

**SIERRA SANDS UNIFIED SCHOOL DISTRICT**

**Board of Education  
Regular Meeting**

**OCTOBER 17, 2013  
Ridgecrest City Council Chambers  
100 West California Avenue  
*www.ssusdschools.org***

*We, the members of the Board of Education of the Sierra Sands Unified School District, are committed to providing the highest quality education in a safe environment to all K-12 students. We believe the school shares with the family, church, and community the responsibility for developing life-long learners who are responsible, productive citizens.*

**A G E N D A**

CALL TO ORDER AND PLEDGE TO THE FLAG

7:00 P.M.

Amy Castillo-Covert  
Judy Dietrichson  
Bill Farris, President  
Tom Pearl  
Kurt Rockwell, Vice President/Clerk  
Michael Scott  
Student Member, Lara Luu

Joanna Rummer, Superintendent

MOMENT OF SILENCE

1. **ADOPTION OF AGENDA**

*Welcome to a meeting of the Board of Education. Because we believe you share our concern for the education of the youth of our community, we appreciate and welcome your participation. Copies of the agenda, along with a procedural handout, are available on the wall at the back of the room to assist with your participation in the meeting.*

2. **APPROVAL OF MINUTES** of the regular, special and special concurrent meetings of September 19, 2013 and the special meeting of October 10, 2013.

3. **PROGRAMS AND PRESENTATIONS**

- Faller Suns Soar: Faller Elementary School will be showcasing the “Moving Beyond the Bell” afterschool program.

4. PUBLIC HEARING

5. REPORTS AND COMMUNICATIONS

5.1 Student Member's Report

5.2 Reports from Members of the Board

5.3 Superintendent's Report

- Enrollment Report

5.4 Report to the Board of Trustees by the Desert Area Teacher's Association

5.5 School Safety Report

5.6 Communications from the public

*The board will provide time during the discussion of each agenda item for members of the public to comment. At this time, members of the public may address the board on an item not on the agenda. Comments should relate to items of public interest within the board's jurisdiction. The law prohibits the board from taking action on items not on the agenda. If appropriate, your comments will be referred to staff for response. When addressing the board, please state your name and address at the podium and limit your remarks to three minutes. In accordance with the board bylaws, the board will limit the total time for public input to 30 minutes. Those wishing to address the board beyond the 30-minute time limit may do so at the end of the scheduled meeting agenda.*

6. EDUCATIONAL ADMINISTRATION

6.1 Appointment of Industry/Business Members to Career Technical Advisory Committee

6.2 Report to the Board Regarding Grant Award Notification for the Federal Military-Connected Local Education Agencies for Academic and Support Programs (MCASP)

6.3 Ridgecrest Charter School: Receipt of Charter Renewal Petition

7. POLICY DEVELOPMENT AND REVIEW

7.1 Approval of Revisions to Board Policy and Administrative Regulations-5148, Child Care and Development

8. PERSONNEL ADMINISTRATION

8.1 Certificated

Employment, resignation, retirement, leave of absence, change of status, termination

8.2 Classified

Employment, resignation, retirement, leave of absence, change of status, termination

8.3 Adoption of Resolution #8 1314, Reduction of Classified Service

8.4 Agreement with the City of Ridgecrest for Additional Onsite Police Services for the 2013-16 School Years

9. GENERAL ADMINISTRATION

9.1 Gifts to District

9.2 Report to the Board: Nature and Resolution of Complaints with Regard to Deficiencies Related to Instructional Materials, Emergency or Urgent Facilities Conditions that Pose a Threat to the Health and Safety of Pupils or Staff, Teacher Vacancy or Misassignment, and Provision of Intensive Instruction and Services to Students Who Did Not Pass the California High School Exit Examination (CAHSEE) by the End of Grade 12, as Required by the Williams Act

10. CONSTRUCTION ADMINISTRATION

10.1 Authorization to Contract with Abateco for Remediation of Material Located in the Parker Performing Arts Center at Burroughs High School

10.2 Approval of Resolution #9 1314 Regarding the Availability of State Matching School Facility Funds Associated with the Modernization of Sherman E. Burroughs High School and the Construction of Murray Middle School

11. BUSINESS ADMINISTRATION

12. CONSENT CALENDAR

12.1 Approval of "A" and "B" Warrants

12.2 Approval of Appointment of Members for the Sierra Sands SELPA Community Advisory Council for 2013/14

12.3 Approval of Recommendations for Expulsion, Expulsion Cases #01 1314, #02 1314, and #3 1314.

12.4 Approval of Student Teaching Agreement with Western Governors University

13. FUTURE AGENDA

14. ADJOURNMENT

The next regular meeting of the Board of Education will be November 21, 2013

*Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the Sierra Sands Unified School District can be inspected during normal business hours at the district office located at 113 Felspar, Ridgecrest, CA. These materials can also be viewed on the district's internet website at [www.ssusdschools.org](http://www.ssusdschools.org).*

*Note: Individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's Office at least two days before the meeting date.*

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Minutes of the Regular Meeting of the Board of Education

DATE OF MEETING: September 19, 2013  
TIME OF MEETING: 7:00 p.m.  
PLACE OF MEETING: Ridgecrest City Council Chambers  
MEMBERS PRESENT: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott  
MEMBERS ABSENT: None

PLEDGE OF ALLEGIANCE was recited in unison, student member Lara Luu.

MOMENT OF SILENCE was observed.

1. ADOPTION OF AGENDA

The agenda was adopted by consensus as posted noting that the concurrent agenda item 8.6 will be heard following 8.5, concurrent agenda item 10.1 will be heard following 9.3, and the IKSFA agenda will be heard following 11.4.

2. APPROVAL OF MINUTES

Hearing no comments, the minutes of the regular meeting of August 15, 2013 and the special meeting of August 26, 2013 were adopted by consensus as written.

3. PROGRAMS AND PRESENTATIONS

- Recognition of Bill Farris and Judy Dietrichson for Years of Service as Members of the Board of Education, Sierra Sands Unified School District: Mr. Rockwell presented Mr. Farris with a certificate recognizing 5 years of service and Mrs. Dietrichson was presented with a certificate recognizing 15 years of service.
- Smarter Balanced Assessment Consortium (SBAC) Pilot Testing at Pierce School: Mrs. Barnes explained how Pierce Elementary School 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade students volunteered to participate as a pilot test group for SBAC. With the use of Sierra Sands newly acquired Chromebooks, the students took fully computerized tests. With these test results, staff was able to generate a list of skills students need to have to be successful in computerized testing. The students gave the computerized testing favorable reviews.

4. PUBLIC HEARING

4.1 Public Hearing and Adoption of Resolution #02 1314 Statement of Assurance of Sufficient Textbooks and Instructional Materials and Certification that Pupils Are Provided with Standards-Aligned Textbooks and Instructional Materials

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4. PUBLIC HEARING (continued)

Motion passed to adopt Resolution #2 1314 Statement of Assurance of Sufficient Textbooks and Instructional Materials. DIETRICHSON/SCOTT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

5. REPORTS AND COMMUNICATIONS

5.1 Student Member's Report

Student member Lara Luu reported the following:

**Murray Middle School:** Murray Middle School is celebrating their API of 832. The Welcome Dance saw 300 students in attendance. After school Study Hall began last week. There are currently 70 students in Math Club this year. Ms. Mazo, the new counselor, has created a blog on Edline for parents and students. The SSR (Sustained Silent Reading) program began on Friday. This program gives teachers a chance for collaboration while students read silently. The PTO cookie dough fundraiser will be held in October and should make for great competition between grade levels.

**James Monroe Middle School:** James Monroe Middle School is proud of their 13 point increase in API to a level of 781. The school remembered Patriot's Day on September 11 by wearing red, white and blue. Teachers shared stories of events that occurred on 9/11. Radio JMMS has begun. This is a humorous way of sharing Friday announcements. There are 41 8<sup>th</sup> grade WEB leaders this year. The first Coffee with the Principal was held last Friday. First quarter progress reports have been mailed home and the first dance of the school year is being held this week.

**Mesquite High School:** Mesquite hosted a Back to School Night barbecue that was well attended. The ASB has been busy hosting several events for students. The student body participated in the Parade of 1000 Flags. Many of the seniors have signed up to attend the Cerro Coso Community College Career Day. The second credit check of the year is next week. This is a way for students to keep track of credits earned toward graduation. Mesquite ASB will be holding a fundraising Rummage Sale on October 4 and 5. Donations are currently being accepted.

**Burroughs High School:** The ASB has been hard at work pumping up school spirit for the 2013-14 school year. The BHS carnival will be held tomorrow and that spirit will definitely show. Students and staff are proud of their API score of 802. This is the first time in Burroughs history that their API has been over 800. Seniors have had a chance to sign up to attend the Cerro Coso Community College Career Day that will be held next week. PSAT/SAT sign-ups have begun and progress reports will be mailed out next week.

5.2 Reports from Members of the Board

Board Member Rockwell gave tribute to Alan Stephens. Mr. Stephens was a retired Sierra Sands Unified School District teacher and good friend who passed away suddenly on September 2, 2013.

5. REPORTS AND COMMUNICATIONS (continued)

5.3 Superintendent's Report

Mrs. Rummer reported the number of students actually in seats for the first month was 4,945 as compared to 5,129 at this same time in 2012-13.

5.4 Report to the Board of Trustees by the Desert Area Teacher's Association

Barbara Walls, President of the Desert Area Teacher's Association, would like to report to the board on a regular basis to increase communication and awareness between DATA and the board. She encouraged the board to contact a teacher if they have any questions. She also reported that DATA will be sending a member to human rights training in regard to the potential LGBTQ issues that school districts may face. DATA appreciates the Common Core staff development offered by the district.

5.5 Comments from the public on items not on the agenda

No comments were made.

6. EDUCATIONAL ADMINISTRATION

6.1 Contract with Ridgecrest Regional Hospital for Services of a Behavior Health Therapist

Motion passed to approve the contract with Ridgecrest Regional Hospital for services of a Behavior Health Therapist. CASTILLO-COVERT/DIETRICHSON

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

6.2 Report to the Board: Overview of the Sierra Sands Academic Performance Index (API) and Adequate Yearly Progress (AYP) with Results and Analysis of the STAR Testing Program for Spring 2013

This item was presented as an informational item only and required no action.

6.3 Approval of Contracts with Supplemental Educational Service (SES) Providers

Motion passed for approval of contracts with Supplemental Educational Service (SES) providers. DIETRICHSON/CASTILLO-COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

7. POLICY DEVELOPMENT AND REVIEW

7.1 Approval of Revisions to Board Policy 0410 Nondiscrimination in District Programs and Activities

Motion passed to approve the revisions to board policy 0410 Nondiscrimination in District Programs and Activities. CASTILLO-COVERT/SCOTT

7. POLICY DEVELOPMENT AND REVIEW (continued)

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

7.2 Approval of Revisions to Board Policy 5145.3 Nondiscrimination/Harassment

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Motion passed to approve the revisions to board policy 5145.3 Nondiscrimination/Harassment.  
SCOTT/CASTILLO-COVERT

7.3 Approval of Revisions to Board Policy/Administrative Regulation 6145 Extracurricular  
And Cocurricular Activities

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Motion passed to approve the revisions to Board Policy/Administrative Regulation 6145  
Extracurricular and Cocurricular Activities. CASTILLO-COVERT/DIETRICHSON

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

8. PERSONNEL ADMINISTRATION

8.1 Certificated

Employment, resignation, retirement, leave of absence, change of status, termination

8.2 Classified

Employment, resignation, retirement, leave of absence, change of status, termination

8.3 Approval of Resolutions #4 1314, #5 1314, and #6 1314, Teachers Teaching Out of Their  
Major/Minor Field or Area

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8.4 Waiver Request Enabling the District to Assign Individuals in Certificated Positions Without  
Appropriate Credentials

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8.5 Review and Approval of the Certificated Job Description for Assistant Superintendent of  
Human Resources.

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Motion passed to adopt the personnel actions as presented.  
DIETRICHSON/CASTILLO-COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

9. GENERAL ADMINISTRATION

9.1 Nominations for CSBA Directors-at-Large American Indian, Black and County to the  
California School Boards Association (CSBA) Board of Directors

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No nominations were made.

9.2 Gifts to District

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Motion was passed to accept the gifts: Agnes Shull made a cash donation of \$500 to the ASB  
of Murray Middle School. Mark Pahuta donated assorted audio/video equipment with an

9. GENERAL ADMINISTRATION (continued)

estimated value of \$2,685 to the ROP TV/Video Production Program at Burroughs High School. Mary Howard donated a laptop computer with an estimated value of \$500 to room 7 at Richmond Elementary School. Andrew and Anna Marie Bergens donated an assortment of record albums recorded between 1966-1977 to the Burroughs High School music archives with an estimated value of \$11. Several of these albums feature the Burroughs orchestra. Annie and Michael Jorgenson made a cash donation of \$100 to the Burroughs High School Restaurant Careers program. Daniel and Lisa Decker made a cash donation of \$100 to the Burroughs High School Restaurant Careers program. Kemila Sauter made a cash donation of \$75 to the Burroughs High School Restaurant Careers program. ROCKWELL/PEARL

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

9.3 Authorization for Board Member Travel to the Annual School Trustees Fall Dinner Meeting on October 29, 2013 of the Kern County School Boards Association

Motion was passed to authorize travel for up to 5 board members to attend the annual School Trustees Fall Dinner Meeting on October 29, 2013 of the Kern County School Boards Association. COVERT/DIETRICHSON

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

10. CONSTRUCTION ADMINISTRATION

11. BUSINESS ADMINISTRATION

11.1 Approval of Bid Selection for Bread Products for the 2013-14 School Year

Motion passed to approve the bid selection for bread products for the 2013-14 school year. DIETRICHSON/CASTILLO-COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

11.2 Approval of Bid for the Purchase of Dairy Products for the 2013-14 School Year

Motion passed to approve the bid for the purchase of dairy products for the 2013-14 school year. DIETRICHSON/CASTILLO-COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

11.3 Acceptance of the 2013-14 Unaudited Actuals

Motion was passed to accept the 2013-14 Unaudited Actuals. ROCKWELL/DIETRICHSON

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

11.4 Adoption of Resolution #03 1314 Approving the 2013-14 Estimated Gann Limit Calculations for the Sierra Sands Unified School District

Motion was passed to adopt Resolution #03 1314 approving the 2013-14 Estimated Gann Limit



11. BUSINESS ADMINISTRATION (continued)

Calculations for the Sierra Sands Unified School District.  
DIETRICHSON/CASTILLO-COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

President Farris temporarily adjourned the Sierra Sands Unified School District board meeting at 8:37 p.m. and opened the meeting of the board of directors of the Inyo-Kern Schools Financing Authority.

The Sierra Sands Unified School District Board of Education Meeting was reopened at 8:38 p.m.

12. CONSENT CALENDAR

- 12.1 Approval of A & B Warrants
- 12.2 Approval for Burroughs High School Varsity Cheerleaders to Attend an Out of State Festival in Honolulu, Hawaii on January 23-27, 2014
- 12.3 Approval of Interdistrict Transfer Agreement for Montgomery
- 12.4 Approval of Contract with Kern County Superintendent of Schools for Mobility and Visually Impaired Itinerant Services for Special Education Students
- 12.5 Approval of Agreement with Atkinson, Andelson, Loya, Ruud and Romo for Legal Services Associated with Developer Fees, Modernization, and New Construction
- 12.6 Approval of Student Teaching Agreement with California State University, Bakersfield
- 12.7 Resignation of the Sierra Sands Unified School District Superintendent of Schools

Motion passed to adopt the consent calendar as presented. PEARL/CASTILLO-COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

13. FUTURE AGENDA

Ms. Castillo-Covert asked to receive a NAFIS representative update and a Superintendent search update at the October 17, 2013 meeting.

14. ADJOURNMENT was at 8:40 p.m.

THE BOARD OF EDUCATION

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Kurt Rockwell, Vice President/Clerk

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Joanna Rummer, Secretary to Board

recorder: Diane Naslund

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Minutes of the Special Meeting of the Board of Education

DATE OF MEETING: September 19, 2013  
TIME OF MEETING: 6:30 p.m.  
PLACE OF MEETING: Ridgecrest City Council Chambers  
MEMBERS PRESENT: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott  
STAFF PRESENT: Joanna Rummer, Superintendent

MOMENT OF SILENCE was observed.

1. ADOPTION OF AGENDA
2. CLOSED SESSION

The board met in closed session with the superintendent to discuss negotiations with all three bargaining units. No action was taken.

3. ADJOURNMENT

THE BOARD OF EDUCATION

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Kurt Rockwell, Vice President/Clerk

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Joanna Rummer, Secretary to Board

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Minutes of the Special Concurrent Meeting of the Board of Education

DATE OF MEETING: September 19, 2013  
TIME OF MEETING: 7:00 p.m.  
PLACE OF MEETING: Ridgecrest City Council Chambers  
MEMBERS PRESENT: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott  
STAFF PRESENT: Joanna Rummer, Superintendent

1. ADOPTION OF AGENDA

8. PERSONNEL ADMINISTRATION

8.6 Adoption of Resolution #07 1314, Employment of Classified Services

Motion passed to adopt Resolution #07 1314, Employment of Classified Services.  
DIETRICHSON/COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

10. CONSTRUCTION ADMINISTRATION

10.1 Approval to Negotiate a Contract for Project Management for Construction Services

Motion was passed to approve the Negotiation of a Contract for Project  
Management for Construction Services. DIETRICHSON/COVERT

AYES: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott

14. ADJOURNMENT was at 8:38 p.m.

THE BOARD OF EDUCATION

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Kurt Rockwell, Vice President/Clerk

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Joanna Rummer, Secretary to Board

recorder: Diane Naslund

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Minutes of the Special Meeting of the Board of Education

DATE OF MEETING: October 10, 2013  
TIME OF MEETING: 6:30 p.m.  
PLACE OF MEETING: District Office Conference Room "A"  
MEMBERS PRESENT: Castillo-Covert, Dietrichson, Farris, Pearl, Rockwell, Scott  
MEMBERS ABSENT: None  
STAFF PRESENT: Joanna Rummer, Superintendent

PLEDGE OF ALLEGIANCE was recited in unison, led by Mr. Rockwell.

MOMENT OF SILENCE was observed.

1. ADOPTION OF AGENDA

The agenda was adopted by consensus as posted.

2. GENERAL ADMINISTRATION

Following discussion, it was determined that Mrs. Rummer would collect information from several employee search firms to ascertain proposals for service. These proposals will be brought to the board at a future date. No action was taken.

3. ADJOURNMENT was at 7:10 p.m.

THE BOARD OF EDUCATION

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Kurt Rockwell, Vice President/Clerk

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Joanna Rummer, Secretary to Board

recorder: Diane Naslund

Sierra Sands Unified School District  
First Month Enrollment 2013-14

SCHOOL	2013-14 YTD%	2012-13 YTD%	K	1	2	3	4	5	6	7	8	9-12	SDC	2013-14 TOTAL	2012-13 TOTAL	CHANGE
FALLER	97.2%	97.1%	78	73	72	77	79	73						452	465	-13
GATEWAY	96.8%	96.6%	51	64	79	69	65	61					21	410	427	-17
INYOKERN	97.0%	94.4%	29	24	29	22	27	26						157	197	-40
LAS FLORES	97.3%	96.9%	123	79	74	78	72	72						498	442	56
PIERCE	96.8%	97.3%	54	60	56	56	57	52						335	337	-2
RAND	98.1%	91.9%	2	5	1	1	0	0						9	11	-2
RICHMOND ANNEX	97.5%	94.0%											99	99	99	0
RICHMOND	94.4%	96.9%	56	69	66	55	63	62						371	400	-29
TOTAL K - 5	97.0%	96.6%	393	374	377	358	363	346					120	2331	2378	-47
MONROE	97.1%	96.7%							151	144	154		31	480	492	-12
MURRAY	97.1%	96.6%							182	197	189		26	594	592	2
TOTAL 6 - 8	97.1%	96.7%							333	341	343		57	1074	1084	-10
BURROUGHS	96.4%	96.3%										1357	63	1420	1435	-15
MESQUITE	94.00%	95.0%										108		108	103	5
														0	0	0
														0	0	0
TOTAL 9 - 12												1465	63	1528	1538	-10
13-14 TOTAL	96.9%		393	374	377	358	363	346	333	341	343	1465	240	4933	---	---
12-13 TOTAL	96.5%	96.5%	399	407	382	383	354	336	356	355	316	1475	237		5000	---
CHANGE		0.40%	-6	-33	-5	-25	9	10	-23	-14	27	-10	3	---	---	-67

Elementary K - 5	2013-14	2012-13
Regular -		
K	393	399
1 - 3	1109	1172
4 - 5	709	690
Special Education -		
SDC	120	117
RSP	109	90
Middle 6-8		
Regular	1017	1027
Special Education -		
SDC	57	57
RSP	78	71
High School 9 - 12		
Regular	1357	1372
Continuation	108	103
ROP	242	281
Special Education -		
SDC	63	63
RSP	86	91
Adult	137	264

## 6. EDUCATIONAL ADMINISTRATION

### 6.1 Appointment of Industry/ Business Members to Career Technical Advisory Committee

**BACKGROUND INFORMATION:** California Education Code 8070 requires that the governing board of each school district participating in a career technical education program (Carl Perkins) shall appoint a career technical education advisory committee to develop recommendations on the program and to provide liaison between the district and potential employers.

**CURRENT CONSIDERATIONS:** The Career Technical Advisory Committee is composed of one or more representatives of the general public who are knowledgeable about the various pathways the district offers.

Activities of the Career Technical Advisory Committee may include, but are not limited to:

- Review curriculum and facilities
- Sponsor mentoring activities
- Identify equipment needs
- Sponsor guest speakers
- Conduct surveys
- Plan/conduct field trips or on-site visits
- Plan/conduct in-service for instructors
- Identify new advances in the industry
- Assist in identifying all aspects of an industry
- Provide work-based learning sites
- Provide placement of career technical education program completers
- Initiate and maintain an effective public relations program

The following business/community representatives have volunteered for, and are recommended for appointment to the Sierra Sands Unified School District Career Technical Advisory Committee.

- Jayne Miller Gifford-Kern County ROP
- Trish Gresham-Education Outreach-EEO Specialist-NAWCWD
- Arzell Hale-Executive Director of Human Resources, Environmental, Governmental Relations & Public Policy-Searles Valley Minerals
- Bob Hawkes-Director Workforce Development-Kern Community College District
- Ken Hayes-Head of Weapons Prototype Division- NAWCWD
- Linda Homer-NAWCWD-Chair “Expanding Your Horizons”
- Valerie Karnes-Dean of Career Technical Education-Cerro Coso Community College

- Jason Patin-Ridgecrest City Council-Business Owner
- Ron Pruitt-Supervisory Engineering Technician
- Elaine Riendeau-NAWCWD-“Expanding Your Horizons” Committee Member
- Alan VanNevel-NAWCWD-Research Physicist

In addition, the committee consists of Sierra Sands Unified School District teaching staff, counselors, and administrators. ROP programs also have CTE Advisory committees for their specific pathways.

FINANCIAL IMPLICATIONS: Incidental costs for this advisory committee are considered a reasonable expense through Carl Perkins IV funds and are anticipated to be less than \$200. Carl Perkins IV is \$42,603 in 2013-14 and ROP is a \$449,548 Local Control Funding Formula program allocation.

SUPERINTENDENT’S RECOMMENDATION: It is recommended that the board appoint the individuals named above to the Sierra Sands Unified School District Career Technical Advisory Committee for the 2013-14 school year.

## 6. EDUCATIONAL ADMINISTRATION

### 6.2 Report to the Board Regarding Grant Award Notification for the Federal Military-Connected Local Education Agencies for Academic and Support Programs (MCASP)

BACKGROUND INFORMATION: Sierra Sands Unified School District continues to actively search out and apply for grants that support district goals. The United States Department of Defense-Education Agency program provides funding to support Military-Connected schools. These applications are competitive and awarded to successful grant applicants. Sierra Sands Unified School District has 41% of its students military connected (active, reserve and/or DOD) and is therefore eligible for these grants.

CURRENT CONSIDERATIONS: An application for the 2013 Military-Connected Local Education Agencies for Academic and Support Programs (MCASP) entitled “Math and Science Together Creating 21<sup>st</sup> Century Learners” was submitted to DoDEA on May 31, 2013. On September 25, 2013 the district was notified that it was a successful grantee out of the forty-one grants awarded nationally in 2013. Grant funds will provide funding for a variety of services and activities including:

- Purchase of technology for student use
- Professional Development for staff and support for student learning
- Three “District Project Teachers-Technology” positions
- Outside evaluation services

The measurable goals of this project are to increase student achievement in math as measured in 5<sup>th</sup> grade, 7<sup>th</sup> grade, and enrollment and success in Algebra. Strategies used involve access to technology (Chromebooks), intensive professional development and coaching, and instruction in digital literacy skills for both teachers and students.

Special appreciation for assistance in the completion of this grant goes to Deborah Ernst of the Fleet and Family Services Center (NAWCWD), the district’s three project teachers – Julie Frisbee, Teri Switzer, and Jennifer Williams and Burroughs School Librarian, Sharlene Paxton.

#### FINANCIAL CONSIDERATIONS:

This grant provides \$1,900,000 over a three year period.

Personnel and Benefits= \$757,364

Travel= \$29,000

Equipment= \$892,850

Supplies= \$36,205

Contracts/ Software Licenses= \$184,581

#### SUPERINTENDENT’S RECOMMENDATION:

This report is provided for informational purposes only and does not require board action.



## 6. EDUCATIONAL ADMINISTRATION

### 6.3 Ridgecrest Charter School: Receipt of Charter Renewal Petition

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**BACKGROUND INFORMATION:** On or about October 1, 2013, petitioners for the Ridgecrest Charter School submitted a charter renewal petition to the Sierra Sands Unified School District (“District”) offices seeking to renew its charter for the term July 1, 2014 through June 30, 2019.

**CURRENT CONSIDERATIONS:** Education Code section 47607 provides that charter renewals are governed by the standards and criteria in Education Code section 47605. Education Code section 47605(b) sets forth the process for the consideration of a charter school petition and provides that within 30 days of the governing board’s receipt of a charter petition, the board must hold a public hearing on the provisions of the charter proposal, at which time the board shall consider the level of support for the petition by the teachers employed by the district, other employees of the district, and parents. The statute further provides that the governing board must make a determination whether to grant or deny the charter petition within 60 days of its receipt of the petition.

To commence the statutory review period under Education Code section 47605(b), the Board of Education must receive the Ridgecrest Charter School charter renewal petition.

**FINANCIAL IMPLICATIONS:** None at this time.

**SUPERINTENDENT’S RECOMMENDATION:** The Superintendent recommends that the Board of Education receive the Ridgecrest Charter School charter renewal petition in order to commence the statutory review period under Education Code section 47605(b).

7. POLICY DEVELOPMENT AND REVIEW

7.1 Approval of Revisions to Board Policy and Administrative Regulations-5148, Child Care and Development

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BACKGROUND INFORMATION: The Assistant Superintendent of Curriculum and Instruction has reviewed selected board policies and administrative regulations as a result of recommendations for revisions from the California School Board Association (CSBA) policy service. All proposed policy and administrative regulation revisions reflect recent changes in applicable state and/or federal laws and regulations.

CURRENT CONSIDERATIONS: Board Policy and Administrative Regulations-5148, Child Care and Development, was last updated in August 2000. This policy has been updated and revised to reflect legal requirements and recent changes in new laws addressing facilities for child care and development services and revises material on program evaluation to more directly reflect state requirements.

FINANCIAL IMPLICATIONS: None.

SUPERINTENDENT'S RECOMMENDATION: The superintendent's recommendation is to approve the changes to Board Policy as presented without a second reading since the policy reflects mandated updates. Administrative regulations are included for information but do not require board approval.

**Child Care And Development**

~~The Governing Board desires to provide child care and development services on or near school campuses which meet the developmental needs of children and offer a convenient child care alternative for parents/guardians in the community. The Board anticipates that these services also will generate increased parental and community involvement in the schools, provide an opportunity for parenting students to receive assistance while continuing their education, and provide work experience as part of the CalWORKs program.~~

~~(cf. 5146 - Married/Pregnant/Parenting Students)~~

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

~~(cf. 5148.2 - Before/After School Programs)~~

~~(cf. 5148.3 - Preschool/Early Childhood Education)~~

~~(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)~~

~~(cf. 6175 - Migrant Education Program)~~

~~The district shall provide a quality child care and development program located on or near the school site for the children of teen parents enrolled in the district's Cal SAFE program for parenting teens. Such services shall be available whenever enrolled teen parents are participating in a school approved activity during or outside the school day. Children shall be eligible for enrollment from birth to age five years or until they enroll in kindergarten, whichever occurs first, as long as the teen parent is enrolled in the Cal SAFE program. (Education Code 54743, 54745, 54746)~~

~~(cf. 5146 - Married/Pregnant/Parenting Students)~~

~~The goals of the Cal SAFE program are supported by the Governing Board and are as follows:~~

- ~~1. A significant number of eligible female and male students in need of targeted supportive services related to school success will be served.~~
- ~~2. Students shall have the opportunity to be continuously enrolled in the Cal SAFE Program through graduation from high school.~~
- ~~3. Students served who receive program services for one or more years~~
- ~~4. Students served who graduate will transition to postsecondary education, including a technical school, or into the world of work.~~
- ~~5. Students served and their children will not become welfare dependent.~~
- ~~6. Students served will demonstrate effective parenting skills.~~

**Child Care And Development**

- ~~7. Students served will not have a repeat birth or father a repeat pregnancy before graduating from high school.~~
- ~~8. Pregnant students served will not have a low birth weight baby.~~
- ~~9. Children of enrolled teen parents will receive childcare and development services based upon the assessed developmental and health needs of each child.~~
- ~~10. Children of enrolled teen parents will receive health screening and immunizations except when the custodial parent annually provides a written request for an exemption pursuant to Section 49451 and Section 120365 of the Health and Safety Code.~~
- ~~11. Children of enrolled teen parents will have enhanced school readiness.~~

The Superintendent or designee shall work cooperatively with the local ~~C~~child ~~C~~care and ~~D~~development ~~P~~planning ~~C~~council, public and private agencies, parents/guardians and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality and inform parents/guardians about child care options.

(cf. 1020 - Youth Services)

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

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

***The Board shall enter into a contract with the California Department of Education (CDE) for the provision of child care and development services by the district.***

(cf. 3312 - Contracts)

***The Board shall approve a written philosophical statement, goals, and objectives for the district's child care and development program that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and administrative regulation. (5 CCR 18271)***

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

~~The district's child care and development services shall be designed to support the cognitive, physical, social and emotional development of children in a safe, healthy environment. Activities and services shall be age and developmentally appropriate and shall consider the~~

## Child Care And Development

~~cultural, linguistic, economic and other special needs of children and families being served. The program shall be consistent with and support the district's regular educational program and shall provide access to essential support services.~~

~~(cf. 0450 - Comprehensive Safety Plan)~~

~~(cf. 3550 - Food Service/Child Nutrition Program)~~

~~(cf. 5141.6 - School Based Health and Social Services)~~

*As needed, the Superintendent or designee may identify district facilities that have capacity to provide child care and development services and/or may recommend that the Board enter into an agreement with a public agency or community organization to use community facilities for the purpose of providing such services.*

*(cf. 1330.1 - Joint Use Agreements)*

*(cf. 7110 - Facilities Master Plan)*

*Admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the child care center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a medical assessment requirement. (5 CCR 18105; 22 CCR 101218)*

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

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*The Superintendent or designee shall ensure that subsidized child care is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8263 and 5 CCR 18106.*

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements as specified in Board policy and administrative regulation.

(cf. 1240 - Volunteer Assistance)

(cf. 4112.2 - Certification)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

(cf. 4112.5/4312.5 - Criminal Record Check)

*(cf. 4131 - Staff Development)*

*(cf. 4212.5 - Criminal Record Check)*

*(cf. 4231 - Staff Development)*

**Child Care And Development**

*(cf. 4331 - Staff Development)*

~~The Superintendent or designee shall identify locations in both current and future facilities where childcare programs might be placed without adverse impact on the district's instructional program.~~

~~(cf. 1330—Use of School Facilities)~~

~~(cf. 3280—Sale, Lease, Rental of District Owned Real Property)~~

~~(cf. 7110—Facilities Master Plan)~~

~~To the extent possible, child care and development services shall be made available during the regular school day, before and after school hours, during school vacations and on weekends.~~

~~These services shall be available to infants and children up to age 14.~~

~~The Superintendent or designee shall ensure that subsidized childcare is provided to eligible families to the extent that state and/or federal funding is available, and shall establish priorities in accordance with law. In addition to priorities for subsidized care, priority shall be given to district students and children of district employees.~~

~~(cf. 5111.1—District Residency)~~

~~(cf. 5116—School Attendance Boundaries)~~

~~To the extent that space is available, the Superintendent or designee may allow children residing outside the district to enroll in the district's child care and development program.~~

***The Superintendent or designee shall annually conduct an evaluation of the district's child care and development services in accordance with state requirements. The evaluation report shall be submitted to the Board and the CDE along with an action plan which establishes program goals and objectives for the coming year and addresses any areas identified as needing improvement. (5 CCR 18279-18281)***

*(cf. 0500 - Accountability)*

Legal Reference:

EDUCATION CODE

8200-8499.10 Child Care and Development Services Act, including:

8200-8209 General provisions for child care and development services

8210-8216 Resource and referral program

8220-8226 Alternative payment program

8230-8233 Migrant child care and development program

**Child Care And Development**

- 8235-8239 California state preschool program
- 8240-8244 General child care programs
- 8250-8252 Programs for children with special needs
- 8263 Eligibility and priorities for subsidized child development services
- 8263.3 Disenrollment of families due to reduced funding levels**
- 8278.3 Child Care Facilities Revolving Fund**
- 8360-8370 Personnel qualifications
- 8400-8409 Contracts
- 8482-8484.6 After-school education and safety program
- 8484.7-8484.8 21st Century community learning centers
- 8485-8488 Child supervision programs
- 8493-8498 Facilities
- 8499-8499.7 Local planning councils
- 17609-17610 Integrated pest management, applicability to child care facilities
- 49540-49546 Child care food program
- 49570 National School Lunch program
- 54740-54749.5 Cal-SAFE program for pregnant/parenting students and their children
- 56244 Staff development funding
- HEALTH AND SAFETY CODE
- 1596.70-1596.895 California Child Day Care Act
- 1596.90-1597.21 Day care centers
- 120325-120380 Immunization requirements
- CODE OF REGULATIONS, TITLE 5
- 18000-18434 Child care and development programs, especially:
- 18012-18122 General requirements
- 18180-18192 Federal and state migrant programs
- ~~18200-18207 School age community child care services program~~
- 18210-18213 Severely handicapped program
- 18220-18231 Alternative payment program
- 18240-18248 Resource and referral program
- 18270-18281 Program quality, accountability
- 18290-18292 Staffing ratios
- 18295 Waiver of qualifications for site supervisor
- 18300-18308 Appeals and dispute resolution
- 80105-80125 Commission on Teacher Credentialing, child care and development permits**
- CODE OF REGULATIONS, TITLE 22
- 101151-101239.2 General requirements, licensed child care centers, including:
- 101151-101163 Licensing and application procedures
- 101212-101231 Continuing requirements
- 101237-101239.2 Facilities and equipment
- UNITED STATES CODE, TITLE 42

**Child Care And Development**

1751-1769 School lunch programs  
9831-9852 Head Start programs  
9858-9858q Child care and development block grant  
CODE OF FEDERAL REGULATIONS, TITLE 7  
210.1-210.31 National School Lunch program  
CODE OF FEDERAL REGULATIONS, TITLE 45  
98.2-98.93 Child care and development fund  
COURT DECISIONS  
CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services,  
(2001) 91 Cal.App.4th 892

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS  
*Keeping Children Healthy in California's Child Care Environments: Recommendations to Improve Nutrition and Increase Physical Activity, 2010*  
Infant/Toddler Learning and Development Program Guidelines, 2006  
Program Quality Standards and Standards Based on Exemplary Practice for Center-Based Programs and Family Child Care Home Networks, October 2004  
CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS  
01-06 The Desired Results for Children and Families System, May 31, 2001  
*12-07 Disenrollment due to Maximum Reimbursable Amount Reduction, July 2012*  
COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS  
Child Development Permit Professional Growth Manual, July 2008  
~~U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~  
~~Good Start, Grow Smart, April 2002~~  
~~America's Families, September 2000~~  
WEB SITES  
CSBA: <http://www.csba.org>  
California Association for the Education of Young Children: <http://www.caeyc.org>  
California Department of Education, Child Development: <http://www.cde.ca.gov/sp/cd>  
California Department of Social Services: <http://www.cdss.ca.gov>  
California Head Start Association: <http://caheadstart.org>  
California School-Age Consortium: <http://calsac.org>  
Commission on Teacher Credentialing: <http://www.ctc.ca.gov>  
National Association for the Education of Young Children: <http://www.naeyc.org>  
U.S. Department of Education: <http://www.ed.gov>



Child Care And Development

*Licensing*

*All district child care and development services shall be licensed by the California Department of Social Services, unless exempted pursuant to Health and Safety Code 1596.792 or 22 CCR 101158.*

*The license shall be posted in a prominent, publicly accessible location in the facility. (Health and Safety Code 1596.8555)*

*Licensed child care centers shall be subject to the requirements of Health and Safety Code 1596.70-1597.21, 22 CCR 101151-101239.2, and, when applicable, 22 CCR 101451-101539.*

Program Components

The district's child care and development program shall include: ~~(Education Code 8240)~~ *the following components:*

*1. A developmental profile recording each child's physical, cognitive, social, and emotional development which shall be used to plan and conduct developmentally and age-appropriate activities (Education Code 8203.5; 5 CCR 18272)*

*Program staff shall complete the "Desired Results Developmental Profile," available from the California Department of Education (CDE), for each child who is enrolled in the program for at least 10 hours per week and for any child with disabilities regardless of the number of hours enrolled. The profile shall be completed within 60 days of enrollment and at least once every six months thereafter for children of all ages. (Education Code 8203.5; 5 CCR 18270.5, 18272)*

*2. An educational program which complies with 5 CCR 18273, including the provision of services that are developmentally, linguistically, and culturally appropriate and inclusive of children with special needs*

*(cf. 5148.2 - Before/After School Programs)*

*(cf. 5148.3 - Preschool/Early Childhood Education)*

*(cf. 6159 - Individualized Education Program)*

*(cf. 6164.4 - Identification of Individuals for Special Education)*

*(cf. 6164.6 - Identification and Education Under Section 504)*

*(cf. 6174 - Education for English Language Learners)*

*3. A staff development program which complies with 5 CCR 18274*

*(cf. 4131 - Staff Development)*  
Students

AR 5148 (b)

## **Child Care And Development**

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

**4. Parent/guardian involvement and education which comply with 5 CCR 18275 and involve parents/guardians through an orientation, at least two individual conferences per year, meetings with program staff, an advisory committee, participation in daily activities, and information regarding their child's progress**

*(cf. 6020 - Parent Involvement)*

**5. A health and social services component which complies with 5 CCR 18276 and includes referrals to appropriate community agencies as needed**

*(cf. 1020 - Youth Services)*  
*(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*  
*(cf. 5141 - Health Care and Emergencies)*  
*(cf. 5141.23 - Asthma Management)*  
*(cf. 5141.6 - School Health Services)*

**6. A community involvement component which complies with 5 CCR 18277**

**7. A nutrition component which ensures that children in the program are provided nutritious meals, beverages, and snacks that meet state and federal standards and have access to drinking water throughout the day, including at meal times (Health and Safety Code 1596.808; 42 USC 1766; 5 CCR 18278)**

*(cf. 3550 - Food Service/Child Nutrition Program)*  
*(cf. 5030 - Student Wellness)*  
*(cf. 5141.27 - Food Allergies/Special Dietary Needs)*

**8. An annual plan for program evaluation which conforms with the state's "Desired Results for Children and Families" system and includes, but is not limited to, a self-evaluation, parent survey, and environment rating scale using forms provided by the CDE (5 CCR 18270.5, 18279, 18280)**

*(cf. 0500 - Accountability)*

**9. Programs that promote age-appropriate structured and unstructured opportunities for physical activity and that limit the amount of time spent in sedentary activities to an appropriate level**

**Child Care And Development**

~~1. Age and developmentally appropriate activities for children~~

~~2. Supervision~~

~~3. Parenting education and parent/guardian involvement~~

~~(cf. 6020—Parent Involvement)~~

~~4. Social services that include, but are not limited to, identification of child and family needs and referral to appropriate agencies~~

~~5. Health services~~

~~(cf. 5141.6—School Based Health and Social Services)~~

~~6. Nutrition~~

~~(cf. 3550—Food Service/Child Nutrition Program)~~

~~7. Training and career ladder opportunities~~

~~A developmental profile shall be maintained for each child served by the program. Each child's profile shall appropriately identify the child's emotional, social, physical and cognitive growth. The profile shall be maintained from the time the child enters the program until he/she leaves. (Education Code 8203.5)~~

***Staffing Ratios***

***The district's child care and development program shall maintain at least the minimum adult-child and teacher-child ratios specified in 5 CCR 18290-18292 based on the ages of the children served.***

***Admissions-Enrollment***

***First priority for enrollment shall be given to neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency. If unable to enroll a child in this category, the district shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located. (Education Code 8263)***

**Child Care And Development**

*Second priority for enrollment shall be given equally to families who are income eligible, as defined in Education Code 8263.1. Families with the lowest gross monthly income in relation to family size shall be admitted first. If two or more families are in the same priority in relation to income, the family that has a child with disabilities shall be admitted first or, if there is no child with disabilities, the family that has been on the waiting list for the longest time shall be admitted first. (Education Code 8263, 8263.1)*

*The district's decision to approve or deny services shall be communicated to the family through a written notice mailed or delivered within 30 days from the date the application is signed by the parent/guardian. If services are approved, the notice shall contain the basis of eligibility, daily/hourly fee, if applicable, duration of the eligibility, names of children approved to receive services, and the hours of service approved for each day. If services are denied, the notice shall contain the basis of denial and instructions on how the parents/guardians may request a hearing in accordance with the procedures specified in 5 CCR 18120 and 18121 if they do not agree with the district's decision. (5 CCR 18094, 18118)*

*The Superintendent or designee shall maintain a waiting list in accordance with admission priorities and shall contact applicants in order of their priority on the waiting list as vacancies occur. (5 CCR 18106)*

*The Superintendent or designee shall establish and maintain a basic data file for each family receiving child care and development services containing the completed and signed application for services and records used to determine the child's eligibility and need. (5 CCR 18081)*

**Disenrollment**

*When necessary due to a reduction in state reimbursements, families shall be disenrolled from subsidized child care and development services in the following order: (Education Code 8263.3)*

- 1. Families with the highest income in relation to family size shall be disenrolled first.*
- 2. If two or more families have the same income ranking, children without disabilities who have been enrolled in child care services the longest shall be disenrolled first. After all children without disabilities have been disenrolled, children with disabilities shall be disenrolled, with those who have been enrolled in child care services the longest being disenrolled first.*
- 3. Families whose children are receiving child protective services or are at risk of neglect, abuse, or exploitation, regardless of family income, shall be disenrolled last.*

**Child Care And Development**

*Whenever the district issues a notice to the families who will be disenrolled due to funding reduction, a parent/guardian may appeal the decision only on the grounds that the factors used to determine the family's disenrollment are incorrect. He/she shall submit the appeal within 14 calendar days of receipt of the notice, or within 19 calendar days if the notice was mailed. The Superintendent or designee shall review the appeal and notify the parent/guardian, in writing, of the district's final decision within 10 calendar days of receiving the appeal request. Services shall continue to be provided pending the appeal decision.*

**Fees**

*Except when prohibited by law, the Superintendent or designee may charge fees for services according to the fee schedule established by the Superintendent of Public Instruction, the actual cost of services, or the maximum daily/hourly rate specified in the contract, whichever is least. (Education Code 8239, 8250, 8263, 8447; 5 CCR 18108, 18109, 18110)*

*Families receiving services on the basis of having a child who is at risk of abuse, neglect, or exploitation may be exempt from these fees for up to three months. Families receiving services on the basis of having a child receiving child protective services, or having a certification by a county child welfare agency that child care services continue to be necessary, may be exempt from these fees for up to 12 months. The cumulative period of exemption from these fees for these families shall not exceed 12 months. (Education Code 8263)*

*Fees shall be collected prior to providing services and shall be considered delinquent after seven days from the date that fees are due. Parents/guardians shall be notified in the event that fees are delinquent. If a reasonable plan for payment of the delinquent fees has not been provided by the parents/guardians, services shall be terminated if all delinquent fees are not paid within two weeks of such notification. Parents/guardians shall receive a copy of the district's regulations regarding fee collection at the time of initial enrollment into the program. (5 CCR 18114, 18115)*

~~Admissions policies shall include criteria designating those children whose needs can be met by the center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions and a medical assessment requirement. (22 CCR 101218)~~

~~Eligible children with disabilities shall be given equal access to child care and development services. (Education Code 8250)~~

~~(cf. 6159 Individualized Education Program)~~

~~(cf. 6164.4 Identification of Individuals for Special Education)~~

~~(cf. 6164.6 Identification and Education Under Section 504)~~

### Child Care And Development

~~The Superintendent or designee shall certify each child's eligibility for the district's child care and development program after reviewing the completed application and documentation contained in the basic data file, as well as, but not limited to verifications of the child's age and district residency based on written documentation provided by the parents/guardians. (5 CCR 18081-18083)~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~

~~(cf. 5111—Admission)~~

~~(cf. 5111.1—District Residency)~~

~~(cf. 5145.3—Nondiscrimination/Harassment)~~

~~The district shall maintain a current waiting list in accordance with admission priorities. (5 CCR 18106)~~

~~The district's admission policies and procedures shall be made available to the public. (5 CCR 18105)~~

### Fees

~~Fees may be charged to families using the district's child care and development services according to the fee schedule established by the Superintendent of Public Instruction. (Education Code 8263)~~

~~Fees shall be collected prior to providing services and shall be considered delinquent after seven calendar days. In the event that fees are delinquent, parents/guardians shall be notified. If a reasonable plan for payment of delinquent fees has not been provided by the parents/guardians, services shall be terminated if all delinquent fees are not paid within two weeks of such notification. Parents/guardians shall receive a copy of the district's regulations regarding fee collection at the time of initial enrollment into the program. (5 CCR 18114, 18115)~~

~~No fees shall be assessed for families whose income level, in relation to family size, is less than the first entry in the fee schedule or whose children are enrolled because of a need for child protective services. Fees also shall not be assessed for children enrolled in a Cal SAFE program, state preschool program, federally based migrant program, or program for severely disabled children. (Education Code 8250, 8263, 54745; 5 CCR 18110)~~

### *Health Examination*

A physical examination and evaluation, including age-appropriate immunizations, shall be required prior to or within six weeks of enrollment, unless the parent/guardian submits a letter stating that such examination is contrary to his/her religious beliefs. (Education Code 8263)

**Child Care And Development**

(cf. 5141.22 - Infectious Diseases)  
(cf. 5141.3 - Health Examinations)  
(cf. 5141.31 - Immunizations)

~~The Superintendent or designee shall establish a process which includes parents/guardians in determining whether and how much to charge parents/guardians for field trip expenses. This process also shall be used to determine whether to require parents/guardians to provide diapers.~~

~~Subsidized Services~~

~~To be eligible for subsidized child care and development services, a family shall be at least one of the following: (Education Code 8263)~~

- ~~1. A current aid recipient~~
- ~~2. Income eligible~~
- ~~3. Homeless~~
- ~~4. One whose children are recipients of protective services, or whose children have been identified as being, or are at risk of being, abused, neglected, or exploited~~

~~In addition, an eligible family shall be determined to need the child care service because the child is identified by a legal, medical, social service agency or emergency shelter as one of the following: (Education Code 8263)~~

- ~~1. A recipient of protective services~~
- ~~2. Being, or at risk of being, neglected, abused or exploited~~
- ~~3. Having a medical or psychiatric special need which cannot be met without the provision of child day care, or having parents who are:~~
  - ~~a. Engaged in vocational training leading directly to a recognized trade, paraprofession or profession~~
  - ~~b. Employed or seeking employment~~
  - ~~c. Seeking permanent housing for family stability~~
  - ~~d. Incapacitated, including a medical or psychiatric special need which cannot be met without~~

**Child Care And Development**

~~provision of child day care~~

~~First priority shall be given to neglected or abused children who are recipients of child protective services, or recipients who are at risk of being neglected or abused, upon written referral from a legal, medical or social service agency. Second priority shall be equally given to families who are income eligible, based on gross monthly income in relation to family size as determined by a schedule adopted by the State Superintendent of Public Instruction. (Education Code 8263)~~

Attendance

Sign in/sign out sheets shall be used daily for all children for attendance accounting purposes. (5 CCR ~~18065~~)—Attendance records shall include verification of excused absences, including the child's name, date(s) of absence, specific reason for absence and signature of parent/guardian or district representative. (5 CCR **18065**, 18066)

Absences shall be excused for the following reasons: (~~Education Code 8208~~)—

1. Illness or quarantine of the child or of the parent/guardian (**Education Code 8208**)
2. Family emergency (**Education Code 8208**)

*A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident, or is required to appear in court.*

3. Time spent with a parent/guardian or other relative as required by a court of law ~~or which is clearly in the best interest of the child~~ (**Education Code 8208**)

4. *Time spent with a parent/guardian or other relative which is clearly in the best interest of the child* (**Education Code 8208**)

~~A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident or is required to appear in court.~~

An absence shall be considered to be in the best interest of the child when the time is spent with the child's parent/guardian or other relative for reasons deemed justifiable by the program coordinator or site supervisor.

Except for children who are recipients of protective services or at risk of abuse or neglect, excused absences in the best interest of the child shall be limited to 10 days during the contract



**Child Care And Development**

period. (5 CCR 18066)

Any absence due to a reason other than the above, or without the required verification, shall be considered an unexcused absence. After three unexcused absences during the year, the program coordinator or site supervisor shall notify the parents/guardians. Children who continue to have excessive unexcused absences may be removed from the program at the discretion of the program coordinator in order to accommodate other families on the waiting list for admission.

Parents/guardians shall be notified of the policies and procedures related to excused and unexcused absences for child care and *development services*. (5 CCR 18066)

*(cf. 5145.6 - Parent Notifications)*

***Rights of Parents/Guardians***

*At the time a child is accepted into a licensed child care and development center, the child's parent/guardian or authorized representative shall be notified of his/her rights as specified in 22 CCR 101218.1, including, but not limited to, the right to enter and inspect the child care facility and the right to be informed, upon request, of the name and type of association to the center of any adult who has been granted a criminal record exemption. (Health and Safety Code 1596.857; 22 CCR 101218.1)*

*The written notice of parent/guardian rights also shall be permanently posted within the facility in a location accessible to parents/guardians. Notwithstanding these rights, access to the facility may be denied to an adult whose behavior presents a risk to children present in the facility or to noncustodial parents/guardians when so requested by the responsible parent/guardian. (Health and Safety Code 1596.857)*

***Records***

*The Superintendent or designee shall maintain records of enrollment, attendance, types of families served, income received from all families participating in the district's child care and development program, and any other records required by the CDE.*

~~Each student admitted into the district's program shall be expected to participate the full day that the program is in operation, except when the student's parents/guardians request, in writing, reasonable early daily release of their child and the Superintendent or designee approves the request or when the Superintendent or designee deems it necessary to so release the student.~~

~~Parent/Guardian Access~~

## Students

AR 5148 (h)

### Child Care And Development

~~The Superintendent or designee shall inform parents/guardians of their right to enter and inspect childcare facilities during normal operating hours or any time their child is receiving services in the facilities. (Health and Safety Code 1596.857)~~

~~The Superintendent or designee shall make accessible to the public a copy of any licensing report pertaining to childcare facility that documents a facility visit or a substantiated complaint investigation. (Health and Safety Code 1596.859)~~

~~In addition, the Superintendent or designee shall advise every person who requests a child care referral of his or her right to the licensing information of a licensed child day care facility required to be maintained at the facility and to access any public files pertaining to the facility that are maintained by the State Department of Social Services Community Care Licensing Division. (Health and Safety Code 1596.859)~~

~~The Superintendent or designee shall in writing or orally provide the following advisory to parents/guardians: (Health and Safety Code 1596.859)~~

~~"State law requires licensed child day care facilities to make accessible to the public a copy of any licensing report pertaining to the facility that documents a facility visit or a substantiated complaint investigation. In addition, a more complete file regarding a childcare licensee may be available at an office of the State Department of Social Services Community Care Licensing Division. You have the right to access any public information in these files."~~

~~(cf. 3580 – District Records)~~

Regulation

approved: ~~August 17, 2000~~ *October 17, 2013*

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Ridgecrest, California

8. PERSONNEL ADMINISTRATION

8.1 CERTIFICATED PERSONNEL

8.11 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

8.12 LEAVE OF ABSENCE

8.13 EMPLOYMENT

8.14 CHANGE OF STATUS

RECOMMENDED ACTION: To approve certificated personnel actions as presented.

8.2 CLASSIFIED PERSONNEL

8.21 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

8.22 LEAVE OF ABSENCE

8.23 EMPLOYMENT

8.24 CHANGE OF STATUS

RECOMMENDED ACTION: To approve classified personnel actions as presented.

8. PERSONNEL ADMINISTRATION

8.1 CERTIFICATED PERSONNEL

8.11 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

Karen Gum\*\*\*  
1<sup>st</sup> Grade – Inyokern  
Effective 11-9-13

Tonya Wicker  
History – Murray  
Effective 9-23-13

8.12 LEAVE OF ABSENCE

8.13 EMPLOYMENT

Daina Catlin  
Elementary Counselor – District  
Effective 9-23-13

Nichole Harris  
Elementary Counselor – District  
Effective 9-23-13

Substitute Teachers for 13-14 year

Maria Alvarado  
Ana Gonzalez

Coaches for 13-14 year:

John D Darley  
Football – Burroughs

Joshua Nazeck  
Soccer – Burroughs

8.14 CHANGE OF STATUS

8. PERSONNEL ADMINISTRATION

8.2 CLASSIFIED PERSONNEL

8.21 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

8.22 LEAVE OF ABSENCE

8.23 EMPLOYMENT

Carrie McNatt  
2 hr. Noon Duty Supervisor – James Monroe  
Effective 10-07-13

Elenita Canonoy  
1 ¾ hr. Noon Duty Supervisor – Las Flores  
Effective 9-13-13

Student Food Service Workers for the 2013-2014 School Year

Student Workability Workers for the 2013-2014 School Year

Julia Collingwood  
Sorena Jorgensen  
Jerriann Kirk-Bundy  
Amber Love  
Quincy Perkins  
Michael Pettet  
Alyssa Skipworth

Classified Substitutes for the 2013-2014 School Year

Luisa Castro  
ClairAnn Herbert  
Betty Jones  
Wendy Lillywhite  
Dale Moore  
Jonathan Poole  
Charles Ray  
Vicki Seaman  
Grace Wooding

## 8. PERSONNEL ADMINISTRATION

### 8.3 Adoption of Resolution #8 1314, Reduction of Classified Service

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**BACKGROUND INFORMATION:** The ongoing fiscal crisis faced by the State of California is a major concern for school districts and as a result, districts are continuing to look for and find ways to manage and maintain fiscal solvency. Staff continues to look at all options available to them in addressing the needs of the district considering the ongoing budget crisis.

**CURRENT CONSIDERATIONS:** The proposed reduction was a pilot program that went into effect November 16, 2012, to assist in providing lunch to students with special needs at lunch time. It has been determined that students are not taking advantage of the program, and it is no longer needed.

California Education Code sections 45101, 45114, 45117, and 45308 authorize a school district to layoff classified employees due to a lack of work and/or lack of funds upon sixty (60) days prior notice. Resolution #08 1314 calling for reduction of classified services for the 2013-14 school year is presented for adoption due to lack of work. The reduction will become effective December 16, 2013.

**FINANCIAL IMPLICATIONS:** The district estimates that it may be able to save as much as \$7,783 with the reduction of the position identified in Resolution #8 1314.

**SUPERINTENDENT'S RECOMMENDATION:** It is recommended that the Board of Education adopt Resolution #8 1314 reducing classified service effective December 16, 2013, as presented.

BEFORE THE BOARD OF EDUCATION  
OF THE SIERRA SANDS UNIFIED SCHOOL DISTRICT

RESOLUTION #8 1314  
Reduction of Classified Service

WHEREAS, Education Code sections 45101, 45114, 45117 and 45308 authorize the district to layoff classified employees for lack of work and/or lack of funds upon sixty (60) days prior notice; and

WHEREAS due to lack of work and funding, certain classified services now being provided by the district must be reduced or eliminated effective December 16, 2013;

NOW, THEREFORE, BE IT RESOLVED that as of the 16<sup>th</sup> day of December, 2013, the following positions be reduced or eliminated:

Food Service Assistant I                      One 2-hour, eliminated (Burroughs)

BE IT FURTHER RESOLVED that the District Superintendent be authorized and directed to give notice of reduction and termination of employment to the affected employees of this district pursuant to district rules and regulations and applicable provisions of the Education Code not later than sixty (60) days prior to the effective date of such reduction or discontinuance as set forth above.

BE IT FURTHER RESOLVED that the District Superintendent be authorized and directed to take any other actions necessary to effectuate the intent of this resolution.

The foregoing Resolution was adopted at the regularly called meeting of the governing board of the Sierra Sands Unified School District on the 17th of October, 2013 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Joanna Rummer,  
Secretary to the Board of Education

## 8. PERSONNEL ADMINISTRATION

### 8.4 Agreement with the City of Ridgecrest for Additional Onsite Police Services for the 2013-16 School Years

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BACKGROUND INFORMATION: In December 1994, the superintendent of the Sierra Sands Unified School District began discussions with the school board regarding a program between the district and the City of Ridgecrest Police Department to assign a full-time officer to serve in the three Ridgecrest area secondary schools. In March 1995, a proposal was brought before both the Ridgecrest City Council and the Sierra Sands Board of Education to establish a cooperative for a trial period of 18 months by which a police office would be almost exclusively assigned to the secondary schools located in Ridgecrest. The total expenses related to this assignment were to be equally shared by both agencies. The proposal was approved. The agreement has been renewed and extended on several occasions.

CURRENT CONSIDERATIONS: The School Resource Officer (SRO) has become an important part of the commitment of the Sierra Sands Unified School District and the City of Ridgecrest to keep campuses safe for district students. The Ridgecrest Police Department has applied for and has received a grant for an additional SRO to serve our schools for a three year period. With the addition of a new SRO, the Ridgecrest Police Department will continue to work closely with the administration at all of our Sierra Sands schools in providing law enforcement, student counseling, and law-related education. This agreement will provide additional collaboration between the Ridgecrest Police Department and the district creating positive interactions between the students of Sierra Sands Unified School District and law enforcement. This new officer will also be involved with Teen Court and provide assistance with drug awareness and counseling. This partnership enables the district to meet state and federal mandates for community partnerships in maintaining safe and drug-free communities.

FINANCIAL IMPLICATIONS: The district agrees to pay one-half of the actual cost incurred by the city in employing the officer for each year, which will be approximately \$41,666.00 per year over the next three years. This will be funded with the unrestricted general fund.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the board approve the agreement with the City of Ridgecrest to provide an additional SRO for onsite police services for the 2013-16 school years as presented.



## 9. GENERAL ADMINISTRATION

### 9.1 Gifts to the District

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CURRENT CONSIDERATIONS: The following donations have been received: Wal-Mart donated \$1,000 by giving 20 gifts cards worth \$50 each to be used by Inyokern Elementary School teachers for classroom and educational supplies. Wal-Mart also donated miscellaneous school supplies in the form of notebooks, binders, pencil boxes, folders, composition books, pens, dry erase markers, staplers, and scissors to Inyokern Elementary School with an estimated value of \$2,000 for teacher and student use. Lenny DeAngelis on behalf of the Rotary Club donated \$250 to Inyokern Elementary School for teacher supplies for student use. Susan Prazak donated a Conn E flat/F French Horn with an estimated value of \$2,000 to the Burroughs High School music department. Steve and Sandra Davis donated a Yamaha Clavinova Electric Piano with an estimated value of \$1,000 to the Burroughs High School music department.

FINANCIAL IMPLICATIONS: Donations provide support to the district and have a positive financial impact.

SUPERINTENDENT'S RECOMMENDATION: Accept the gifts as described and send appropriate letter of appreciation.

## 9. GENERAL ADMINISTRATION

- 9.2 Report to the Board: Nature and Resolution of Complaints with Regard to Deficiencies Related to Instructional Materials, Emergency or Urgent Facilities Conditions that Pose a Threat to the Health and Safety of Pupils or Staff, Teacher Vacancy or Misassignment, and Provision of Intensive Instruction and Services to Students Who Did Not Pass the California High School Exit Examination (CAHSEE) by the End of Grade 12, as Required by the Williams Act
- 

**BACKGROUND INFORMATION:** California Education Code 35186 specifies 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. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

This procedure is intended to address all of the following:

(1) A complaint related to instructional materials as follows:

(A) A pupil, including an English learner, does not have standards-aligned textbooks or instructional materials or state adopted or district adopted textbooks or other required instructional material to use in class.

(B) A pupil does not have access to instructional materials to use at home or after school in order to complete required homework assignments.

(C) Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.

(2) A complaint related to teacher vacancy or misassignment as follows:

(A) A semester begins and a certificated teacher is not assigned to teach the class.

(B) A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class. This subparagraph does not relieve a school district from complying with state or federal law regarding teachers of English learners.

(C) A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

(3) A complaint related to the condition of facilities that pose an emergency or urgent threat to the health or safety of pupils or staff as defined in paragraph (1) of subdivision (c) of Section 17592.72 and any other emergency conditions the school district determines appropriate.

(4) A complaint related to provision of intensive instruction and services to students who did not pass the California High School Exit Examination (CAHSEE) by the end of grade 12.

CURRENT CONSIDERATIONS: There have been no complaints filed with the school district between July 1, 2013 and September 30, 2013 in any of the designated areas.

FINANCIAL CONSIDERATION: None.

SUPERINTENDENT'S RECOMMENDATION: This report is for informational purposes only. A copy of this report will be forwarded to the Kern County Superintendent of Schools as required by state law.

**Quarterly Report on Williams Uniform Complaints**  
**[Education Code § 35186]**

District: Sierra Sands Unified School District

Person completing this form: Ernie Bell Title: Assistant Superintendent of Human Resources

Quarterly Report Submission Date:  April 1, 2014 (for period Jan 1 - Mar 31)  
 (check one)  July 1, 2013 (for period Apr 1 - Jun 30)  
 Oct 1, 2013 (for period Jul 1 – Sep 30)  
 Jan 1, 2014 (for period Oct 1 – Dec 31)

Date for information to be reported publicly at governing board meeting: October 17, 2013

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Mis-assignment	0	0	0
Facilities Conditions	0	0	0
<b>TOTALS</b>	0	0	0

\_\_\_\_\_  
 Joanna Rummer

Print Name of District Superintendent

\_\_\_\_\_  
 Signature of District Superintendent

10. CONSTRUCTION ADMINISTRATION

10.1 Authorization to Contract with Abateco for Remediation of Material Located in the Parker Performing Arts Center at Burroughs High School

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**BACKGROUND INFORMATION:** Sierra Sands Unified School District has been working with the Siemens Corporation on a variety of issues related to the District HVAC System. It is anticipated that a new chiller will be installed in the Parker Performing Arts Center at Sherman E. Burroughs High School.

**CURRENT CONSIDERATION:** In preparation for the installation of the new chiller in the Parker Performing Arts Center, the District reviewed survey information which indicated that abatement of insulation material on the pipes located in the machine room in the Parker Performing Arts Center would be required. This is due to the fact that a requirement of the project would be removal of the existing pipes and in so doing, the insulation material would be disturbed and therefore, abatement of that material would be required. The District has used ABATECO for many such projects, found them to be reliable and expedient and wishes to contract for their services for this effort.

**FINANCIAL IMPACT:** It is estimated that the cost for this effort will not exceed \$11,800.00. Due to the schedule associated with the installation of the new chiller, the District wishes to authorize ABATECO to begin as soon as possible so as to not impact the chiller project. An appropriate funding source would be IKSFA.

**SUPERINTENDENTS RECOMMENDATION:** It is respectfully requested that the Board authorize staff to contract with ABATECO to perform the abatement services required in the Parker Performing Arts Center at Burroughs High School as soon as possible. Contract not to exceed \$11,800.00

## 10. CONSTRUCTION ADMINISTRATION

### 10.2 Approval of Resolution #9 1314 Regarding the Availability of State Matching School Facility Funds Associated with the Modernization of Sherman E. Burroughs High School and the Construction of Murray Middle School

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**BACKGROUND INFORMATION:** Sierra Sands Unified School District has been able to participate in the State School Facility Program for many years and plans to continue to do so both in connection with its two Department of Defense School Construction and Modernization Projects at Sherman E. Burroughs High School and Murray Middle School. Within the last year, funding for the program has been depleted at the state level. The State responded to this situation by creating a list of unfunded school facility projects. While there is speculation that a school construction bond will be on the June ballot, there is no certainty at this time, whether such a funding mechanism will actually be on the ballot and less certainty as to its passage. Therefore, the State has initiated the requirement that LEA's contemplating school construction projects enact the attached Board Resolution acknowledging that fact. Additionally, the resolution states that the Board understands that the parameters around such funding may change if and when the funding is made available.

**CURRENT CONSIDERATION:** Application for State Matching funds has already been made for the previous project work at Burroughs High School and that project is on the unfunded list. Going forward, the District plans to make application for State Matching Funds for both DOD School Facility projects. Due to the current funding situation, the State Allocation Board requires that all applications for State Matching funds be accompanied by the attached resolution. As the District continues its initiatives related to its DOD projects, it is appropriate that the attached resolution be passed by the Board. The signed resolution will accompany District applications for State Matching funds. The resolution indicates that the Board is aware that there are no State funds available at this time. This resolution acknowledges that the Sierra Sands Unified School District Board is aware of that fact and that may still be the situation when the District submits its application to request State Matching funds.

**FINANCIAL IMPACT:** To be determined. If the matching funding is not forthcoming from the State, the District will rely on its alternative method of funding for the projects.

**SUPERINTENDENTS RECOMMENDATION:** It is respectfully requested that the Board approve Resolution #9 1314, as presented.

BEFORE THE GOVERNING BOARD  
OF THE  
SIERRA SANDS UNIFIED SCHOOL DISTRICT  
KERN COUNTY, CALIFORNIA

The Matter of  
Filing Applications

RESOLUTION #9 1314

WHEREAS, the Board of Trustees will be requesting funding of a School Facility Program project pursuant to Chapter 12.5, Part 10, Division 1, commencing with Section 17070.10, et Seq. of the Education Code; and

WHEREAS, the District is required to certify that it has a resolution or other documentation supporting the filing of its applications;

WHEREAS, the District plans to file one or more applications to modernize, replace and/or add facilities at the following school sites as part of the Department of Defense school facilities improvement plan:

- Modernization project at Burroughs High School
- Addition project at Burroughs High School
- Replacement of Murray Middle School

WHEREAS, the District has established, in accordance with Education Code Section 17070.75(e) a facilities inspection system to ensure that each of its schools is maintained in good repair;

WHEREAS, the District acknowledges that the remaining School Facility Program bond authority is currently exhausted for the funds being requested on this application;

WHEREAS, the District acknowledges that the State of California is not expected nor obligated to provide funding for the project and the acceptance of the application does not provide a guarantee of future funding;

WHEREAS, the District acknowledges that any potential future State bond measures for the School Facility Program may not provide funds for the application being submitted;

WHEREAS, the District acknowledges that criteria (including, but not limited to, funding, qualifications, and eligibility) under a future State school facilities program may be substantially different than the current School Facility Program. The district's application may be returned;

WHEREAS, the District acknowledges that they are electing to commence any pre-construction or construction activities at the district's discretion and that the State is not responsible for any pre-construction or construction activities.

NOW, THEREFORE, the Board of Trustees authorizes the District Representative to execute documents as necessary to carry out the provision of this resolution.

The Board of Trustees adopted this Resolution on October 17, 2013 by the following vote:

AYES:

NOES:

ABSTENTIONS:

Clerk of the Governing Board  
Sierra Sands Unified School District

Approved as to form:

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Legal Counsel,

12. CONSENT CALENDAR

12.1 Approval of “A” and “B” Warrant

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CURRENT CONSIDERATIONS: “A” and “B” warrants released in September, 2013 are submitted for approval. “A” warrants totaled \$2,292,634.35. “B” warrants totaled \$728,193.59.

FINANCIAL IMPLICATIONS: Warrants were issued as stated.

SUPERINTENDENT’S RECOMMENDATION: Approve “A” and “B” warrants for September, 2013 as presented.



This list represents the "A" and "B" warrants released during the month of September, **2013**  
 The "A" and "B" warrant registers are available in the business office for your review.

**RECOMMENDED ACTION: Approve "A" and "B" warrants as presented.**

**"A" WARRANTS**

<u>Type of Payroll</u>	<u>Amount</u>
End of month certificated	\$1,709,828.85
End of month classified	\$513,163.41
10th of month certificated	\$26,723.46
10th of month classified	\$42,918.63
<b>Total "A" Warrants</b>	<b>\$2,292,634.35</b>

**"B" WARRANTS**

<u>Register Number</u>	<u>Amount</u>
22	\$43,569.08
23	Food Service
24	\$129,621.00
25	\$99,040.81
26	\$9,325.51
27	Food Service
28	Food Service
29	\$1,243.76
30	VOID
31	\$145,788.32
32	\$2,834.42
33	October
34	\$50,487.74
35	Food Service
36	\$15,720.00
37	Food Service
38	\$173,573.93
39	\$17,620.11
40	October
41	October
42	\$38,886.00
43	Food Service
44	October
45	October
46	October
47	Food Service
48	October
49	October
50	October
51	October
52	\$482.91
<b>Total "B" Warrants</b>	<b>\$728,193.59</b>

## 12. CONSENT CALENDAR

12.2 Approval of Appointment of Members for the Sierra Sands SELPA Community Advisory Council for 2013/14

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BACKGROUND INFORMATION: California Education Code Sections 56190-56194 and 56205 (a)(12)(c) and the SELPA Local Plan set the requirements for the LEA's Special Education Local Plan Agency (SELPA) in the establishment of a Community Advisory Council (CAC). The council advises the district and the SELPA regarding the development, amendment, and review of the local plan and it recommends annual priorities to be addressed by the plan. The council also assists in parent education, assists in plan implementation, encourages community involvement in development of the local plan, and supports legislation and other activities on behalf of individuals with exceptional needs.

Members of the CAC are to be appointed by and are responsible to the Board of Education. The Executive Director of the SELPA submits the names of the nominees to the Superintendent for appointment by the Board of Education. A maximum of fifteen members are appointed by the Board of Education as voting members on an annual basis. At least a majority of the appointed members are parents of individuals with exceptional needs.

CURRENT CONSIDERATIONS: Attached is a list of people who have agreed to serve on the Sierra Sands SELPA Community Advisory Council for 2013/14.

FINANCIAL IMPLICATIONS: There are no financial implications.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the Board of Education approve the appointment of the members of the CAC for 2013/14 as presented.

**Community Advisory Council Voting Members for 2013/2014  
Sierra Sands SELPA**

<b>Amanda Brannon</b>	<b>Parent</b>
<b>Daniele Corona</b>	<b>Parent/Kern Assistive Technology</b>
<b>Derrick Hu</b>	<b>Parent</b>
<b>Cherish Rindt</b>	<b>Parent/Ridgecrest Autism Awareness</b>
<b>Brandi Smith</b>	<b>Parent</b>
<b>Lorin Smith</b>	<b>Parent</b>
<b>Patricia Walters</b>	<b>H.E.A.R.T.S. Connection</b>
<b>BJ Winslow</b>	<b>Parent</b>

12. CONSENT CALENDAR

12.3 Approval of Recommendations for Expulsion, Expulsion Cases #01 1314, #02 1314, and #03 1314

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BACKGROUND INFORMATION: Education code requires the board to take final action on recommendations for expulsion.

CURRENT CONSIDERATIONS: Board approval is requested for the following expulsion cases:

Expulsion Case #01 1314 : As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2013-14 fall semester and the 2013-14 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2014. During the period of expulsion, the student will receive home instruction.

Expulsion Case #02 1314: As recommended by an administrative hearing panel, student is expelled for the remainder of the 2013-14 fall semester and the 2013-14 spring semester, suspending the spring semester allowing the student to reapply for admission in January, 2014 under a behavior contract. During the period of expulsion, the student will receive home instruction.

Expulsion Case #03 1314: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2013-14 fall semester and the 2013-14 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2014. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

FINANCIAL CONSIDERATIONS: None.

SUPERINTENDENT'S RECOMMENDATION: Approve the recommendation for expulsion, Expulsion Cases #01 1314, #02 1314, and #03 1314 as presented.

12. CONSENT CALENDAR

12.4 Approval of Student Teaching Agreement with Western Governors University

BACKGROUND INFORMATION: The district periodically enters into an agreement with a university to provide teaching experience through practice teaching to students enrolled in teacher training programs.

CURRENT CONSIDERATIONS: A student teaching agreement with Western Governors University is being submitted for approval.

FINANCIAL IMPLICATIONS: None. The district is reimbursed at a flat rate per student, which will cover all services provided.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the board approve the student teaching agreement with Western Governors University, as presented.



## Student Teaching Agreement

This Student Teaching Agreement (the “Agreement”) is entered into this 24<sup>th</sup> day of September, 2013 (“Effective Date”) by and between Western Governors University, a Utah non-profit corporation and a regionally accredited institution of higher education (“WGU”), and Sierra Sands Unified School District (“District”).

### Article 1: Recitals

A. WGU is regionally accredited by the Northwest Association of Schools and Colleges and Universities. The WGU Teacher Education programs are further accredited by the National Council for the Accreditation of Teacher Education (NCATE).

B. WGU conducts teacher training programs leading to degrees and desires to obtain student teaching experiences for the teacher candidates enrolled in its educational programs; and

C. The District recognizes the need for and desires to aid in the educational development of student teachers and is willing to make its premises available for such purposes and, further, wishes to host Teacher Candidates in its schools.

### Agreement

NOW THEREFORE, in consideration of the foregoing premises, the mutual covenants and agreements set forth herein, and other good and valuable consideration, WGU and the District agree as follows:

### Article 2: Definitions

2.1. “Teacher Candidate” shall refer to a student enrolled in a program at WGU which leads to an education credential.

2.2. “Host Teacher” shall refer to an employee of the District who is the Teacher of Record within the classroom where the Teacher Candidate is assigned. Host Teachers may or may not be a Clinical Supervisor.

2.3. “Clinical Supervisor” shall refer to a present or former employee of the District, retired educator, or any other individual meeting the criteria of ‘Supervisor’ established by WGU for this position, and engaged by WGU or the District to supervise Teacher Candidate progress. Selection, assignment and compensation of Clinical Supervisors is the responsibility of WGU.

2.4. “Student Teaching” shall refer to the active participation by a Teacher Candidate in the duties and functions of classroom teaching under the direct supervision and instruction of a Host Teacher and/or Clinical Supervisor.

2.5. “Student Teaching Assignment” shall refer to the greater of the WGU 12-week requirement (16 weeks for special education assignments) or the State’s and/or District’s minimum requirement for Student Teaching. Student Teaching shall satisfy all WGU and State requirements.

### Article 3: District Responsibilities

3.1. Host Teacher. The District shall provide Teacher Candidate with Student Teaching experience in a school and classes of the District under the direct supervision and instruction of a certified Host Teacher.

3.2. Access for Clinical Supervisor. The District shall allow the Clinical Supervisor on-going access to the host school and classroom for the specific purpose of observing the Teacher Candidate.

3.3. Right to Accept or Terminate. The District may refuse to accept, or may terminate, any Teacher Candidate assigned to the District for Student Teaching based upon its good faith determination that the Teacher Candidate is not meeting performance standards or is otherwise deemed unacceptable to the District. Notices of such decisions shall be provided to WGU in writing and shall state the reasons for such decision. Upon receipt of notification from the District, WGU shall promptly terminate the Teacher Candidate's assignment to the District. In the event the WGU does not agree with the District's refusal to accept a Teacher Candidate, it shall promptly (in any event not later than five working days after receipt of the written notice or request from the District) provide the District with a written statement setting forth the basis for any such disagreement. The District shall consider in good faith WGU's grounds for its disagreement. However, the decision to refuse to accept or to terminate shall remain the prerogative of the District

3.4. District Policies Provided. The District shall provide Teacher Candidates with any of the District policies and procedures to which Teacher Candidates are expected to adhere during Student Teaching Assignments and while on District premises.

3.5. Other Requirements. The District shall inform Teacher Candidates of any requirements to comply with particular laws such as those regarding blood borne pathogen and infection control standards.

3.6. Evaluations. The District through the involvement of the Host Teacher shall participate with the Clinical Supervisor and the Teacher Candidate in two evaluations of Teacher Candidates: one mid-way through the Student Teaching Assignment and another at the end of the Student Teaching Assignment. WGU shall be responsible for the format of the evaluations.

3.7. Facilitation of Professional Development. The District shall facilitate Teacher Candidate professional growth through educational assignments and shall provide adequate space, equipment and supplies to meet the objectives of training.

#### **Article 4: WGU Responsibilities**

4.1. Teacher Training Program. WGU shall be responsible for monitoring and evaluating individual Teacher Candidate progress as well as curriculum planning, admission, administration, matriculation requirements, and other issues required by its Student Teaching program.

4.2. Designation of Contact. WGU shall designate a faculty point of contact for communication and coordination of Student Teaching Assignments.

4.3. Clinical Supervisor. The District or WGU shall appoint a Clinical Supervisor who shall observe Teacher Candidates in the classroom on six separate occasions during a Student Teaching Assignment. The Clinical Supervisor will assess the candidate's progress towards mastery of teaching competencies.

4.4. Teacher Candidate Preparation. WGU will use its best efforts to see that Teacher Candidates selected for participation in Student Teaching are prepared for effective participation in the clinical education phase of their teaching training program. WGU will retain ultimate responsibility for the evaluation of the Teacher Candidate.

4.5. Host Teacher Compensation. If District policies allow, WGU shall compensate either the District or the Host Teacher **\$150.00 per Teacher Candidate** for the Host Teacher services described in this Agreement. The District acknowledges that the issuance of such compensation directly to the Host Teacher will not render the Host Teacher an employee or agent of WGU and that WGU will not withhold or in any way be responsible for the payment of any federal, state or local income or occupational taxes, FICA taxes, unemployment compensation or workers' compensation, vacation pay, sick leave, retirement benefits or any other payments for or on behalf of the Host

Teacher. No Host Teacher compensation will be provided where a Teacher Candidate acts as 'Teacher-of-Record' within District.

4.6. Clinical Supervisor Compensation. If the Clinical Supervisors are employees of the District, WGU shall compensate either the District or the Clinical Supervisors **\$500.00 per Teacher Candidate** for Clinical Supervisor services. The District acknowledges that where District policies allow the issuance of such compensation directly to employee Clinical Supervisors, WGU may contract directly with those individuals for Clinical Supervisor Services.

4.7. Invoice Procedure. Within a reasonable time following the completion of any Student Teaching Assignment, the District or individual Host Teachers and Clinical Supervisors shall submit an invoice to WGU, which invoice shall specify the number of Teacher Candidates and the amount of compensation calculated at the rate provided in Articles 4.5 and 4.6 respectively. WGU shall pay the reimbursement directly to the Clinical Supervisor and Host Teacher within 30 days following the date the invoice is received.

4.8. Termination of Assignment. Upon receipt of a written notice from the District stating the reasons for the rejection or termination of a WGU Teacher Candidate, WGU shall promptly terminate the Teacher Candidate's assignment to the District. In the event a Student Teaching Assignment is terminated before completion, compensation for Host Teacher and Clinical Supervisor services shall be pro-rated to the number of weeks completed.

4.9. Background Check. WGU shall require each Teacher Candidate to submit to a complete background check, including criminal history, as a condition of Student Teaching. WGU shall attest to District that WGU has completed a background check for each Teacher Candidate, and shall not recommend a teacher candidate for Student Teaching who fails to meet the standards established by District for acceptable background.

4.10. Representations. WGU represents that all Teacher Candidates assigned to the District for Student Teaching are validly enrolled in an approved WGU credentialing program and meet the District's background requirements. WGU makes no other representation, express or implied, about, or assumes any responsibility for, the Teacher Candidate's fitness or qualification to participate in the Student Teaching Assignment. Nothing in this Agreement shall be construed as a delegation by the District to WGU of any of the District's duties and responsibilities for operation or supervision of the school or classes of the District.

4.11. Insurance.

a. WGU Insurance. WGU shall provide and maintain general commercial liability insurance acceptable to the District in the minimum amounts of one million dollars (\$1,000,000) combined single limit, and two million dollars (\$2,000,000) general aggregate and, upon request of the District, shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement.

b. Professional Liability Insurance. WGU shall ensure that each Teacher Candidate, at their own expense, procures and maintains in force during the Student Teaching assignment, professional liability insurance in the amounts reasonably necessary to protect the Teacher Candidate against liability arising from any and all negligent acts or incidents caused by the Teacher Candidate. Coverage under such professional liability insurance shall not be less than one million dollars (\$1,000,000.00) for each occurrence and three million dollars (\$3,000,000.00) in the aggregate. WGU shall require each Teacher Candidate to provide evidence of his or her professional liability coverage to the District.

c. Workers' Compensation Insurance. WGU shall maintain at its sole expense workers' compensation insurance for participating Teacher Candidates.

d. District Insurance. Upon request, District shall provide evidence of general professional and commercial liability insurance in the minimum amounts of one million dollars



(\$1,000,000) combined single limit, and two million dollars (\$2,000,000) general aggregate. District shall also maintain and provide evidence of worker's compensation and disability coverage for each employee as required by law.

4.12. Indemnification.

a. WGU shall hold harmless, defend and indemnify District and its elected and appointed governing board members, officers, employees, and agents from any and all losses, demands, claims, damages (including costs and attorney's fees), or causes of action arising from any negligent or willful acts or omissions of WGU, its officers, employees, or Teacher Candidates incurred in the performance of this Agreement.

b. If District policies allow, the District shall hold harmless, defend and indemnify WGU and its officers, employees, and agents from any and all losses, demands, claims, damages (including costs and attorneys fees), or causes of action arising from the gross negligence or willful act of the District, its officers, employees or agents incurred in the performance of this Agreement, including the District's refusal to accept a Teacher Candidate to which WGU provided its timely written statement of disagreement, provided that the District is determined by any court or administrative agency of competent jurisdiction to have acted in an unlawful manner in refusing to accept the Teacher Candidate.

### **Article 5: General Provisions**

5.1. Term. This Agreement shall commence on the Effective Date and shall continue until such time as either party gives the other party thirty days' written notice of its intent to terminate the Agreement, provided, however, that all Teacher Candidates receiving Student Teaching from the District as of the date of such notice shall be permitted to complete their Student Teaching Assignment.

5.2. Confidentiality of Educational Records.

a. Teacher Candidate Records. The District acknowledges that the education records of Teacher Candidates assigned to the District are protected by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. §1232g. The Parties agree to comply with the requirements of FERPA and its implementing regulations at 34 C.F.R. Part 99 and to protect the privacy of educational records concerning any Teacher Candidate assigned to the District under this Agreement. As a result of this Agreement, District shall be considered to be a "school official" of WGU and may transmit, share or disclose educational records without the Teacher Candidate's written consent, to other school officials of WGU who have a legitimate educational interest in the records. All other disclosures shall require the written consent of the affected Teacher Candidate and WGU.

b. District Student Records. Teacher Candidates and WGU employees shall not have access to, or have the right to review, any records of District's students, including medical records, except where authorized by the District in the regular course of Student Teaching. The discussion, transmission or narration in any form by Teacher Candidates or WGU employees of any District student information of a personal nature, medical or otherwise, obtained in the regular course of Student Teaching shall be forbidden, except as authorized by the District and not prohibited by law. The District shall not grant Teacher Candidates or WGU employees access to individually identifiable student information unless the affected student's parent or guardian has first given written consent using a form approved by District that complies with FERPA and other applicable law.

5.3. Non-Discrimination. Both parties agree to fully comply with all non-discrimination laws of the District's jurisdiction and of the United States. Both parties will accept, assign, supervise and evaluate qualified Teacher Candidates regardless of race, sex, color, religion or creed, national origin

or ancestry, age, disability, Vietnam-era veteran status, in accordance with the laws of the state and the United States. In addition, both parties agree to accept, assign, supervise, and evaluate qualified Teacher Candidates without regard for sexual orientation.

5.4. Notices. All notices, demands, or other communications given under this Agreement shall be in writing and sent to the address listed at the end of this Agreement (unless a party has changed its address by giving notice as provided in this paragraph), and will be effective upon receipt if delivered by personal or overnight delivery or facsimile, or effective five (5) days after being placed in the United States mail, postage pre-paid.

5.5. Arbitration. The parties agree that disputes arising hereunder shall be subject to arbitration pursuant to the rules of the American Arbitration Association and judgment upon the award may be entered in any court having jurisdiction thereof. All arbitration activities shall be conducted via telephone and/or video conference.

5.6. Entire Agreement and Severability. This Agreement contains the entire agreement between the parties relating to the transactions contemplated hereby, and all prior or contemporaneous agreements, understandings, representations, and statements, whether oral or written, are merged herein. No modification, waiver, amendment, discharge, or change to the Agreement shall be valid unless the same is in writing and signed by both parties. If a court or arbitrator holds any provision of the Agreement to be illegal, unenforceable, or invalid, the remaining provisions will not be affected. No Teacher Candidate or other third party shall be a beneficiary of, or have any right to enforce the terms of this Agreement.

5.7. General Provisions. This Agreement: (i) shall be binding and enforceable by the parties hereto and their respective legal representatives, successors, or assigns, (ii) may be executed in two or more counterparts including by facsimile or email copy, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

**IN WITNESS WHEREOF**, the parties have executed this Agreement effective the day and year first above written.

WESTERN GOVERNORS UNIVERSITY  
("WGU")

SIERRA SANDS UNIFIED SCHOOL DISTRICT  
("District")

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: Field Placement Manager

Title: Superintendent

Date: \_\_\_\_\_

Date: \_\_\_\_\_

For notice purposes, contact:

For notice purposes, contact:

Placement Specialist

Name: Jan Burke

Western Governors University

Title: Certificated Personnel Technician

4001 S. 700 E. Suite 700

District: Sierra Sands Unified School District

Salt Lake City, UT 84107-2533

Street: 113 W Felspar Ave

(801) 428-5217

City/State/Zip: \_Ridgecrest, CA 93555

(801) 401-7961(fax)

Phone: 760-499-1622

Fax: 760-375-1253

Email: jburke@ssusd.org