

AGENDA FOR THE REGULAR MEETING OF THE
SIERRA COUNTY BOARD OF EDUCATION

July 11, 2017

6:00 pm REGULAR SESSION

Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118

This meeting will not be available for videoconferencing.

In the case of a technological difficulty at either school site, videoconferencing will not be available.

Any individual who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing.

Public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting, will be made available at the Sierra County Board of Education, 109 Beckwith Road, Room 3, Loyalton, CA, 96118, and posted with the online agenda at <http://www.sierracountyofficeofeducation.org> (Government Code 54957.5)

A. CALL TO ORDER

(Please be advised that this meeting will be recorded.)

B. ROLL CALL

C. FLAG SALUTE

D. APPROVAL OF THE AGENDA

E. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report
 - a. Library Services Contract
 - b. SARB Annual Report*
 - c. CCESEA Quarterly Meeting
2. Business Report
 - a. Account Object Summary-Balance from 07/01/16 to 6/30/17
3. Staff Reports (5 minutes)
4. Board Members' Report (5 minutes)
5. Public Comment – This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is listed on the agenda. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter. (Education Code 35145.5; Bylaw 9322; Government Code 54954.3)
 - a. Current location
 - b. Videoconference location

F. CONSENT CALENDAR

1. Approval of minutes of the Regular Board meeting held June 13, 2017**
2. Approval of Board Report – Checks Dated 6/1/2017 through 6/30/2017**
3. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending June 30, 2017. It is required per Education Code 35186 section (d) that a school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. No complaints regarding textbooks and instructional materials, teacher vacancy or misassignment or conditions of facilities were filed with Sierra County Office of Education during the quarter ending June 30, 2017. No complaints regarding textbooks and instructional materials, teacher vacancy or misassignment or conditions of facilities were filed with Sierra County Office of Education during the 2016-2017 school year.
4. Approval of the 2017/18 Consolidated Application**

G. ACTION ITEMS

1. New Business

- 1617-129 Adoption of Resolution No. 18-001, Budget Transfer** (Griesert)
- 1617-130 Public Hearing to announce the Adoption of the Declaration of need for Fully Qualified Educators for the 2017-2018 school year. (Grant)
- 1617-131 Adoption of Declaration of Need for Fully Qualified Educators for the 2017-2018 school year. A diligent search to recruit fully prepared teacher(s) was made and an insufficient number of certificated persons met the Sierra County Office of Education's employment criteria for the position(s)**
- 1617-132 Approval of the CBEST Waiver for Substitute Teachers *(The Sierra County Office of Education has been unable to recruit enough day-to-day substitute teachers who have not had an opportunity to take and pass all sections of the California Basic Educational Skills Test (CBEST). The District anticipates employing no greater than five (5) day-to-day substitutes on variable term CBEST waivers for the 2017-2018 school year*
- 1617-133 Discussion Only: 1.0 FTE Teaching Position, Special Education, Downieville School (Grant)
- 1617-134 Amend Previously Adopted Minutes of the May 9, 2017, Sierra County Board of Education Meeting**

APPROVAL OF BOARD POLICIES AND ADMINISTRATIVE REGULATIONS (President)

- 1617-135 Administrative Regulation 5145.3, Nondiscrimination/Harassment**
- 1617-136 Board Policy 6142.93, Science Instruction**
- 1617-137 Board Policy 6145, Extracurricular and Cocurricular Activities**
- 1617-138 Board Policy and Administrative Regulation 6145.2, Athletic Competition**
- 1617-139 Board Policy and Administrative Regulation 6178.1, Work-Based Learning**

H. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on August 8, 2017, at Downieville School, 130 School St., Downieville, CA 95936, beginning with Closed Session, as needed, at 5 pm and the Regular Board Meeting at 6:00 pm
2. Suggested Agenda Items

I. ADJOURN



Dr. Merrill M. Grant, Superintendent
Secretary to the County Board of Education

*** prior month handout
** enclosed
* handout

Balances through June						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund						
1100	Teachers Salaries	239,007.00	250,623.00		253,544.32	2,921.32-
1120	Certificated Substitutes		1,200.00		6,150.00	4,950.00-
1200	Certificated Pupil Support Ser	63,839.00	60,613.00		62,147.90	1,534.90-
1300	Certificated Supervisor Admini	170,833.00	176,531.00		179,130.51	2,599.51-
1310	Teacher in Charge				4,000.00	4,000.00-
	Total for Object 1000	473,679.00	488,967.00	.00	504,972.73	16,005.73-
2100	Instructional Aides' Salaries	91,496.00	94,976.00		98,104.26	3,128.26-
2105	Per Diem - Same Day Travel		51.00		51.00	.00
2120	Classified Substitutes				172.71	172.71-
2200	Classified Support Salaries	22,358.00	15,850.00		11,833.30	4,016.70
2300	Classified Supervisors' Admini	101,356.00	89,925.00		110,902.89	20,977.89-
2400	Clerical Technical Office Staf	131,117.00	131,117.00		136,615.19	5,498.19-
2900	Other Classified Salaries	13,638.00	12,099.00		16,757.91	4,658.91-
	Total for Object 2000	359,965.00	344,018.00	.00	374,437.26	30,419.26-
3101	STRS Certificated Positions	59,287.00	86,923.00		62,586.82	24,336.18
3102	STRS Classified Positions	1,650.00	1,715.00		1,396.60	318.40
3201	PERS Certificated Positions				70.82	70.82-
3202	PERS Classified Positions	59,611.00	56,439.00		57,793.62	1,354.62-
3301	OASDI Certificated Positions		74.00		70.06	3.94
3302	OASDI Classified Positions	21,633.00	20,535.00		22,793.91	2,258.91-
3311	Medicare Certificated Position	6,234.00	6,216.00		6,717.90	501.90-
3312	Medicare Classified Positions	5,157.00	4,901.00		5,497.91	596.91-
3401	Health & Welfare Benefits Cert	94,367.00	99,658.00		96,203.00	3,455.00
3402	Health & Welfare Benefits Clas	59,571.00	77,330.00		72,905.50	4,424.50
3501	SUI Certificated	329.00	234.00		252.66	18.66-
3502	SUI Classified	249.00	176.00		189.63	13.63-
3601	Workers' Compensation Certific	881.00	15,907.00		17,192.78	1,285.78-
3602	Workers' Compensation Classifi	1,590.00	11,997.00		14,396.87	2,399.87-
3902	Golden Handshake-Class	6,920.00	27,682.00		27,681.00	1.00
	Total for Object 3000	317,479.00	409,787.00	.00	385,749.08	24,037.92
4100	Approved Textbooks Core Curric	410.00	2,237.00			2,237.00
4200	Library and Reference Material	444.00				.00
4300	Materials and Supplies	23,277.00	46,325.00		25,695.07	20,629.93
4320	Custodial Grounds Supplies	2,972.00	500.00			500.00
4330	Office Supplies	1,000.00	1,000.00		1,085.35	85.35-

Balances through June						Fiscal Year 2016/17
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund (continued)						
4350	Vehicle Upkeep	5,500.00	5,500.00		1,821.56	3,678.44
4400	Noncapitalized Equipment	9,561.00	22,765.00		16,614.06	6,150.94
	Total for Object 4000	43,164.00	78,327.00	.00	45,216.04	33,110.96
5100	Subagreements for Services	42,000.00	91,000.00		45,226.10	45,773.90
5200	Travel and Conference	23,280.00	27,624.00		23,211.13	4,412.87
5300	Dues and Membership	18,370.00	19,083.00		11,392.64	7,690.36
5400	Insurance	9,300.00	9,300.00		8,191.00	1,109.00
5500	Operation Housekeeping Service	9,200.00	9,200.00		6,997.28	2,202.72
5600	Rentals, Leases, Repairs, Nonc	2,600.00	3,100.00		688.44	2,411.56
5801	Legal Services	25,500.00	20,500.00			20,500.00
5803	Legal Publications	500.00	500.00			500.00
5805	Personnel Expense	613.00	613.00		120.15	492.85
5806	Negotiations	1,000.00	1,000.00			1,000.00
5808	Other Services & Fees	1,500.00	1,500.00		1,386.68	113.32
5810	Contracted Services	444,507.00	483,873.00	74,735.41	324,725.52	84,412.07
5899	SPJUSD to Reimburse				6,307.76	6,307.76
5900	Communications	1,600.00	1,900.00		894.89	1,005.11
	Total for Object 5000	579,970.00	669,193.00	74,735.41	429,141.59	165,316.00
6200	Building and Improvement of Bu	30,032.00	64,032.00		55,368.01	8,663.99
6400	Equipment	30,300.00	20,000.00		26,475.00	6,475.00
	Total for Object 6000	60,332.00	84,032.00	.00	81,843.01	2,188.99
7141	Tuition, excess cost etc betwe	27,582.00	24,428.00			24,428.00
7310	Direct Support/Indirect Costs					.00
	Total for Object 7000	27,582.00	24,428.00	.00	.00	24,428.00
	Total for Fund 01 and Expense accounts	1,862,171.00	2,098,752.00	74,735.41	1,821,359.71	202,656.88
Fund 16 - FOREST RES						
7211	Transfers of Pass-through Rev	80,000.00	80,000.00		95,089.65	15,089.65
7619	Other Authorized Interfund Tra	13,360.00	13,360.00		16,780.52	3,420.52
	Total for Fund 16, Expense accounts and Object 7000	93,360.00	93,360.00	.00	111,870.17	18,510.17
	Total for Org 001 - Sierra County Office of Education	1,955,531.00	2,192,112.00	74,735.41	1,933,229.88	184,146.71

MINUTES OF THE REGULAR MEEETING OF THE
SIERRA COUNTY BOARD OF EDUCATION

June 13, 2017

Downieville School, 130 School St., Downieville, CA 95936

5 pm for Closed Session

6 pm for Regular Session

A. CALL TO ORDER

President SHARON DRYDEN called the meeting to order at 5:00 pm.

B. ROLL CALL

PRESENT: Ms. Sharon Dryden, President
Mr. Allen Wright, Vice President
Mr. Tim Driscoll, Clerk
Mr. Mike Moore, Member
Ms. Patty Hall, Member

ABSENT: None

C. APPROVAL OF THE AGENDA
DRISCOLL/HALL

5/0

D. PUBLIC COMMENT FOR CLOSED SESSION

At this time, the meeting opened for any public comments regarding the Closed Session item.
There were no comments.

E. CLOSED SESSION

The Board of Trustees and Superintendent Dr. Merrill M. Grant moved into closed session to discuss the following item:

1. Government Code §54957.6, Conference with Labor Negotiators
Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent
Employee Organizations:
Unrepresented Employees: Superintendent

F. RETURN TO OPEN SESSION at 6:04 pm

HALL/DRISCOLL

5/0

G. ADJOURN FOR CLOSED SESSION OF THE SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

H. RECONVENE AT 6:04 pm

- I. REPORT OUT FROM CLOSED SESSION President DRYDEN reported that no action was taken. The board discussed labor negotiations regarding Superintendent salary. There will be no changes to Resolution No. 17-001, Set Superintendent Salary, approved and signed May, 2017.

J. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

- a. Dr. Grant updated the board on information regarding the California State Budget May Revise. Ms. Nona Griesert added that a one term benefit of \$170 per ADA may be proposed through 5/2019, but a caveat may be restrictions for use until 2020.
- b. New Hire: Special Education Teacher, Loyalton Elementary School, 1.0 FTE, Miranda Prakash, effective August 20, 2017
- c. Contracted Nursing Services for 2017-2018
- d. Contracted Speech Therapist Services for 2017-2018
- e. Contracted Counselor Services for 2017-2018
- f. The Board requested more information and some clarification of purpose and duties as to the Lassen County Office of Education/Rainbow Contract
- g. Additional Special Education Teacher Hire-Downieville School – Dr. Grant will create a schematic with cost and schedule and bring to July meeting. MOORE requested that this item be brought back for discussion.
- h. SmartWatt Task Orders – Progress All lighting projects should be wrapped up by Thursday this week.
- i. Approved: Request for Allowance of Attendance Because of Emergency Conditions for Downieville Schools, Loyalton Schools and SCOE
- j. Verizon Tower – Sierraville School Location – Pre-construction phase/bid walk through is scheduled for June 22

2. Business Report

- a. Account Object Summary-Balance from 07/01/16 to 5/31/17
- b. Second Interim Positive Certification Letter

3. Staff Reports (5 minutes)

- a. Extended Year School begins June 14 to July 13, 2017 for Special Education students only

4. Board Members' Report (5 minutes)

Health & Welfare Insurance Report – DRYDEN explained that the board members will receive the same benefits negotiated by the classified employees

5. Public Comment –This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is listed on the agenda. Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter. (Education Code [35145.5](#); Bylaw 9322; Government Code [54954.3](#))

- a. Current location-None
- b. Videoconference location-

Megan Meschery, President of the Sierra Schools Foundation, reported that the foundation granted close to \$30,000 in the 2016-17 school year. This coming fall (2017-18), \$13,000 has been given towards Ashland, Oregon, Shakespeare Festival trip, STEM program support, many LES activities (Zombie Watch Program); and arts in the schools for Kindergarten. President DRYDEN thanked the foundation for their continued support.

K. CONSENT CALENDAR

1. Approval of the minutes of the Regular Board meeting held May 9, 2017
2. Approval of Board Report – Checks Dated 5/1/17 through 5/31/17
DRISCOLL/HALL
5/0

L. ACTION ITEMS

1. New Business

- 1617-117 Adoption of the 2017-2018 Local Control and Accountability Plan
MOORE/HALL
5/0
- 1617-118 Adoption of the 2017-2018 Budget and the Criteria & Standards Report
MOORE/HALL
5/0
- 1617-119 Public Hearing for California Department of Education Certification of the Sierra County SELPA Annual Service and Budget Plan opened at 6:56 pm and closed without comment.
- 1617-120 Approval of SELPA Annual Service and Budget Plan
MOORE/HALL
5/0

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

MOORE motioned to approve Item 1617-121 through and including 1617-128.
HALL SECONDED
5/0

- 1617-121 Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures, revision
- 1617-122 Board Policy 1340 - Access to District Records, revision
- 1617-123 Board Policy 2121 - Superintendent's Contract, Revision
- 1617-124 Administrative Regulation 4112.22, Staff Teaching English Learners, revision
- 1617-125 Administrative Regulation 4161.1/4361.1, Personal Illness/Injury Leave, revision
- 1617-126 Administrative Regulation 4261.1, Personal Illness/Injury Leave, revision
- 1617-127 Approval of Board Policy 5030, Student Wellness, revision

1617-128 Board Policy 9012, Board Member Electronic Communications, revision

M. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on July 11, 2017, at Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118, beginning with Closed Session, as needed, at 5:00 pm and the Regular Board Meeting following the Sierra County Board of Education meeting at 6:00 pm.
2. Suggested Agenda items
 - a. Special Education Teacher, Downieville School
 - b. Contract with Lassen County

N. ADJOURN

HALL/DRISCOLL
5/0
Adjourned at 7:00 pm.

Tim Driscoll, Clerk

Dr. Merrill M. Grant, Superintendent
Secretary of the Board of Education

Checks Dated 06/01/2017 through 06/30/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00014672	06/09/2017	APEX SAW WORKS	01-4300	CHOP SAW		498.01
00014673	06/09/2017	HEIDI BETHKE	01-5200	PER DIEM	39.00	
				PRELIM ADMIN CREDENTIAL PRGRAM	500.00	539.00
00014674	06/09/2017	CASBO	01-5200	WORKSHOP REGISTRATION	76.25	
			01-5899	WORKSHOP REGISTRATION	228.75	305.00
00014675	06/09/2017	CUSTOMINK ATTN: ACCOUNTS RECEIVABLE	01-4300	T-SHIRTS - TUPE	2,110.25	
				Unpaid Sales Tax	142.65-	1,967.60
00014676	06/09/2017	TOMMY DEL CARLO	01-5810	TRANSPORTATION REIMBURSE		89.45
00014677	06/09/2017	NONA GRIESERT	01-5200	MILEAGE	152.10	
			01-5899	MILEAGE	456.31	608.41
00014678	06/09/2017	JANIS HARDEMAN	01-5810	NURSE SERVICES		2,300.00
00014679	06/09/2017	LADUE SYSTEMS	01-5810	SELPA MANAGER LICENSE AND SUPPORT		2,000.00
00014680	06/09/2017	LAKESHORE LEARNING	01-4300	WRITE & WIPE BOARD		85.56
00014681	06/09/2017	JANE V. LEE, M.A., LMFT	01-5810	COUNSELING SERVICES		960.00
00014682	06/09/2017	LIBERTY UTILITIES CPEC	01-5500	ELECTRICAL SERVICE		145.90
00014683	06/09/2017	MARY LOWE, MFT	01-5810	COUNSELING SERVICES		2,380.00
00014684	06/09/2017	BARBARA MCKURTIS	01-5100	CONTRACTED CONSULTANT AGREEMENT		8,051.40
00014685	06/09/2017	MARLENE MONGOLO	01-5200	PER DIEM/SELPA MEAL		74.00
00014686	06/09/2017	NCS PEARSON, INC.	01-4300	ASSESSMENT FORMS		275.64
00014687	06/09/2017	PLACER COUNTY OFFICE OF ED EDUCATIONAL SERVICES-PASCP	01-5200	PRELIM ADMIN CREDENTIAL PRGRAM		6,250.00
00014688	06/09/2017	RAY MORGAN COMPANY	01-5600	COPIER		9.69
00014689	06/09/2017	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		209.77
00014690	06/09/2017	SIERRA VALLEY HOME CENTER	01-4300	MISC. SHOP SUPPLIES		129.28
00014691	06/09/2017	SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT	01-5200	HOTEL ACCOMODATIONS		318.03
00014692	06/09/2017	SISKIYOU COUNTY OFFICE OF EDUCATION	01-5300	COALITION DUES		300.89
00014693	06/09/2017	SMARTWATT ENERGY, INC.	01-6200	LIGHTING	42,100.90	
			01-9515	LIGHTING	663.36	42,764.26
00014694	06/09/2017	SOLUTIONZ CONFERENCING, INC.	01-6400	POLYCOM EQUIPMENT		26,475.00
00014695	06/09/2017	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	JUNE 17 HEALTH INSURANCE	1,600.00	
			76-9576	JUNE 17 HEALTH INSURANCE	16,462.00	18,062.00
00014696	06/09/2017	U.S. BANK	01-4300	CD PLAYERS	104.45	
				DESKS/STOOLS	1,603.12	
				EASEL PADS	50.61	
				PROTECTIVE HELMET	120.93	
			01-5899	LCAP MEETING MEALS	85.10	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 06/01/2017 through 06/30/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00014696	06/09/2017	U.S. BANK	01-5899	NOR CAL SUPTS	853.05	
			01-9200	NOR CAL SUPTS	686.73	3,503.99
00014697	06/09/2017	VOYAGER	01-4350	FUEL EXPENSE	58.83	
			01-5200	FUEL EXPENSE	87.21	146.04
00014698	06/09/2017	ALLEN WRIGHT	01-5200	PER DIEM		20.07
00014699	06/30/2017	TOMMY DEL CARLO	01-5810	TRANSPORTATION REIMBURSE		146.38
00014700	06/30/2017	LASSEN COUNTY OFFICE OF EDUCATION	01-5810	ADAPTIVE PE SERVICES		5,738.79
00014701	06/30/2017	JANE V. LEE, M.A., LMFT	01-5810	COUNSELING SERVICES		320.00
00014702	06/30/2017	LIBERTY UTILITIES CPEC	01-5500	ELECTRICAL SERVICE		122.92
00014703	06/30/2017	LESLIE MARSDEN, MOT, OTR/L	01-5810	OCCUPATIONAL THERAPY SERVICES		1,627.50
00014704	06/30/2017	BARBARA MCKURTIS	01-5100	CONTRACTED CONSULTANT AGREEMENT		1,341.90
00014705	06/30/2017	MIKE MOORE	01-5200	PER DIEM		26.75
00014706	06/30/2017	PITNEY BOWES, INC.	01-5600	POSTAGE MACHINE	53.01	
			01-5899	POSTAGE MACHINE	159.04	212.05
00014707	06/30/2017	RAY MORGAN COMPANY	01-5600	COPIER		13.53
00014708	06/30/2017	SCHOOL SERVICES OF CALIFORNIA	01-5200	WORKSHOP REGISTRATION	41.25	
			01-5899	WORKSHOP REGISTRATION	123.75	165.00
00014709	06/30/2017	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		103.13
00014710	06/30/2017	SIERRA VALLEY HOME CENTER	01-4300	MISC. SHOP SUPPLIES		100.25
00014711	06/30/2017	SINGLETON AUMAN PC	01-5810	AUDIT FEES		1,050.00
00014712	06/30/2017	U.S. BANK	01-4300	SHOP SUPPLIES	132.12	
			01-5899	LCAP MEETING MEALS	121.76	
				OFFICE SUPPLIES	47.39	301.27
00014713	06/30/2017	VOYAGER	01-4350	FUEL EXPENSE	109.91	
			01-5200	FUEL EXPENSE	46.40	156.31
00014714	06/30/2017	ALLEN WRIGHT	01-5200	PER DIEM		6.69
Total Number of Checks					43	129,901.46

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	County School Service Fund	43	113,582.11
76	Payroll Clearing	1	16,462.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 06/01/2017 through 06/30/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
		Total Number of Checks	43		130,044.11	
		Less Unpaid Sales Tax Liability			142.65	
		Net (Check Amount)			129,901.46	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

2017-18 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca17asstoc.asp>.

CDE Program Contact:

Joy Paull, jpaul@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form is on file.

Authorized Representative's Full Name	Merrill M. Grant, Ed.D.
Authorized Representative's Signature	
Authorized Representative's Title	Superintendent
Authorized Representative Signature Date	06/06/2017

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2017-18 Protected Prayer Certification

ESSA Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269
 Mindi Yates, Title I Policy and Program Guidance Office, myates@cde.ca.gov, 916-319-0789

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Merrill M. Grant
Authorized Representative Title	Superintendent
Authorized Representative Signature Date	06/06/2017
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field. (Maximum 500 characters)	

*****Warning*****

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2017-18 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/13/2017
---	------------

District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	
DELAC review date	
Meeting minutes web address <small>Please enter the Web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.</small>	
DELAC comment <small>If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)</small>	DELAC Advisory Committee is not required. EL population is under the threshold.

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III Part A Immigrant ESEA Sec. 3102 SACS 4201	No
Title III Part A English Learner ESEA Sec. 3102 SACS 4203	Yes

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2017-18 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Title V, Part B Subpart 1 Small, Rural School Achievement Grant ESSA Sec. 5211 SACS 5810	Yes
Title V, Part B Subpart 1 REAP Flexibility Participation	Yes

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2017-18 Title III, Part A English Learner Student Program Subgrant Budget

The purpose of this report is to provide a proposed budget for 2017-18 English learner (EL) student program subgrant funds only per the Title III, Part A, English Learner Students Program requirements (ESSA, Title III, Part A, Sections 3114, 3115, & 3116).

CDE Program Contact:

Patty Stevens, Language Policy and Leadership Office, pstevens@cde.ca.gov, 916-323-5838
 Geoffrey Ndirangu, Language Policy and Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Estimated Entitlement Calculation

Note: If the estimated entitlement amount does not meet the minimum \$10,000 program eligibility criteria for direct funding status, further action may be required. To receive instructions regarding the consortium application process, please contact Patty Stevens by phone at 916-323-5838 or by e-mail at pstevens@cde.ca.gov.

Estimated English learner per student allocation	\$93.37
Estimated English learner student count	3
Estimated English learner entitlement amount	\$280

Budget

Professional development activities	\$22
Program and other authorized activities	\$100
English Proficiency and Academic Achievement	\$100
Parent, family, and community engagement	\$50
Direct administration costs (Amount cannot exceed 2% of the estimated entitlement)	\$5
Indirect costs (Amount should be calculated using the LEA's approved indirect cost rate)	\$3
Total allocation budget	\$280

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2017-18 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

CDE Program Contact:

Julie Brucklacher, Financial Accountability and Info Srv Office, jbruckla@cde.ca.gov, 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Additional information on the predetermined schedule substitute system of time accounting can be found at <http://www.cde.ca.gov/fg/ac/co/timeaccounting2013.asp>. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the Web at <http://www.cde.ca.gov/fg/ac/sa/>.

2017-18 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

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2017-18 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated to which schools it intended to allocate Title I, Part A funds by entering a check in the Fund Flag column.

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956
Mindi Yates, Title I Policy and Program Guidance Office, myates@cde.ca.gov, 916-319-0789

LEA meets small district criteria, submission of this data collection is optional.

An LEA is defined as a small district criteria if, based on the school list and the data entered in School Student Counts Projected, the LEA meets one or more of the following:

- Is a single school district
- Has enrollment total for all schools less than 1,000

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

- Allowable Exception Reasons**
- a - Meets 35% Low Income Requirement
 - d - Desegregation Waiver on File
 - e - Grandfather Provision
 - f - Feeder Pattern
 - g - Local Funded Charter Opted Out
 - h - Local Funded Charter Opt In
 - k - Funded with EIA/SCE

Low income measure	FRPM
Group Schools by Grade Span	No
District-wide Low Income %	100.00%
Grade Span 1 Low Income %	0.00%
Grade Span 2 Low Income %	0.00%

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2017-18 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated to which schools it intended to allocate Title I, Part A funds by entering a check in the Fund Flag column.

Grade Span 3 Low Income % 0.00%

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible for Funding	Funding Required	Ranking	Fund Flag	Exception Reason
Sierra County Special Education	6077267		3	3	100.00	Y	Y	1	Y	a

Warning

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**BEFORE THE BOARD OF TRUSTEES OF THE
SIERRA COUNTY OFFICE OF EDUCATION
CALIFORNIA**

RESOLUTION NO. 18-001

F'UND TRANSFERS for 2017/2018 FISCAL YEAR

The Board of Trustees of the SIERRA COUNTY OFFICE OF EDUCATION hereby authorizes the Superintendent and Business Manager to:

1. Make transfers between expenditure classification and/or transfers between funds of the budget deemed necessary to permit the payment of obligations of the District incurred during the 2017-2018 fiscal year.
2. Appropriate unbudgeted income, if necessary, in accordance with Education Code 42602.
3. Make necessary inter-budget transfers and revisions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the SIERRA COUNTY OFFICE OF EDUCATION on the 11th day of July 2017, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Tim Driscoll, Clerk of the Governing Board

**SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT**

Merrill M. Grant, Ed. D.
Superintendent

530 993-1660

109 Beckwith Road
Loyalton CA 96118

Notice of Public Hearing

Notice is hereby given that the Sierra County Board of Education will hold a public hearing on Tuesday, July 11, 2017, at 6:00 pm at District/County Office, 109 Beckwith Road, Room #4, Loyalton, CA, for the purpose of:

Receiving public comment on recruitment of certificated personnel. A diligent search to recruit fully prepared teacher(s) was made and an insufficient number of certificated persons met the Sierra County Office of Education's employment criteria for the position(s) for the 2017-2018 school year.



Dr. Merrill M. Grant, Superintendent

Posted: 6/26/2017
District Office, 109 Beckwith Road, Loyalton
Loyalton Elementary School, Loyalton
Loyalton High School, Loyalton
Downieville School, Downieville



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: _____

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: _____ District CDS Code: _____

Name of County: _____ County CDS Code: _____

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on ___/___/___ certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, _____.

Submitted by (Superintendent, Board Secretary, or Designee):

_____ *Name* _____ *Signature* _____ *Title*

_____ *Fax Number* _____ *Telephone Number* _____ *Date*

_____ *Mailing Address*

_____ *E-Mail Address*

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

<i>Name</i>	<i>Signature</i>	<i>Title</i>
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
<i>Mailing Address</i>		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	_____
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization: _____	
Resource Specialist	_____
Teacher Librarian Services	_____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

**REVISED MINUTES FOR THE REGULAR MEETING OF THE
SIERRA COUNTY BOARD OF EDUCATION**

May 9, 2017

5:00 pm CLOSED SESSION

6:00 pm REGULAR SESSION

Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118

This meeting was available for videoconferencing at Downieville School, 130 School St., Downieville, CA 95936

A. CALL TO ORDER

President SHARON DRYDEN called the meeting to order at 5 pm.

B. ROLL CALL

PRESENT: Ms. Sharon Dryden, President
Mr. Allen Wright, Vice President
Mr. Tim Driscoll, Clerk
Mr. Mike Moore, Member
Ms. Patty Hall, Member (arrived at 5:02 pm)

ABSENT: None

C. APPROVAL OF THE AGENDA with the following changes: Remove Items 1617-107 and 1617-111
DRISCOLL/MOORE

4/0

1 Absent

HALL arrived at 5:02 pm

D. PUBLIC COMMENT FOR CLOSED SESSION

At this time, the meeting opened for any public comments regarding the Closed Session items. There was no public comment.

E. CLOSED SESSION

The Board of Trustees, Superintendent Dr. Merrill M. Grant and Business Manager Nona Griesert will move in to closed session to discuss the following item:

1. Government Code §54957.6, Conference with Labor Negotiators
Agency Negotiator for the Board: Dr. Merrill M. Grant, Superintendent
Employee Organizations:

Represented Employees: Sierra-Plumas Teachers' Association

Unrepresented Employees: Sierra-Plumas Classified Employees

Confidential Employees

Administrative Employees

Superintendent

F. RETURN TO OPEN SESSION at 5:56 pm

ADJOURN FOR BREAK

G. RECONVENE at 6:08 pm

H. FLAG SALUTE

I. REPORT OUT FROM CLOSED SESSION – President DRYDEN stated that the closed session consisted of discussion only

J. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report
 - a. Loyalton Elementary School Community Forum
 - b. Upcoming Community Forums
May 10, Downieville School
May 16, Loyalton High School
2. Business Report
 - a. Account Object Summary-Balance from 07/01/16 to 4/30/17
3. Staff Reports (5 minutes)
MONGOLO stated that the testing process has begun. GRANT mentioned that interviews for the special education position will be held this Thursday.
4. Board Members' Report (5 minutes)
5. Public Comment –
 - a. Current location-None
 - b. Videoconference location-None

K. CONSENT CALENDAR

1. Approval of minutes of the Regular Board meeting held April 11, 2017
2. Approval of Board Report – Checks Dated 4/1/2017 through 4/30/2017
3. Review of BP/AR/E 5116.1, Intradistrict Open Enrollment (The Board shall annually review this policy. Education Code 35160.5, 48980)
4. Authorization to enter into a Memorandum of Understanding between Sierra County Office of Education and Sierra-Plumas Joint Unified School District, #2018-02C
MOORE/DRISCOLL
5/0

L. ACTION ITEMS

1. New Business

PUBLIC HEARING-LCAP

1617-99 Public Hearing opened at 6:07 pm to receive public comment on the Proposed 2017-18 Local Control and Accountability Plan and closed without comment.

PUBLIC HEARING-SCOE Budget

1617-100 Public Hearing opened at 6:08 pm to receive public comment on the 2017-18 Proposed Budget closed without comment

PUBLIC HEARING-Proposition 30, Education Protection Account

1617-101 Public Hearing opened at 6:10 pm to receive public comment on the use of Proposition 30 funding for 2017-2018 and closed without comment

PUBLIC HEARING-Collective Bargaining Disclosure Statement, an opportunity for members of the public to directly address the governing board on the Collective Bargaining Agreement, Item 1617-103 through and including 108 listed on this Agenda under Action Items, opened at 6:11 and closed without comment at 6:12 pm.

1617-102 Presentation of Classified Employees' Initial Proposal for the 2016-17 Academic Year

1617-103 Completion of Bargaining Sierra-Plumas Teachers Association, 2016-2017 Negotiations
MOORE motioned to agree to a 2.5% salary increase, effective July 2016 and an insurance hard cap of \$17,536.50 for new hires
DRISCOLL seconded
5/0

1617-104 Completion of Bargaining, Administration, 2016-2017 Negotiations
MOORE motioned to agree to a 2% salary increase, effective July 2016 and an increased insurance hard cap of \$17,536.50
DRISCOLL seconded
5/0

1617-105 Completion of Bargaining, Sierra-Plumas Classified Employees, 2016-2017 Negotiations
MOORE motioned to agree to a 2.5% salary increase, effective July 2016 and an increased insurance hard cap of \$17,536.50
DRISCOLL seconded
5/0

~~1617-106 Completion of Bargaining, Classified Management Employees, 2016-2017 Negotiations
(added in error; item relevant to District agenda)~~

1617-107 Completion of Bargaining, Confidential Employees, 2016-2017 Negotiations
WRIGHT motioned to agree to a 2.5% salary increase, effective July 2016 and an increased insurance hard cap of \$17,536.50
HALL seconded
5/0

1617-108 Adoption of Resolution 17-001, Set Superintendent Salary
MOORE motioned to adopt Resolution 17-001 at \$25,000 per year, for the 2017-2018 fiscal year. WRIGHT seconded.
TRUSTEE DRISCOLL AYE
TRUSTEE DRYDEN AYE
TRUSTEE HALL AYE
TRUSTEE MOORE AYE
TRUSTEE WRIGHT AYE
5/0

1617-109 Authorization for Certificated Employees to participate in up to three Staff Development Activities during 2017-18, designed by teachers for teachers pursuant to the provision of SB1193,

at least six hours in length, to be compensated at the rate of \$200 per documented Staff Development Activity.
(SPTA Collective Bargaining Agreement Article 3.11)
MOORE/WRIGHT
5/0

~~1617-110 Authorization to fill Bus Driver Position, .35 FTE (added in error; item relevant to District agenda)~~

APPROVAL OF BOARD POLICIES AND ADMINISTRATIVE REGULATIONS
MOORE motioned to approve item 1617-111 through and including 115
DRISCOLL seconded
5/0

- 1617-111 Board Policy 4034, School/Office Closure Due to Emergency Conditions (New)
- 1617-112 Exhibit 5145.6, Parental Notifications, revision
- 1617-113 Board Policy 6111, School Calendar, revision
- 1617-114 Board Policy 6144, Controversial Issues, revision
- 1617-115 Board Policy and Administrative Regulation 6174, Education for English Learners, revision

M. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on June 13, 2017, at Downieville School, 130 School St., Downieville, CA 95936, beginning with Closed Session, as needed, at 5:00 pm and the Regular Board Meeting at 6:00 pm
2. Suggested Agenda Items
 - a. _____

N. ADJOURN at 6:23 pm
DRISCOLL/HALL
5/0

Tim Driscoll, Clerk

Dr. Merrill M. Grant, Superintendent
Secretary to the County Board of Education

Sierra County/Sierra-Plumas Joint USD

Administrative Regulation

Nondiscrimination/Harassment

AR 5145.3

Students

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's efforts to comply with applicable state and federal civil rights laws, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, and the Age Discrimination Act of 1975, and to answer inquiries regarding the district's nondiscrimination policies. The individual(s) shall also serve as the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints alleging unlawful discrimination targeting a student, including discriminatory harassment, intimidation, or bullying, based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

Superintendent of Schools
 109 Beckwith Road
 Loyalton CA 96118
 P. O. Box 955
 530 993-1660 Ext *837
 mgrant@spjUSD.org

(cf. 1312.1 - Complaints Concerning District Employees)
 (cf. 1312.3 - Uniform Complaint Procedures)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at district schools or in school activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and related complaint procedures, including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public; by posting them on the district's web site and other prominent locations and providing easy access to them through district-supported social media, when available.

2. Post in a prominent and conspicuous location on the district and school web sites information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the following: (Education Code 221.61)

a. The name and contact information of the district's Title IX coordinator, including the phone number and email address

b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (OCR)

c. A description of how to file a complaint of noncompliance with Title IX in accordance with AR 1312.3 - Uniform Complaint Procedures, which shall include:

(1) An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations

(2) An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on the OCR's web site

(3) A web link to the OCR complaints form and the contact information for the office, including the phone number and email address for the office

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

23. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior. (Education Code 234.1)

4. Annually notify all students and parents/guardians of the district's nondiscrimination policy, including its responsibility to provide a safe, nondiscriminatory school environment for all students, including transgender and gender-nonconforming students. The notice shall inform students and parents/guardians that they may request to meet with the compliance officer to determine how best to accommodate or resolve concerns that may arise from the district's implementation of its nondiscrimination policies. The notice shall also inform all students and parents/guardians that, to the extent possible, the district will address any individual student's interests and concerns in private.

(cf. 5145.6 - Parental Notifications)

5. The Superintendent or designee shall ensure that students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

56. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them. Such training and information shall include details of guidelines the district may use to provide a discrimination-free environment for all district students, including transgender and gender-nonconforming students.

(cf. 1240 - Volunteer Assistance)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

67. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so. (Education Code 234.1)

8. At the beginning of each school year, inform each principal or designee of the district's responsibility to provide appropriate assistance or resources to protect students' privacy rights and ensure their safety from threatened or potentially discriminatory behavior.

Enforcement of District Policy

The Superintendent or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

(cf. 5131.5 - Vandalism and Graffiti)

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination, how to report it or file a complaint, and how to respond

3. Disseminating and/or summarizing the district's policy and regulation regarding unlawful discrimination

4. Consistent with the laws regarding the confidentiality of student and personnel records, communicating the school's response to students, parents/guardians, and the community

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

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

(cf. 5125 - Student Records)

5. Taking appropriate disciplinary action against students, employees, and anyone determined to have engaged in wrongdoing in violation of district policy, including any student who is found to have filed a complaint of discrimination that he/she knew was not true

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

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

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

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

Process for Initiating and Responding to Complaints

Any student who feels that he/she has been subjected to unlawful discrimination described above or in district policy is strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, any student who observes any such incident is strongly encouraged to report the incident to the compliance officer or principal, whether or not the alleged victim files a complaint.

Any school employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When a verbal report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the principal or compliance officer, he/she shall make a note of the report and encourage the student or parent/guardian to file the complaint in writing, pursuant to the provisions in AR 1312.3 - Uniform Complaint Procedures. Once notified verbally or in writing, the principal or compliance officer shall begin the investigation and shall implement immediate measures necessary to stop the discrimination and ensure that all students have access to the educational program and a safe school

environment. –Any interim measures adopted to address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the principal, compliance officer, or any other person to whom a report would ordinarily be made or complaint filed shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Transgender and Gender-Nonconforming Students

Gender identity of a student means the student's gender-related identity, appearance, or behavior as determined from the student's internal sense of his/her gender, whether or not that gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Transgender student means a student whose gender identity is different from the gender he/she was assigned at birth.

Regardless of whether they are sexual in nature, acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, or that have the purpose or effect of producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment are prohibited. –Examples of the types of conduct which are prohibited in the district and which may constitute gender-based harassment include, but are not limited to:

1. Refusing to address a student by a name and the pronouns consistent with his/her gender identity
2. Disciplining or disparaging a student or excluding him/her from participating in activities for behavior or appearance that is consistent with his/her gender identity or that does not conform to stereotypical notions of masculinity or femininity, as applicable
3. Blocking a student's entry to the bathroom that corresponds to his/her gender identity

4. Taunting a student because he/she participates in an athletic activity more typically favored by a student of the other sex
5. Revealing a student's transgender status to individuals who do not have a legitimate need for the information, without the student's consent
6. Use of gender-specific slurs
7. Physical assault of a student motivated by hostility toward him/her because of his/her gender, gender identity, or gender expression

The district's uniform complaint procedures (AR 1312.3) shall be used to report and resolve complaints alleging discrimination against transgender and gender-nonconforming students.

Examples of bases for complaints include, but are not limited to, the above list, as well as improper rejection by the district of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's transgender status, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the district shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. Right to privacy: A student's transgender or gender-nonconforming status is his/her private information and the district shall only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. In any case, the district shall only allow disclosure of a student's personally identifiable information to employees with a legitimate educational interest as determined by the district pursuant to 34 CFR 99.31. Any district employee to whom a student's transgender or gender-nonconforming status is disclosed shall keep the student's information confidential. When disclosure of a student's gender identity is made to a district employee by a student, the employee shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless he/she is required to disclose or report the student's information pursuant to this ~~procedure~~administrative regulation, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to his/her status as a transgender or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

As appropriate given the student's need for support, the compliance officer may discuss with the student any need to disclose the student's transgender or gender-nonconformity status or gender identity or gender expression to his/her parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as

counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

2. **Determining a Student's Gender Identity:** The compliance officer shall accept the student's assertion of his/her gender identity and begin to treat the student consistent with his/her gender identity unless district personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose.

3. **Addressing a Student's Transition Needs:** The compliance officer shall arrange a meeting with the student and, if appropriate, his/her parents/guardians to identify and develop strategies for ensuring that the student's access to education programs and activities is maintained. The meeting shall discuss the transgender or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to his/her status as a transgender or gender-nonconforming individual, so that prompt action could be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the arrangements for the student are meeting his/her educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.

4. **Accessibility to Sex-Segregated Facilities, Programs, and Activities:** When the district maintains sex-segregated facilities, such as restrooms and locker rooms, or offers sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs, students shall be permitted to access facilities and participate in programs and activities consistent with their gender identity. To address any student's privacy concerns in using sex-segregated facilities, the district shall offer available options such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, access to a staff member's office, or use of the locker room before or after the other students. However, the district shall not require a student to utilize these options because he/she is transgender or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with his/her gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with his/her gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

(cf. 7110 - Facilities Master Plan)

5. Student Records: A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed pursuant to a court order. However, at the written request of a student or, if appropriate, his/her parents/guardians, the district shall use the student's preferred name and pronouns consistent with his/her gender identity on all other district-related documents. Such preferred name may be added to the student's record and official documents as permitted by law.

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

6. Names and Pronouns: If a student so chooses, district personnel shall be required to address the student by a name and the pronouns consistent with his/her gender identity, without the necessity of a court order or a change to his/her official district record. However, inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or consistent pronouns ~~shall~~**will, in general,** not constitute a violation of this administrative regulation or the accompanying district policy.

7. Uniforms/Dress Code: ~~A~~**–**A student has the right to dress in a manner consistent with his/her gender identity, subject to any dress code adopted on a school site.

(cf. 5132 - Dress Code)

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy SIERRA COUNTY OFFICE OF EDUCATION
adopted: December 9, 2014 Sierraville, California
revised: October 11, 2016 Loyalton, California
revised: July 11, 2017

Sierra County/Sierra-Plumas Joint USD

Administrative Regulation

Athletic Competition

AR 6145.2

Instruction

Nondiscrimination and Equivalent Opportunities in the Athletic Program

No student shall be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics on the basis of actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race, ancestry, national origin, religion, color, mental or physical disability, or any other basis specified in law. (Education Code 220, 221.5, 230; 5 CCR 4920; 34 CFR 106.41)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee may provide single-sex teams when selection for the teams is based on competitive skills. (5 CCR 4921; 34 CFR 106.41)

Each student shall be allowed to participate in any single-sex athletic program or activity consistent with his/her gender identity and for which he/she is otherwise eligible to participate, irrespective of the gender listed on the student's records. (Education Code 221.5)

(cf. 5125 - Student Records)

When a school provides only one team in a particular sport for members of one sex, but provides no team in the same sport for members of the other sex, and athletic opportunities in the total program for that sex have been previously limited, members of the excluded sex shall be allowed to try out and compete with the team. The same standards for eligibility shall be applied to every student trying out for the team, regardless of sex, sexual orientation, gender, gender identity, gender expression, or other protected group status. (5 CCR 4921; 34 CFR 106.41)

The Superintendent or designee shall ensure that equivalent opportunities are available to both sexes in athletic programs by considering, among other factors: (5 CCR 4922; 34 CFR 106.41)

1. Whether the offered selection of sports and levels of competition effectively accommodate the interests and abilities of both sexes

The athletic program may be found to effectively accommodate the interests and abilities of both sexes using any one of the following tests: (Education Code 230)

a. Whether the interscholastic-level participation opportunities for male and female students

are provided in numbers substantially proportionate to their respective enrollments

b. Where the members of one sex have been and are underrepresented among interscholastic athletes, whether the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex

c. Where the members of one sex are underrepresented among interscholastic athletes and the district cannot show a history and continuing practice of program expansion as required in item #1b above, whether the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program

2. The provision and maintenance of equipment and supplies
3. Scheduling of games and practice times, selection of the season for a sport, and location of the games and practices
4. Travel and per diem allowances
5. Opportunities to receive coaching and academic tutoring
6. Assignment and compensation of coaches and tutors
7. Provision of locker rooms, practice facilities, and competitive facilities
8. Provision of medical and training facilities and services
9. Provision of housing and dining facilities and services
10. Publicity

***Note: 5 CCR 4922 clarifies that unequal aggregate expenditures for members of each sex or unequal expenditures for male and female teams shall not by itself constitute a failure to provide equivalent opportunities. However, the provision of necessary funding for teams of both sexes is a factor in the determination, as specified below. ***

11. Provision of necessary funds

~~Beginning with the 2015-16 school year and every year thereafter, each~~ Each school that offers competitive athletics shall, at the end of the school year, post ~~the following information~~ on its school web site, or on the district web site if the school does not have a web site, ~~at the end of the school year~~ following information: (Education Code 221.9)

1. The total enrollment of the school, classified by gender
2. The number of students enrolled at the school who participate in competitive athletics,

classified by gender

3. The number of boys' and girls' teams, classified by sport and by competition level

(cf. 1113 - District and School Web Sites)

The data reported for items #1-3 above shall reflect the total number of players on a team roster on the official first day of competition. The materials used to compile this information shall be retained by the school for at least three years after the information is posted on the web site. (Education Code 221.9)

(cf. 3580 - District Records)

~~Health~~Concussions and ~~Safety~~Head Injuries

The Superintendent or designee shall annually distribute to student athletes and their parents/guardians an information sheet on concussions and head injuries. The student and parent/guardian shall sign and return the information sheet before the student's initiating practice or competition. (Education Code 49475)

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding concussion symptoms, prevention, and appropriate response. (Education Code 35179.1, 49032)

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

If a student athlete is suspected of sustaining a concussion or head injury in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day. The student shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider trained in the management of concussions and receives the health care provider's written clearance to return to the activity. If the health care provider determines that the athlete sustained a concussion or a head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider. (Education Code 49475)

~~The Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.~~

~~The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding concussion symptoms, prevention, and appropriate response.
(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)~~

A middle school or high school football team shall not hold a full-contact practice during the off-season and shall not conduct more than two full-contact practices per week during the preseason

and regular season (from 30 days before the commencement of the regular season until the completion of the final interscholastic football game of that season). In addition, the full-contact portion of a practice shall not exceed 90 minutes in any single day. For these purposes, full-contact practice means a practice where drills or live action is conducted that involves collisions at game speed, where players execute tackles and other activity that is typical of an actual tackle football game. (Education Code 35179.5)

Sudden Cardiac Arrest

***Note: Education Code 33479.3, as added by AB 1639 (Ch. 792, Statutes of 2016), requires that student athletes and their parents/guardians receive information on the nature and warning signs of sudden cardiac arrest, as provided below. This information is available from the CIF or, if the athletic activity is not governed by the CIF, on the California Department of Education's (CDE) web site. In addition, Education Code 33479.2, as added by AB 1639, encourages districts to post on their web sites the information provided on the CDE's web site pertaining to sudden cardiac arrest. ***

The Superintendent or designee shall distribute the California Interscholastic Federation (CIF) information sheet on sudden cardiac arrest to all student athletes who will be participating in a CIF-governed athletic activity and to their parents/guardians. The student and parent/guardian shall sign and return the information sheet prior to the student's participation in the athletic activity. If an athletic activity is not covered by the CIF, the student and his/her parent/guardian shall, prior to participating in the athletic activity, sign and return an acknowledgement that they have received and reviewed the sudden cardiac arrest information posted on the California Department of Education's web site. (Education Code 33479.2, 33479.3)

***Note: Beginning July 1, 2017, Education Code 33479.6, as added by AB 1639 (Ch. 792, Statutes of 2016), requires the coach of an athletic activity to complete, every two years, a training course related to the nature and warning signs of sudden cardiac arrest. See AR 4127/4227/4327 - Temporary Athletic Team Coaches. CIF makes free online courses available through its web site. ***

The Superintendent or designee shall provide training to coaches and/or athletic trainers regarding the nature and warning signs of sudden cardiac arrest. (Education Code 33479.6, 33479.7, 35179.1, 49032)

***Note: Education Code 33479.5, as added by AB 1639 (Ch. 792, Statutes of 2016), and CIF bylaws provide for a student's removal from participation in an athletic activity if he/she passes out or faints. As defined by Education Code 33479.1, as added by AB 1639, an "athletic activity" includes (1) interscholastic athletics; (2) an athletic contest or competition sponsored by a school, including cheerleading and club-sponsored sports activities; (3) noncompetitive cheerleading sponsored by a school; and (4) practices, interscholastic practices, and scrimmages for all these activities. ***

***Note: Pursuant to Education Code 33479.5, this requirement does not apply when a student engages in an athletic activity during the regular school day or as part of a physical education

course, unless the activity constitutes a practice, interscholastic practice, or scrimmage. Furthermore, Education Code 33479.5 authorizes, but does not require, the removal of a student from an athletic activity if he/she exhibits symptoms of sudden cardiac arrest other than passing out or fainting, as provided below. However, to promote student safety, the district may choose to require its staff to remove a student from an athletic activity if he/she exhibits any symptom of sudden cardiac arrest at any time. ***

If a student athlete passes out or faints, or is known to have passed out or fainted, while participating in or immediately following his/her participation in an athletic activity, the student shall be removed from participation at that time. If a student exhibits any other symptoms of sudden cardiac arrest, including seizures during exercise, unexplained shortness of breath, chest pains, dizziness, racing heart rate, or extreme fatigue, he/she may be removed from participation by a coach or other employee who observes these symptoms. If any such symptoms are observed, notification shall be given to the student's parent/guardian so that the parent/guardian can determine the treatment, if any, the student should seek. A student who has been removed from participation shall not be permitted to return until he/she is evaluated and given written clearance to return to participation by a health care provider. (Education Code 33479.2, 33479.5)

Additional Parental Notifications

***Note: The following optional section lists notices that the district may send to parents/guardians of students participating in interscholastic athletics. This section should be revised to reflect district practice. ***

Before a student participates in interscholastic athletic activities, the Superintendent or designee shall, in addition to providing his/her parents/guardians with information on the signs and symptoms of concussions and sudden cardiac arrest as described above, send a notice to the student's parents/guardians which:

1. Contains information about the procedures for filing a discrimination complaint that arises out of an interscholastic athletic activity, including the name of the district's Title IX Coordinator

(cf. 1312.3 - Uniform Complaint Procedures)

2. Includes a copy of ~~the Athletes' Bill of Rights~~ students' Title IX rights pursuant to Education Code ~~271~~221.8

***Note: In Kahn v. East Side Union High School District, the California Supreme Court analyzed the liability of a coach for an injury to a member of a high school diving team. The court acknowledged that some risk of injury is inherent in sports and part of a coach's job is to "push" a student athlete to advance his/her skill level and to undertake more difficult tasks. According to the court, a coach could be found liable only when he/she intentionally injures the student or engages in conduct that is so reckless that it is outside of the ordinary activity involved in teaching or coaching the sport. ***

3. Explains that there is an element of risk associated with all athletic competitions and that the district cannot guarantee that students will not be injured, despite a commitment to every participant's health and welfare

(cf. 3530 - Risk Management/Insurance)

4. Provides information about insurance protection pursuant to Education Code 32221.5

(cf. 5143 - Insurance)

5. Requests parental permission for the student to participate in the program and, if appropriate, be transported by the district to and from competitions

(cf. 3541.1 - Transportation for School-Related Trips)

6. States the district's expectation that students adhere strictly to all safety rules, regulations, and instructions, as well as rules and guidelines related to conduct and sportsmanship

(cf. 5144 - Discipline)

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

7. Includes a copy of the local California Interscholastic Federation (CIF) league rules

***Note: Pursuant to Education Code 49033 and CIF bylaws, any student participating in athletics and his/her parent/guardian must sign a statement that the student will not use androgenic/anabolic steroids, unless he/she has a written prescription from a licensed health care practitioner, or dietary supplements banned by the U.S. Anti-Doping Agency as well as the substance synephrine. See BP/AR/E 5131.63 - Steroids. ***

8. Includes information about the CIF bylaw and district policy requiring any student athlete and his/her parent/guardian to sign a statement that the student will not use steroids, unless prescribed by a licensed health care practitioner, or prohibited dietary supplements that include substances banned by the U.S. Anti-Doping Agency

(cf. 5131.63 - Steroids)

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 Regulation SIERRA COUNTY OFFICE OF EDUCATION
 approved: April 10, 2007 Loyalton, California
 revised: March 13, 2012
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 revised: July 11, 2017

Sierra County/Sierra-Plumas Joint USD

Administrative Regulation

Work-Based Learning

AR 6178.1

Instruction

Work Experience Education

The district's work experience education (WEE) program shall consist of one or more of the following types of unpaid and paid on-the-job experiences: (~~Education Code 51764; 5 CCR 10071~~)

1. Exploratory WEE which provides students with a combination of related classroom instruction in WEE and unpaid opportunities to observe and sample systematically a variety of conditions of work for the purpose of ascertaining their interest and suitability for the occupation they are exploring

~~————The length of exploratory work-experience WEE assignments may vary depending on the aptitude of the student, the occupation being explored, the facilities of the work station, and the job classification. —A student may not participate in an exploratory work-experience WEE assignment if he/she receives pay for like work at the same work station or similar job outside of the WEE program.~~

2. General WEE which has as its purpose the application of basic skills of reading, writing, and computation and which enables provides students an opportunity to acquire general and specific occupational skills through a combination of supervised paid employment in any occupational field and related classroom instruction in WEE

3. Career technical WEE which reinforces and extends career learning opportunities for students through a combination of related classroom instruction in WEE and supervised paid or unpaid employment in the occupation for which their career technical course in school prepares them

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6178 - Career Technical Education)

~~The Superintendent or designee shall develop and present to the Board of Education for approval a district plan for WEE in accordance with 5 CCR 10070.~~

~~Employment opportunities may be provided by any public or private employer in areas within or outside the district, either within California or in a contiguous state. (Education Code 51768)~~

The student-teacher ratio in ~~the~~any WEE program shall not exceed 125 students per full-time equivalent certificated teacher-coordinator. (Education Code 46300)

The minimum day for students enrolled in a WEE program shall be four periods totaling at least 180 minutes in duration, unless the school or student meets one of the conditions specified in Education Code 46144 or 46147. (Education Code 46144, 46147)

(cf. 6112 - School Day)

~~A minor student shall be issued a work permit before beginning employment through a paid-Work Experience Education program in accordance with law, Board policy, and administrative regulation. (Education Code 49113, 49160)~~

(cf. 6184 - Continuation Education)

A WEE program offered during the summer shall be conducted in the same time period as the regular summer school program and shall conform to all appropriate laws and regulations applicable to WEE.

(cf. 6177 - Summer ~~School~~Learning Programs)

***Note: Pursuant to Education Code 51764, any WEE program must be coordinated by district staff. ***

Each WEE program shall operate under the supervision of a teacher-coordinator. The teacher-coordinator shall make at least two on-site contacts per semester with each work supervisor or at least one on-site contact during summer school to evaluate student performance. ~~(Education Code 51764; 5 CCR 10074)~~

~~Participating students shall receive at least the equivalent~~Any student who is age 16 years or older and who satisfactorily completes a WEE program with a minimum of one instructional period per week of related classroom instruction or counseling by a certificated employee, in sessions scheduled intermittently throughout the semester. ~~(Education Code 51760.3)~~

~~A student,~~ shall be granted up to 40 semester periods of credit for WEE within the following limits: (Education Code 51760.3; 5 CCR 1635)

1. For exploratory WEE, the student may earn 10 semester periods for each semester, with a maximum of 20 semester periods earned in two semesters.
2. For either general or career technical WEE, the student may earn 10 semester periods for each semester, with a maximum of 40 semester periods.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

~~In order to receive credit for satisfactory completion of a general or career technical WEE program, a student shall be age 16 years or older. However, a student who~~Any student who

satisfies the above requirements but is under age 16 may be granted credit under any of the following conditions: (Education Code 51760.3)

~~1. — At the time of enrollment, the student is at least 16 years of age or, if under the age of 16 years, fulfills one of the following criteria:~~

~~a1.~~ The student is enrolled in grade 11 or higher.

~~b2.~~ The principal certifies that the student ~~needs the program~~ is in need of immediate work experience education in order to pursue employment opportunities ~~or,~~

~~3. — The principal certifies that, without being provided an opportunity to encourage the student's continuing enrollment~~ enroll in the WEE program, there is a high probability that the student will no longer be enrolled as a full-time student.

(cf. 5147 - Dropout Prevention)

e***Note: Education Code 51760.3, as amended by AB 2063 (Ch. 72, Statutes of 2016), provides an additional circumstance under which students under age 16 can receive credit for satisfactory completion of a WEE program, as provided in item #4 below. ***

4. The student is a age 14 years or older and the principal certifies that such credit is necessary for the student's participation in a career technical education (CTE) program.

5. The student with disabilities who has an individualized education program prescribing (IEP) which prescribes the type of training for which participation in a WEE program is deemed appropriate.

(cf. 6159 - Individualized Education Program)

~~d. — The student is participating in exploratory Work Experience Education.~~

~~2. — During the course of the student's enrollment in the program, the student receives at least the equivalent of one instructional period per week, in sessions scheduled intermittently throughout the semester of related classroom instruction or counseling by a certificated employee.~~

~~3. — The Work Experience Education program meets all of the requirements of law.~~

~~Minimum Day~~

~~The minimum day for students enrolled in a Work Experience Education program shall be four periods totaling at least 180 minutes in duration, with the following exceptions:~~

~~1. — When a school's regularly scheduled period is greater than 60 minutes, the minimum day shall be one or more periods totaling at least 180 minutes in duration. — (Education Code 46144)~~

~~2. A different schedule may be established for students who are enrolled in a continuation school or class pursuant to Education Code 48402. (Education Code 46144)~~

Cooperative Career Technical Education Program/Community Classrooms

***Note: The following optional section is for use by districts that offer a cooperative career technical education (CTE) program (5 CCR 10100-10111) and/or community classroom program (5 CCR 10080-10090) and should be modified to reflect the program(s) offered by the district. Except where noted, requirements described below apply to either program. ***

***Note: Both the cooperative CTE and community classroom programs require participating students to be concurrently enrolled in a course or program approved by the CDE. Pursuant to 5 CCR 10103, students in the cooperative CTE program are also required to (1) be at least age 16 unless the principal determines that the program is appropriate for a younger student due to his/her financial, motivational, or other exceptional needs; (2) be full-time students as defined; and (3) have parent/guardian consent if under age 18. ***

To be eligible for program participation, a student shall be concurrently enrolled in a CTE course or program approved by the California Department of Education and shall meet other criteria specified in 5 CCR 10103 as applicable. (5 CCR 10082, 10103)

At least one instructional period per week of formal CTE classroom instruction shall be provided to participating students. Each CTE instructional period shall be equivalent to a minimum of three regular classroom instructional periods of at least 50 minutes each week. (5 CCR 10085, 10106)

Teachers assigned to the program shall locate and select training stations to provide participating students with unpaid on-the-job learning experiences in the specific occupation related to the approved course or program. (5 CCR 10086, 10107)

***Note: The district should choose one or both options below reflecting program(s) offered by the district. ***

OPTION 1: (Cooperative CTE Program)

The cooperative CTE program teacher shall make at least one visitation every four weeks to each employer to ensure that the provisions of the training agreement are being met and that students are acquiring the competencies identified in their individual training plans. One out of every two visits to the training station shall include an observation of the student engaged in on-the-job training experiences. (5 CCR 10109)

OPTION 2: (Community Classrooms)

The community classroom teacher shall make at least one visitation every three weeks to consult with the work supervisor, observe students at the training station, provide instruction, and ensure

that students are acquiring the competencies identified in their individual training plans. Each visitation shall include an observation of the student engaged in on-the-job training experiences. (5 CCR 10088)

***Note: The following paragraph is for use by districts offering either the cooperative CTE or community classroom program. ***

Students shall be granted academic credit for satisfactory completion of the program. The teacher shall be responsible for evaluating the student's performance in the CTE course and, with the assistance of the employer, the student's participation at the training station. (5 CCR 10081, 10102)

Job Shadowing

***Note: The following optional section is for use by districts that offer job shadowing opportunities pursuant to Education Code 51769. The section may be revised to reflect district practice, including specifying the position designated by the Superintendent or designee to coordinate or manage the program. The CDE's Work Experience Education Guide recommends that job shadowing activities be conducted under the supervision of the WEE coordinator. ***

The program coordinator shall identify job shadowing placements with the goal of providing students with exposure to a broad range of career options and employment settings.

The program coordinator shall supervise job shadowing activities, including the coordination of the student's and employer's schedules and consultation with the student's other teachers when necessary.

***Note: Education Code 51769, as amended by AB 2063 (Ch. 72, Statutes of 2016), allows students to participate in job shadowing activities for up to 40 hours per semester, intersession, or summer school session under the conditions described below. ***

Participating students may attend job shadowing opportunities for up to 25 hours but no less than three hours in one semester, intersession, or summer school session. However, a student may be permitted to participate for up to 40 hours in one semester, intersession, or summer school session, if the principal certifies that it is necessary for the student's participation in a CTE program. (Education Code 51769)

~~(3/08 3/12) 5/17 (cf. 6184—Continuation Education)~~

~~3. Upon written request of the student or his/her parent/legal guardian, the Superintendent or designee may permit the student to attend school for less than a minimum day of 180 minutes if the student is in grade 12, in his/her last semester or quarter before graduation, and would complete all the requirements for graduation, except physical education courses, by attending high school for less than 180 minutes per day.~~

~~(cf. 6112—School Day)~~

Responsibilities of Teacher Coordinator

~~The Work Experience Education teacher coordinator shall possess a valid California secondary level credential, have two years of occupational experience outside the field of education, and have knowledge of the educational purposes, standards, laws, and rules and regulations applicable to the program. (5 CCR 10075) (cf. 4112.2—Certification)~~

~~The teacher coordinator shall:~~

- ~~1. — If so designated by the Superintendent, issue work permits in accordance with law (Education Code 49110)~~
- ~~2. — Select and approve work assignments for individual students that enable them to accomplish meaningful learning objectives (5 CCR 10072)~~
- ~~3. — Conduct the related classroom instruction (5 CCR 10073)~~
- ~~4. — Provide for supervision of students by preparing individual training plans, observing and consulting with students, and making at least two on-site contacts per semester with each work supervisor or at least one on-site contact during summer school to evaluate student performance (5 CCR 10074)~~

~~The student teacher ratio in the Work Experience Education program shall not exceed 125 students per full-time equivalent certificated teacher coordinator. (Education Code 46300)~~

~~Records~~

~~The Superintendent or designee shall maintain records for each student's participation in the program, including:~~

- ~~1. — The type of Work Experience Education program in which the student is enrolled, where the student is employed, the type of job held or observation sites, and hours~~
- ~~2. — Work permit issued, if applicable~~
- ~~3. — Employer's report of the student's hourly work record and performance on the job~~
- ~~4. — Report of each consultation between the teacher coordinator and the employer~~
- ~~5. — Ratings of the student, including his/her grade~~
- ~~6. — Formal training agreement for each student that describes the responsibilities of the employer, student, school, and parent/guardian and contains a statement of nondiscrimination (cf. 0410—Nondiscrimination in District Programs and Activities)~~
- ~~7. — Individual training plan for the student (cf. 5125—Student Records)~~

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 Regulation SIERRA COUNTY OFFICE OF EDUCATION
 approved: April 10, 2007 Sierraville, California
 revised: March 8, 2011
 revised: August 14, 2012
 revised: July 11, 2017

Sierra County/Sierra-Plumas Joint USD

Board Policy

Science Instruction

BP 6142.93

Instruction

***Note: Education Code 51210 and 51220 require that science instruction, including biological and physical aspects of science, be included in the course of study offered in grades 1-12. For grades 1-6, the course of study must include an emphasis on experimental inquiry and the place of humans in ecological systems. In grades 7-12, the course of study must include an emphasis on basic concepts, theories, and processes of scientific investigation; the place of humans in ecological systems; and appropriate applications of the interrelation and interdependence of the sciences. See AR 6143 - Courses of Study. ***

***Note: In addition, Education Code 51225.3 requires completion of two courses in science, including biological and physical sciences, to meet high school graduation requirements. See BP 6146.1 - High School Graduation Requirements. ***

***Note: Many districts integrate science, technology, engineering, and mathematics instruction (STEM), and sometimes art instruction (STEAM), to teach processes and concepts applied to real-world contexts. Further information about this interdisciplinary approach is available on the web sites of the California Department of Education (CDE) and U.S. Department of Education. ***

The Governing Board believes that science education should focus on giving students an understanding of the biological and physical aspects of science, key scientific concepts, and a capacity for methods of scientific ways of thinking, inquiry and investigation. Students should become familiar with the natural world and the interrelation/interrelationship of science, mathematics ~~and~~, technology ~~,~~ and engineering. As part of their science instruction, students should learn how to apply scientific knowledge and ways of thinking for individual and social purposes/reasoning.

(cf. 0440 - District Technology Plan)

(cf.

5145.8 - Refusal to Harm or Destroy Animals)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

~~(cf. 6162.7 - Use of Technology in Instruction)~~

~~As a matter of principle, science teachers are professionally bound to limit their teaching to content that meets the criteria of scientific fact, hypothesis and theory as these terms are used in natural sciences. A scientific fact is an understanding based on confirmable observations and is~~

~~subject to test and rejection. — A scientific hypothesis is an attempt to frame a question as a testable proposition. — A scientific theory organizes and explains a range of natural phenomena on the basis of facts and hypotheses. — Scientific theories are constantly subject to testing, modification and refutation as new evidence and new ideas emerge.~~

Philosophical and religious theories that are based, at least in part, on faith, and are not subject to scientific test and refutation. ~~Such beliefs shall not be discussed in science classes, but may be addressed in the social science and language arts curricula~~ during science instruction.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

***Note: The State Board of Education (SBE) adopted the California Next Generation Science Standards (CA-NGSS) in 2013 and the Science Framework for Public Schools in 2016. Under the CA-NGSS, the focus of instruction shifts from knowing science facts to knowing and applying science concepts. The SBE's NGSS Systems Implementation Plan for California requires the CA-NGSS to be fully implemented, including updated instructional materials and science assessments, by the 2018-19 school year. ***

The district's academic standards for science instruction shall meet or exceed the California Next Generation Science Standards (CA-NGSS). The Superintendent or designee shall ensure that curricula used in district schools are aligned with these standards and the state curriculum framework.

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

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

***Note: The following optional paragraph may be revised to reflect district practice. Education Code 52060 requires that the district's local control and accountability plan include goals related to, among other things, student achievement (including student enrollment in a broad course of study) and the implementation of SBE-adopted academic content and performance standards. ***

The Superintendent or designee shall ensure that students have access to and are enrolled in a broad course of study including science courses.

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee shall provide certificated staff with opportunities to participate in professional development activities designed to enhance their knowledge of district-adopted academic standards, instructional strategies for teaching science, and changes in scientific theories.

(cf. 4131 - Staff Development)

(cf. 4331 - Staff Development)

***Note: The following paragraph is for use by districts that offer science laboratory classes and may be modified to reflect district practice. For further information about safety practices in school science laboratories, see the CDE's comprehensive Science Safety Handbook for California Public Schools. ***

***Note: Pursuant to 8 CCR 5191, whenever a school laboratory uses hazardous chemicals, it is required to have a written chemical hygiene plan to protect employees. See BP/AR 3514.1 - Hazardous Substances. In addition, Education Code 49340-49341 encourage educational efforts to increase student and staff awareness dealing with hazardous materials in school laboratories in order to minimize injuries, loss of property, and classroom disruptions. ***

The Superintendent or designee shall develop and implement appropriate safety measures for science laboratory classes, including, but not limited to, staff and student safety training, use of eye safety devices, hearing protection, first aid procedures, regular equipment maintenance, safe use of heat sources, safe use and disposal of hazardous chemicals, proper ventilation, prevention of exposure to bloodborne pathogens from sharp instruments, fire prevention and control, an emergency response plan, and evacuation procedures. Parents/guardians shall be informed of the types of science laboratory activities that will be conducted and encouraged to sign consent forms for their child's participation.

(cf. 3514.1 - Hazardous Substances)

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

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

(cf. 5142 - Safety)

***Note: The following optional paragraph should be revised to reflect measures that will be used to evaluate program effectiveness as agreed upon by the Board and Superintendent or designee. ***

***Note: Pursuant to Education Code 60640, the California Assessment of Student Performance and Progress includes administration of science assessments at grades 5, 8, and 10. The California Standards Tests are to be used for this purpose until a science assessment that is aligned with the CA-NGSS is adopted. Students with disabilities who are unable to participate in the science assessments, even with allowable testing variations and resources, must be administered either the California Modified Assessment or California Alternate Performance Assessment in accordance with their individualized education program. See AR 6162.51 - State Academic Achievement Tests. ***

The Superintendent or designee shall regularly report to the Board regarding the implementation and effectiveness of the science curriculum at each grade level. At a minimum, each report shall address the extent to which the program is aligned with the CA-NGSS, any applicable student assessment results, and feedback from students, parents/guardians, and staff regarding the program.

(cf. 0500 - Accountability)

(cf. 6162.51 - State Academic Achievement Tests)

~~(cf. 6142.91 – Reading/Language Arts Instruction)~~

Legal Reference:

EDUCATION CODE

8774 Residential outdoor science program

32030-32034 Eye safety

32255-32255.6 Student's right to refrain from harmful or destructive use of animals

33475-33475.5 Model curriculum on stem cell science

49340-49341 Hazardous substances education

51210 Areas of study, grades 1 through 6

51210.3 Elementary science coach

51220 Areas of study, grades 7 through 12

51225.3 High school graduation

52060-52077 Local control and accountability plan

60640-60649 California Assessment of Student Performance and Progress

CODE OF REGULATION, TITLE 5

14030 Science laboratories, design specifications

CODE OF REGULATIONS, TITLE 8

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

Management Resources:

~~CDE~~CSBA PUBLICATIONS

Supporting Implementation of the California Next Generation Science Standards (CA-NGSS), Governance Brief, November 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Framework for California Public Schools, ~~1990~~: Kindergarten Through Grade Twelve, 2016

SBE POLICIES

~~Policy Statement on the Teaching of Natural Sciences, January 13, 1989~~

Generation Science Standards Systems Implementation Plan for California, 2014

California Next Generation Science Standards, 2013

Science Safety Handbook for California Public Schools, 2012

WEB SITES

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

California Alliance for Next Generation Science Standards:

<http://cdefoundation.org/stem/ca4ngss>

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

California Science Teachers Association: <http://www.cascience.org>

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

Policy SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

adopted: April 10, 2007 Sierraville, California

revised: July 11, 2017

Sierra County/Sierra-Plumas Joint USD

Board Policy

Extracurricular And Cocurricular Activities

BP 6145

Instruction

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational and social development of students and enhance students' feelings of connectedness with the schools. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

(cf. 1330 - Use of School Facilities)
 (cf. 5137 - Positive School Climate)
 (cf. 6145.2 - Athletic Competition)
 (cf. 5148.2 - Before/After School Programs)

***Note: Pursuant to various provisions of state and federal law (e.g., Education Code 220; Government Code 11135; 20 USC 1681-1688; 42 USC 2000d-2000d-7 and 12101-12213; 29 USC 794), discrimination in education programs and activities is unlawful when it is based on certain actual or perceived characteristics of an individual. See BP 0410 - Nondiscrimination in District Programs and Activities. ***

Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. No extracurricular or cocurricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases. ~~Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity.~~ (5 CCR 4925)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
 (cf. 5145.3 - Nondiscrimination/Harassment)
 (cf. 5145.7 - Sexual Harassment)
 (cf. 6145.5 - Student Organizations and Equal Access)

Any complaint alleging unlawful discrimination in the district's extracurricular or cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

***Note: Pursuant to Education Code 49011, a district is prohibited from requiring students to pay a fee, deposit, or other charge in order to participate in an educational activity. As defined by Education Code 49010, "educational activity" includes curricular and extracurricular activities. A district is also required to provide the supplies, materials, and equipment needed by students to participate in educational activities. Education Code 49011 clarifies that an otherwise impermissible fee would not be made permissible by the provision of a waiver for some students. For further information, see BP/AR 3260 -

Fees and Charges. Districts are advised to seek legal counsel before charging fees for any activity which may be construed as related to the educational program. ***

Unless specifically authorized by law, no ~~fee~~student shall be charged ~~to students~~a fee for his/her participation in educational activities, including extracurricular and cocurricular activities ~~related to the educational program, including and~~ materials or equipment related to ~~the activity~~such activities. (Education Code 49010, 49011)

(cf. 3260 - Fees and Charges)
(cf. 3452 - Student Activity Funds)

Eligibility Requirements

***Note: If the district maintains any of grades 7-12, Education Code 35160.5 mandates the Governing Board to adopt policy establishing eligibility requirements for student participation in extracurricular and cocurricular activities. Pursuant to Education Code 35160.5, students must demonstrate "satisfactory educational progress," as provided in items #1-2 below, but districts may adopt stricter academic eligibility criteria provided such action is taken at a public meeting in accordance with Education Code 35145. Districts that have adopted stricter criteria should modify the following list accordingly. ***

***Note: For interscholastic athletic programs governed by the California Interscholastic Federation (CIF), student athletes are subject to additional eligibility criteria specified in CIF bylaws, including criteria related to age, grade, attendance, scholastic achievement, residence, transfers, and discipline. See BP 6145.2 - Athletic Competition. ***

To be eligible to participate in extracurricular and cocurricular activities, students in grades 7-through 8 must demonstrate weekly satisfactory academic progress including but not limited to:

1. Maintenance of a grade report that reflects no "F" or failing grade.
 - a. Students may practice with an "F" grade but are not allowed to participate in games, tournaments, or travel with the team.

To be eligible to participate in extracurricular and cocurricular activities, students in grades 9 through 12 must demonstrate satisfactory educational progress in the previous grading period, including, but not limited to: (Education Code 35160.5)

1. Maintenance of a minimum of 2.0 grade point average on a 4.0 scale with no "F" grade(s) in all enrolled classes
2. Maintenance of minimum progress toward meeting high school graduation requirements
3. ~~Students must meet eligibility requirements as defined by California Interscholastic Federation (CIF)~~

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6146.1 - High School Graduation Requirements)
~~(cf. 6162.52 - High School Exit Examination)~~

The Superintendent or designee may grant ineligible students a probationary period not to exceed one semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)

Any decision regarding the eligibility of ~~any child in a~~ homeless student, foster ~~care~~ youth, or a child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.

(cf.

6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

~~Pupils or adult education students who choose to engage in independent study are to have the same access to existing services and resources as the other pupils or adult education students of the school in which the independent study pupil or adult education student is enrolled; and pupils or adult education students who choose to engage in independent study are to have equality of rights and privileges with the pupils or adult education students of the district or county office of education who choose to continue in the regular program. (5 CCR 11701.5)~~

~~Students who participate in more than one extra-curricular and/or co-curricular activity will not be penalized for reasonably selecting one individual activity, i.e., field trip, game, practice, over another. Student must notify activity advisors and the site administrator in writing of the scheduling conflict and his/her decision at least one week in advance of the conflicting date. When necessary, the site administrator shall mediate between the student and staff involved in order to agree on a reasonable solution to the scheduling conflict.~~

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and cocurricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege.

Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5144 - Discipline)

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

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

Annual Policy Review

The Board shall annually review this policy and implementing regulations. (Education Code 35160.5)

Legal Reference:

EDUCATION CODE

35145 Public meetings

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

48850 Participation of homeless students and foster youth in extracurricular activities and interscholastic sports

48930-48938 Student organizations

49010-49013 Student fees

49024 Activity Supervisor Clearance Certificate

49700-49704 Education of children of military families

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

COURT DECISIONS

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CSBA PUBLICATIONS

Student Fees Litigation Update, ELA Advisory, May 20, 2011

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, ~~or~~and Other Charges, Fiscal Management Advisory ~~11-01, November 9, 2011~~12-02, April 24, 2013

CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE PUBLICATIONS

~~10-11~~ Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC), Coded Correspondence 10-11, July 20, 2010

WEB SITES

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

California Association of Directors of Activities: <http://www.eada/cada1.org>

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

California Interscholastic Federation: <http://www.cifstate.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Policy SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

adopted: April 10, 2007 SIERRA COUNTY OFFICE OF EDUCATION

revised: October 9, 2007 Sierraville, California

revised: August 14, 2012 Loyalton, California

revised: October 9, 2012

revised: February 9, 2016

revised: July 11, 2017

Sierra County/Sierra-Plumas Joint USD

Board Policy

Athletic Competition

BP 6145.2

Instruction

The Governing Board recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The district's athletic program shall be designed to meet students' interests and abilities and shall be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 5030 - Student Wellness)

(cf. 5137 - Positive School Climate)

(cf. 6142.7 - Physical Education and Activity)

(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 1325 - Advertising and Promotion)

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

(cf. 3290 - Gifts, Grants and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

***Note: Pursuant to Education Code 35179, the Board is responsible for ensuring that district and interscholastic athletic policies, programs, and activities are in compliance with federal and state law. Gender equity and nondiscrimination in district and interscholastic athletic programs and activities are governed by both federal and state laws (Title IX, 20 USC 1681-1688; Education Code 200-262.4; 5 CCR 4900-4965). ***

***Note: In Mansourian v. Regents of University of California, the Ninth Circuit Court of Appeals ruled that a university receiving federal funds can be held liable for failing to effectively accommodate the athletic interests of both men and women even if the aggrieved women did not first provide the appropriate university officials with notice of their disadvantageous treatment and an opportunity to cure it. See the accompanying administrative regulation for factors the district must consider in determining whether equivalent opportunities are being provided. ***

***Note: Education Code 221.2-221.3 (the California Racial Mascot Act) declare the use of racially derogatory or discriminatory school or athletic team names, mascots, or nicknames in public schools to be contrary to an equal education and specifically prohibit public schools from using the term "Redskins" as a school or athletic team name, mascot, or nickname. The following paragraph includes

an expansion of this prohibition to cover any racially derogatory or discriminatory athletic team name, mascot, or nickname and may be revised to reflect district practice. Also see BP 0410 - Nondiscrimination in District Programs and Activities. ***

The district's athletic program shall be free from discrimination and discriminatory practices prohibited by state and federal law, including, but not limited to, the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for males and females, and that students are permitted to participate in athletic activities consistent with their gender identity.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

California Interscholastic Federation

***Note: The ~~Board maintains membership in~~ following optional section is for use by districts that maintain grades 9-12. Pursuant to Education Code 35179, the district may join an association, such as the California Interscholastic Federation (CIF) ~~and requires that~~, for the purpose of providing regional or statewide interscholastic athletic programs and activities ~~be conducted~~ for district students. Pursuant to Education Code 33353, CIF is responsible for setting rules governing interscholastic athletic programs. Students who attend schools that participate in interscholastic sports are therefore subject to CIF regulations as well as applicable district rules. ***

Any district school that participates in the California Interscholastic Federation (CIF) shall conduct its athletic activities in accordance with ~~Board policy,~~

~~administrative regulations, and~~ CIF bylaws and rules ~~and any applicable district policy and regulation.~~

The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

The Board shall annually designate a representative to the local CIF league. ~~In making this selection, the Board shall consider the employee's~~ from each school that participates in CIF sports. The Superintendent or designee shall recommend a candidate for the position who demonstrates an understanding of the district's goals for student learning and interscholastic ~~and extracurricular~~ activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and ~~individual~~ interpersonal communication and leadership skills.

The ~~Superintendent or designee~~ designated representative(s) shall ensure vote on issues that impact interscholastic athletics at the district representatives to CIF league and section levels, perform any other duties required by the CIF league, and report regularly to the Board on league, section, and statewide issues, ~~as well as activities and prospective actions~~ related to athletic programs.

(cf. 0500 - Accountability)

Student Eligibility

***Note: The following section provides that student eligibility for participation in athletic programs shall be based on the same criteria adopted by the Board for all other extracurricular or cocurricular activities (see BP/AR 6145 - Extracurricular and Cocurricular Activities), and may be revised to reflect district practice. ***

***Note: Education Code 48850 specifies that a homeless student, or a foster youth whose residence changes pursuant to a court order or decision of a child welfare worker, shall be deemed to meet all residency requirements for participation in extracurricular activities and interscholastic sports; see AR 6173.1 - Education for Homeless Children and AR 6173.1 - Education for Foster Youth. ***

***Note: In addition, Education Code 49700-49701 establish a uniform means of assisting children of active duty military families transferred from one state to another, by reducing or eliminating the barriers to their educational success caused by the frequent moves and deployments of their parents/guardians; see BP/AR 6173.2 - Education of Children of Military Families. Among other things, Education Code 49701 requires flexibility of districts' local rules to facilitate eligibility for extracurricular activities of children of military personnel. ***

Eligibility requirements for student participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement ~~and residency~~, shall be the same as those set by the district for participation in extracurricular and cocurricular activities.

(cf. 3530 - Risk Management/Insurance)

(cf. 5111.1 - District Residency)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6146.1 - High School Graduation Requirements)

(cf. ~~6162.52 - High School Exit Examination~~ 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

***Note: The following optional paragraph is for use by districts that participate in CIF. CIF bylaws specify eligibility criteria for participating student athletes, including criteria related to age, grade, attendance, scholastic achievement, residence, transfers, and discipline. In addition, in accordance with CIF bylaws, students in home schooling or home study/independent study programs are not eligible for CIF interscholastic competition unless they are enrolled in a program under the jurisdiction of a CIF member school district (i.e., a program in which the district approves the curriculum, administers the program, and evaluates the student). ***

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements.

***Note: Education Code 49010-49011 and the California Department of Education's (CDE) Fiscal Management Advisory 12-02, Pupil Fees, Deposits, and Other Charges, clarify that districts may not charge a fee for student participation in extracurricular activities, regardless of whether the activity is elective. Such prohibited fees include, but are not limited to, the cost of uniforms, locks, lockers, and equipment. ***

***Note: However, pursuant to Education Code 32220-32224, the district may charge a fee for required medical and accident insurance for athletic team members that is not paid for with school district or student body funds, as long as costs for insurance are covered for those determined to be financially unable to pay; see the accompanying administrative regulation and AR 5143 - Insurance. The district

may also charge a fee for other students to attend athletic events as spectators since such attendance is not directly related to the educational program. Districts are advised to seek legal counsel before charging a fee for any activity which may be construed as related to the educational program. ***

Students shall not be charged a fee to participate in an athletic program, including, but not limited to, a fee to cover the cost of uniforms, locks, lockers, or athletic equipment.

(cf. 3260 - Fees and Charges)

(cf. 5143 - Insurance)

Sportsmanship

***Note: CIF has adopted a set of principles entitled Pursuing Victory with Honor to provide the tools for teaching character development to student athletes. Districts that are not affiliated with CIF may delete or modify the following optional section to reflect district practice. ***

The Board values the quality and integrity of the athletic program and the character development of student athletes. –Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. –They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship, and the ~~Codes~~Code of ~~Conduct~~Ethics adopted by CIF.

Students and staff ~~may~~shall be subject to disciplinary action for improper conduct.

(cf. 3515.2 - Disruptions)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.4 - Student Disturbances)

(cf. 5144 - Discipline)

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

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

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

***Note: CIF requires students in grades 9-12 to undergo medical examinations before participating in interscholastic competition; see BP 5141.3 - Health Examinations. Pursuant to Education Code 49458, any examination required for participation in an interscholastic athletic program may be conducted by a physician or physician assistant. ***

Students shall have a medical clearance before participating in interscholastic athletic programs. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. –When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)

(cf. 5131.63 - Steroids)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - School Health Services)

(cf. 5141.7 - Sun Safety)
 (cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.
 (cf. 5142 - Safety)

***Note: Education Code 49475 requires that a student at any grade level who is suspected of sustaining a concussion be immediately removed from the athletic activity and not returned until a health care provider provides written clearance. Education Code 33479.5, as added by AB 1639 (Ch. 792, Statutes of 2016), and CIF bylaws require that a student athlete who passes out or faints, or is known to have passed out or fainted, while participating in or immediately following an athletic activity be removed from participation and not be allowed to return until he/she has been evaluated and given written clearance to return to participation by a health care provider. See the accompanying administrative regulation. ***

***Note: Education Code 33479.5 and 49475 specify that these requirements do not apply during an athletic activity occurring within the regular school day or in physical education class unless it constitutes a practice, interscholastic practice, or scrimmage. However, to promote student safety, it is recommended that district staff remove a student from an athletic activity at any time of day if he/she exhibits the symptoms of a concussion or sudden cardiac arrest. ***

In the event ~~that~~of an injury ~~occurs~~or a perceived imminent risk to a student's health, such as a concussion or passing out, fainting, or other sign of sudden cardiac arrest, during or immediately after an athletic activity, the coach or any other appropriate district employee who is present shall remove the student athlete from the activity, observe universal precautions ~~and shall remove the student athlete from the activity and~~in handling blood or other bodily fluid, and/or seek medical treatment for the student as appropriate.

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4119.43/4219.43/4319.43 - Universal Precautions)

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)

(cf. 5141.22 - Infectious Diseases)

Whenever an injury is suffered by a student, the Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

17578 Cleaning and sterilizing of football equipment

17580-17581 Football equipment

32220-32224 Insurance for athletic teams, especially:

32221.5 Required insurance for athletic activities

33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program

33354 California Department of Education authority over interscholastic athletics

33479-33479.9 The Eric Parades Sudden Cardiac Arrest Prevention Act

35160.5 District policies; rules and regulations

35179 Interscholastic athletics

35179.1 California High School Coaching Education and Training Program

35179.5 Interscholastic athletics; limitation on full-contact practices

48850 Interscholastic athletics; students in foster care and homeless students
 48900 Grounds for suspension and expulsion
 48930-48938 Student organizations
49010-49013 Student fees
 49020-49023 Athletic programs; legislative intent, equal opportunity
 49030-49034 Performance-enhancing substances
 49458 Health examinations, interscholastic athletic program
 49475 Health and safety, concussions and head injuries
 49700-49701 Education of children of military families
 51242 Exemption from physical education for high school students in interscholastic athletic program

PENAL CODE

245.6 Hazing

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs, especially:

4920-4922 Nondiscrimination in intramural, interscholastic, and club activities

5531 Supervision of extracurricular activities of students

5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

CODE OF FEDERAL REGULATIONS, TITLE 34

106.31 Nondiscrimination on the basis of sex in education programs or activities

106.33 Comparable facilities

106.41 Nondiscrimination in athletic programs

COURT DECISIONS

Mansourian v. Regents of University of California, (2010) 594602 F. 3d ~~4095~~957

McCormick v. School District of Mamaroneck, (2004) 370 F.3d 275

Kahn v. East Side Union High School District, (2003) 31 Cal. 4th 990

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Discrimination, March 2017

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

California Interscholastic Federation Constitution and Bylaws

A Guide to Equity in Athletics

Guidelines for Gender Identity Participation

Keep Their Heart in the Game: A Sudden Cardiac Arrest Information Sheet for Athletes and Parents/Guardians

Pursuing Victory with Honor, 1999

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Heads Up: Concussion in High School Sports, Tool Kit, June 2010

Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

Acute Concussion Evaluation (ACE) Care Plan, 2006

U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Withdrawal of Dear Colleague Letter on Transgender Students, Dear Colleague Letter, February 22, 2017

Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague Letter, April 20, 2010

WEB SITES

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

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

California Interscholastic Federation: <http://www.cifstate.org>

Centers for Disease Control and Prevention, Concussion Resources: <http://www.cdc.gov/concussion>

National Federation of State High School Associations: <http://www.nfhs.org>

National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>

U.S. Anti-Doping Agency: <http://www.usada.org>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

SIERRA COUNTY OFFICE OF EDUCATION

Policy SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

adopted: April 10, 2007 Sierraville, California

revised: February 14, 2012

revised: July 11, 2017

Sierra County/Sierra-Plumas Joint USD

Board Policy

Work-Based Learning

BP 6178.1

Instruction

***Note: The ~~Board of~~ following optional policy is for use by districts maintaining middle and/or high schools and should be revised to reflect district practice. ***

***Note: Under the state plan for career technical education (CTE), each district receiving funds under the Carl D. Perkins Career and Technical Education Act (20 USC 2301-2414) is required to include specified components in its CTE program, including practical application and experience through actual or simulated work-based learning assignments. Other districts may offer work-based learning opportunities at their discretion. Also see BP/AR 6178 - Career Technical Education. ***

The Governing Board desires to facilitate work-based learning opportunities which link classroom learning with real-world experiences. ~~Work~~The district's work-based learning opportunities offered by the district program shall be designed to teach students the skills, attitudes, and knowledge necessary for successful employment and to reinforce mastery of both academic and career technical education (CTE) standards.

(cf. 6000 - Concepts and Roles)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6178 - Career Technical Education)

(cf. 6178.2 - Regional Occupational Center/Program)

~~Work~~***Note: The following list should be revised to reflect the program(s) offered by the district. Education Code 51760.1 authorizes districts, county offices of education, regional occupational centers/programs, and partnership academies to provide work-based learning opportunities offered by the district which may include, but are not limited to, work experience education (WEE), community classrooms or cooperative CTE programs, and job shadowing experiences, as described in items #1-3 below. See the accompanying administrative regulation for legal requirements pertaining to these programs. In addition, although not specified in state law, items #4-8 below provide other examples of work-based learning opportunities cited in the state's CTE curriculum framework and the California Department of Education (CDE) publication Multiple Pathways to Student Success: Envisioning the New California High School, available on WestEd's web site. ***

The district's work-based learning program may offer opportunities for paid and/or unpaid work experiences, including, but not limited to, ~~work~~:

1. Work experience education as defined in Education Code 51764, ~~cooperative~~

2. Cooperative CTE or community classrooms as defined in Education Code 52372.1, ~~job~~

3. Job shadowing experience as defined in Education Code 51769, ~~student~~
4. Student internships, ~~apprenticeships, service~~
5. Apprenticeships
6. Service learning, ~~employment~~
7. Employment in social/civic or school-based enterprises, ~~and technology~~
8. Technology-based or other simulated work experiences-

(cf. 6142.4 - Service Learning/Community Service Classes)

The Superintendent or designee may provide students employment opportunities with public and private employers in areas within or outside the district, including in any contiguous state. (Education Code 51768)

***Note: The following paragraph is optional. ***

The Board may elect to pay wages to students participating in a work-based learning program, but shall not make payments to or for private employers except for students with disabilities who are participating in work experience education programs funded by the state for such students. (Education Code 51768)

***Note: Pursuant to 5 CCR 10070, the district is required to submit a secondary district plan to the CDE along with its WEE program application. 5 CCR 10070 also requires the district to submit evidence that the Governing Board has approved the district plan (e.g., meeting minutes). The following paragraph ensures the Board's involvement when any work-based learning program requires CDE or other state agency approval. ***

Any district plan for work-based learning shall be submitted to the Board for approval. When required, the plan shall be submitted to the California Department of Education or other state agency or official.

***Note: The following optional paragraph may be revised to reflect district practice. Education Code 51760.1 encourages districts to work with any local workforce investment board youth councils and workforce investment boards established by Education Code 51760.2 to coordinate work-based learning opportunities and facilitate regional planning. ***

The Superintendent or designee shall involve local businesses or business organizations in planning and implementing work-based learning opportunities that support the district's vision and goals for student learning and local workforce development efforts. He/she also may work with postsecondary institutions, community organizations, and others to identify opportunities for work-based learning.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 1220 - Citizen Advisory Committees)

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

(cf. 6020 - Parent Involvement)

***Note: Districts that offer WEE programs are required by 5 CCR 10070-10071 to develop a written training agreement with each employer with specified components and assurances. 5 CCR 10087 and 10108 require the development of a training agreement and individual student training plans for community classrooms and cooperative CTE programs. Districts that do not offer these specific programs may delete or revise the following paragraph. ***

When required by law, the Superintendent or designee shall develop a written training agreement with the employer that describes the conditions and requirements to be met by all parties and shall develop an individual training plan for each student which outlines the objectives or competencies that the student is expected to accomplish at the work site. (5 CCR 10070-10071, 10087, 10108)

~~District staff shall coordinate with the workplace supervisor or mentor to~~ To ensure appropriate guidance and supervision of participating students and ~~maximum~~ maximize the educational benefit from placement in ~~the program~~ any work-based learning program, district staff shall coordinate with the workplace supervisors or mentors.

***Note: Education Code 49160 prohibits any person, firm, or corporation from employing a minor under age 18 without a work permit issued by the proper education authority, with specified exceptions. See BP/AR 5113.2 - Work Permits. Work permits are not required for unpaid work-based learning opportunities. Districts that offer only unpaid programs should delete the following paragraph. ***

A minor student shall be ~~issued a work permit before beginning~~ allowed employment through a paid work-based learning program only if he/she has been issued a work permit, in accordance with law, Board policy, and administrative regulation.– (Education Code 49113, 49160)

(cf. 5113.2 - Work Permits)

All laws or rules applicable to minors in employment relationships shall be applicable to students enrolled in work-based learning programs. (Education Code 51763)

***Note: The following optional paragraph may be revised to reflect district practice. According to the CDE's Work Experience Education Guide, students participating in a paid work-based learning program must be covered by their employer for workers' compensation insurance pursuant to Education Code 51769. Students participating in an unpaid work-based learning program must be covered by the district's insurance, unless the employer elects to provide such coverage. ***
***Note: In addition, Education Code 35208 requires districts to insure against liability. Pursuant to Education Code 51760, the Board may choose to purchase liability insurance for students participating in work-based learning programs off school grounds or may require such students to purchase insurance and pass on all or a portion of the costs to the district, at the discretion of the Board. ***

The Superintendent or designee shall ensure that any student participating in a work-based learning program off school grounds is covered under the employer's or district's insurance, as applicable, in the event the student is injured.

(cf. 3530 - Risk Management/Insurance)

(cf. 5143 - Insurance)

***Note: 5 CCR 10075 requires a WEE teacher-coordinator to possess a valid preliminary, professional clear, or life credential or other nonintern teaching credential that authorizes the teacher to teach in California K-12 schools. Pursuant to 5 CCR 10080 and 10100, teachers of community classrooms and cooperative CTE programs must be certificated CTE teachers. ***

The Superintendent or designee shall ensure that any teacher/_coordinator of a work-based learning program possesses the appropriate credential issued by the Commission on Teacher Credentialing. (5 CCR 10075, 10080, 10100)

(cf. 4112.2 - Certification)

The Superintendent or designee shall maintain records ~~for~~related to each student's participation in the district's work-based learning program, including, but not limited to, the student's individualized training plan, his/her employment hours and job site, work permit if applicable, the employer's report of student's attendance and job performance, the teacher/_coordinator's consultations and observations, and reports of the student's grade and credits earned.

(cf. 5125 - Student Records)

Note: The following optional paragraph may be revised to reflect indicators agreed upon by the Board and Superintendent for evaluating program effectiveness.

The Superintendent or designee shall periodically report to the Board regarding program implementation and effectiveness, including, but not limited to, rates of student participation in work-based learning programs and assessment results of participating students.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

35208 Liability insurance

46144 Minimum school day for work experience program

46147 Exception for minimum day; students in last semester or quarter of grade 12

46300 Method of computing ADA

48402 Enrollment in continuation education, minors not regularly employed

49110-49119 Permits to work

49160 Permits to work, duties of employer

51760-51769.5 Work-based learning

52300-52499.66 Career technical education

54690-54697 Partnership academies

56026 Students with exceptional needs

52372.1 Community classrooms and cooperative career technical education programs

LABOR CODE

1285-1312 Employment of minors

1391-1394 Working hours for minors

3070-3099.5 Apprenticeship

3200-6002 Workers' compensation and insurance
 CODE OF REGULATIONS, TITLE 5
 1635 Credit for work experience education
 10070-10075 Work experience education
 10080-10090 Community classrooms
 10100-10111 Cooperative career technical education programs
 UNITED STATES CODE, TITLE 20
 2301-2414 Carl D. Perkins Career and Technical Education Act of 2006
 CODE OF FEDERAL REGULATIONS, TITLE 29
 570.35a Work experience programs

Management Resources:

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[Work Experience Education Guide](#)

[California Career Technical Education Model Curriculum Standards, 2013](#)

Multiple Pathways to Student Success: Envisioning the New California High School, 2010

2008-2012 California State Plan for Career Technical Education, 2008

Career Technical Education Framework for California Public Schools: Grades Seven Through Twelve, 2007

[Work Experience Education Guide](#)

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Child Labor Laws, ~~2000~~2013

WEST ED PUBLICATIONS

Work-Based Learning in California: Opportunities and Models for Expansion, 2009

WEB SITES

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

California Association of Work Experience Educators: <http://www.cawee.org>

California Department of Education, Work Experience Education: <http://www.cde.ca.gov/ci/ct/we>

California Department of Industrial Relations: <http://www.dir.ca.gov>

Linked Learning Alliance: <http://www.linkedlearning.org>

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

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