way of public policy.

Will Reserves Be Lower for 2013-14 and 2014-15?

No. Preliminary indications are that reserves will be higher as a result of the need to implement the Local Control and Accountability Plan (LCAP) and spend consistent with that plan. Especially affected are districts funded above the statewide average. Under the old rules, most of the money was spent at the negotiating table; “you got 4%, give me 4%”.

But under the new rules, the targeted dollars must be spent “primarily for the benefit of the students who generate the funds” and to “increase and improve services” to those students. That means districts have to create new programs and the time necessary to create those programs leaves the new funding in the reserve. So, as we argue that the cap on reserves should be rescinded, we are likely to see reserves rise for very legitimate reasons.

Will There Be Another Downturn?

We have become accustomed to the cyclicity of California’s economy. We know that there will be ups and downs. Just two years ago, Proposition 30 passed and education avoided another major funding reduction.

Today, in 2014-15, we have one of the largest funding increases in history for most districts. For next year, 2015-16, the state proposes funding increase that will average about half of this year's increase. Beginning in 2016, the additional funding from Proposition 30 begins to fade away and it will be entirely gone by 2018. Employer contributions for California Public Employees' Retirement System (CalPERS) and California State Teachers' Retirement System (CalSTRS) are increasing dramatically at the direction of the state.

These events are all planned; there is no speculation involved. But beyond that we have all the usual "unexpected events" like recessions and other economic calamities. Will there be another downturn? Yes, there will be, but no one knows when.

But we do know we need to reverse this intrusion on local control. We can predict that after the next storm, the accident investigation team will be asking why we didn't use our bright sunny days to prepare ourselves for that storm.

—SSC Staff

posted 11/24/2014

Black Oak Mine Unified School District
Resolution on Local Reserves Cap
SB 858, Section 27/California Education Code 42127.01
Resolution # 2014-21

WHEREAS, School district governing boards have the obligation to provide a quality education that is essential for an informed citizenry, a competitive economy, a fulfilling life for all students, and the foundation of our democratic society; and

WHEREAS, School district governing boards are responsible for maintaining fiscal solvency of the school systems they govern; and

WHEREAS, The Local Control Funding Formula (LCFF), based on the principle of subsidiarity, provides governing boards, working with interested stakeholders, with the authority to prioritize funds in order to provide quality education for all students, especially those who are English learners, from low income households and who are Foster Youth; and

WHEREAS, Funds for crucial services for school operations, such as payroll, classroom materials, school construction projects, technology, home-to-school transportation, deferred maintenance, etc. often require successful ongoing cash-flow management and disciplined planning, including the creation and maintenance of prudent financial reserves; and

WHEREAS, School district reserve levels, as well as their fund balances, are determined by governing boards to meet local priorities and allow districts to save for potential future expected and unexpected expenditures and for eventual economic downturns; and

WHEREAS, community funded schools (Basic Aid Districts) receive funds only twice a year and must rely on adequate reserves to manage cash flow for normal daily operations and for future purchases and unforeseen events; and

WHEREAS, the statutory minimum for school district reserves for economic uncertainties ranges from 1 to 5 percent, depending on district enrollment, and covers between one to five weeks of payroll, or less than 20 days of total cash flow; and

WHEREAS, Prudent budgeting raises expectations for school districts to establish and maintain reserves above the statutory minimum; and

WHEREAS, the governing board of the Black Oak Mine Unified School District currently maintains a reserve of approximately 4% for purposes of meeting cash flow needs to allow the district to make payroll during the next economic downturn and when the revenues from Proposition 30 begin to sunset, to maintain an acceptable credit rating, and anticipating the rising contributions to employee retirement systems; and

WHEREAS, On June 20, 2014, the Governor signed into law SB 858 (Committee on Budget and Fiscal Review, Chapter 32, Statutes of 2014), now embodied in California Education Code 42127.10, and

WHEREAS, SB 858, Sec. 27 Education Code 42127.01, will become operative now that voters have passed Proposition 2 on the November 4, 2014 state ballot, and which requires school districts to spend their assigned and unassigned account balances down to no more than two to-three times the minimum level of the statutory reserve for economic uncertainties (depending on district size) in the fiscal year following the fiscal year in which the State of California makes a payment of any amount to the Public School System Stabilization Account; and

WHEREAS, Under SB 858 this provision, a deposit by the State of California of even \$1 to the Public School System Stabilization Account would result in school districts throughout California having to spend down billions of dollars in their reserves and ending balances; and

WHEREAS, It could take many years for the State of California to build up an adequate Public School System Stabilization Account; yet, in one year, school districts would be forced to spend down their reserves and ending balances to levels that could jeopardize fiscal solvency; and

WHEREAS, The LCFF is not fully implemented, many school districts are still funded below their 2007-08 levels, and districts cannot survive another downturn without fiscally responsible reserves; now, therefore, be it

Resolved, That the Board of Education of the Black Oak Mine Unified School District calls upon the Legislature and the Governor to repeal the language contained in Sec. 27 of SB 858 (Chapter 32, Statutes of 2014) now in Education Code 42127.01 immediately.

Passed and adopted by the Board of Trustees of the Black Oak Mine Unified School District this December 11, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Joe Scroggins, Board President

Darcy Knight, Board Clerk

**MINUTES OF A REGULAR MEETING
OF THE BLACK OAK MINE UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
November 13, 2014**

CALL TO ORDER

The Meeting of the Board of Trustees was called to order by President Scroggins, at 6:30 p.m. at 6540 Wentworth Springs Road, Georgetown, California

Present: Joe Scroggins, Darcy Knight, Jeff Shurtz, Steve DePue, Jeff Burch and Dr. Robert Williams, Superintendent

CLOSED SESSION

The Board met in Closed Session and discussed Public Employee Employment – Resignation and Public Employee Employment – Certificated School Psychologist Superintendent's evaluation.

OPEN SESSION

The Open Session of the Board convened at 7:00 P.M.

DISCLOSURE OF ACTION
TAKEN IN CLOSED SESSION
PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. DePue and Mr. Shurtz

ADOPTION OF THE AGENDA
ACTION M-14-66

Moved to approve by Ms. Knight, seconded by Mr. DePue and carried unanimously to adopt the agenda.
5 to 0 Scroggins Y Knight Y Shurtz Y DePue Y Burch Y

COMMUNICATIONS

Public Hearing- Collection and Accounting for Developer Fees for the 2013-14 School Year

Mr. Scroggins opened the public hearing on the Collection and Accounting for Developer Fees for the 2013-2014 school year at 7:01 P.M. Mr. Scroggins closed the public hearing at 8:35 P.M.

Written Communications

None

Oral Communications

Cindy Gaffney, part of a Run to Feed the Hungry, asked if the district could waive the parking fees for this event held Thanksgiving Day. The board agreed to waive the fees.

RECOGNITIONS

Board Members, Jeff Shurtz and Steve DePue were recognized for their years of service and dedication as Board Members for the Black Oak Mine Unified School District. A short break was taken to have cake.

B.O.M.T.A. REPORT
C.S.E.A. REPORT

Bill Sammons, President of BOMTA, gave his report to the Board of Trustees. Wes Younger, Acting President of CSEA, gave his report to the Board of Trustees.

STUDENT REPRESENTATIVE
TO THE BOARD REPORT
SUPERINTENDENT'S REPORT

Jon Oules, Student Representative, gave an update of happenings at the school sites.
Dr. Robert Williams gave a report to the Board of Trustees. He asked the Director of FMOT, Mr. Koontz, to inform the board about the issue at Garden View Drive in Garden Valley.

INFORMATION AND
DISCUSSION

Board Policy 0460 Local Control and Accountability Plan

The Board of Trustees will review and possibly revise Board Policy 0460 Local Control and Accountability Plan.

Board Policy 0500 Accountability

The Board of Trustees will review and possibly revise Board Policy 0500 Accountability.

Board Policy 0420.41 Charter School Oversight

The Board of Trustees will review and possibly revise Board Policy 0420.41 Charter School Oversight.

Board Policy 3100 Budget

The Board of Trustees will review and possibly revise Board Policy 3100 Budget.

Board Bylaw 9130 Board Committees

The Board of Trustees will review and possibly revise Board Bylaw 9130 Board Committees.

SB 858 & Proposition 2 Discussion

The Board of Trustees discussed the possibility of bringing forward a Board Resolution to repeal the reserve cap language for Proposition 2 which passed November 4, 2014. Ms. Roslynne Smith gave a brief presentation on the reserves. See handout.

Initial Collective Bargaining Proposal of California School Employees Association, Gold Chain Chapter #660 for the 2014-15 school year

The CSEA collective bargaining proposal was submitted for information only.

Political and Strategic Areas of the Board Self Evaluation

The Board of Trustees discussed the Political and Strategic Areas of the Board Self Evaluation.

Mr. DePue stated that the board has improved and also remains stable from one year to the next on these two items. Mr. Shurtz stated that the board is incredible. Mr. Burch stated that this evaluation process is a good thing. Ms. Knight stated that we should discuss each item with the new board as soon as possible.

NEW BUSINESS

Annual Developer Fee Report
ACTION M-14-67

Approved.
5 to 0 Scroggins Y Knight Y Shurtz Y DePue Y Burch Y

Minutes – October 9, 2014
ACTION M-14-68

Approved.
4 to 0 Scroggins Y Knight Y Shurtz Y Burch Y

Minutes – October 23, 2014
ACTION M-14-69

Approved.
3 to 0 Scroggins Y Knight Y Burch Y

Annual Organizational Meeting
ACTION M-14-70

Approved.
5 to 0 Scroggins Y Knight Y Shurtz Y DePue Y Burch Y

CONSENT AGENDA
ACTION M-14-71

Approved.
5 to 0 Scroggins Y Knight Y Shurtz Y DePue Y Burch Y

Board Policy 6158 Independent Study

Approved Board Policy 6158 Independent Study

Medi-Cal Administrative Claiming Agreement

Approved the Medi-Cal Administrative Claiming Agreement

Consultant Service Agreement
CARE Educational

Approved the CARE Educational Consultant Service Agreement

Adobe Systems Incorporated Contract

Approved the Adobe Systems Incorporated Contract

Pivot Learning Contract

Approved the Pivot Learning Contract

Copier Maintenance/Lease Agreement with Ray Morgan Co./US Bank Equipment Finance
Consultant Service Agreement with Elizabeth Dowell

Approved the Copier Maintenance/Lease Agreement with Ray Morgan Co./US Bank Equipment Finance

Approved the Consultant Service Agreement with Elizabeth Dowell

Memorandum of Understanding with the Boys and Girls Club

Approved the Memorandum of Understanding with the Boys and Girls Club

American River Charter School

Approved the request for American River Charter School to open a Student Body

Student body Account

Account at El Dorado Savings Bank.

Letter of Resignation

Accepted the letter of resignation from Steve Meadows, Instructional Aide at Northside School

Certificated Personnel Action

Approved the employment of Michelle Cortichiato as School Psychologist for Black Oak Mine Unified School District

Gifts

Accepted the gifts donated to Black Oak Mine Unified School District

Obsolete Vehicles & Equipment

Approved declaring specified vehicles & equipment obsolete

Field Trips

Approved the overnight field trips

Purchase Orders, Warrants, Bids and Quotes

Approved the 2014-15 fiscal year Batch numbers 5024-5034 dated October 1 to October 30 for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund and Batch number 5011 dated October 8 and Batch #5013 dated October 13 for the ROP Fund, for a total of \$773,862.16

REPORTS OF THE BOARD OF TRUSTEES

Mr. Burch is looking forward to the playoff football game tomorrow night. Ms. Knight stated that she was not happy where the bike trail ended. She talked to the stakeholders regarding the safety concerns. Mr. Scroggins thanked Mr. DePue and Mr. Shurtz again for their services. He also talked about the bike path and the nice celebration. He said he was looking forward to the football playoffs and recognized the volleyball team going to playoffs.

FUTURE MEETINGS

The next regular meeting of the Board is December 11, 2014.

ADJOURNMENT
Respectfully submitted,

The meeting was adjourned at 8:40 P.M.

Robert Williams
Secretary to the Board

Joe Scroggins
President of the Board

Date

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Certificated Personnel Action

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent
Shelly King, Personnel Services Coordinator

RECOMMENDATION: It is recommended that the Board of Trustees consider taking action to employ the recommended Certificated Personnel.

BACKGROUND: The position is necessary due to new requirements of the Grade Span Adjustment Funding under the Local Control Funding Formula. If the required progress to a class size ratio of 24:1 in the K-3 grades is not met at any one school in a district, the district will lose the entire Grade Span Adjustment funding. This certificated personnel action is submitted in accordance with District policy.

CERTIFICATED PERSONNEL ACTION

Certificated Employment 2014-15

Rebecca Noriega – 1.0 FTE Multiple Subject Teacher, Northside School. Rebecca has been a substitute teacher in the district and also worked at the American River Charter School as a Teaching Assistant.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Letter of Resignation

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees accept the letter of resignation from Joel Butler, Computer Technician.

BACKGROUND: The letter of resignation will be provided to the Board of Trustees under separate cover.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Bylaw 9130 Board Committees

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees adopting Board Bylaw 9130 Board Committees.

BACKGROUND: Board Bylaw 9130 has been revised to clarify applicability of the Brown Act to Board-created committees, describe the circumstances under which committees may meet in closed session, and reflect an Attorney General opinion that a committee created through a collective bargaining agreement is not a committee created by the board and thus is not necessarily subject to open meeting requirements. The revised bylaw also specifies decisions that will be made at the time a committee is established, addresses who is responsible for appointing committee members, and deletes material regarding a board not being obligated to provide for public comment at board meetings on matters that were open to public comment during the meeting of the board subcommittees.

BOARD COMMITTEES

The Board of Trustees may establish a committee whenever it determines that such a committee would benefit the district by providing diverse viewpoints, specialized knowledge or expertise, or increased efficiency. Such committees may be subcommittees of the Board or committees that include members of the community, staff, or other stakeholder groups.

(cf. 1220 - Citizen Advisory Committees)

(cf. 2330 – representative and Deliberative Groups)

(cf. 9140 – Board Representatives)

Upon establishing a committee, the Board shall clearly define the committee's purpose, any timeline for completion of assigned responsibilities, any stakeholder groups or individuals to be represented on the committee, length of time that committee members are expected to serve, and expectations for reporting to the Board and/or the Superintendent or designee. Unless specifically authorized by the Board to act on its behalf, the committee shall act in an advisory capacity.

Except for subcommittees of the Board, committee members shall, as appropriate, be recommended by the Superintendent or designee and appointed by the Board president, subject to Board approval.

(cf. 9121 – President)

The Superintendent or designee shall provide committee members with information and assistance necessary for the fulfillment of the committee's charges, and may serve as a non-voting advisor to the committee at the discretion of the Board.

Whenever so charged, committees may actively seek input and participation by parents/guardians, staff, community, and students and may consult with local public boards and agencies.

Any committee not required by law may be dissolved when its duties or term has been completed or whenever the Board deems necessary.

Committee Meetings

Unless otherwise exempted by law, Board-created committees shall provide public notice of their meetings and conduct meetings in accordance with Government Code 54950-54963 (the Brown Act).

BOARD COMMITTEES (continued)

BB 9130(b)

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

However Board **sub** committees composed solely of less than a quorum of the members of the Board are not subject to open meeting laws unless they are standing committees. **Standing committees of the Board, irrespective of membership, are those** that have a continuing subject matter jurisdiction or a meeting schedule established by the Board. (Government Code 54952)

Standing committees with a continuing subject matter jurisdiction include but are not limited to, those responsible for providing advice on budgets, audits, **board policy**, contracts and personnel matters at the Board's request.

(cf. 3100 - Budget)

(cf. 3430 - Investing)

(cf. 9310 - Board Policies)

When a majority of the members of the Board attend an open and noticed meeting of a standing committee, the Board members who are not members of the standing committee shall attend only as observers. (Government Code 54952.2)

Whenever any advisory or standing committee, including a committee not otherwise subject to the Brown Act, posts a meeting agenda at least 72 hours in advance of the meeting, that meeting shall be considered as a regular meeting of the Board for purposes of the Brown Act and therefore must be held within district boundaries unless otherwise authorized by law. (Government Code 54954)

Committees may meet in a closed session during a regular or special meeting only for those purposes specifically authorized by law for closed sessions held by the Board.

(cf. 9321 – Closed Session Purposes and Agendas)

Legal Reference:

EDUCATION CODE

35010 Control of district; prescription and enforcement of rules

35024 Executive committee

35160 Authority of governing boards

35160.1 Broad authority of school districts

GOVERNMENT CODE

54950-54963 The Brown Act, especially:

54952 Legislative body, definition

54952.2 Definition of meeting

54954 Time and place of regular meetings; special meetings; emergencies

54954.3 Opportunity for public to address legislative body

54957 Closed session purposes

COURT DECISIONS

***Frazer v Dixon Unified School District*, (1993) 18 Cal.App.4th 781**

ATTORNEY GENERAL OPINIONS

81 *Ops. Cal. Atty. Gen.* 156 (1998)

80 *Ops. Cal. Atty. Gen.* 308 (1997)

79 *Ops. Cal. Atty. Gen.* 69 (1996)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2009

WEB SITES

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

National School Boards Association: <http://www.nsba.org>

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 0420.41 Charter School Oversight

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that Board of Trustees approve Board Policy 0420.41 Charter School Oversight.

BACKGROUND: This policy has been updated to reflect NEW LAW (AB 97, 2013) which (1) adds foster youth to the definition of "numerically significant student subgroups" and changes the number of students constituting a numerically significant subgroup, (2) requires the district to ensure that the charter school submits an annual update of goals and actions aligned with state priorities, (3) requires the provision of technical assistance to a charter school that meets specified criteria, (4) requires the district's board to consider revocation of a charter whenever it finds that the charter school failed to implement the recommendations of the California Collaborative for Educational Excellence or continues to demonstrate persistent or acute inadequate performance, and (5) requires the use of uniform complaint procedures for complaints of noncompliance with the annual update of goals and actions or with technical assistance or intervention. Policy also adds board approval of a general waiver request before it is submitted to the State Board of Education (SBE) on behalf of the charter school, and includes optional language on the development of a memorandum of understanding which clarifies any financial and operational agreements between the district and charter school.

CHARTER SCHOOL OVERSIGHT

The Board of Trustees recognizes its ongoing responsibility to ensure that any charter school authorized by the Board is successfully fulfilling the terms of its charter and is providing a high-quality educational program for students enrolled in the charter school.

(cf. 0420.4 - Charter School Authorization)

(cf. 0500 - Accountability)

The Superintendent or designee shall identify at least one staff member to serve as a contact for each charter school. (Education Code 47604.32)

The Board and Superintendent or designee may inspect or observe any part of the charter school at any time. The Superintendent or designee shall visit each charter school at least annually. (Education Code 47604.32, 47607)

Whenever a charter school operates as or is operated by a nonprofit public benefit corporation as authorized by Education Code 47604, the Superintendent shall recommend and the Board shall appoint a district representative, who may be the district's charter school contact, **on the** corporation's board of directors.

Waivers

If the charter school wishes to request a general waiver of any state law or regulation, it shall request that the **district** submit a general waiver request to the State Board of Education (SBE) on its behalf. **Upon approval of the Board, the Superintendent or designee shall apply for the waiver.**

/(cf. 1431 – Waivers)

Provision of District Services

The district may charge for the actual costs of supervisory oversight of a charter school not to exceed one percent of the charter school's revenue. **However**, if the district is able to provide substantially rent-free facilities to the charter school, the district may charge actual costs of **supervisory oversight** up to three percent of the charter school's revenue for supervisory oversight. (Education Code 47613)

(cf. 7160 - Charter School Facilities)

The charter school may purchase administrative or other services from the district or any other source. (Education Code 47613)

CHARTER SCHOOL OVERSIGHT (continued)

Whenever the district agrees to provide administrative or support services, the district and charter school shall develop a memorandum of understanding which clarifies the financial and operational agreements between the district and charter school.

At the request of a charter school, the Superintendent or designee shall create and submit any reports required by the State Teachers' Retirement System or Public Employees' Retirement System on behalf of the charter school. The charter school may be charged for the actual costs of the reporting services, but shall not be required to purchase payroll processing services from the district as a condition for creating and submitting these reports. (Education Code 47611.3)

Material Revisions to Charter

Material revisions to a charter may be made only with Board approval. Material revisions shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605 and shall include, but not be limited to, a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed. (Education Code 47607)

If an approved charter school proposes to expand operations to one or more additional sites within the district's boundaries, the charter school shall request a material revision to its charter and shall notify the Board of those additional locations. The Board shall consider approval of the additional locations at an open meeting. (Education Code 47605)

The Board shall have the authority to determine whether a proposed change in charter school operations constitutes a material revision.

Monitoring Charter School Performance

The Superintendent or designee shall regularly report to the Board on the charter school's performance, based on the academic and fiscal accountability measures specified in the approved charter.

The Superintendent or designee shall **monitor the charter school to determine whether it complies with all legal requirements applicable to charter schools, including making all reports required of charter schools in accordance with Education Code 47604.32. Any violations of law shall be reported to the Board.**

CHARTER SCHOOL OVERSIGHT (continued)

The Board shall monitor the fiscal condition of the charter school based on any financial information obtained from the charter school, including, but not limited to, the charter school's preliminary budget, **an annual update, aligned to the template adopted by the SBE, of school goals, actions, and related expenditures; first and second interim financial reports; and final unaudited report for the full prior year.** (Education Code 47604.32, 47604.33, 47606.5)

The Board shall monitor each charter school to determine whether it is achieving **both school wide and for all groups of students served by the school, the measurable student outcomes set forth in the charter** This determination shall be based on the measures specified in the approved charter and shall include, at a minimum, a consideration of whether the school is meeting its Academic Performance Index growth targets established pursuant to Education Code 52052 and is making “adequate yearly progress” (AYP) pursuant to 20 USC 6311, as applicable.

(cf. 0520.2 - Title I Program Improvement Schools)

Technical Assistance/Intervention

If a charter school receiving federal Title I funding fails to make AYP, as defined pursuant to 20 USC 6311, for two consecutive years, the school shall be identified for program improvement and shall implement improvements strategies in accordance with 20 USC 6316.

(cf 0520.2 – Title I Program Improvement Schools)

CHARTER SCHOOL OVERSIGHT (continued)

If, in three out of four consecutive school years, a charter school fails to improve outcomes for three or more student subgroups identified in Education Code 52052, or for all of the student subgroups if the school has fewer than three, in regard to one or more state or school priorities identified in the charter, the district: (Education Code 47607.3)

- 1. Shall provide technical assistance to the charter school using an evaluation rubric adopted by the SBE pursuant to Education Code 52064-5.**
- 2. May request that the Superintendent of Public Instruction (SPI), with SBE approval, assign the California Collaborative for Educational Excellence to provide advice and assistance to the charter school pursuant to Education Code 52074.**

In accordance with law, the Board may deny a charter's renewal petition or may revoke a charter based on the charter school's poor performance, especially with regards to the academic achievement of all numerically significant subgroups of students served by the charter school.

(cf. 0420.42 – Charter School Renewal)
(cf. 0420.43 – Charter School Revocation)

Complaints

Each charter school shall maintain processes that enable any person to file a complaint, in accordance with the uniform complaint procedures as specified in 5 CCR 4600-4687, alleging the school's noncompliance with Education Code 47606.5 or 47607.3. (Education Code 52075)

[cf. 1312.3 – Uniform Complaint Procedures]]

A complainant who is not satisfied with the decision may appeal the decision to the SPI (Education Code 52075)

If the charter school finds merit in the complaint or the SPI finds merit in an appeal, a remedy shall be provided to all affected students and parents/guardians. (Education Code 52075)

School Closure

In the event that the Board revokes or denies renewal of a charter or the school closes for any other reason, the Superintendent or designee shall, **when applicable in accordance with the charter and/or a memorandum of understanding, provide assistance, to facilitate the transfer of the charter school's former students and to finalize financial reporting and close-out.**

CHARTER SCHOOL OVERSIGHT (continued)

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days, if the charter school will cease operation for any reason.

Such notification shall include, but not be limited to, a description of the circumstances of the closure, the effective date of the closure, and the location of student and personnel records. (Education Code 47604.32; 5 CCR 11962.1)

*Legal Reference:*EDUCATION CODE

220 Nondiscrimination

17280-17317 Field Act

17365-17374 Field Act, fitness for occupancy

35330 Field trips and excursions; student fees

38080-38086 School meals

42100 Annual statement of receipts and expenditures

44237 Criminal record summary

44830.1 Certificated employees, conviction of a violent or serious felony

45122.1 Classified employees, conviction of a violent or serious felony

46201 Instructional minutes

47600-47616.7 Charter Schools Act of 1992

47634.2 Nonclassroom-based instruction

47640-47647 Special education funding for charter schools

48000 Minimum age of admission for kindergarten; transitional kindergarten

48010-48011 Minimum age of admission (first grade)

48907 Students' exercise of free expression; rules and regulations

48950 Student speech and other communication

49061 Student records

49110 Authority of issue work permits

49475 Health and safety, concussion and head injuries

51745-51749.3 Independent study

52051.5-52052 Academic performance index, applicability to charter schools**52060-52077 Local control and accountability plans****52075 Uniform complaint procedures**

56026 Special education

56145-56146 Special education services in charter schools

60600-60649 Assessment of academic achievement

60850-60859 High school exit examination

CORPORATIONS CODE

5110-6910 Nonprofit public benefit corporations

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

54950-54963 The Ralph M. Brown Act

LABOR CODE

1198.5 Personnel records related to performance and grievance

PENAL CODE

667.5 Definition of violent felony

1192.7 Definition of serious felony

CHARTER SCHOOL OVERSIGHT (continued)

Legal Reference: (continued)

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

11700.1-11705 Independent study

11960-11969 Charter schools

CODE OF REGULATIONS, TITLE 24

101 et seq. California Building Standards Code

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress

6319 Qualifications of teachers and paraprofessionals

7223-7225 Charter schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1-200.78 Accountability

300.18 Highly qualified special education teachers

COURT DECISIONS

Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986

ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 166 (2006)

80 Ops.Cal.Atty.Gen. 52 (1997)

78 Ops.Cal.Atty.Gen. 297 (1995)

CALIFORNIA OFFICE OF ADMINISTRATIVE HEARINGS DECISIONS

Student v. Horizon Instructional Systems Charter School, (2012) OAH Case No. 2011060763

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Manual for Governance Teams, rev. 2009

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample Copy of a Memorandum of Understanding

Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 11-01, November 9, 2011

Special Education and Charter Schools: Questions and Answers, September 10, 2002

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Charter Schools Program, Title V, Part B of the ESEA, April 2011

The Impact of the New Title I Requirements on Charter Schools, July 2004

WEB SITES

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

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.charterauthorizers.org>

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

Policy

adopted: December 11, 2014

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

Georgetown, California

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 0460 Local Control Accountability Plan

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees approve the new Board Policy 0460 Local Control and Accountability Plan.

BACKGROUND: This new policy reflects the requirements of new law (AB 97 and SB 97, 2013) related to the development of a three-year local control and accountability plan (LCAP) by July 1, 2014, and an update of the LCAP on or before July 1 of each subsequent year. The policy addresses the importance of comprehensive planning, optional local priorities to add to the state priorities specified in law, requirement for consultation with specified groups on plan development, board adoption of LCAP, submission of the approved LCAP to the county superintendent, the board's role in monitoring district progress, and circumstances under which the district may receive technical assistance or intervention to improve student outcomes.

LOCAL CONTROL AND ACCOUNTABILITY PLAN

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

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

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

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

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

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

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

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

(cf. 0400 - Comprehensive Plans)

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)

(cf. 6171 - Title I Programs)

(cf. 7110 - Facilities Master Plan)

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

(cf. 0420 - School Plans/Site Councils)

LOCAL CONTROL AND ACCOUNTABILITY PLAN

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

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

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

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

(cf. 1220 - Citizen Advisory Committees)
(cf. 4140/4240/4340 - Bargaining Units)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 6020 - Parent Involvement)

Public Review and Input

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

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

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

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update to the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP or the annual

LOCAL CONTROL AND ACCOUNTABILITY PLAN

update shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

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

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9320 - Meetings and Notices)

Adoption of the Plan

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

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

Submission of Plan to County Superintendent of Schools

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

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

Monitoring Progress

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

(cf. 0500 - Accountability)

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Technical Assistance/Intervention

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

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

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

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

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

Legal References: Next Page

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Legal Reference:

EDUCATION CODE

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

Management Resources:

CSBA PUBLICATIONS

Impact of Local Control Funding Formula on Board Policies, November 2013
Local Control Funding Formula 2013, Governance Brief, August 2013
State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

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

Policy

adopted: December 11, 2014

revised: November 13, 2014

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

Georgetown, California

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 0500 Accountability

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees approve Board Policy 0500 Accountability.

BACKGROUND: Board Policy 0500 Accountability has been updated to reflect NEW LAW (AB 97, 2013) which changes the definition of "numerically significant student subgroups" for purposes of the state accountability system, establishes a new system of technical assistance and intervention for districts that meet certain criteria, and repeals law that required an annual discussion of each school's Academic Performance Index (API) at a board meeting. The revised policy also reflects NEW LAW (AB 484, 2013) which authorizes the SBE to suspend the API in the 2013-14 and 2014-15 school years while the state assessment system is transitioning from the Standardized Testing and Reporting program to the Measurement of Academic Performance and Progress. New optional language addresses the use of program evaluation results as a basis for revising district or school goals and comprehensive plans.

ACCOUNTABILITY

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

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 2140 - Evaluation of the Superintendent)

(cf. 3460 - Financial Accountability and Reports)

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6190 - Evaluation of the Instructional Program)

(cf. 9400 - Board Self-Evaluation)

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

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6162.52 - High School Exit Examination)

ACCOUNTABILITY (continued)

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

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

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

*[(cf.0460 – Local Control and Accountability Plan)
(cf. 0510 – School Accountability Report Card)
(cf. 1100 – Communication with the Public)
(cf. 1112 – Media Relations)
(cf.1220 – Citizen Advisory Committees)
(cf. 6020 – Parent Involvement)]*

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

ACCOUNTABILITY (continued)

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

Legal Reference:

EDUCATION CODE

*33127-33129 Standards and criteria for fiscal accountability
33400-33407 CDE evaluation of district programs
44660-44665 Evaluation of certificated employees
51041 Evaluation of the educational program
52052-52052.1 Academic Performance Index
52055.57-52055.59 District identified or at risk of identification for program improvement
52060-52077 Local control and accountability plan*

CODE OF REGULATIONS, TITLE 5

*1068-1074 Alternative schools accountability model, assessments
15440-15463 Standards and criteria for fiscal accountability*

UNITED STATES CODE, TITLE 20

*6311 Accountability, adequate yearly progress
6312 Local educational agency plan
6316 School and district improvement*

CODE OF FEDERAL REGULATIONS, TITLE 34

*200.13-200.20 Adequate yearly progress
200.30-200.53 Program improvement*

Management Resources:

WEB SITES

*CSBA: <http://www.csba.org>
California Department of Education, Accountability: <http://www.cde.ca.gov/ta/ac>
U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>*

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Board Policy 3100 Budget

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees approve Board Policy 3100 Budget.

BACKGROUND: This policy has been updated to reflect NEW LAW (AB 97, 2013) which requires that (1) the board must adopt the LCAP prior to adopting the district budget; (2) the budget must include the expenditures necessary to implement the LCAP or the annual update to the LCAP; (3) supplemental and concentration grant funds under the local control funding formula must be used to increase or improve services for students who are eligible for free or reduced-price meals, English learners, and/or foster youth.

BUDGET

The Board of Trustees recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the district's vision, goals, priorities **and comprehensive plans**. The district budget shall guide administrative decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)

(cf. 0200 – Goals for the School District)/

(cf. 0400 – Comprehensive Plans)

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

The Board shall adopt the budget only after a local control and accountability plan (LCAP) developed pursuant to Education Code 52060-52077 or an annual update to the LCAP is in place for the budget year. Expenditures necessary to implement the LCAP or the annual update during the subsequent fiscal year shall be included in the budget. (Education Code 42127)

/(cf. 0460 – Local Control and Accountability Plan)

Budget Development and Adoption Process

The Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year. **Education Code 42127)**

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

BUDGET (continued)

The Board encourages public input in the budget development process and shall hold a public hearing **on the proposed budget** in accordance with Education Code 42103 and 42127.

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

The budget that is formally adopted by the Board shall be in the format prescribed by the Superintendent of Public Instruction. The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

Budget Advisory Committee

The Superintendent or designee may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

The committee shall develop recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board or the Superintendent or designee.

(cf. 1220 - Citizen Advisory Committees)

(cf. 2230 - Representative and Deliberative Groups)

(cf. 3350 - Travel Expenses)

(cf. 9130 - Board Committees)

(cf. 9140 - Board Representatives)

Budget Criteria and Standards

The Superintendent or designee shall develop a district budget in accordance with criteria and standards adopted by the State Board of Education (SBE).

(Education Code 33127, 33128, **33128.3** 33129; 5 CCR 15440-15451)

BUDGET (continued)

The budget shall provide that funding received through state supplemental and concentration grants pursuant to Education Code 42238.02 and 42238.03 shall be used in accordance with regulations adopted by the SBE for school wide or district wide purposed to increase or improve service for students who are English learners, eligible for free or reduced-price meals, and/or foster youth at least in proportion to the increase to the district's revenue generated from such funds. (Education Code 42238.07)

(cf. 3553 – Free and Reduced Price Meals)

(cf. 6173.1 – Education for Foster Youth)

(cf. 6174 – education for English Language Learners)

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 2210 - Administrative Discretion Regarding Board Policy)

(cf. 3110 - Transfer of Funds)

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.
3. Committed fund balance includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period of June 30, although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.
4. Assigned fund balance includes amounts which the Board or its designee intends to use for a specific purpose.

BUDGET (continued)

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent or designee and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements.

5. Unassigned fund balance includes amounts that are available for any purpose.

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

To protect the district against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures, the Board intends to maintain a minimum unassigned fund balance which includes a reserve for economic uncertainties equal to at least two months of general fund operating expenditures, or four percent of general fund expenditures and other financing uses.

If the unassigned fund balance falls below this level due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4143/4243 - Negotiations/Consultation)

(cf. 4154/4254/4354 - Health and Welfare Benefits)

(cf. 7210 - Facilities Financing)

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

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

BUDGET (continued)

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

Budget Amendments

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval when the state budget is adopted, collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal References: (see next page)

BUDGET (continued)

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools
 33127-33131 Standards and criteria for local budgets and expenditures
 35035 Powers and duties of superintendent
 35161 Powers and duties, generally, of governing boards
 42103 Public hearing on proposed budget; requirements for content of proposed budget
 42122-42129 Budget requirements
 42130-42134 Financial certifications
 42140-42141 Disclosure of fiscal obligations
 42238-42251 Apportionments to district, especially:
 42238.01 – 42238.07 Local control funding formula
 42602 Use of unbudgeted funds
 42605 Tier 3 categorical flexibility
 42610 Appropriation of excess funds and limitation thereon
 45253 Annual budget of personnel commission
 45254 First year budget of personnel commission
 52060-52077 Local control and accountability plan

GOVERNMENT CODE

7900-7914 Appropriations limit

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure
 15440-15451 Criteria and standards for school district budgets

Management Resources:

CSBA PUBLICATIONS

Local Control Funding Formula 2013, Governance Brief, August 2013
State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet August 2013
School Finance CD-ROM, 2005

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

BUDGET (continued)

Management Resources (continued)

*Government Finance Officers Association: <http://www.gfoa.org>
Governmental Accounting Standards Board: <http://www.gasb.org>
Legislative Analyst's Office: <http://www.lao.ca.gov>
School Services of California, Inc.: <http://www.sscal.com>*

DRAFT

Policy
adopted: December 11, 2014
revised: November 13, 2014

BLACK OAK MINE UNIFIED SCHOOL DISTRICT
Georgetown, California

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Prop 39: California Clean Energy Jobs Act

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent
Mark Koontz, Director FMOT

RECOMMENDATION: It is recommended that the Board of Trustees consider approving the Prop 39: California Clean Energy Jobs Act and the status of the Energy Expenditure Plan for Black Oak Mine Unified School District and American River Charter School.

BACKGROUND: California Clean Energy Jobs Act was created with the approval of Proposition 39 in the November 6, 2012 statewide general election. The statute made changes to the corporate income tax code and allocated projected revenue to the General Fund and the Clean Energy Job Creation Fund for five fiscal years, beginning with fiscal year 2013-14. Under the initiative, the Legislature is to make approximately \$550 million available each such year for eligible projects to improve energy efficiency and expand clean energy generation.

The total Proposition 39 funding for five years for Black Oak Mine Unified School District is currently estimated at \$489,351. The funds for Proposition 39 were allocated separately for American River Charter School and funding for five years is currently estimated at \$253,994.

The California Energy Commission (CEC) was required to develop the Proposition 39: California Clean Energy Jobs Act – 2013 Program Implementation (“Proposition 39 Program”) Guidelines in accordance with Proposition 39 and Senate Bill 73, and in consultation with the State Superintendent of Public Instruction, the Chancellor of the California Community Colleges, and the California Public Utilities Commission. These Guidelines define how the State of California will implement the Proposition 39 Program and provide direction on the types of awards and required proposals or plans, explain screening and evaluation criteria, describe the standards to be used to evaluate project proposals, and outline the award process.

BOMUSD Phase 1 - Prop 39 Years 1-3 Maximization

Measure Number	Included in Project	Energy Efficiency Measure Description	Project Cost	First Year Annual Energy Savings	kWh Savings	Propane Gas Savings, Therms	Utility Rebate	Maintenance and Repair Savings	Payback (in years)
21-Nov-14		Escalation =>	Labor Cost =	1.0%	LPG =	1.5%	Electricity =	3.0%	
Georgetown School									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit - lighting upgrade includes F28T8 fluorescent lights in office & classroom areas and occupancy sensors where needed, LED replacements for post & parking/street lights. NO DSA APPLICATION	\$74,319	\$5,465	30,667	0	\$0	\$1,516	10.5
2	Y	Replace 1 Heat Pump on Buildings E and G - Install American Standard 13 SEER unit, (1 x 5 ton unit)	\$14,368	\$474	2,658	0	\$0	\$350	14.9
Northside School									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit - lighting upgrade includes F28T8 fluorescent lights in office & classroom areas, LED replacements select exterior fixtures.	\$55,826	\$5,918	33,208	0	\$0	\$1,138	7.6
Golden Sierra High School									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit of Upper Campus - lighting upgrade includes F28T8 fluorescent lights in office & classroom areas, LED replacements for post lights.	\$15,495	\$4,035	22,644	0	\$0	\$231	3.4
2	Y	Replace 5 obsolete heat pump systems on Rooms 201, 202, 204, 205, 206, 207, 208, 209 with Bard high efficiency 4 ton models with integral economizers and optional sound curb with generic interface card and exact same footprint. NO DSA APPLICATION	\$64,080	\$1,259	7,065	0	\$0	\$1,000	22.3
Golden Sierra Junior High School									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit of Upper Campus - lighting upgrade includes F28T8 fluorescent lights in office & classroom areas, LED replacements for post lights.	\$15,495	\$4,035	22,644	0	\$0	\$231	3.4
Otter Creek School									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit - lighting upgrade includes F28T8 fluorescent lights in office & classroom areas, LED replacements for post & parking/street lights.	\$3,892	\$939	5,267	0	\$0	\$64	3.7
Divide High School									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit - lighting upgrade includes F28T8 fluorescent lights in office & classroom areas, LED replacements for incandescent lights.	\$3,861	\$634	3,559	0	\$0	\$76	5.1
Independent Study									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit - lighting upgrade includes 28T8 fluorescent lights in office & classroom areas.	\$2,318	\$618	3,466	0	\$0	\$48	3.2
District Facilities									
1	Y	Comprehensive Interior & Exterior Lighting Retrofit at District Office - lighting upgrade includes F28T8 fluorescent lights in office & boardroom areas.	\$6,703	\$335	1,881	0	\$0	\$168	14.2
2	Y	Comprehensive Interior & Exterior Lighting Retrofit at Maintenance Office - lighting upgrade includes F28T8 fluorescent lights in office area.	\$1,516	\$318	1,783	0	\$0	\$38	4.0
3	Y	Comprehensive Interior & Exterior Lighting Retrofit at Bus Barn - lighting upgrade includes F28T8 fluorescent lights in office and High Output T5s in service bays LED replacements for post & parking lights.	\$5,998	\$932	5,231	0	\$0	\$58	5.7
Total Cost of all Measures			\$263,871	\$24,961	140,072	0	\$0	\$4,918	8.0
		Energy Audit	\$5,911						
		Project Management	\$8,657						
		Engineering	\$8,150						
		Bonding	\$5,743						
		Prop 39 Allocation - BOMUSD	-\$292,332						
		Prop 39 Energy Manager	-\$32,481						
PROJECT TOTALS			-\$32,481	\$24,961	140,072	0	\$0	\$4,918	-1.1

NOTE: REBATES ARE BASED UPON BEST AVAILABLE INFORMATION AND MAY CHANGE AT ANY TIME DUE TO AVAILABILITY OF FUNDS.

Parameters:					
1.0-kW =	0.00072	Metric Tons GHG Emissions*		Annual greenhouse gas emissions reduction (tons):	100.9
1.0-Therms =	0.00553	Metric Tons GHG Emissions*		Equivalent Number Passenger Vehicles per year:	17.1
Electricity Cost =	\$0.1782	per kWh (Annual Average)		Equivalent reduction in gallons of gas consumed per	10387.8
Propane Gas Cost =	\$2.00	per Therm (Annual Average)		Equivalent reduction of barrels of oil consumed per	211.8
				Equivalent ton of carbon sequestered annually by:	21.2

*Aircon Energy will assist in maximizing rebates wherever possible

*Energy Savings safety factor: 10% for mechanical, 5% for lighting

*Lighting Maintenance Savings escalation calculated for first 5 years only

Prop 39 Entitlements	
Year	Funding
1	\$109,190
2	\$108,015
3	\$107,608
Used in this Phase	\$324,813
4	\$107,382
5	\$57,156

BOMUSD Phase 2 - Years 4 & 5 Prop 39

Measure Number	Included in Project	Energy Efficiency Measure Description	Project Cost	First Year Annual Energy Savings	kWh Savings	Propane Gas Savings, Therms	Utility Rebate	Maintenance and Repair Savings	Payback (in years)
9-Jul-14		Escalation =>	Labor Cost =	1.0%	LPG =	1.5%	Electricity =	3.0%	
Northside School									
1	Y	Replace 5 obsolete wall mounted heat pump systems on Buildings 603, 604, 605, 204, and 300 WIng - with Bard high efficiency 4 ton models with Integral economizers and exact same footprint. NO DSA APPLICATION	\$64,080	\$1,259	7,065	0	\$0	\$1,000	30.3
Golden Sierra Junior High School									
1	Y	Replace 4 obsolete heat pump systems on Rooms 1, 3, 4, 7, 8, 9, and the Office - with Bard high efficiency 4 ton models with integral economizers and optional sound curb with generic interface card and exact same footprint. NO DSA APPLICATION	\$44,422	\$1,007	5,652	0	\$0	\$800	25.9
Otter Creek School									
1	Y	Replace 2 obsolete wall mounted package units - with Bard high efficiency 2.5 ton models with Integral economizers and exact same footprint.	\$22,377	\$364	1,233	72	\$0	\$250	36.4
Divide High School									
1	Y	Replace 3 obsolete wall mounted package units - with Bard high efficiency 3.5 ton models with integral economizers and exact same footprint.	\$31,735	\$748	3,348	76	\$0	\$525	26.9
Independent Study									
1	Y	Replace 1 obsolete wall mounted package units - with Bard high efficiency 3.5 ton models with integral economizers and exact same footprint.	\$11,491	\$249	1,116	25	\$0	\$175	28.6
Total Cost of all Measures			\$174,105	\$3,627	18,414	173	\$0	\$2,750	21.8
		Energy Audit	\$3,941						
		Project Management	\$5,867						
		Engineering	\$5,378						
		Bonding	\$3,793						
		Prop 39 Allocation - BOMUSD	-\$193,084						
		Prop 39 Energy Manager	-\$21,454						
		PROJECT TOTALS	-\$21,454	\$3,627	18,414	173	\$0	\$2,750	-3.5
NOTE: REBATES ARE BASED UPON BEST AVAILABLE INFORMATION AND MAY CHANGE AT ANY TIME DUE TO AVAILABILITY OF FUNDS.									
<div> <div>Parameters:</div> <div> 1.0-kW = 0.00072 1.0-Therms = 0.00553 Electricity Cost = \$0.1782 Propane Gas Cost = \$2.00 </div> <div> Metric Tons GHG Emissions* Metric Tons GHG Emissions* per kWh (Annual Average) per Therm (Annual Average) </div> <div> Annual greenhouse gas emissions reduction (tons): 14.2 Equivalent Number Passenger Vehicles per year: 2.4 Equivalent reduction in gallons of gas consumed per 1464.0 Equivalent reduction of barrels of oil consumed per 29.8 Equivalent ton of carbon sequestered annually by: 3.0 </div> </div>									
*Aircon Energy will assist in maximizing rebates wherever possible *Energy Savings safety factor: 10% for mechanical, 5% for lighting *Lighting Maintenance Savings escalation calculated for first 5 years only									

Prop 39 Entitlements	
Year	Funding
1	\$109,190
2	\$108,015
3	\$107,608
4	\$107,382
5	\$57,156
Used in this Phase	\$164,538

American River Charter - 5 Year Prop 39 Maximization

Measure Number	Included in Project	Energy Efficiency Measure Description	Project Cost	First Year Annual Energy Savings	kWh Savings	Propane Gas Savings, Therms	Utility Rebate	Maintenance and Repair Savings	Payback (in years)
9-Jul-14		Escalation =>	Labor Cost =	1.0%	LPG =	1.5%	Electricity =	3.0%	
		American River Charter School							
1	Y	Comprehensive Interior & Exterior Lighting Retrofit - lighting upgrade includes F2818 fluorescent lights in office & classroom areas.	\$23,709	\$3,225	18,099	0	\$0	\$430	6.2
2	Y	Replace 12 obsolete wall mounted heat pump systems - with (8) 4 ton, (2) 3.5 ton, and (2) 3 ton Bard high efficiency models with integral economizers, sound curb, generic communications card, and exact same footprint. Also includes installation of programmable thermostats. NO DSA APPLICATION	\$153,792	\$3,022	16,956	0	\$0	\$2,250	22.8
		Total Cost of all Measures	\$177,501	\$6,247	35,055	0	\$0	\$2,680	16.4
		Project Management	\$5,325						
		Engineering	\$4,881						
		Bonding	\$3,379						
		Prop 39 Allocation - ARCS - Can only be spent at ARCS	-\$191,086						
		Prop 39 Buydown to meet SIR	\$52,500						
		Prop 39 Energy Manager	-\$25,399						
		PROJECT TOTALS	\$27,101	\$6,247	35,055	0	\$0	\$2,680	3.0
NOTE: REBATES ARE BASED UPON BEST AVAILABLE INFORMATION AND MAY CHANGE AT ANY TIME DUE TO AVAILABILITY OF FUNDS.									
Parameters:									
		1.0-kW =	0.00072	Metric Tons GHG Emissions*	Annual greenhouse gas emissions reduction (tons)				
		1.0-Therms =	0.00553	Metric Tons GHG Emissions*	Equivalent Number Passenger Vehicles per year:				
		Electricity Cost =	\$0.1782	per kWh (Annual Average)	Equivalent reduction in gallons of gas consumed per year:				
		Propane Gas Cost =	\$2.00	per Therm (Annual Average)	Equivalent reduction of barrels of oil consumed per year:				
					* Courtesy EPA				
					Equivalent ton of carbon sequestered annually by				

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Copier Maintenance/Lease Agreement with Ray Morgan Company/US Bank Equipment Finance Amendment

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees approve the Copier Maintenance/Lease Agreement with Ray Morgan Company/US Bank Equipment Finance Amendment.

BACKGROUND: The Administrative team met with three copy machine companies and selected Ray Morgan Company/US Bank Equipment Finance to provide copier service/leasing for the district. Ray Morgan included our district in a "piggy-back" arrangement with Shasta Union High School District, which provides lower pricing and precludes the district from needing to go through a formal bidding process. However, to provide due diligence, the administration did meet with other Canon copier companies to discuss pricing. This Amendment is to add an additional copier for the Special Ed Department at Golden Sierra Junior Senior High School.

RMC Ray Morgan Company

Maintenance Agreement Program Amendment

3131 Esplanade, Chico, CA 95973 Toll Free: 800.640.6065

This AMMENDMENT dates as of the 25th day of November, 2014, modifies the current Maintenance Agreement between Customer and the Ray Morgan Company to add or delete the equipment listed and/or modify the number of impressions included per billing period and/or cost.

All other terms and conditions specified in original maintenance Agreement between the Ray Morgan Company and Customer remain unchanged.

Customer Information:

Customer Name: Black Oak Mine USD - Golden Sierra Junior/Senior HS

Sales Rep: Jim Adams

Address: 5101 Garden Valley Rd

RMC Contract #: _____

City: Garden Valley State: CA Zip: 95633

Entity ID #: _____

This Amendment modifies the following:

☒ Equipment Change

☐ Copy Volume
Change and Cost

☐ Both

☐ Other

Amended Equipment:

ADD:	Make/Model	Beginning Meter	Serial Number
	IR1730iF		

Make/Model	Beginning Meter	Serial Number

DELETE:	Make/Model	Ending Meter	Serial Number

Make/Model	Ending Meter	Serial Number

Amended Billing:

	Minimum Volume Per Billing Cycle	Minimum Charge Per Billing Cycle	Overage/Per Copy Charge	Other
From:				
To:				
Special Instructions:	Please add machine listed above. Use the same rates as all other machines.			

Additional Provision: All the amended agreement terms described in this document will take effect at the customer's next effective billing cycle date.

Signatures:

Customer:

By: _____

Authorized Signer

Date

BOMUSD IR1730iF MA Amendment

Ray Morgan Company

By: _____

Authorized Signer

Date

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Primary Intervention Program (PIP) Grant Agreement

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the Board of Trustees approve the agreement for the Primary Intervention Program Grant.

BACKGROUND: The Primary Intervention Program (PIP) has been funded by a grant from El Dorado County Mental Health. PIP provides trained aides who work one-on-one with K-3 grade students identified as being able to benefit from this research-based, unstructured play program.

AGREEMENT FOR SERVICES 384-S1410
AMENDMENT I

This Amendment I to that Agreement for Services 384-S1410, made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and Black Oak Mine Unified School District, 6540 Wentworth Springs Road, Georgetown, CA 95634 (hereinafter referred to as "Contractor").

RECITALS

WHEREAS, Contractor has been engaged by County to provide the Primary Intervention Project for elementary school children, in accordance with Agreement for Services 384-S1410, dated February 13, 2014, incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to extend the term of the original Agreement thereby amending **Article II – Term**, increase the not-to-exceed amount of the original Agreement thereby amending **Article III – Compensation**, and to update County standard language, thereby amending **Article XXXIII – Taxpayer Identification Number**; and

WHEREAS, the parties hereto have mutually agreed to add **Article XL - Audit by California State Auditor**, and **Article XLI – Taxes**, and to re-number **Article XL – Entire Agreement** to accommodate insertion of the two aforementioned Articles.

NOW THEREFORE, the parties do hereby agree that Agreement for Services 384-S1410 shall be amended a first time as follows:

1) Article II shall be amended in its entirety to read as follows:

ARTICLE II

Term: February 13, 2014 through June 30, 2016 unless earlier terminated pursuant to the provisions contained herein.

2) Article III shall be amended in its entirety to read as follows:

ARTICLE III

Compensation for Services:

A. Contractor shall submit monthly invoices no later than thirty (30) days following the end of a "service month" except in those instances where Contractor obtains written approval from County Health and Human services Agency Director or Director's designee granting an extension of the time to complete billing for services or expenses. For billing purposes, a

“service month:” shall be defined as a calendar month during which Contractor provides services in accordance with the Article titled “Scope of Services.” Each invoice shall be accompanied by the “Monthly Service Delivery Report” as supportive documentation. The Monthly Service Delivery Report consists of the Monthly Billing Summary and the PIP Monthly Service Report for each PIP Aide and each PIP Supervisor.

- B. For services provided herein, County agrees to pay Contractor monthly in arrears and within forty-five (45) days following the County’s receipt and approval of itemized invoice(s) identifying services rendered.
- C. **Reimbursable Expenses:** In addition to those services specifically addressed in the Article contained herein titled, "Scope of Services," Reimbursable Expenses may also include relevant training and related travel pursuant to this "Compensation for Services" Article, provided such Reimbursable Expenses are pre-approved in writing by the Contract Administrator. All unutilized Reimbursable Expenses funds may be utilized for PIP Aides and PIP Supervisors to provide services.
1. Reimbursable training is limited to eight (8) hours per PIP Aid and PIP Supervisor for the period through December 31, 2014, and 12 hours for the period January 1, 2015 through June 30, 2016. Reimbursable training shall not exceed \$4,600 through the period December 31, 2014 and \$6,900 through the period June 30, 2016.
 2. Reimbursable travel shall be in accordance with Exhibit G, marked "County of El Dorado, California, Board of Supervisors, Travel Policy (D-1)," incorporated herein and made by reference a part hereof. Reimbursable travel shall not exceed \$2,200 annually. Original receipts, invoices, or other proof of payment must be submitted with any monthly invoice that includes a claim for Reimbursable Expenses, noting the purpose for the training, travel and activity costs.
- D. **Rates:** For the purposes of this Agreement, the hourly rate paid to Contractor shall be all inclusive (e.g., compensation, administrative overhead, office supplies, communication, fees, insurance, postage, printing and duplication).

Category	Hourly Rate
PIP Aide	\$34.30
PIP Supervisor	\$40.29
Mileage shall be paid in accordance with the County mileage rate in effect at the time of the travel.	

If a member of Contractor’s staff other than the PIP Aide or PIP Supervisor attends a community coalition meeting on behalf of Contractor under the terms of this Agreement, Contractor may submit a mileage reimbursement request for the staff member attending the community coalition meetings but may not submit a request for reimbursement for the staff’s time to attend the community coalition meetings. Reimbursable travel shall be in accordance with Exhibit G, marked “County of El Dorado, California, Board of Supervisors, Travel Policy (D-1),” incorporated herein and made by reference a part hereof.

- E. Compensation for services shall be limited as follows:
1. Supervision shall be limited to two (2) hours per calendar week per PIP Aide during the course of each PIP semester. The supervisor(s) of the PIP Aide(s) (“PIP Supervisor”) shall limit supervision to two (2) hours per calendar week per supervised PIP Aide during the course of each PIP semester. Supervision shall be permitted during an additional three (3) calendar weeks during the screening and evaluation of program participants.

2. Training shall be limited to a maximum of eight (8) hours for the period through December 31, 2014, and 12 hours for the period January 1, 2015 through June 30, 2016 for each PIP Supervisor and for each PIP Aide.
3. Screening and Evaluation activities shall be limited to a maximum of forty (40) hours for each school per PIP semester, divided as follows: twenty (20) hours divided amongst all PIP Aides working at each school and twenty (20) hours divided amongst all PIP Supervisors supervising PIP Aides at each school. Screening and Evaluation activities are permitted during three (3) weeks outside each PIP Semester to allow for screening and evaluation of program participants. Screening and Evaluation activities include collection of child-specific data to determine eligibility for the PIP program and preparation of and submittal of client-specific evaluation data (WMS).
4. Planning and General Administration activities shall be calculated cumulatively within each PIP semester and shall be allowed at any time during the PIP semester and for two (2) weeks prior to the start of a PIP semester and two (2) weeks after the end of a PIP semester, provided such hours do not exceed the maximum allowed per semester. Each PIP Supervisor and each PIP Aide is allowed the following Planning and General Administration hours based upon the length of the PIP semester:

Semester Length	Maximum Allowed Per Semester
12 week PIP semester:	Maximum 80 hours for each PIP Supervisor and each PIP Aide
13 week PIP semester:	Maximum 85 hours for each PIP Supervisor and each PIP Aide
14 week PIP semester:	Maximum 90 hours for each PIP Supervisor and each PIP Aide
15 week PIP semester:	Maximum 95 hours for each PIP Supervisor and each PIP Aide

Planning and General Administrative activities include: program planning; scheduling; teacher conferences outside of screening and evaluation; time card preparation; non-client specific outcome (WMS) report preparation; invoice preparation; program-related meetings other than supervision, screening and evaluation, and training; community collaborative meetings; meetings with HHSA; cultural competency meetings; and other program-related activities not specified in the above categories.

- F. Invoices / Remittance shall be addressed as indicated in the table below or to such other location as County or Contractor may direct per the Article titled "Notice to Parties."

Mail invoices to:	Mail remittance to:
Health and Human Services Agency Finance Unit 3057 Briw Road, Suite B Placerville, CA 95667	Black Oak Mine Unified School District 6540 Wentworth Springs Road Georgetown, CA 95634

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- G. Not to Exceed: Compensation for services provided under this Agreement shall not exceed \$153,695 for the reimbursable expenses, services and the term of this Agreement. In no event shall County be obligated to pay Contractor for any amount above the Not-to-Exceed amount of this Agreement.

Time Period	Budget
February 13, 2014 – December 31, 2014	\$61, 478
January 1, 2015 – June 30, 2015	\$30, 739
July 1, 2015- June 30, 2016	\$61, 478
Total Maximum Obligation	\$153,695

- 3) Article XXXIII shall be amended in its entirety to read as follows:

ARTICLE XXXIII

Taxpayer Identification Number (Form W-9) and County Payee Data Record Form: All independent Contractors or Corporations providing services to County must file a Department of the Treasury Internal Revenue Service Form W-9 with County, which certifies their Taxpayer Identification Number. All independent Contractors or Corporations providing services to County may also be required to file a County-issued "Payee Data Record" form with County.

- 4) Article XL shall be added to read as follows:

ARTICLE XL

Audit by California State Auditor: Consultant/Contractor acknowledges that if total compensation under this agreement is greater than \$10,000.00, this Agreement is subject to examination and audit by the California State Auditor for a period of three (3) years, or for any longer period required by law, after final payment under this Agreement, pursuant to California Government Code §8546.7. In order to facilitate these potential examinations and audits, Consultant/Contractor shall maintain, for a period of at least three (3) years, or for any longer period required by law, after final payment under the contract, all books, records and documentation necessary to demonstrate performance under the Agreement.

- 5) Article XLI shall be added to read as follows:

ARTICLE XLI

Taxes: Contractor/Consultant certifies that as of today's date, it is not in default on any unsecured property taxes or other taxes or fees owed by Contractor/Consultant to County. Contractor/Consultant agrees that it shall not default on any obligations to County during the term of this Agreement.

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6) Article XL shall be renumbered as follows:

ARTICLE XLII

Entire Agreement: This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties and they incorporate or supersede all prior written or oral Agreements or understandings.

Except as herein amended, all other parts and sections of that Agreement 384-S1410 shall remain unchanged and in full force and effect.

REQUESTING CONTRACT ADMINISTRATOR CONCURRENCE:

By: _____ Dated: _____
Ren Scammon, Program Manager I
Mental Health Services Act (MHSA)
Health and Human Services Agency

REQUESTING DEPARTMENT HEAD CONCURRENCE:

By: _____ Dated: _____
Don Ashton, M.P.A., Director
Health and Human Services Agency

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IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to that Agreement for Services 384-S1410 on the dates indicated below.

-- COUNTY OF EL DORADO --

By: _____ Dated: _____
Terri Daly, Purchasing Agent
Chief Administrative Office
"County"

- - CONTRACTOR - -

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

By:  _____ Dated: 11-25-14
Dr. Robert Williams
Superintendent of Schools
"Contractor"

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BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Purchase Orders, Warrants, Bids and Quotes

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that 2014-15 fiscal year Batch numbers 5035-5041 dated November 5 through November 24, 2014 for General Fund, Charter School Fund, Cafeteria Fund, Building Fund, and School Facilities Fund and Batch number 5016 dated November 6, 2014 and Batch 5018 dated November 24, 2014 for the ROP Fund, for a total of \$576,704.43, be approved.

BACKGROUND: Copies of Warrants which are provided under separate cover for Board of Trustees approvals includes the following:

Fund Name and Number Amount

Fund Name and Number	Amount
General Fund 01	501,458.06
Charter School Fund 09	12,613.46
Cafeteria Fund 13	34,067.52
Deferred Maintenance Fund 14	2,136.93
Building Fund 21	24,172.88
School Facilities Fund 35	375.00
R.O.P. Fund 09	1,880.58
Total	576,704.43

BLACK OAK MINE UNIFIED SCHOOL DISTRICT

AGENDA ITEM: Gifts

MEETING DATE: December 11, 2014

FROM: Dr. Robert Williams, Superintendent

RECOMMENDATION: It is recommended that the board of trustees consider taking action to accept the gifts donated.

BACKGROUND: The following gifts were donated to the District:

- 1) 12 Dell computers and hard drives valued at \$3,000.00 donated by California State Treasurer's Office, Roby Vallarta for Divide High School.
- 2) A cash donation of \$1,400.00 donated by Chandra Coe for Sixth Grade Camp.
- 3) A cash donation of \$100.00 donated by Trish Purcell for the Music Program at American River Charter School.

Pursuant to District practice, the Board of Trustees may accept on behalf of and for the District, any bequest, gift of money, or gift of property that is presented to the District. The donor may request that the donation be used for a specific program or at a specific school site. A letter of appreciation will be sent to the donor.

BLACK OAK MINE UNIFIED SCHOOL DISTRICT
Robert Williams Ed.D.,
Superintendent

6540 Wentworth Springs Road
Post Office Box 4510
Georgetown, CA 95634
(530) 333-8300
Fax: (530) 333-8303
Website: bomusd.org

Request for Board Acceptance of Gift

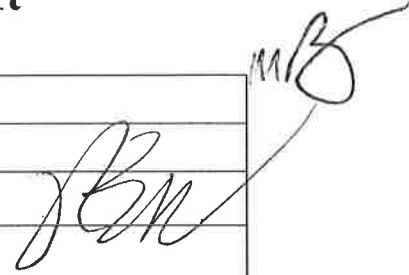
To:	Robert Williams
From:	Kris Vallarta
Re:	Request for Board Acceptance of Gift
Date:	November 17, 2014
Description of Gift:	12 Dell Computers 12 hard drives
Donor Estimated Value:	\$3,000
Donated By:	California State Treasurer's Office c/o Roby Vallarta/Contact Avery Houston
Mailing Address:	PO Box 942809 Sacramento CA 94209
Donor Requests Gift To Be Used At/For:	As needed in classrooms or office of BOMUSD

BLACK OAK MINE UNIFIED SCHOOL DISTRICT
Robert Williams Ed.D.,
Superintendent

6540 Wentworth Springs Road
Post Office Box 4510
Georgetown, CA 95634
(530) 333-8300
Fax: (530) 333-8303
Website: bomusd.org

Request for Board Acceptance of Gift

To:	Robert Williams
From:	Annie Brown
Re:	Request for Board Acceptance of Gift
Date:	Nov. 19, 2014
Description of Gift:	Money donation
Donor Estimated Value:	\$1400.00
Donated By:	Chandra Coe
Mailing Address:	P.O. Box 715, Garden Valley, CA 95633
Donor Requests Gift To Be Used At/For:	Sixth Grade Camp



AMERICAN RIVER CHARTER SCHOOL / Black Oak Mine Unified School
District

Robert E. Williams, Ed.D.,
Superintendent

Post Office Box 4510
Georgetown, CA 95634
(530) 333-8300

Fax: (530) 333-8303

Website: www.arcs-ca.schoolloop.com

Request for Board Acceptance of Gift

To:	Robert Williams
From:	Susan Whittington
Re:	Request for Board Acceptance of Gift
Date:	12/1/14
Description of Gift:	\$100 for purchase of 2 ukuleles for middle school class
Donor Estimated Value:	\$100
Donated By:	Trish Purcell
Mailing Address:	PO Box 814, Nevada City, CA 95959
Donor Requests Gift To Be Used At/For:	ARCS Music Program