

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

October 10, 2017

6:00 pm REGULAR SESSION

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

This meeting will be available for videoconferencing at Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118

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. APPROVAL OF THE AGENDA

D. FLAG SALUTE

E. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report

- a. Notice of resignation from Barbara Weaver, WorkAbility aide, effective September 29, 2017. Five (5) hour per week position
- b. Assignment of Andrea Ceresola (White) - Not to exceed five working days for State Adopted Local Control Accountability Plan compliance documentation
- c. Job Description No. 214.3 Instructional Aide Special Education Severely Handicapped (SH)
- d. Classified Salary Schedule; Add Special Education Aide (SH) on salary schedule, effective September 21, 2017
- e. After-School Tutoring: Erin Folchi, Loyalton Elementary School teacher, Pat Doyle, Loyalton Elementary School teacher and Robin Bolle, Downieville High School teacher
- f. Assignment of Hilary Lozano to the 2017-2018 Friday Night Live and Club Live Program Advisor positions, Downieville Site
- g. Letter from CDE/Foster Youth Funds/Ohana House**

2. Business Report

- a. Account Object Summary-Balance from 07/01/17 to 9/30/17
- b. Details on \$63,000 salary encumbrance (requested at September meeting)

3. Staff Reports (5 minutes)

- a. SELPA Director's Update

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 September 12, 2017**
2. Approval of Board Report – Checks Dated 9/01/17 through 9/30/17**
3. Approval of Quarterly Report on Williams Uniform Complaints for quarter ending September 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 September 30, 2017.

G. ACTION ITEMS

New Business

1. Adoption of Resolution No. 18-004, Shoes for Crews Slip Trip Fall Prevention Policy**
(Griesert)
Roll Call Vote
2. **Public Hearing** to allow comments on the sufficiency of textbooks and instructional materials for kindergarten through 12th grade in each subject and to assure that they are aligned with the state standards adopted pursuant to Ed. Code §60605 or 60605.8 and also meet the reporting and sufficiency requirements contained in Ed. Code §60119. (President)
3. Adoption of Resolution No. 18-005, Sufficiency of Textbooks or Instructional Materials**
(Grant)
Roll Call Vote
4. Appoint Sofia Gonzalez, Sierra County Deputy Probation Officer, to the School Attendance Review Board (Grant)

BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

5. Board Policy Revised & Administrative Regulation Deleted, 0000, Vision**
6. Board Policy 0100, Philosophy**
7. Board Policy 2140, Evaluation of the Superintendent**
8. Board Policy and Exhibit 6161.1, Selection and Evaluation of Instructional Materials**

Sierra County Board of Education
Regular Meeting Agenda
October 10, 2017

9. Board Policy 7212, Mello-Roos Districts**

10. Board Policy 7214, General Obligation Bonds**

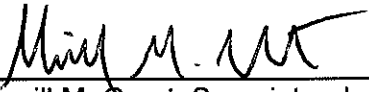
H. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on November 14, 2017, at Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118, beginning with Closed Session, as needed, at 5 pm and the Regular Board Meeting at 6:00 pm

2. Suggested Agenda Items

- a. _____
- b. _____
- c. _____

I. ADJOURN



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

*** prior month handout

** enclosed

* handout

Balances through September						Fiscal Year 2017/18
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund						
1100	Teachers Salaries	253,033.00	253,033.00	280,773.00	37,045.45	64,785.45-
1120	Certificated Substitutes				110.00	110.00-
1200	Certificated Pupil Support Ser	62,735.00	62,735.00	56,461.86	6,553.54	280.40-
1300	Certificated Supervisor Admini	122,205.00	122,205.00	91,653.84	30,551.28	.12-
1310	Teacher in Charge			9,000.00	1,000.00	10,000.00-
1900	Other Certificated Salaries		18,800.00			18,800.00
	Total for Object 1000	437,973.00	456,773.00	437,888.70	75,260.27	56,375.97-
2100	Instructional Aides' Salaries	127,814.00	127,814.00	49,725.70	11,098.42	66,989.88
2200	Classified Support Salaries	11,472.00	11,472.00	9,567.57	2,917.67	1,013.24-
2300	Classified Supervisors' Admini	90,686.00	90,686.00	67,338.00	22,536.00	812.00
2400	Clerical Technical Office Staf	135,885.00	135,885.00	104,951.32	32,536.14	1,602.46-
2900	Other Classified Salaries	16,284.00	18,084.00		685.13	17,398.87
	Total for Object 2000	382,141.00	383,941.00	231,582.59	69,773.36	82,585.05
3101	STRS Certificated Positions	79,671.00	82,384.00	62,602.92	10,665.26	9,115.82
3102	STRS Classified Positions			597.69	66.41	664.10-
3202	PERS Classified Positions	62,566.00	62,846.00	40,129.11	12,100.54	10,616.35
3302	OASDI Classified Positions	23,436.00	23,548.00	13,806.79	4,225.74	5,515.47
3311	Medicare Certificated Position	5,861.00	6,134.00	5,979.87	1,031.39	877.26-
3312	Medicare Classified Positions	5,484.00	5,510.00	3,289.00	996.24	1,224.76
3401	Health & Welfare Benefits Cert	100,460.00	100,460.00	93,591.09	13,759.17	6,890.26-
3402	Health & Welfare Benefits Clas	73,741.00	73,741.00	76,287.42	21,921.38	24,467.80-
3501	SUI Certificated	218.00	227.00	218.97	37.69	29.66-
3502	SUI Classified	193.00	194.00	115.95	34.53	43.52
3601	Workers' Compensation Certific	15,002.00	15,714.00	15,621.12	2,694.31	2,601.43-
3602	Workers' Compensation Classifi	14,036.00	14,104.00	8,591.95	2,602.49	2,909.56
	Total for Object 3000	380,668.00	384,862.00	320,831.88	70,135.15	6,105.03-
4100	Approved Textbooks Core Curric	614.00	614.00			614.00
4300	Materials and Supplies	38,755.00	44,607.00	3,485.36	3,169.79	37,951.85
4320	Custodial Grounds Supplies	500.00	500.00			500.00
4330	Office Supplies	1,000.00	1,000.00			1,000.00
4350	Vehicle Upkeep	5,500.00	5,500.00	2,250.00		3,250.00
4400	Noncapitalized Equipment	22,766.00	22,766.00			22,766.00
	Total for Object 4000	69,135.00	74,987.00	5,735.36	3,169.79	66,081.85
5100	Subagreements for Services	44,000.00	44,000.00	42,342.98	638.62	1,018.40
5200	Travel and Conference	26,817.00	35,842.00	5,995.12	1,400.88	28,446.00

Balances through September						Fiscal Year 2017/18
Object	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Fund 01 - Gen Fund (continued)						
5300	Dues and Membership	19,205.00	19,205.00	1,330.82	9,799.93	8,074.25
5400	Insurance	9,300.00	9,300.00		8,506.00	794.00
5500	Operation Housekeeping Service	9,200.00	9,200.00	2,845.39	154.61	6,200.00
5600	Rentals, Leases, Repairs, Nonc	3,100.00	3,100.00	361.78	205.59	2,532.63
5801	Legal Services	20,500.00	20,500.00			20,500.00
5803	Legal Publications	500.00	500.00			500.00
5805	Personnel Expense	613.00	613.00	34.00	81.00	498.00
5806	Negotiations	1,000.00	1,000.00			1,000.00
5808	Other Services & Fees	1,500.00	1,500.00	1,192.47	307.53	.00
5810	Contracted Services	445,615.00	445,615.00	306,385.07	42,452.88	96,777.05
5899	SPJUSD to Reimburse			3,674.30	24,075.23	27,749.53-
5900	Communications	1,900.00	1,900.00			1,900.00
	Total for Object 5000	583,250.00	592,275.00	364,161.93	87,622.27	140,490.80
6200	Building and Improvement of Bu	18,867.00	18,867.00			18,867.00
6400	Equipment	20,000.00	20,000.00			20,000.00
	Total for Object 6000	38,867.00	38,867.00	.00	.00	38,867.00
7141	Tuition, excess cost etc betwe	24,428.00	24,428.00			24,428.00
7310	Direct Support/Indirect Costs					.00
	Total for Object 7000	24,428.00	24,428.00	.00	.00	24,428.00
	Total for Fund 01 and Expense accounts	1,916,462.00	1,956,133.00	1,360,200.46	305,960.84	289,971.70
Fund 16 - FOREST RES						
7211	Transfers of Pass-through Rev	80,000.00	80,000.00			80,000.00
7619	Other Authorized Interfund Tra	13,360.00	13,360.00			13,360.00
	Total for Fund 16, Expense accounts and Object 7000	93,360.00	93,360.00	.00	.00	93,360.00
	Total for Org 001 - Sierra County Office of Education	2,009,822.00	2,049,493.00	1,360,200.46	305,960.84	383,331.70

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

September 12, 2017

Sierra County Office of Education, 109 Beckwith Rd., Loyalton, CA 96118
6 pm for Regular Session

Videoconferencing was unavailable/no connection possibly due to earlier power outage

A. CALL TO ORDER

President SHARON DRYDEN called the meeting to order at 6:00 pm.

B. ROLL CALL

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

ABSENT: Ms. Patty Hall, Member

C. APPROVAL OF THE AGENDA
DRISCOLL/WRIGHT

D. FLAG SALUTE

E. INFORMATION/DISCUSSION ITEMS

1. Superintendent's Report
 - a. SELPA "Team" will be meeting monthly
 - b. Lynn Ludlow-Andress, Long Term Instructional Aide Substitute, Loyalton High, effective 8/28/2017. Ms. Ludlow is subbing for Elizabeth Elorza who is completing her student teaching
2. Business Report
 - a. Account Object Summary-Balance from 07/01/17 to 8/31/17
DRISCOLL: Recognized that the adopted and revised budget shows a negative \$63,000. Ms. Griesert mentioned those encumbered funds changed and she will research, edit if required and bring back a clarification.
3. Public Comment
 - a. Current location – There was no comment
 - b. Videoconference location – There was no comment

F. CONSENT CALENDAR

1. Approval of minutes of the Regular Board meeting held August 11, 2017
2. Approval of Board Report – Checks Dated 9/01/17 through 9/30/17
DRISCOLL/MOORE
4/0

G. ACTION ITEMS

Unfinished Business and General Orders

1. Board Policy & Administrative Reg 4127, 4227, 4327, Temporary Athletic Team Coaches, revision
MOORE/WRIGHT
4/0

New Business

1. Adoption of Resolution No. 18-002, Adopting the Gann Limit

WRIGHT/MOORE

TRUSTEE DRISCOLL	AYE
TRUSTEE DRYDEN	AYE
TRUSTEE HALL	ABSENT
TRUSTEE MOORE	AYE
TRUSTEE WRIGHT	AYE

4/0

2. Adoption of Unaudited Actuals for Fiscal Year End June 30, 2017

MOORE/WRIGHT

WRIGHT: Graphics noted and appreciated.

Mrs. Griesert reported that the expenditures were under by about \$152,000 – money we did not spend. It was anticipated that the County would have deficit spending of about \$33,000 at revised budget. We were in the black about \$36,000. We did not overspend last year. We have an ending fund balance of 2.7 million. Reduction in operating expenses 25% and a reduction of materials and supplies about 41%.

4/0

3. Appointment of the Student Attendance Review Board (Dr. Merrill M. Grant, chairman) as follows:

- 1) Sierra County Sheriff, Tim Standley
- 2) Jeff Bosworth, Sierra County Chief Probation Officer
- 3) Chuck Henson, Sierra County Deputy Probation Officer, Alternate for Jeff Bosworth
- 4) J. Lon Cooper, Sierra County Public Defender
- 5) Larry Allen, Sierra County District Attorney
- 6) Jamie Shiltz, Sierra County Child Protective Services
- 7) Laurie Marsh, Sierra County Behavioral Health
- 8) Kerstin Harrison, Parent Representative
- 9) Danielle Williamson, Student/Parent Navigator, Sierra County Behavioral Health

DRISCOLL/WRIGHT

4/0

H. ADVANCED PLANNING

1. Next Regular Board Meeting will be held on October 10, 2017, at Downieville School, 130 School St., Downieville, CA, 95936, beginning with Closed Session at 5 pm and the Regular Board Meeting at 6:00 pm.
2. Suggested Agenda Items
 - a. Account Object Summary-Balance from 07/01/17 to 8/31/17 Clarification (Item E 2a)
 - b. Possible Closed Session regarding Negotiations

I. ADJOURN at 6:13 pm

DRISCOLL/MOORE

4/0

Tim Driscoll, Clerk

Merrill M. Grant, Ed. D., Secretary
Sierra County Board of Education

Checks Dated 09/01/2017 through 09/30/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00014740	09/11/2017	ALPINE FIRE SERVICES, INC. SALES AND SERVICE	01-5600	FIRE EXTINGUISHER INSPECTION AND REPAIR		71.12
00014741	09/11/2017	CDE CASHIER'S OFFICE	01-5200	REGISTRATION		25.00
00014742	09/11/2017	CUSTOMINK ATTN: ACCOUNTS RECEIVABLE	01-4300	TUPE T-SHIRTS	411.17	
				Unpaid Sales Tax	28.47-	382.70
00014743	09/11/2017	DISCOUNT SCHOOL SUPPLY	01-4300	CLASSROOM SUPPLIES		455.37
00014744	09/11/2017	JANIS HARDEMAN	01-5200	NURSE SERVICES	267.47	
			01-5300	NURSE SERVICES	13.93	
			01-5810	NURSE SERVICES	3,517.60	3,799.00
00014745	09/11/2017	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO.	01-4300	TESTING RECORDS		203.74
00014746	09/11/2017	LIBERTY UTILITIES CPEC	01-5500	ELECTRICAL SERVICE		71.75
00014747	09/11/2017	MARY LOWE	01-5810	COUNSELING SERVICES		240.00
00014748	09/11/2017	BARBARA MCKURTIS	01-5100	CONTRACTED CONSULTANT AGREEMENT	73.00	
			01-5810	CONTRACTED CONSULTANT AGREEMENT	3,577.00	3,650.00
00014749	09/11/2017	MIKE MOORE	01-5200	PER DIEM		26.75
00014750	09/11/2017	OFFICE DEPOT	01-4300	CLASSROOM SUPPLIES	61.98	
				OFFICE SUPPLEIS	625.54	687.52
00014751	09/11/2017	CALPERS FINANCIAL REPORTING & ACCOUNTING SERVICES-CASHIER	01-5810	GASB 68 FEE		350.00
00014752	09/11/2017	RAY MORGAN COMPANY	01-5600	COPIER MAINT.		13.53
00014753	09/11/2017	SAN JOAQUIN SELPA ATTN: PATTI FARHAT	01-5810	SP. ED INFO SYSTEM		4,000.00
00014754	09/11/2017	SCHOOL SPECIALITY, INC	01-4300	CLASSROOM SUPPLIES	146.39	
				WALL-MOUNTED EASEL	188.72	335.11
00014755	09/11/2017	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		15.00
00014757	09/11/2017	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	SEP 17 HEALTH INSURANCE	1,600.00	
			76-9576	SEP 17 HEALTH INSURANCE	17,192.00	18,792.00
00014758	09/11/2017	VOYAGER	01-5200	FUEL EXPENSE		29.65
00014759	09/11/2017	ALLEN WRIGHT	01-5200	PER DIEM		6.42
00014760	09/11/2017	STAPLES ADVANTAGE	01-4300	OFFICE SUPPLIES	613.53	
				TONER	322.48	936.01
00014761	09/22/2017	KATIE CAMPBELL	01-4300	SUPPLIES		140.87
00014762	09/22/2017	CASBO	01-5200	CBO BOOT CAMP	150.00	
			01-5899	CBO BOOT CAMP	450.00	600.00
00014763	09/22/2017	STATE OF CALIFORNIA DEPARTMENT OF JUSTICE	01-5805	EMPLOYMENT FINGERPRINTING		49.00
00014764	09/22/2017	HUMBOLDT COUNTY OFFICE OF ED ATTN: ACCOUNTS RECEIVABLE	01-5810	WORKABILITY PASSWORD		125.00

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 09/01/2017 through 09/30/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00014765	09/22/2017	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMPENSATION		7,286.25
00014766	09/22/2017	PITNEY BOWES, INC.	01-5600	POSTAGE MACHINE LEASE	53.01	
			01-5899	POSTAGE MACHINE LEASE	159.04	212.05
00014767	09/22/2017	RAY MORGAN COMPANY	01-5600	COPIER MAINT.		21.17
00014768	09/22/2017	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		90.13
00014769	09/22/2017	WORKABILITY REGION 4 SHAWNA PACHECO	01-5200	REGISTRATION		100.00
00014770	09/22/2017	ALLEN WRIGHT	01-5200	PER DIEM		20.07
Total Number of Checks					30	42,735.21

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	County School Service Fund	29	18,285.43
76	Payroll Clearing	2	24,478.25
Total Number of Checks		30	42,763.68
Less Unpaid Sales Tax Liability			28.47
Net (Check Amount)			42,735.21

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

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

RESOLUTION NO. 18-004

SHOES FOR CREWS SLIP TRIP FALL PREVENTION POLICY

Purpose:

Proper footwear is a critical component in preventing slips, trips and falls. Footwear needs to be appropriate for the task. In many of the work areas high-heeled shoes, dress-shoes and smooth leather soles significantly increases an employee's risk of being involved in a slip and fall injury. It is recommended that each employee performing a task in the Custodial, Cafeteria, Maintenance, Operations and Bus Driver positions obtain and maintain slip resistant footwear in a serviceable condition.

Policy:

The SIERRA COUNTY OFFICE OF EDUCATION encourages its staff members to wear safe and comfortable shoes. It is the policy of the SIERRA COUNTY OFFICE OF EDUCATION to support the staff members in their goal of maintaining safe and healthful conditions in which they can conduct business. The SIERRA COUNTY OFFICE OF EDUCATION will strive to provide resource options to assist with reducing slip, trip and fall hazards. NEJPA has implemented a shoe prevention program to create an environment to reduce and prevent slip, trip and fall accidents. We encourage participation in this important initiative to ensure success of the program.

1. The SIERRA COUNTY OFFICE OF EDUCATION is committed to a safe working environment and supports a company subsidized program with a payroll deduction program to assist employees with the purchase of slip-resistant shoes that reduce slip and fall injuries.
2. The program is designed for employees' direct benefit by supplementing the cost of slip-resistant shoes that they may not otherwise be able to afford. In addition, by allowing employees to buy in bulk, the member district may be able to provide shoes at a reduced price.
3. Shoes covered under this policy require that employees in certain positions wear closed-toed, closed-heel (i.e. no clogs, mules or crocs), rubber-soled shoes, those policies do not dictate the shoes be any specific brand or have any other specific feature.
4. The SIERRA COUNTY OFFICE OF EDUCATION will cover annually the purchase of one pair of safety shoes from the "SHOES FOR CREWS" catalog up to \$100 for staff employed in the Custodial, Cafeteria, Maintenance, Operations and Bus Driver positions. Any additional cost over the \$100 subsidy will be deducted from the employees' paycheck.
5. The SIERRA COUNTY OFFICE OF EDUCATION will extend the opportunity for any employee in any other capacity to purchase shoes from the "SHOES FOR CREWS" catalog at the discounted corporate rate. The cost for the order will be deducted from the employees' paycheck.

The foregoing Resolution was passed and adopted by the Board of Trustees of the SIERRA COUNTY OFFICE OF EDUCATION on the 10th day of October 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Driscoll, Clerk of the Governing Board

SIERRA COUNTY OFFICE OF EDUCATION

RESOLUTION NO. 18-005

SUFFICIENCY OF TEXTBOOKS OR INSTRUCTIONAL MATERIALS

WHEREAS, the SIERRA COUNTY BOARD OF EDUCATION, in order to comply with the requirements of Education Code 60119, held a public hearing on October 10, 2017, at 6 o'clock, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the County stating the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents/guardians, teachers, members, of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the SIERRA COUNTY OFFICE OF EDUCATION, and;

WHEREAS, "instructional materials" means all materials that are designed for use by pupils and their teachers as a learning resource and help pupils to acquire facts, skills, or opinions or to develop cognitive processes. Each student, including English learners, will have a textbook or instructional materials, or both, to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycle and content of the curriculum frameworks in the following subjects;

Mathematics	<u>My Math</u> , Grades K-5	McGraw-Hill Education © 2017
	<u>California Mathematics</u> , Grades 6,7	Macmillan/McGraw-Hill/Glencoe
	<u>Mathematics_Course 1</u>	Prentice Hall © 2013
	<u>Pre-Algebra</u> , Grades 8-12	Prentice Hall
	<u>Algebra II</u> , Grades 8-12	Glencoe
	<u>Pre Calculus</u>	Houghton Mifflin
	<i>Newly Adopted for 2015-16:</i>	
	<u>Mathematics, Course 1, Common Core</u>	Pearson Education, Inc.
	<u>Mathematics, Course 2, Common Core</u>	Pearson Education, Inc. ©2013
	<u>Mathematics, Course 3, Common Core</u>	Pearson Education, Inc. ©2013
	<u>Geometry, Common Core</u>	Pearson Education, Inc. ©2015
	<u>Algebra 1, Common Core, CA</u>	Pearson Education, Inc. ©2015
	<u>Algebra 2, Common Core, CA</u>	Pearson Education, Inc. ©2015
	<u>Calculus, AP Edition</u>	Pearson Education, Inc. ©2014
<u>Calculus, Graphical, Numerical, Algebraic, 5th Edition</u>	Pearson Education, Inc. ©2016	
<u>Financial Algebra</u>	Cengage Learning ©2011	

Science	<u>California Edition</u> , Grades 2-5 <u>Earth Science</u> (High School) <u>Life Science</u> , Grade 7 <u>Physical Science</u> , Grade 8 <u>Physics</u> <u>Biology</u> <u>Chemistry</u> <u>Chemistry</u> , 8 th ed.,	Harcourt Glencoe/McGraw Hill ©2013 Glencoe/McGraw Hill ©2012 Glencoe/McGraw Hill ©2012 Pearson © 2014 Glencoe/McGraw Hill ©2012 Glencoe/McGraw Hill ©2013 Cengage Learning ©2012
History/ Social Science	<u>Neighborhoods, Communities, US History</u> , Grades K-5 th <u>Ancient Civilizations</u> , Grades 6, 7, 8 <u>Medieval to Early Modern Times</u> , Grade 7 <u>Geography</u> <u>United States History, Independence to 1914</u> , Grade 8 <u>Modern World History</u> , Grade 10 <u>The Americans</u> , Grade 11 <u>Am. Government, Economics</u>	Houghton-Mifflin Holt Rinehart Winston Holt Glencoe Holt McDougall-Littell McDougall-Littell Prentice Hall
English/ Language Arts (Including English Learners)	<u>Mirrors & Windows</u> <u>Continuing with Literature, Levels I-V</u> <u>British Tradition</u> <u>American Tradition</u> <u>Wonders CA Comprehensive System</u> <u>The Power of Connection</u>	EMC Publishing, LLC © 2016 McGraw-Hill Education © 2015-17

WHEREAS, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes, and;

WHEREAS, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive.

THEREFORE, IT IS RESOLVED THAT for the 2017-2018 school year, the SIERRA COUNTY BOARD OF EDUCATION has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED at a regular meeting of the SIERRA COUNTY BOARD OF EDUCATION held on October 10, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tim Driscoll, Clerk

Sierra County/Sierra-Plumas Joint USD

Board Policy

Vision

BP-0000

Philosophy, Goals, Objectives, and Comprehensive Plans _____ BP 0000

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT VISION STATEMENT

We envision schools where all children succeed, where all children feel safe, and where their curiosity is cultivated. We will provide an educational environment that encourages productive, responsible citizens.

It is our goal to equip students with the tools to live and to contribute successfully in a rapidly changing world.

Our schools will offer a challenging, meaningful, and relevant curriculum that values creativity, critical thinking, and effective communication.

Our students will be able to apply knowledge to new contexts and do so with honesty and integrity.

Our students will learn to appreciate beauty and care for the environment as well as each other and ultimately understand that their actions can make a difference.

The Governing Board believes that a clearly stated purpose and direction for the district provide the foundation for continuous improvement and accountability. The Board shall adopt a long-range vision for district programs and activities that focuses on the achievement and well-being of all students and reflects the importance of preparing students for the future academically, professionally, and personally. The vision shall recognize the unique role of students, parents/guardians, staff, and community partners in contributing to a high-quality education for all students. The district's vision may be incorporated into its mission or purpose statement, philosophy or motto, long-term goals, short-term objectives, and comprehensive plans such as the local control and accountability plan (LCAP).

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 9000 - Role of the Board)

The Superintendent or designee shall recommend an appropriate process, with clearly defined procedures, timelines, and responsibilities, for establishing ~~and/or,~~ reviewing, and updating the district's vision statement. This process shall include a review of relevant district documents and data including, but not limited to, information about student demographics, student achievement, current programs, and emerging educational issues. The process shall incorporate an analysis and identification of district strengths and areas in which growth is inclusive of needed. Input shall be solicited from parents/guardians, students, staff, and community members through methods such as surveys, focus groups, advisory committees, and/or public meetings and forums.

(cf. 1220 - Citizen Advisory Committees)

(cf. 2230 - Representative and Deliberative Groups)
(cf. 6020 - Parent Involvement)

The Board of Education shall review the district's vision statements ~~at least every three years or whenever a new Board member or Superintendent joins~~annually, in conjunction with the district update to the LCAP, to ensure consistency among all documents that set direction for the district. Following these reviews, the Board may revise or reaffirm the direction it has established for the district.

The Superintendent or designee shall communicate the district's vision to staff, parents/guardians, and the community.

(cf. 1113 - District and School Web Sites)
(cf. 1100 - Communication with the Public)

Board decisions regarding curriculum, policies, the budget, collective bargaining agreements, and other district operations shall be aligned with the district's vision. In addition, the Superintendent or designee shall ensure that staff's implementation of district programs and activities supports attainment of the district's vision.

The Superintendent or designee shall regularly report to the Board regarding district progress toward the vision.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE
52060-52077 *Local control and accountability plan*

Management Resources:

CSBA PUBLICATIONS
The School Board Role in Creating the Conditions for Student Achievement: A Review of the Research, May 2017
Governing to Achieve: A Synthesis of Research on School Governance to Support Student Achievement, August 7, 2014
Defining Governance, Issue 4: Governance Decisions, Governance Brief, June 2014
Defining Governance, Issue 3: Governance Practices, Governance Brief, April 2014
WEB SITES
CSBA: <http://www.csba.org>

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

Policy

adopted: April 10, 2007

revised: July 14, 2009

revised: October 10, 2017

Sierraville, California

Loyalton, California

Reference UPDATE Service

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Board Policy

Educational Goals

PHILOSOPHY

BP 0100

Philosophy, Goals, Objectives, and Comprehensive Plans BP 0100

~~It shall be the goal of this district to review annually and maintain an integrated K-12 curricula that:~~

~~Curriculum~~

~~1. Provide a general educational background in oral and written English, natural sciences, reading, mathematics, and social sciences~~

In order to establish and support a guiding vision for the district, the Governing Board shall develop, articulate, and regularly review an overarching set of fundamental principles which describe the district's core beliefs, values, and tenets. The Board and district staff shall incorporate these principles into all programs, activities, and operations of the district.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 9000 - Role of the Board)

Note: The thought process and collaborative effort required of the Governing Board in articulating district philosophy are crucial to the creation and evolution of philosophy reflective of local ideologies. Districts are strongly encouraged to engage in thoughtful discussions and to replace or supplement the philosophical statements below with those that reflect their own locally developed philosophical statements.

It is the philosophy of the district that:

1. All ~~Provide a program of advanced academic subjects to prepare~~ students can learn and succeed.
2. Every student should have an opportunity to receive a quality education regardless of his/her social, cultural, or economic background.

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

3. Every student in the district has a right to be free from discrimination, harassment, intimidation, and bullying, as prohibited by law or district policy.

4. ~~who are planning to attend institutions of higher~~ The future of our nation and community depends on students possessing the skills to be lifelong learners, collaborative and creative problem solvers, and effective, contributing members of a global and technologically advanced society.

5. Highly skilled and dedicated teachers and educational support staff have the capacity to guide students toward individual achievement and growth, and have a direct and powerful influence on student learning and life experiences.

~~3. Develop intellectual curiosity and a~~

6. A safe, nurturing environment and positive attitude toward continuing education school climate are.

~~4. Develop problem solving competence and the ability to evaluate constructively and objectively.~~

~~5. Provide, within available resources, a program of elective subjects and extra-curricular activities which will permit each student to pursue his/her interests, develop his/her talents, and acquire useful skills.~~

~~6. Develop flexibility and appropriate attitudes toward change.~~

Citizenship

~~Provide a broad general educational program necessary for everyone to function as a citizen in a democracy with emphasis upon the rights and responsibilities as a productive member of the society learning, academic achievement, and student development.~~

Career and Vocational Selection and Preparation

~~1. Provide a program of counseling and guidance which will enable each student to understand himself/herself better and to select a program of studies in terms of his/her interests, abilities, and attainable goals.~~

~~2. Provide a vocational education program which will inform students of the kinds of job opportunities available and permit students to make choices based upon adequate information.~~

~~3. Provide training in salable skills and encourage continuation of vocational training in advanced institutions following completion of high school.~~

Consumer and Economic Efficiency

~~Develop consumer skills and the student's ability to manage and conserve his/her personal resources.~~

Family Relationships

~~1. Assure that parents~~

~~(cf. 5131.2 - Bullying)~~

~~(cf. 5137 - Positive School Climate)~~

7. Parents/guardians have a right and an obligation to participate in their child's schooling be engaged in their child's education and to be involved in the intellectual, physical, emotional, and social development and well-being of their child.

~~2. Develop an awareness of future family responsibilities and skills in preparing to accept them.~~

~~Human and Social Relationships~~

~~Develop a cooperative attitude in daily relationships with others and a sense of honor and respect for self and others.~~

~~Social and Cultural Understandings~~

~~Provide that every student in the district, regardless of gender, special needs, or social, ethnic, language or economic background, has a right to a high quality education that challenges the student to achieve to his/her fullest potential.~~

~~Moral and Ethical Values~~

~~Assist in the development of moral and spiritual values.~~

~~Self-Realization and Mental and Physical Health~~

- ~~1. Develop student's feeling of positive self-worth.~~
- ~~2. Provide programs which will encourage the development of mental and physical health.~~

~~Avocational and Leisure Activities~~

~~Develop a positive attitude toward participation in a range of leisure time activities—physical, intellectual, and creative.~~

(cf. 6020 - Parent Involvement)

8. The needs of the whole child must be addressed, as the ability of children to learn is affected by social, health, and economic conditions and other factors outside the classroom.
9. Early identification of learning and behavioral difficulties and timely and appropriate support and intervention contribute to student success.
10. Students and staff are encouraged and motivated by high expectations and recognition for their accomplishments.
11. School improvement is a dynamic process requiring flexibility and innovation to meet the needs of students in a changing world.
12. Professional development for the Board and district staff is essential for the growth and success of the district and its students.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 9240 - Board Training)

13. The diversity of the student body and school staff enriches the learning experience, promotes cultural awareness and acceptance, and serves as a model for citizenship in a global society.
14. A common set of norms and protocols is crucial to effective governance.
15. Communication, trust, respect, collaboration, and teamwork strengthen the relationship among Board members and between the Board and Superintendent, and contribute to the effectiveness of the governance team.
16. The community and district are inextricably connected partners, wherein the community's engagement in issues that impact the schools enhances the district's programs and student learning.

(cf. 1000 - Concepts and Roles)

17. Two-way communication with all stakeholders is essential for establishing continuity, support, and shared goals both within the district and with the surrounding community.
18. The Board has a responsibility to advocate on behalf all students, keep current on legislative issues affecting education, and build positive relationships with local, state, and federal representatives.
19. A fiscally sound budget which is reflective of the district's vision is imperative to the financial stability of the district and to the attainment of its goals.
20. Responsibility for district programs and operations is shared by the entire educational community, with ultimate accountability resting with the Board as the basic embodiment of representative government.

Legal Reference:

EDUCATION CODE

51002 *Local development of programs based on stated philosophy and goals*

51019 *Definition of philosophy*

51100-51101 *Parental involvement*

Management Resources:

CSBA PUBLICATIONS

The School Board Role in Creating the Conditions for Student Achievement: A Review of the Research, May 2017

Governing to Achieve: A Synthesis of Research on School Governance to Support Student Achievement, August 7, 2014

Defining Governance, Issue 2: Governing Commitments, Governance Brief, February 2014

WEB SITES

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

National School Climate Center: <http://schoolclimate.org>

Policy

adopted: April 10, 2007

revised: October 10, 2017

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Sierraville, California
Loyalton, California

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West Sacramento, California 95691

Reference UPDATE Service

Sierra County/Sierra-Plumas Joint USD

Board Policy

BP 6161.1

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

Note: Pursuant to Education Code 60200 and 60400, the Governing Board is responsible for the adoption of textbooks and other instructional materials, as defined in Education Code 60010, for use in district schools. See the accompanying administrative regulation for required and optional criteria for the selection of instructional materials. See BP 6161.11 - Supplementary Instructional Materials and BP 6163.1 - Library Media Centers for selection processes regarding supplementary materials.

~~The Board of Education~~ The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's diversity, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the district's curriculum to ensure that they effectively support the district's adopted courses of study.

(cf. 0440 - District Technology Plan)
(cf. 6000 - Concepts and Roles)
(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6162.5 - Student Assessment)
(cf. 6163.1 - Library Media Centers)

The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or have otherwise been determined to be aligned with the state academic content standards adopted pursuant to Education Code 60605 or the Common Core State Standards adopted pursuant to Education Code 60605.8. (Education Code 60200, 60210)

The Board shall adopt instructional materials ~~is to ensure that all students are provided with standards aligned instructional for grades 9-12 upon determining that the~~ materials ~~inmeet~~ the ~~core curriculum areas of English/language arts, mathematics, science, criteria specified in law~~ and ~~history-social science-administrative regulation~~. (Education Code 60400)

Review Process

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend instructional materials.

(cf. 1220 - Citizen Advisory Committees)

The review process shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. (Education Code 60002)

(cf. 6020 - Parent Involvement)

In addition, the instructional materials review committee may include administrators, other staff who have subject-matter expertise, and students as appropriate.

If the district chooses to use instructional materials for grades K-8 that have not been adopted by the SBE, the Superintendent or designee shall ensure that a majority of the participants in the district's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

Individuals who participate in the selection or review of instructional materials shall not have a conflict of interest, as defined in administrative regulation, in the materials being reviewed.

(cf. 9270 - Conflict of Interest)

The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with documentation supporting its recommendations.

All recommended instructional materials shall be available for public inspection at the district office.

(cf. 5020 - Parent Rights and Responsibilities)

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's textbooks and other instructional materials. (Education Code 60119)

The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall post a notice in three public places within the district containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 - Agenda/Meeting Materials)

Note: Education Code 60119 requires the Board to adopt a resolution indicating whether or not each student in each school has sufficient standards-aligned textbooks or instructional materials for the subjects specified in items #1-6 below. See the accompanying Exhibit for a sample resolution.

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks or instructional materials which are aligned to the state content standards adopted pursuant to Education Code 60605 or the Common Core **State** Standards adopted pursuant to Education Code 60605.8 and which are consistent with the content and cycles of the state's curriculum frameworks. Sufficiency of instructional materials shall be determined in each of the following subjects: (Education Code 60119)

1. Mathematics

(cf. 6142.92 - Mathematics Instruction)

2. Science

(cf. 6142.93 - Science Instruction)

3. History-social science

(cf. 6142.94 - History-Social Science Instruction)

4. English language arts, including the English language development component of an adopted program

(cf. 6142.91 - English/Language Arts Instruction)

(cf. 6174 - Education for English Language Learners)

5. ~~Foreign~~World/foreign language

(cf. 6142.2 - World/Foreign Language Instruction)

6. Health

(cf. 6142.8 - Comprehensive Health Education)

The Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in a digital format as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district and has the ability to use and access them at home. However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

If the Board determines that there are insufficient textbooks or instructional materials, it shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks or instructional materials. The Board shall take any action, except an action that would require reimbursement by the Commission of State Mandates, to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

The degree to which every student has sufficient access to standards-aligned instructional materials shall be included in the district's local control and accountability plan. (Education Code 52060)

(cf. 0460 - Local Control and Accountability Plan)

Complaints

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

*Legal Reference:*EDUCATION CODE

220 Prohibition against discrimination
 1240 County superintendent, general duties
 33050-33053 General waiver authority
 33126 School accountability report card
 35272 Education and athletic materials
 44805 Enforcement of course of studies; use of textbooks, rules and regulations
 49415 Maximum textbook weight
 51501 Nondiscriminatory subject matter
 52060-52077 Local control and accountability plan
 60000-60005 Instructional materials, legislative intent
 60010 Definitions
 60040-60052 Instructional requirements and materials
 60060-60063.5 Requirements for publishers and manufacturers
 60070-60076 Prohibited acts (re instructional materials)
 60110-60115 Instructional materials on alcohol and drug education
 60119 Public hearing on sufficiency of materials
 60200-60210 Elementary school materials
 60226 Requirements for publishers and manufacturers
 60350-60352 Core reading program instructional materials
 60400-60411 High school textbooks
 60510-60511 Donation for sale of obsolete instructional materials
 60605 State content standards
 60605.8 Common Core State Standards
 60605.86-60605.88 Supplemental instructional materials aligned with Common Core State Standards

CODE OF REGULATIONS, TITLE 5
 9505-9530 Instructional materials

*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSInstructional Materials FAQ01-05 Guidelines for Piloting Textbooks and Instructional Materials, rev. January 2015Standards for Evaluating Instructional Materials for Social Content, 2013WEB SITESCSBA: <http://www.csba.org>Association of American Publishers: <http://www.publishers.org>California Academic Content Standards Commission, Common Core State Standards: <http://www.scoe.net/castandards>California Department of Education: <http://www.cde.ca.gov>

Policy

adopted: April 10, 2007

revised: October 11, 2011

revised: February 14, 2012

revised: April 9, 2013

revised: October 10, 2017

SIERRA COUNTY OFFICE OF EDUCATION
 SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 Sierraville, California

Loyalton, California

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Sierra County/Sierra-Plumas Joint USD

Exhibit

Instruction

E 6161.1

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

Resolution On Sufficiency Of Instructional Materials

Note: Education Code 60119 requires that the Governing Board hold an annual public hearing regarding the sufficiency of textbooks or other instructional materials and determine through a resolution whether each student has sufficient materials; see the accompanying Board policy. "Sufficient textbooks or instructional materials," as defined in Education Code 60119, means that each student in the district, including each English learner, has a standards-aligned textbook or instructional materials, which may include materials in a digital format under specified conditions, to use in class and to take home.

The following sample resolution is based on the 2008 sample resolution developed by the California Department of Education (CDE) but has been updated to reflect new law. This resolution may be used to certify compliance with Education Code 60119.

in order to comply with the requirements of Education Code 60119, held a public hearing on (*date*), Whereas, the Board of Education of the Sierra-Plumas Joint Unified School District/Sierra County Office of Education, at (*time*) o'clock, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which sufficient textbooks or instructional materials were provided to all students, including English learners, in the Sierra-Plumas Joint Unified School District/Sierra County Office of Education, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

~~Whereas, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the Sierra Plumas Joint Unified School District/Sierra County Office of Education, have standards-aligned textbooks or instructional materials from the same adoption cycle, and;~~

Whereas, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards adopted by the State Board of Education pursuant to Education Code 60605 and/or the Common Core State Standards adopted pursuant to Education Code 60605.8;

Finding of Sufficient Textbooks or Instructional Materials

Whereas, sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, in the following subjects:

- Mathematics: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- Science: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- History-social science: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- English language arts, including the English language development component of an adopted program: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- World/foreign language: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- Health: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

Note: The following paragraph is for use by districts that maintain grades 9-12. The Board may provide a list of the science laboratory classes offered in grades 9-12 and details on the science laboratory equipment available for these classes.

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the (year) school year, the Sierra-Plumas Joint Unified School District/Sierra County Office of Education has provided each student with sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks.

Finding of Insufficient Textbooks or Instructional Materials

Note: The following section is for use when the Board is making a finding of "insufficient" materials. Education Code 60119 requires that the Board's resolution list, for each school for which an insufficiency exists, the percentage of students at each grade level who lack sufficient materials in each of the subject areas listed below.

Whereas, information provided at the public hearing and to the Board at the public meeting detailed that insufficient standards-aligned textbooks or instructional materials were provided to students in the following subjects and grade levels at district schools: *(For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in mathematics, science, history-social science, English language arts, world/foreign language, and health.)*

Whereas, sufficient textbooks or instructional materials were not provided at each school listed above due to the following reasons: *(For each school at which there is an insufficiency, list the reasons that each student does not have sufficient instructional materials in each subject and grade level listed above.)*

Therefore, it is resolved, that for the (year) school year, the Sierra-Plumas Joint Unified School District/Sierra County Office of Education has not provided each student with sufficient textbooks or instructional materials that are consistent with the cycles and content of the curriculum framework, and;

Be it further resolved, that the following actions will be taken to ensure that all students have sufficient standards-aligned textbooks or instructional materials in all subjects that are consistent with the cycles and content of the curriculum frameworks within two months of the beginning of the school year in which this determination is made. *(List actions to be taken to resolve insufficiency. ~~See Education Code 60119(a)(2)(B) for other funds that may be used to ensure sufficient instructional materials.~~)*

PASSED AND ADOPTED THIS _____ day of _____, _____ at a meeting, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Attest:

Secretary

President

Exhibit

version: April 10, 2007

revised: February 14, 2012

revised: April 9, 2013

revised: October 10, 2017

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
SIERRA COUNTY OFFICE OF EDUCATION
Sierraville, California

Policy Reference UPDATE Service

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Sierra County/Sierra-Plumas Joint USD

Board Policy

Mello-Roos Districts

BP 7212

Facilities

BP 7212

In order to form a MELLO-ROOS DISTRICTS

Note: The Mello-Roos Community Facilities Act (Government Code 53311-53368.3) authorizes school districts to establish a community facilities district ~~which may issue bonds and/or levy~~ (CFD) (also referred to as a ~~special tax to finance school construction,~~ Mello-Roos district) for specified school facility purposes. The boundaries of the ~~Superintendent or designee shall recommend to~~ CFD may include the entire school district, but usually include only a portion of the district, such as an area with new housing developments. The bonds sold by the CFD are paid for by a parcel tax or assessment on the properties within that CFD's boundaries.

Because the laws regarding formation of a Mello-Roos district are complex, districts should consult legal counsel, as appropriate.

The Governing Board ~~of Education related~~ desires to provide adequate facilities in order to enhance student learning and to help the district achieve its vision for educating district students. Toward that end, the Board may order the formation of a community facilities district (CFD) (Mello-Roos district) for the acquisition or improvement of school facilities when, in the Board's judgment, it is in the best interest of district students and the community. The issuance of debt through the CFD shall be consistent with law and the district's debt management policy.

(cf. 3470 - Debt Issuance and Management)

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

(cf. 7210 - Facilities Financing)

(cf. 7211 - Developer Fees)

(cf. 7213 - School Facilities Improvement Districts)

Note: Pursuant to Government Code 53318, the Governing Board may initiate the proceedings to establish a CFD. In addition, Government Code 53318 specifies that the Board must institute such proceedings when two members of the Board have filed a written request or a specified percentage of registered voters or landowners in the district file a written petition requesting that the district establish a CFD. The petition or request must describe the boundaries of the territory and specify the types of facilities and services to be financed by the proposed district.

Proceedings to establish a CFD may be instituted at the Board's discretion. In addition, such proceedings shall be instituted when a written request to establish a CFD has been filed by any two Board members, or a petition has been submitted by at least 10 percent of registered voters residing within the territory of the proposed CFD or by the owners of at least 10 percent of the area of land to be included within the proposed CFD. (Government Code 53318)

Note: Government Code 53312.7 mandates that districts establishing a CFD first adopt local goals and policies addressing, as specified below. At the district's discretion, the following: ~~(Government Code 53312.7)~~ list may be modified to reflect the district's goals and policies related to each required component. The district may also reference any other district policies that may be applicable to the mandated components, such as BP 7110 - Facilities Master Plan, BP 7210 - Facilities Financing, or BP 3470 - Debt Issuance and Management.

Prior to initiating proceedings to form a CFD, the Board shall consider and adopt local goals and policies that include the following elements: (Government Code 53312.7)

1. 1. The priority that various facilities shall have for financing through the Mello-Roos district Community Facilities Act, including public facilities to be owned and operated by other public agencies and services to be provided by other public agencies
2. 2. The credit quality to be required of bond issues and criteria to be used in evaluating the credit quality
3. 3. Steps by which prospective property purchasers shall will be fully informed about their related taxpaying obligations
4. 4. Criteria for evaluating the equity of tax allocation formulas
5. 5. Maximum, including desirable and maximum amounts of special tax burdens to be levied against any parcel
6. 5. Definitions, standards, and assumptions to be used in appraisals required by Government Code 53345.8

Note: Government Code 53312.7 mandates a district policy giving attendance priority to children who reside within the territory of the proposed CFD. See BP 5116 - School Attendance Boundaries for additional language fulfilling this mandate.

6. To the extent authorized by law, priority for students residing within the CFD to attend schools financed in whole or in part by the CFD, in a manner that reflects the proportion of each school's financing provided through the CFD

(cf. 5116 - School Attendance Boundaries)

Within 45 days of receiving a written request or petition to establish a CFD, the Board shall determine a fee to be paid by the requesters or petitioners which shall be sufficient to compensate the district for the costs incurred in conducting proceedings to create the CFD. Proceedings for establishing the CFD shall only be initiated after payment of the fee. (Government Code 53318)

Note: Government Code 53320 requires that, within 90 days after the request or petition has been filed and any fee required under Government Code 53318 has been paid, the Board must adopt a resolution of intention to establish a CFD. Specified components of the resolution are listed in Government Code 53321 and include, but are not limited to, a description of the boundaries of the district and a description of the public facilities and services that will be financed by the proposed district. Legal requirements for the hearing are detailed in Government Code 53323-53325.

Upon Board action to form a CFD, or within 90 days after the receipt of a petition or request to form a CFD and the payment of any applicable fee, the Board shall adopt a resolution of intention and conduct a hearing in accordance with law. The resolution shall fix the time and place for holding a public hearing on the establishment of the CFD, which shall be within 30-60 days after the adoption of the resolution. Notice of the hearing shall be given by publishing the text or a summary of the resolution of intention once, in a newspaper of general circulation published in the area of the proposed CFD, at least seven days before the hearing, and shall include other requirements specified in Government Code 53322. Notice of the hearing may also be sent by first-class mail to each registered voter and to each landowner within the proposed CFD. (Government Code 53320, 53321, 53322, 53322.4)

If, after the hearing, the Board decides to establish a CFD, the Board shall adopt a resolution of formation in accordance with law. (Government Code 53325, 53325.1)

Note: Government Code 53326 provides that the election on the levy of special taxes must be held 90-180 days following the adoption of the resolution of formation. However, any election to be held less than 125 days following the adoption of the resolution of formation requires the concurrence of the elections official. Because the levy of special taxes involves technical and complex provisions of law, districts are advised to consult legal counsel when contemplating the levy of a special tax.

If a special tax is proposed to be levied in the CFD, the Board shall submit the resolution of formation and other information specified in Government Code 53326 to the elections official within three business days after the adoption of the resolution of formation, and the question of levying the special tax shall be submitted to the qualified electors of the proposed CFD in accordance with law. (Government Code 53326)

Upon approval by two-thirds of the voters in the proposed CFD, the tax may be levied in accordance with Government Code 53340. (Government Code 53328)

Whenever the Board deems it necessary for the CFD to incur a bonded indebtedness, it shall follow the procedures specified in Government Code 53345-53365.7, as applicable.

The proceeds of any bonds, notes, or other securities issued pursuant to the Mello-Roos Community Facilities Act shall be deposited or invested in accordance with Government Code 53356.03.

Note: Pursuant to Government Code 53343.2, as amended by AB 1666 (Ch. 93, Statutes of 2016), any local agency that has established a CFD, such as a school district, is required to post on its web site the information listed below. If the school district is not the issuing agency, it is recommended that it provide a link on the district web site that accesses the required information on the issuing agency's web site.

The Superintendent or designee shall, within seven months after the last day of each fiscal year, prominently display the following reports on the district's web site: (Government Code 53343.2)

1. A copy of an annual report for that fiscal year, if requested pursuant to Government Code 53343.1

2. A copy of the report provided to the California Debt and Investment Advisory Commission pursuant to Government Code 53359.5
3. A copy of the report provided to the State Controller's Office pursuant to Government Code 12463.2

(cf. 3460 - Financial Reports and Accountability)

Legal Reference:

EDUCATION CODE

15300-15425 School facilities improvement districts

17060-17066 Joint venture school facilities construction projects

GOVERNMENT CODE

6061 One time notice

12463.2 Reports

17556 Payment of costs mandated by the state

53311-53368.3 Mello-Roos Community Facilities Act of 1982

53753 Assessment notice and hearing requirements

53753.5 Exemptions

54954.1 Mailed notice to property owners

54954.6 New or increased tax or assessment; public meetings and hearings; notice

65970-65981 School facilities development project

65995 Levies against development projects

CODE OF REGULATIONS, TITLE 2

1859-1859.106 School facility program

Management Resources:

CSBA PUBLICATIONS

Bond Sales - Questions and Considerations for Districts, 2012

WEB SITES

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

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

California Office of Public School Construction: <http://www.opsc.dgs.ca.gov> Coalition for Adequate School

Housing: <http://www.cashnet.org>

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

Policy adopted: April 10, 2007
Revised: October 10, 2017

Sierraville, California
Loyalton, California

Reference UPDATE Service

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Sierra County/Sierra-Plumas Joint USD

Board Policy

~~Evaluation Of The Superintendent~~

~~BP 2140~~

~~Administration~~

BP 2140

EVALUATION OF THE SUPERINTENDENT

Note: The following **optional** policy should be revised to ensure consistency with specific evaluation provisions in the Superintendent's contract. Information and training on effective superintendent evaluation are available through CSBA's Governance Consulting Services.

~~The Board of Education~~ The Governing Board recognizes ~~that, in order to effectively fulfill its responsibilities for setting direction, ensuring accountability, and providing community responsibility to establish an evaluation system that enables a fair assessment of the Superintendent's effectiveness in leading the district toward established goals, serves to support his/her continued growth in leadership for the district, it must adopt measures for holding the Superintendent accountable. At a minimum, the~~ and management skills, and provides a basis for Board decisions regarding contract extension and compensation. The Board shall annually conduct a formal evaluation of the Superintendent's performance ~~to assess his/her effectiveness in leading the district toward established goals. In addition, the evaluation process~~ and may ~~include~~ provide additional opportunities ~~during~~ throughout the year ~~for~~ to review ~~of~~ the Superintendent's progress toward meeting ~~the~~ established goals. ~~The evaluation shall be in accordance with the provisions of the Superintendent's contract and any applicable Board policy.~~

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0500 - Accountability)

(cf. 2121 - Superintendent's Contract)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

~~Evaluation criteria shall be agreed upon by the Board and Superintendent prior to the evaluation and shall include, but not be~~ Note: In Duval v. Board of Trustees, the court held that a board could meet in closed session to select the criteria for the superintendent's evaluation, establish a fact-gathering mechanism, and designate particular areas of emphasis because these actions might reflect the board's initial perception of the superintendent's performance since the last evaluation. District legal counsel should be consulted with questions regarding the permissible scope of closed session discussions regarding superintendent evaluation.

The Board shall determine, with the Superintendent's input, the criteria, schedule, method(s), and instrument(s) to be used for the Superintendent's evaluation. Evaluation criteria shall include, but are not limited to, district goals and success indicators; educational, management, and community leadership skills; and the Superintendent's professional relationship with the Board.

(cf. 2110 - Superintendent Responsibilities and Duties)

(cf. 2111 - Superintendent Governance Standards)

~~The Board and Superintendent shall jointly determine the evaluation method(s) and schedule that will best serve the district and the structure and format of the instrument to be used.~~

Prior to the evaluation, the Superintendent shall provide to the Board for its review a report of progress toward district goals, the Superintendent's self-appraisal of accomplishments and performance, and a statement of actions taken to address any Board ~~recommendation~~ recommendations from the previous evaluation.

Note: Typically, each Board member individually evaluates the Superintendent and those individual evaluations are then summarized into one document. In some districts, the Board president is given the authority to develop this composite document while, in others, the Board appoints a subcommittee or another Board member to develop it. The full Board takes action on the composite document that is provided to the Superintendent. The following paragraph is **optional** and may be modified to reflect district practice.

Each Board member shall independently evaluate the Superintendent's performance. ~~Based on these individual evaluations,~~ based upon the evaluation criteria, after which the Board president shall produce a single document that summarizes/integrates the individual evaluations. ~~The Board shall then take action on this document and present it to the Superintendent for his/her response and represents the consensus of the Board.~~

(cf. 9121 - President)

The evaluation shall provide commendations in areas of strength and achievement, provide and recommendations for improving effectiveness in any areas of need, concern and, or unsatisfactory performance, ~~and serve as a basis for making decisions about salary increase and/or contract extension.~~

Note: Pursuant to Government Code 54957, the Board and Superintendent may meet in closed session to discuss the Superintendent's evaluation, but must not use the public employee performance evaluation exception for discussion or action on any proposed change in compensation other than a reduction in compensation that results from the imposition of discipline. In addition, the Board may meet in closed session with its negotiator pursuant to the labor negotiations exception to discuss any proposed change in compensation for unrepresented employees, including the Superintendent. See BP 2121 - Superintendent's Contract and BB 9321 - Closed Session Purposes and Agendas.

The Board shall meet in closed session with the Superintendent to discuss the evaluation. (Government Code 54957)

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

~~The~~ At this meeting, the Superintendent shall have an opportunity to ask questions, respond verbally and in writing to the evaluation, and present additional ~~evidence of~~ information regarding his/her performance or district progress.

The discussion shall include the establishment of performance goals for the next year and may identify professional development opportunities for the Superintendent and/or the entire

governance team to address areas of concern, strengthen the relationship between the Superintendent and Board, or enhance the Superintendent's knowledge of current educational issues and leadership and management skills.

(cf. 9240 - Board Training)

(cf. 9400 - Board Self-Evaluation)

Note: The following paragraph may be revised to reflect district practice. In *Versaci v. Superior Court*, the court of appeals held that, if the Superintendent's personal performance goals are not incorporated into his/her employment contract, then they are not subject to disclosure under the California Public Records Act (Government Code 6254.8). According to the court's ruling, a general statement in the contract referring to goal setting in conjunction with performance evaluations does not clearly and unequivocally evidence the parties' intent to incorporate the future goals into the contract.

After the Board and Superintendent have discussed the evaluation, the Board president and Superintendent shall sign the evaluation and it shall be placed in the Superintendent's personnel file. The evaluation, including personal performance goals, shall be confidential to the extent permitted by law.

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

~~At the open session after the Superintendent's evaluation or at a subsequent meeting, the Board and Superintendent shall jointly identify performance goals for the next year.~~

~~*(cf. 9400 - Board Self-Evaluation)*~~

Legal Reference:

GOVERNMENT CODE

6254.8 *Public Records Act; employment contracts*

54957 *Closed session, personnel matters*

COURT DECISIONS

Versaci v. Superior Court, (2005) 127 Cal.App.4th 805

Duval v. Board of Trustees, (2001) 93 Cal.App.4th 902

Management Resources:

WEB SITES

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

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

Policy

adopted: April 10, 2007

revised: May 10, 2011

revised: October 10, 2017

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

SIERRA COUNTY OFFICE OF EDUCATION

Sierraville, California

Loyalton, California

Sierra County/Sierra-Plumas Joint USD

Board Policy

General Obligation Bonds

BP 7214

Facilities

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued to pay for school facilities.

(cf. 1160 - Political Processes)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

***Note: Pursuant to Government Code 8855, as amended by SB 1029 (Ch. 307, Statutes of 2016), the Board is required to adopt a debt management policy prior to issuing any debt, including a general obligation bond. For sample policy language fulfilling this mandate, see BP 3470 - Debt Issuance and Management. ***

***Note: For bonds requiring a 55 percent majority, Education Code 15268 and 15270 set limits as to the maximum amount of the bond and the tax rate that may be levied as a result of the bond. Limitations for bonds requiring a 66.67 percent majority are detailed in Education Code 15102-15109. ***

~~The Board shall determine the appropriate amount of the bonds in accordance with law.~~

The Board's decision to order a bond election, as well as its determinations regarding the appropriate amount, timing, and structure of the bond issuance, shall be consistent with law and the district's debt management policy.

(cf. 3470 - Debt Issuance and Management)

***Note: Pursuant to Education Code 15100, as amended by AB 2116 (Ch. 129, Statutes of 2016), the following requirement applies to bond elections ordered by the Board regardless of whether the Board is seeking the 66.67 percent or 55 percent approval threshold. ***

Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

Bonds Requiring 55 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55 percent majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55 percent majority of the voters. (Education Code 15266)

(cf. 9323.2 - Actions by the Board)

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities
3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

1. ~~A requirement~~ Certification that proceeds from the sale of the bonds will be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses
2. A list of specific school facilities projects to be funded and certification that the —Board has evaluated safety, class size reduction, and information technology needs in developing that list

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 6151 - Class Size)

3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55 percent majority is approved by the voters, the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation. This committee shall be appointed within 60 days of the date that the Board

enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

(cf. 1220 - Citizen Advisory Committees)
(cf. 9324 - Minutes and Recordings)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits required pursuant to items #3-4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards and submitted to the citizens' oversight committee at the same time they are submitted to him/her and no later than March 31 of each year. (Education Code 15286)

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring 66.67 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67 percent majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67 percent majority of the voters. (Education Code 15100)

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

***Note: Items #1-10 below reflect the purposes for which funds generated from a general obligation bond authorized with 66.67 percent voter approval may be used, pursuant to Education Code 15100. Some of these purposes may be inconsistent with Article 13A, Section 1 of the California Constitution, which permits a district to raise funds in this manner only for the acquisition or improvement of real property. Districts should consult with legal counsel when determining whether to order a bond election for any of the purposes specified in Education Code 15100. The district may revise the following list to reflect the specific purposes authorized by the Board. ***

Subject to limits specified in Article 13A, Section 1 of the California Constitution, bonds shall be sold to raise money for any of the following purposes: (Education Code 15100)

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making alterations or additions to school building(s) other than as may be necessary for current

maintenance, operation, or repairs

4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity
5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature
6. Permanently improving school grounds
7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans
8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577
9. Purchasing school buses with a useful life of at least 20 years
10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by an order of the Board ~~and~~ entered into the minutes. (Education Code 15100)

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

Resolutions Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance and sale of bonds. ~~In~~ accordance with law, the resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable. (Education Code 15140; Government Code 53508.6)

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall ~~disclose, as~~ place an agenda item at a public meeting ~~either in and adopt as part of~~ the bond issuance resolution, or in a separate resolution, disclosures of the available funding instruments, the costs and ~~suitability~~ sustainability of each, and all of the following information: (Education Code 15146; Government Code 53508.9)

1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), the resolution to be adopted by the Board shall include items #1-4 above and as well as the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the county/district over the term of the bonds ~~shall be included in the resolution to be adopted by the Board.~~ The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. ~~The~~ agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest
2. A comparison to the overall cost of current interest bonds
3. The reason bonds that allow for the compounding of interest are being recommended
4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

***Note: Government Code 8855 requires that the district report any proposed issuance of debt to the California Debt and Investment Advisory Commission (CDIAC) at least 30 days prior to the sale of the debt issue. Typically, bond counsel will file the report on behalf of the district. As amended by SB 1029 (Ch. 307, Statutes of 2016), Government Code 8855 requires that the report include a certification that the district has adopted a debt management policy and that the issuance is consistent with that policy. Pursuant to Government Code 8855, the district must also annually submit, on or before January 31, a report to the CDIAC regarding all outstanding debt and the use of the proceeds of the issued debt. See BP 3470 - Debt Issuance and Management. ***

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). (Government Code 8855)

After the sale, the Board shall be presented with the actual issuance cost information and shall disclose

that information at the Board's next scheduled meeting. –The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the ~~California Debt and Investment Advisory Commission~~ CDAIC. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the county/district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the county/district in accordance with law. (Education Code 15150)

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorizes the property tax for that purpose.
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds.

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the county/district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Deposit of Bond Proceeds

***Note: Pursuant to Education Code 15146, the proceeds of the sale of bonds, exclusive of any premium received, must be deposited in the county treasury to the credit of the building fund of the district. As amended by AB 2738 (Ch. 472, Statutes of 2016), Education Code 15146 prohibits districts from withdrawing proceeds from the sale of bonds at any time for purposes of making investments outside the county treasury. ***

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

Legal Reference:

EDUCATION CODE

7054 Use of district property, campaign purposes

15100-15254 Bonds for school districts and community college districts

15264-15288 Strict Accountability in Local School Construction Bonds Act of 2000

17577 Sewers and drains

47614 Charter school facilities

ELECTIONS CODE

324 General election

328 Local election

341 Primary election

348 Regular election

356 Special election
 357 Statewide election
 1302 Local election
 15372 Elections official certificate
 1090-1099 Prohibitions applicable to specified officers
 1125-1129 Incompatible activities
 8855 California Debt and Investment Advisory Commission
 53506-53509.5 General obligation bonds
 53580-53595.5 Bonds

54952 Definition of legislative body, Brown Act

CALIFORNIA CONSTITUTION

Article 13A, Section 1 Tax limitation

Article 16, Section 18 Debt limit

CODE OF FEDERAL REGULATIONS, TITLE 17

240.10b-5 Prohibition against fraud or deceit

240.15c2-12 Municipal securities disclosure

COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006)

139 Cal.App.4th 1356

ATTORNEY GENERAL OPINIONS

99 Ops.Cal.Atty.Gen. 18 (2016)

88 Ops.Cal.Atty.Gen. 46 (2005)

87 Ops.Cal.Atty.Gen. 157 (2004)

Management Resources:

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California's Challenge: Adequately Funding Education in the 21st Century, December 2015

Bond Sales - Questions and Considerations for Districts, Governance Brief, December 2012

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

GOVERNMENT FINANCE OFFICERS ASSOCIATION PUBLICATIONS

An Elected Official's Guide to Debt Issuance, 2nd Ed., 2016

Understanding Your Continuing Disclosure Responsibilities, Best Practice, September 2015

Investment of Bond Proceeds, Best Practice, September 2014

Selecting and Managing Municipal Advisors, Best Practice, February 2014

Debt Management Policy, Best Practice, October 2012

Analyzing and Issuing Refunding Bonds, Best Practice, February 2011

WEB SITES

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

California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>

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

California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Government Finance Officers Association: <http://www.gfoa.org>

Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA): <http://www.emma.msrb.org>

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

Policy

adopted: April 10, 2007

Sierraville, California

revised: August 14, 2012

revised: May 13, 2013

Loyalton, California

revised: April 18, 2014

revised: October 10, 2017

Sierra County/Sierra-Plumas Joint USD

Exhibit

~~Selection And Evaluation Of Instructional Materials~~

~~E-6161.1~~

Instruction

E 6161.1

RESOLUTION ON SUFFICIENCY

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

Resolution On Sufficiency Of Instructional Materials

Note: Education Code 60119 requires that the Governing Board hold an annual public hearing regarding the sufficiency of textbooks or other instructional materials and determine through a resolution whether each student has sufficient materials; see the accompanying Board policy. "Sufficient textbooks or instructional materials," as defined in Education Code 60119, means that each student in the district, including each English learner, has a standards-aligned textbook or instructional materials, which may include materials in a digital format under specified conditions, to use in class and to take home.

The following sample resolution is based on the 2008 sample resolution developed by the California Department of Education (CDE) but has been updated to reflect new law. This resolution may be used to certify compliance with Education Code 60119.

~~Whereas, the Board of Education of the Sierra Plumas Joint Unified School District/Sierra County Office of Education;~~

Whereas, the Governing Board of the (name of school district), in order to comply with the requirements of Education Code 60119, held a public hearing on (*date*), at (*time*) o'clock, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which sufficient textbooks or instructional materials were provided to all students, including English learners, in the Sierra County Office of Education/Sierra-Plumas Joint Unified School District, (*name of school district*), and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include

photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

~~Whereas, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the Sierra Plumas Joint Unified School District/Sierra County Office of Education, have standards-aligned textbooks or instructional materials from the same adoption cycle, and;~~

Whereas, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards adopted by the State Board of Education pursuant to Education Code 60605 and/or the Common Core State Standards adopted pursuant to Education Code 60605.8;

Finding of Sufficient Textbooks or Instructional Materials

Note: The following section is for use when the Board is making a finding that the district has "sufficient" materials. According to the CDE, Education Code 60119 requires documentation of sufficiency of textbooks or instructional materials to be presented at the public hearing. Survey forms are available on the CDE's web site which may be used as a self-study and county office validation tool for grades K-12.

Whereas, sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, in the following subjects:

*Note: To provide complete information about the basis for the Board's determination of sufficiency, the district may wish to include the names of the textbooks or instructional materials provided to students, as well as the applicable state adoption cycle.

- Mathematics: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- Science: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- History-social science: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- English language arts, including the English language development component of an adopted program: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- World/foreign language: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

- Health: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*

Note: The following paragraph is for use by districts that maintain grades 9-12. The Board may provide a list of the science laboratory classes offered in grades 9-12 and details on the science laboratory equipment available for these classes.

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the *(year)* school year, the Sierra County Office of Education/Sierra-Plumas Joint Unified School District *(name of school district)* has provided each student with sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks.

Finding of Insufficient Textbooks or Instructional Materials

Note: The following section is for use when the Board is making a finding of "insufficient" materials. Education Code 60119 requires that the Board's resolution list, for each school for which an insufficiency exists, the percentage of students at each grade level who lack sufficient materials in each of the subject areas listed below.

Whereas, information provided at the public hearing and to the Board at the public meeting detailed that insufficient standards-aligned textbooks or instructional materials were provided to students in the following subjects and grade levels at district schools: *(For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in mathematics, science, history-social science, English language arts, world/foreign language, and health.)*

Whereas, sufficient textbooks or instructional materials were not provided at each school listed above due to the following reasons: *(For each school at which there is an insufficiency, list the reasons that each student does not have sufficient instructional materials in each subject and grade level listed above.)*

Therefore, it is resolved, that for the (*year*) school year, the Sierra County Office of Education/Sierra-Plumas Joint Unified School District (*name of school district*) has not provided each student with sufficient textbooks or instructional materials that are consistent with the cycles and content of the curriculum framework, and;

Be it further resolved, that the **Sierra County Office of Education/Sierra-Plumas Joint Unified School District will use one of the following funding sources or otherwise ~~following actions will be taken to~~** ensure that all students have sufficient standards-aligned textbooks or instructional materials in all subjects that are consistent with the cycles and content of the curriculum frameworks within two months of the beginning of the school year in which this determination is made. (*List actions to be taken to resolve insufficiency.*)

1. Any funds available for textbooks or instructional materials, or both, from categorical programs, including any funds allocated to school districts that have been appropriated in the annual Budget Act.
2. Any funds of the school district that are in excess of the amount available for each pupil during the prior fiscal year to purchase textbooks or instructional materials, or both.
3. Any other funds available to the school district for textbooks or instructional materials, or both. Education Code 60119(a)(2)(B)

PASSED AND ADOPTED THIS _____ day of _____, _____ at a meeting, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Attest:

Secretary

President

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

Exhibit

version: April 10, 2007

revised: February 14, 2012

revised: April 9, 2013

revised: October 10, 2017

Sierraville, California

Loyalton, California

Policy Reference UPDATE Service

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