

OAK VALLEY UNION ELEMENTARY SCHOOL DISTRICT

REGULAR MEETING of the GOVERNING BOARD

Tuesday, November 10, 2020

AGENDA

TIME: 4:00pm **PLACE:** Teleconferencing via Zoom

<https://us04web.zoom.us/j/74600633867?pwd=OExoM2ozTEptdUlycnV4VlpaNmhoQT09>
Meeting ID: 746 0063 3867

CALL TO ORDER AND ROLL CALL

BOARD MEMBERS:

Mr. Doug Mederos, President
Mr. John Mendonca, Clerk
Mr. Joey Benevedes, Trustee
Mr. Mark Nunes, Trustee
Mr. Joseph Meneses, Trustee

PLEDGE OF ALLEGIANCE

(1.0) APPROVAL OF MINUTES

1. The minutes of the regular meeting held on October 27, 2020 are presented for Board approval.

Motion by _____ Second _____ ACTION ()

(2.0) QUESTIONS FROM THE FLOOR AND INTRODUCTIONS OF GUESTS

At this time, any person wishing to speak to any item not on the agenda for this meeting may be granted **(5) minutes** to speak to the Board with a maximum time of 15 minutes per item, unless otherwise extended by the board.
(Action cannot be taken on anything that is not already on the agenda).

(3.0) CORRESPONDENCE:

1. Letter from Tim Hire in regards to election of members to the county committee on school district organization and notice of annual meeting.

(4.0) ADMINISTRATORS' REPORTS

1. *Superintendent's Report*
 - A. *Update on Reopening*
2. *Principal's Report*

(5.0) BUSINESS SERVICES

- 1.) Approve authorization to pay vouchers as presented.

Motion by _____ Second _____ ACTION ()

(6.0) DISTRICT ADMINISTRATION

- 1.) First read of CSBA policy updates for October 2020.
- 2.) Approval of setting December 15, 2020 as the Annual Organizational Meeting date.

Motion by _____ Second _____ ACTION ()

(7.0) CLOSED SESSION

- 1.) Employment, Resignations, Transfers, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

(8.0) RECONVENE IN REGULAR SESSION

(9.0) ACTION RELATED TO PERSONNEL

- 1.) Employment, Resignations, Transfers, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

Motion by _____ Second _____ ACTION ()

(10.0) ORGANIZATIONAL BUSINESS

(Consideration of any item any member of the Board wishes to place on the Agenda for the next meeting.)

(11.0) ADJOURNMENT

Motion by _____ Second _____ ACTION ()

ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING

December 15, 2020 @ 4:00 pm Virtually via Zoom

This agenda may be made available in an appropriate alternative format for a person with a disability, upon request. If a disability-related modification or accommodation, including auxiliary aids or services, is needed, please contact Heather Pilgrim, Ed.S., Superintendent, at least one week in advance of the meeting, at 688-2909. Requests made closer to the meeting may not be able to be accommodated.

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OAK VALLEY UNION ELEMENTARY SCHOOL DISTRICT
REGULAR MEETING of the GOVERNING BOARD
Tuesday, October 27, 2020
Minutes

TIME: 4:00pm PLACE: Teleconferencing via Zoom

<https://us04web.zoom.us/j/72567978675?pwd=OXI1S0hKdlQ1YmRib0pBUkFydK9wQT09>
Meeting ID: 725 6797 8675

CALL TO ORDER AND ROLL CALL @ 4:06pm

BOARD MEMBERS:

Mr. Doug Mederos, President	Present
Mr. John Mendonca, Clerk	Present
Mr. Joey Benevedes, Trustee	Present
Mr. Mark Nunes, Trustee	Present
Mr. Joseph Meneses, Trustee	Absent

PLEDGE OF ALLEGIANCE

(1.0) APPROVAL OF MINUTES

1. The minutes of the regular meeting held on October 13, 2020 are presented for Board approval.

Motion by M.Nunes Second J. Mendonca ACTION (4-0)

(2.0) QUESTIONS FROM THE FLOOR AND INTRODUCTIONS OF GUESTS

At this time, any person wishing to speak to any item not on the agenda for this meeting may be granted **(5) minutes** to speak to the Board with a maximum time of 15 minutes per item, unless otherwise extended by the board.
(Action cannot be taken on anything that is not already on the agenda).

(3.0) CORRESPONDENCE: NONE

(4.0) ADMINISTRATATORS' REPORTS

1. Superintendent's Report

A. SPED Math Participation Plan for Improvement

Supt Pilgrim explained that due to our SPED students' performance on the math portion of the CAASPP, the district has to create a plan for improvement. The plan includes a team from OV which will consist of the principal, RSP teacher, General Ed teacher, and Mrs. Pilgrim.

B. Site walk thru to show health and safety standards for re-opening

The board members walked the campus with administration in order to view all the new health and safety procedures that will take place once the students return in person.

2. ***Principal's Report: NONE***

(5.0) BUSINESS SERVICES

- 1.) Approve authorization to pay vouchers as presented.

Motion by M. Nunes Second J. Benevedes ACTION (4-0)

(6.0) DISTRICT ADMINISTRATION

- 1.) Approval of MOU for Migrant Education model B with TCOE for 2021-2022SY
Supt Pilgrim presented the annual MOU from TCOE for Migrant. The county provides migrant services with this MOU.

Motion by J. Mendonca Second J. Benevedes ACTION (4-0)

(7.0) CLOSED SESSION

- 1.) Employment, Resignations, Transfers, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

(8.0) RECONVENE IN REGULAR SESSION

(9.0) ACTION RELATED TO PERSONNEL

- 1.) Employment, Resignations, Transfers, etc. of Certificated and Classified Personnel (Gov. Code, § 54957)

Michele Barnes, Temporary Distance Learning Teacher for 2020-2021.

Motion by J. Benevedes Second M. Nunes ACTION (4-0)

(10.0) ORGANIZATIONAL BUSINESS

(Consideration of any item any member of the Board wishes to place on the Agenda for the next meeting.) NONE

(11.0) ADJOURNMENT @ 4:47pm

Motion by J. Mendonca Second M. Nunes ACTION (4-0)

ANNOUNCEMENT OF NEXT REGULAR BOARD MEETING

November 10, 2020 @ 4:00 pm Virtually via Zoom

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3.1

Tulare County
Office of Education
Committed to Students, Support & Service

Tim A. Hire
*County
Superintendent
of Schools*

P.O. Box 5091
Visalia, California
93278-5091

(559) 733-6300
tcoe.org

Administration
(559) 733-6301
fax (559) 627-5219

Business Services
(559) 733-6474
fax (559) 737-4378

Human Resources
(559) 733-6306
fax (559) 627-4670

Instructional Services
(559) 302-3633
fax (559) 739-0310

Special Services
(559) 730-2910
fax (559) 730-2511

Main Locations

**Administration
Building & Conference
Center**
6200 S. Mooney Blvd.
Visalia

Doe Avenue Complex
7000 Doe Ave.
Visalia

**Liberty Center/
Planetarium &
Science Center**
11535 Ave. 264
Visalia

October 26, 2020

TO: District Governing Board Representatives/Nomination Committee

FROM: Tim A. Hire, Tulare County Superintendent of Schools

SUBJECT: Election of Members to the County Committee on School District
Organization and Notice of Annual Meeting

You are receiving this memo and ballot because you were selected by your district governing board to be a representative on the nomination committee to vote in the 2020 election of County Committee members (see attached form). As a representative, you are asked to vote on filling four seats on the County Committee on School District Organization this year. Your official ballot is enclosed. Please return your completed ballot on or before November 16, 2020.

The County Committee on School District Organization is comprised of 11 members, two from each county supervisorial district and one member at-large. Each year during the annual organizational meeting, governing boards select a representative to serve on the nomination committee to elect members to the County Committee.

The County Committee has a major role in the review and approval of proposals for school district unifications, changes to school district boundaries, transfers of territory from one school district to another and the change to by-trustee area elections within Tulare County school districts and community college districts. For more information about the County Committee, visit the TCOE website at: www.tcoe.org/TCCSDO.shtm

Please feel free to contact me or Shelly DiCenzo at 559-733-6312 or shellyd@tcoe.org if you have any questions.

Thank you.

Enclosure

cc: District Superintendents

**BOARD REPRESENTATIVE TO VOTE IN 2020
ELECTION OF COUNTY COMMITTEE MEMBERS**

OAK VALLEY UNION SCHOOL DISTRICT

To: Tulare County Superintendent of Schools
Attention: Shelly DiCenzo, Administrative Services

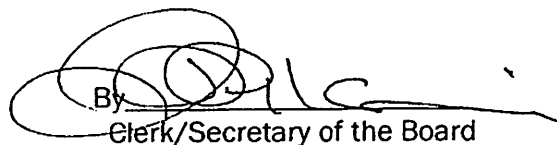
Pursuant to Education Code 35023, at its annual organizational meeting, this governing board has selected the following board member:

Joseph Benevedes

as its representative to participate in the 2020 election of members to the County Committee on School District Organization.

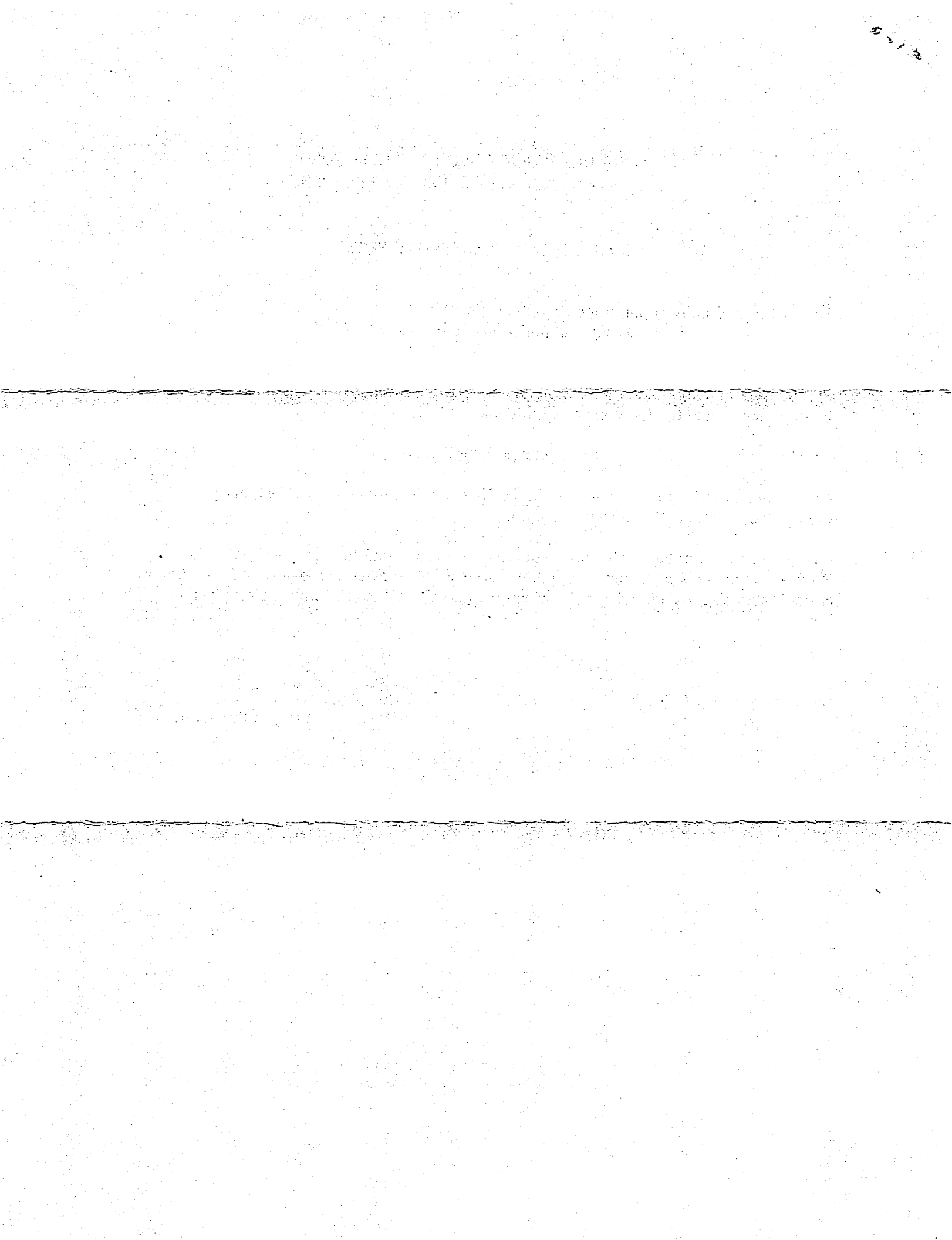
It is understood that the responsibility of the above representative is to take part in the 2020 election of county committee members which takes place at the annual Tulare County School Boards Association dinner/Fall Institute (usually held in November after election day).

Date: December 17, 2019


By _____
Clerk/Secretary of the Board

File a copy with Shelly DiCenzo, Business Services.

✓



OFFICIAL BALLOT – 2020
COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

	Vote for 1 (One) Member for Supervisorial District 1
<input type="checkbox"/>	Mickey Hirni
<input type="checkbox"/>	<i>Write-In:</i>

	Vote for 2 (two) Member for Supervisorial District 5
<input type="checkbox"/>	Milton Stowe
<input type="checkbox"/>	Bob Pugh
<input type="checkbox"/>	<i>Write-In:</i>
<input type="checkbox"/>	<i>Write-In:</i>

	Vote for 1 (One) Member for Supervisorial District 3
<input type="checkbox"/>	Drew Sorensen
<input type="checkbox"/>	<i>Write-In:</i>

Please note the qualifications to serve as a member of the County Committee:

Any registered voter residing in the appropriate county supervisorial district may serve as a county committee member. Members of school district governing boards may serve concurrently as a school district trustee and county committee member. **NO** county superintendent of schools, employee of the office of a county superintendent of schools, employee of a school district, or employee of a community college district shall be a member of the county committee.

Completed by:

Signature

Print Name

Representative for:

School District

Please return your completed ballot no later than November 16, 2020 to:

Shelly DiCenzo, Business Services

Tulare County Office of Education - P.O. Box 5091, Visalia, CA 93278-5091 Email: shellyd@tcoe.org

Accounts Payable Final Prelist - 10/29/2020 4:33:26PM

*** FINAL ***

Batch No 334

Audit

[illegible]

Accounts Payable Final PreList - 10/29/2020 4:33:26PM

*** FINAL ***

Batch No 334

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
012434	GRISSOM-WALLACE	PV-210209	10/9/2020		42215		010-00000-0-00000-82000-56000-0-0000 CAT-6 LINE /TOSHIBA 20 BUTTON PHONE/ EX 261	\$583.61		
							Total Check Amount:	\$583.61		
013704	INTERACTIVE EDU. SERVICES,IN C.	PV-210210	10/23/2020		184981		010-00000-0-00000-72000-58000-0-0000 DESIGN NEW MOBILE CYBERSCHOOL LAYOUT	\$500.00		
							Total Check Amount:	\$500.00		
013465	LANGE PLUMBING, INC.	PV-210211	10/14/2020		854150/085		010-00000-0-00000-82000-43000-0-0000 REPAIRS TO PLUMBING	\$16.61		
							Total Check Amount:	\$16.61		
013883	MCGRAW-HILL SCHOOL ED HOLDINS	PV-210212	10/12/2020		115250570001		010-63000-0-11100-10000-43000-0-0000 READING WONDERS LITERATURE BIG BKS GRD 1	\$1,036.45		
							Total Check Amount:	\$1,036.45		
013152	OFFICE DEPOT	PV-210213	10/23/2020		NONE		010-32200-0-11100-10000-43000-0-0000 LLM SUPPLIES FOR STU /ADMIN	\$2,265.61		
	OFFICE DEPOT		10/23/2020		NONE		010-00000-0-00000-27000-43000-0-0000	\$180.13		
							Total Check Amount:	\$2,445.74		
014039	P&R PAPER SUPPLY COMPANY , INC	PV-210214	10/26/2020		7490/4798		130-53100-0-00000-37000-43000-0-0000 PAPER PRODUCTS FOR MEALS	\$445.40		
							Total Check Amount:	\$445.40		
011872	PRODUCERS DAIRY FOODS INC.	PV-210215	10/26/2020		NONE		130-53100-0-00000-37000-47000-0-0000 MILK PRODUCTS AND SUPPLIES	\$447.35		
	PRODUCERS DAIRY FOODS INC.		10/26/2020		NONE		130-53100-0-00000-37000-47000-0-0000	\$1,234.69		
							Total Check Amount:	\$1,682.04		
014077	RIGO SIGNS	PV-210216	10/26/2020		18573		010-32200-0-11100-10000-43000-0-0000 SIGNS FOR HYBRID STUDENTS ON CAMPUS	\$775.80		
							Total Check Amount:	\$775.80		

Accounts Payable Final PreList - 10/29/2020 4:33:26PM

*** FINAL ***

Batch No 334

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
014048	ROMAN ELECTRIC, INC.	PV-210217	10/14/2020		56573		010-00000-0-00000-82000-58000-0-0000 DEMO OF ELECTRICAL PANEL & REMOVAL OF WIRE	\$2,346.00	L	
							Total Check Amount:	\$2,346.00		
013683	SMART & FINAL	PV-210218	10/28/2020		NONE		130-53100-0-00000-37000-47000-0-0000 FOOD PRODUCTS AND SUPPLIES	\$4.99		
	SMART & FINAL		10/28/2020		NONE		130-53100-0-00000-37000-47000-0-0000	\$16.25		
							Total Check Amount:	\$21.24		
014079	SPRIGEO, INC.	PV-210219	8/17/2020		NONE		010-00000-0-11100-10000-58000-0-0000 TIP LINE STANDARD VERSION SUBSCRIPTION-HICKEY 1YR	\$520.00		
							Total Check Amount:	\$520.00		
013835	THE DBQ COMPANY	PV-210220	8/4/2020		2020-08-27		010-63000-0-11100-10000-43000-0-0000	\$397.50		
					Amount Subject to Use Tax:	\$375.00	Use Tax Amount:	\$29.06		
							WORLD HISTORY MIN-Q-BINDERS VOL 1			
							Total Check Amount:	\$397.50		

Accounts Payable Final PreList - 10/29/2020 4:33:26PM

*** FINAL ***

Batch No 334

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
Total District Payment Amount:								\$42,341.70		

Accounts Payable Final PreList - 10/29/2020 4:33:26PM

*** FINAL ***

Batch No 334

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
Batch No 334								Total Accounts Payable:	\$42,341.70	

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 42,341.70 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Authorizing Signature

Date

11.2.2020

Fund Summary	Total
010	\$38,176.38
130	\$4,165.32
Total	\$42,341.70

CSBA MANUAL MAINTENANCE SERVICE CHECKLIST – October 2020

District Name: _____

Contact Name: _____ Phone: _____ Email: _____

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
E 1113	District and School Web Sites	NEW EXHIBIT	
BP 3280	Sale or Lease of District-Owned Real Property		
BP 3530	Risk Management/Insurance		
AR 3530	Risk Management/Insurance		
BP 4119.11 4219.11 4319.11	Sexual Harassment		
AR 4119.11 4219.11 4319.11	Sexual Harassment	Fill in Blanks _____ _____ _____ _____	
AR 4119.12 4219.12 4319.12	Title IX Sexual Harassment Complaint Procedures		
E 4119.12 4219.12 4319.12	Title IX Sexual Harassment Complaint Procedures	NEW EXHIBIT	
BP 4157 4257 4357	Employee Safety	Fill in Blanks _____ _____ _____ _____	
AR 4157 4257 4357	Employee Safety		
AR 4157.1 4257.1 4357.1	Work-Related Injuries		

CSBA MANUAL MAINTENANCE SERVICE CHECKLIST – October 2020

District Name: _____

BP 5113.1	Chronic Absence and Truancy		
AR 5113.1	Chronic Absence and Truancy		
AR 5113.11	Attendance Supervision		
BP 5145.7	Sexual Harassment		
AR 5145.7	Sexual Harassment		
AR 5145.71	Title IX Sexual Harassment Complaint Procedures		
E 5145.71	Title IX Sexual Harassment Complaint Procedures	NEW EXHIBIT	
BP 6161.1	Selection and Evaluation of Instructional Materials		
AR 6161.1	Selection and Evaluation of Instructional Materials		
E 6161.1	Selection and Evaluation of Instructional Materials		
E(1) 9323.2	Actions by the Board		

CSBA POLICY GUIDE SHEET

October 2020

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

NEW - Exhibit 1113 - District and School Web Sites

New exhibit lists material which state and/or federal law explicitly requires to be posted on district and/or school web sites, including a citation to the legal authority and a reference to the board policy, administrative regulation, or board bylaw that further describes the requirement.

Board Policy 3280 - Sale or Lease of District-Owned Real Property

Policy updated to reflect **NEW LAW (SB 820, 2020)** which adds, until July 1, 2024, an exception to the requirement that boards appoint an advisory committee for the sale or lease of district-owned property if the property has not operated as an early childhood education facility or for elementary or secondary instruction, and **NEW LAW (SB 98, 2020)** which authorizes, until July 1, 2024, the proceeds from the sale or lease of property purchased entirely with local funds to be used for any one-time general fund purpose if certain conditions are met. Policy also adds material regarding the authorization for boards to meet in closed session with real property negotiators, the requirement to notify the Office of Public School Construction within 90 days if the district sells property that utilized funds received from a state school facilities program within the previous 10 years and the proceeds were not used for specified purposes, and conditions under which the State Allocation Board may require a return of the funds.

Board Policy 3530 - Risk Management/Insurance

Policy updated to address the basis upon which insurance decisions should be made and the provision of safety-related training and protective equipment for staff. Policy also updated to delete material regarding the removal of an insurance agent as being implicit in a governing board's authority and explicit in insurance contracts. Timeline for reporting to the board on risk management activities revised from twice a year to periodically to give boards flexibility based on district need.

Administrative Regulation 3530 - Risk Management/Insurance

Regulation updated to provide more detail in the list of risk management procedures, including examples of methods for identifying risks in district operations, the prioritization of risks based on frequency and potential impact, and examples of strategies to prevent loss. Regulation also adds optional language regarding the documentation of safety incidents.

Board Policy 4119.11/4219.11/4319.11 - Sexual Harassment

Policy updated to clarify that, in some instances, it may be necessary to concurrently review a sexual harassment complaint under both the Title IX sexual harassment complaint procedures and the district's procedure reflecting state law, as described in AR 4030 - Nondiscrimination in Employment, in order to meet the applicable timelines. Policy also adds the requirement to provide supportive measures to the respondent as well as the complainant.

Administrative Regulation 4119.11/4219.11/4319.11 - Sexual Harassment

Regulation updated to add section on "Definitions," including the federal definition of sexual harassment for purposes of applying the Title IX complaint procedures. Section identifying the Title IX Coordinator(s) moved and revised to reference CSBA's AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures. Section on "Notifications" adds federal requirement to disseminate the district's sexual harassment policy and procedures, along with the name and contact information of the Title IX Coordinator, by posting them in a prominent location on the district's web site and including them in any handbook provided to employees or employee organizations. New section on "Complaint Procedures" references the applicable procedures and the responsibility of the district to take prompt action to stop the sexual harassment, prevent recurrence, and address any continuing effects.

Administrative Regulation 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures

Regulation updated to clarify that a sexual harassment complaint that is dismissed or denied under Title IX may still be subject to review under state law pursuant to AR 4030 - Nondiscrimination in Employment and thus the two procedures should be implemented concurrently in order to meet the applicable timelines. Regulation also updated to clarify that the applicability of the Title IX sexual harassment complaint procedures is limited to conduct that allegedly occurs in an education program or activity over which the district exercises control; revise the timeframe for concluding the complaint process from 45 to 60 days; reflect the right to pursue civil law remedies; and add the requirement to maintain a record of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment.

NEW - Exhibit 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures

New exhibit presents a sample of the required notification to employees, job applicants, and employee organizations regarding the district's Title IX sexual harassment policy, the district's Title IX coordinator, and grievance procedures pursuant to 34 CFR 106.8.

Board Policy 4157/4257/4357 - Employee Safety

Policy updated to reflect **NEW STATE REGULATION (Register 2020, No. 10)** which requires districts to provide employees with access to the district's injury and illness prevention program, and to add the prohibition against discharging or discriminating against an employee for exercising any right protected by the Occupational Safety and Health Act.

Administrative Regulation 4157/4257/4357 - Employee Safety

Regulation updated to reflect **NEW STATE REGULATION (Register 2020, No. 10)** which requires that access to the district's injury and illness prevention program be provided to employees by either providing access in a reasonable time, place, and manner or providing unobstructed access through the district's server or web site. Regulation also updated to add material regarding the provision of facilities for quick drenching within the work area for immediate use when there is exposure to injurious corrosive materials. Regulation adds a section on "Protection from Communicable Diseases and Infections" which includes the development of an exposure control plan for bloodborne pathogens and strategies to prevent and mitigate infectious diseases, and a section on "COVID-19 Exposure" reflecting **NEW LAW (AB 685, 2020)** which specifies notifications that must be provided if the district receives notice of potential exposure to COVID-19 or the Division of Occupational Safety and Health (Cal/OSHA) prohibits entry into any district work site that exposes employees to the risk of COVID-19.

Administrative Regulation 4157.1/4257.1/4357.1 - Work-Related Injuries

Regulation updated to reflect **NEW LAW (AB 1804, 2019)** which requires that a report of death or serious injury or illness be immediately reported to Cal/OSHA by telephone or through an online mechanism established by Cal/OSHA, with clarification that districts may make the report by telephone or email until Cal/OSHA has an online mechanism available, and **NEW LAW (AB 1805, 2019)** which redefines "serious injury or illness." Regulation adds optional language regarding the responsibility of employees to document any incident, and combines options regarding the reporting of incidents to the insurance carrier or Department of Industrial Relations. Regulation also reflects **NEW LAW (SB 1159, 2020)** which provides that an employee will be presumed to be entitled to workers' compensation benefits for illness or injury resulting from COVID-19 if the diagnosis was made within 14 days after the employee performed labor or services at the place of employment and other conditions are met.

Board Policy 5113.1 - Chronic Absence and Truancy

Policy updated to designate the attendance supervisor as the person responsible for performing various assignments related to absence and truancy; reflect a tiered approach for reducing chronic absence which includes universal strategies and letters to parents/guardians; expand material regarding early intervention; add the provision of training and information to staff for the implementation of a trauma-informed approach to chronic absence; reflect chronic absence as a measure of district and school performance on the California School Dashboard; and add grade level to the list of specific data to be provided to the board regarding attendance, absence, and truancy.

Administrative Regulation 5113.1 - Chronic Absence and Truancy

Regulation updated to reflect law allowing the referral of a chronic absentee (rather than a student who is "irregular in attendance") to a school attendance review board (SARB), a truancy mediation, or a comparable program and requiring documentation of the interventions undertaken at the school when making such a referral. Regulation also revised to give students who are absent the opportunity to make up missed work for full credit and support to limit the impact of absences on grades. Regulation clarifies that parents/guardians of students between 13 and 18 years of age must be notified, upon initial identification of their child for truancy, that the student may be subject to suspension, or delay of driving privilege.

Administrative Regulation 5113.11 - Attendance Supervision

Regulation updated to reflect the requirements to investigate complaints of violations of compulsory education laws, gather and transmit to the county superintendent of schools the number and type of referrals made to the SARB and of requests for petitions made to the juvenile court, and refer a matter to court if a parent/guardian continually and willfully fails to respond to SARB directives or services.

Board Policy 5145.7 - Sexual Harassment

Policy updated to clarify that, in some instances, it may be necessary to concurrently review a sexual harassment complaint under both the Title IX sexual harassment complaint procedures and the district's uniform complaint procedures (UCP) in order to meet the applicable timelines. Policy also adds the requirement to provide supportive measures to the respondent as well as the complainant.

Administrative Regulation 5145.7 - Sexual Harassment

Regulation updated to add section on "Definitions," including the federal definition of sexual harassment for purposes of applying the Title IX complaint procedures. Section identifying the Title IX Coordinator(s) moved and revised to reference CSBA's AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Section on "Notifications" adds requirement to notify students and parents/guardians that the district does not discriminate on the basis of sex and that inquiries about the application of Title IX may be referred to the Title IX Coordinator or the U.S. Department of Education; deletes requirement to provide contact information of the Title IX Coordinator to employees, bargaining units, and job applicants which is addressed in AR 4119.11/4219.11/4319.11 - Sexual Harassment; and reflects **NEW LAW (AB 34, 2019)** which requires districts to post the definition of sex discrimination and harassment in a prominent location on the district's web site.

Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures

Regulation updated to clarify that a sexual harassment complaint that is dismissed or denied under Title IX may still be subject to review under the district's UCP and thus the two procedures should be implemented concurrently in order to meet the applicable timelines. Regulation also updated to clarify that the applicability of the Title IX sexual harassment complaint procedures is limited to conduct that allegedly occurs in an education program or activity over which the district exercises control; add optional language providing that an employee must forward a report of sexual harassment to the Title IX Coordinator within one day, consistent with AR 5145.7 - Sexual Harassment; revise the timeframe for concluding the complaint process from 45 to 60 days to align with requirements of the UCP; reflect the right to appeal the district's decision to the California Department of Education consistent with the UCP or to pursue civil law remedies; and add the requirement to maintain a record of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment.

NEW - Exhibit 5145.71 - Title IX Sexual Harassment Complaint Procedures

New exhibit presents a sample of the required notification to students and parents/guardians regarding the district's Title IX sexual harassment policy, the district's Title IX coordinator, and grievance procedures pursuant to 34 CFR 106.8.

Board Policy 6161.1 - Selection and Evaluation of Instructional Materials

Policy updated to reflect **NEW LAW (SB 820, 2020)** which revises the definition of "technology-based materials" to include the electronic equipment required to make use of those materials, making such equipment subject to the determination of sufficiency. Policy also deletes unnecessary legal citations related to the State Board of Education's (SBE) adoption of academic standards, deletes section on "Review

Process" which was moved to the AR, deletes option in regard to public hearings on the sufficiency of textbooks and other instructional materials for schools that operate on a multitrack year-round calendar since such schools can use the same language as those that operate on a traditional calendar, and adds references to sample board policy and regulations for complaints concerning instructional materials.

Administrative Regulation 6161.1 - Selection and Evaluation of Instructional Materials

Regulation updated to add section on "Review Process" formerly in the BP and revise the section to encourage input from a diverse group of stakeholders. Section on "Criteria for Selection and Adoption of Instructional Materials" revised to delete unnecessary legal citations related to SBE's adoption of academic standards; move material regarding publisher requirements for grades 9-12 to end of list to make it easier for K-8 districts to delete; replace the list of nondiscrimination categories with a reference to BP 0410 - Nondiscrimination in District Programs and Activities; add a new item on criteria for technology-based materials; emphasize the importance of the accurate portrayal of the cultural and racial diversity of society in instructional materials; and delete an outdated item regarding quality, durability and appearance. "Conflict of Interest" section revised to delete redundant and difficult-to-enforce item.

Exhibit 6161.1 - Selection and Evaluation of Instructional Materials

Exhibit updated to delete unnecessary legal citations related to SBE's adoption of academic standards and to change "foreign language" to "world language" consistent with current law.

Exhibit(1) 9323.2 - Actions by the Board

Exhibit updated to clarify items under "Actions Requiring a Two-Thirds Vote of the Board" and "Actions Requiring a Four-Fifths Vote of the Board" regarding emergency facilities conditions as only applying to districts that have adopted the Uniform Public Construction Cost Accounting Act procedures. Item regarding the expenditure and transfer of funds or use of district property or personnel to meet a national or local emergency created by war moved from "Actions Requiring a Four-Fifths Vote of the Board" to "Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting" to more accurately reflect law.

Tulare County Office of Education

Committed to Students, Support & Service

6.2

Tim A. Hire
County
Superintendent
of Schools

P.O. Box 5091
Visalia, California
93278-5091

(559) 733-6300
tcoe.org

Administration
(559) 733-6301
fax (559) 627-5219

Business Services
(559) 733-6474
fax (559) 737-4378

Human Resources
(559) 733-6306
fax (559) 627-4670

Instructional Services
(559) 302-3633
fax (559) 739-0310

Special Services
(559) 730-2910
fax (559) 730-2511

Main Locations

**Administration
Building & Conference
Center**
6200 S. Mooney Blvd.
Visalia

Doe Avenue Complex
7000 Doe Ave.
Visalia

**Liberty Center/
Planetarium &
Science Center**
11535 Ave. 264
Visalia

September 25, 2020

To: District Superintendents

From: Tim A. Hire, Tulare County Superintendent of Schools **TAH.**

Subject: **DECEMBER BOARD MEETING(S) AND SETTING THE DATE
FOR THE ANNUAL ORGANIZATIONAL MEETING BETWEEN
DECEMBER 11 AND DECEMBER 25, 2020** [Ed. Code §35143]

****NOTE: Due to a change in the law that became effective January 1, 2019, organizational meetings must be held during a 15-day window beginning on the SECOND FRIDAY in December. BE ADVISED that this may cause scheduling problems due to the requirement that First Interim Reports must be reviewed and adopted by your governing board by December 15th of each year. Your district may have to hold 2 meetings in December going forward. Please plan accordingly.****

At its regular November board meeting, your governing board should set the date for the annual organizational meeting, to be held between December 11, 2020 and December 25, 2020 this year.

Pursuant to Education Code §35143, the organizational meeting **SHALL** be held in the 15-day period beginning on the **second Friday in December**. During election years, this coincides with the beginning of the term for newly elected board members and the end of term for departing board members.

At the organizational meeting a regular schedule of meetings for the coming year is adopted; new officers are elected for the following calendar year; and, if it is an election year, new board members are sworn in pursuant to Education Code §5017 and §5328.

Section 35143 also requires districts to notify the county superintendent of schools, all board members, and members-elect, in writing, at least 15 days prior to the meeting, of the date and time of the annual organizational meeting. The attached form is provided for your convenience in meeting this requirement. **Please send the form to my office, attn.: Shelly DiCenzo, immediately following your district's November meeting.** The form may also be used to notify your board members and members-elect.

TAH/sd

Attachment: Notification of Annual Organizational Meeting

REPORT

DATE: 10/10/1964

BY: J. H. HARRIS

FOR: THE DIRECTOR

FROM: THE CHIEF

RE: THE PROJECT

1. The project was completed on 10/10/1964.

2. The results of the project are as follows:

3. The project was completed on 10/10/1964.

4. The results of the project are as follows:

5. The project was completed on 10/10/1964.

6. The results of the project are as follows:

7. The project was completed on 10/10/1964.

8. The results of the project are as follows:

9. The project was completed on 10/10/1964.

10. The results of the project are as follows:

11. The project was completed on 10/10/1964.

12. The results of the project are as follows:

13. The project was completed on 10/10/1964.

NOTIFICATION OF ANNUAL ORGANIZATIONAL MEETING

To: (1) Tulare County Superintendent of Schools, Attention: Shelly DiCenzo
(2) Governing Board Members and Members-Elect of this District

Subject: **NOTIFICATION OF DATE AND TIME OF THE ANNUAL ORGANIZATIONAL MEETING** [Education Code §35143]

At a regular meeting of the governing board held on November ____, 2020,
this board determined that the annual organizational meeting will take place as follows:

Annual Organizational Meeting of the _____ School District

Date: December ____, 2020

Time: _____ ☐ a.m. ☐ p.m.

Location *(Include location/site name, room # and complete address or Zoom link below)*