Twin Ridges Elementary School District
Board of Trustees
BOARD MEETING

Tuesday, September 10, 2019
4:00 PM

Grizzly Hill
16661 Old Mill Rd.
Nevada City, CA 95959

AGENDA

The Board reserves the right to take action on any item on the agenda.

1. CALL TO ORDER

2. ROLL CALL

Mindi Morton	**President**
Rachel Kozloski	**Clerk**
Malik Goodman	**Member**
Hilary Hulteen	**Member**
Lorien Whitestone	**Member**

3. ITEMS FOR PUBLIC COMMENT AND COMMUNICATION

The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on an agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322; Government Code 54954.3)

3 minutes
Information

4. CONSENT

Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval. The public has a right to comment on any consent item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item.

3 minutes
Action

4.1 THE BOARD WILL REVIEW AND APPROVE THE SEPTEMBER 10, 2019, AGENDA

4.2 THE BOARD WILL REVIEW AND APPROVE THE MINUTES OF JUNE 25, 2019 (Mint Green backup)

4.3 THE BOARD WILL REVIEW AND APPROVE THE MINUTES OF JULY 23, 2019 (Salmon backup)

4.4 THE BOARD WILL REVIEW AND APPROVE THE MINUTES OF AUGUST 13, 2019 (Light Purple backup)

4.5 THE BOARD WILL REVIEW AND APPROVE THE MINUTES OF AUGUST 19, 2019 (Pink backup)

4.6 APPROVE WARRANTS (Gray backup)

5. FAMILY RESOURCE CENTER REPORT
5 minutes
Information

6. TEACHERS REPORT
5 minutes
Information

a. Washington School Enrollment

Grade	K	1	2	3	4	5	6	7	8	Total
Students					2		2	1		5

b. Grizzly Hill School Enrollment

Grade	TK/K	1	2	3	4	5	6	7	8	Total
Students	0/7	13	14	8	10	13	10	7	11	93

7. SUPERINTENDENT REPORT
5 minutes
Information

8. BOARD REPORT
5 minutes
Information

9. DREAM A DIFFERENCE UPDATE
3 minutes
Information

10. ANNUAL REVIEW OF BOARD POLICY ON WILLIAMS UNIFORM COMPLAINT PROCEDURES
2 minutes
Action/information
(Yellow backup)

11. REVIEW 2018-19 FOURTH QUARTER REPORT OF WILLIAMS UNIFORM COMPLAINT SUMMARY
2 minutes
Information
(Peach backup)

12. OPEN PUBLIC HEARING ON INCREASING SCHOOL FACILITIES FEES AS AUTHORIZED BY GOVERNMENT CODE SECTION 65995 (b) 3

13. CLOSE PUBLIC HEARING ON INCREASING SCHOOL FACILITIES FEES AS AUTHORIZED BY GOVERNMENT CODE SECTION 65995 (b) 3

14. APPROVAL OF RESOLUTION #20-01: INCREASING SCHOOL FACILITIES FEES AS AUTHORIZED BY GOVERNMENT CODE SECTION 65995 (b) 3
3 minutes
Action
(Dark Purple backup)

15. OPEN PUBLIC HEARING FOR THE AVAILABILITY OF INSTRUCTIONAL MATERIALS
3 minutes
Discussion/information

16. CLOSE PUBLIC HEARING ON THE AVAILABILITY OF INSTRUCTIONAL MATERIALS

17. APPROVE RESOLUTION #20-02 SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS
The Board will review and approve the District's availability of textbooks and instructional materials for students. An inventory of currently adopted materials is available in the school office. (This in an annual Board action.)
3 minutes
Action
(Aqua backup)

18. TECHNOLOGY: UPDATE ON INTERNET, WIRING AND COMPUTER PURCHASE
10 Minutes
Action/information

19. GENERATOR ISSUES
10 Minutes
Action/information

20. AFTERSCHOOL PROGRAM
10 Minutes
Discussion/information

21. APPROVE RESOLUTION 20-03: TEMPORARY TRANSFER OF CASH BETWEEN FUNDS FOR 2019-20
2 minutes (Bright Pink backup)
Action

22. PURCHASING OPTIONS FOR WASHINGTON
5 Minutes
Action/information

23. FUTURE AGENDA ITEMS

24. ADJOURNMENT

This agenda was posted at least 72 hours in advance of the meeting at 16661 Old Mill Road, Nevada City, CA 95959.

Notice: In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, contact the Twin Ridges Elementary School District office at 530.265.9052 ext. 201 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate your needs. {G.C. §54953.2, §54954.2(a)(1); Americans with Disabilities Act of 1990, §202 (42 U.S.C. §12132)]

Twin Ridges Elementary School District
Board of Trustees
SPECIAL BOARD MEETING

Tuesday, June 25, 2019
10:00 a.m.

Grizzly Hill School
16661 Old Mill Rd.
Nevada City, CA 95959

MINUTES

The Board reserves the right to take action on any item on the agenda.

1. **CALL TO ORDER** *10:40*

2. **ROLL CALL**

Mindi Morton	**President**
Rachel Kozloski	**Clerk**
Malik Goodman	**Member**
Hilary Hulteen	**Member**
Lorien Whitestone	**Member**

Members in Attendance: Mindi Morton, Rachel Kozloski, Malik Goodman, Lorien Whitestone
Administration in attendance: James Berardi, Deborah Messervey

3. **ITEMS FOR PUBLIC COMMENT AND COMMUNICATION**
The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on an agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)

Information
5 minutes
No comment

4. **THE BOARD WILL APPROVE THE JUNE 25, 2019 SPECIAL BOARD MEETING AGENDA**
Malik moved, Lorien seconded
Vote 4:0

5. **APPROVAL OF RESOLUTION #19-14: INCREASING SCHOOL FACILITIES FEES AS AUTHORIZED BY GOVERNMENT CODE SECTION 65995 (b) 3**
Action (salmon backup)
3 minutes
Rachel Moved Lorien Seconded
Roll Call 4:0

6. LCAP PLANNING FOR 2019-2020
Action/Information/ Discussion
180 minutes

7. FUTURE AGENDA ITEMS
Second meeting website

8. AJOURNMENT *2:13*

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Twin Ridges Elementary School District
Board of Trustees
SPECIAL BOARD MEETING

Tuesday, July 23, 2019
10:00 a.m.

Sierra Commons
792 Searls Ave.
Nevada City, CA 95959

MINUTES

The Board reserves the right to take action on any item on the agenda.

1. **CALL TO ORDER** *10:25*

2. **ROLL CALL**

Mindi Morton	**President**
Rachel Kozloski	**Clerk**
Malik Goodman	**Member**
Hilary Hulteen	**Member**
Lorien Whitestone	**Member**

Memebers in attendance: Mindi Morton, Rachel Kozloski(late) Malik Goodman, Lorien Whitestone

Administration in attendance: James Berardi

3. **ITEMS FOR PUBLIC COMMENT AND COMMUNICATION**
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information
5 minutes
No comment

4. **THE BOARD WILL APPROVE THE JULY 23, 2019 SPECIAL BOARD MEETING AGENDA**
Malik moved Lorien seconded
Vote: 3:0

5. **LCAP PLANNING FOR 2019-2020**
Action/Information/ Discussion
180 minutes

6. **FUTURE AGENDA ITEMS**
None

7. **AJOURNMENT** *12:00 Pm*

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Twin Ridges Elementary School District
Board of Trustees
BOARD MEETING

Tuesday, August 13, 2019
4:00 PM

Grizzly Hill School
16661 Old Mill Road
Nevada City, CA 95959

MINUTES

The Board reserves the right to take action on any item on the agenda.

1. **CALL TO ORDER 4:05**

2. **ROLL CALL**

Mindi Morton	**President**
Rachel Kozloski	**Clerk**
Malik Goodman	**Member**
Hilary Hulteen	**Member**
Lorien Whitestone	**Member**

Members in attendance: Mindi Morton, Malik Goodman, Hilary Hulteen, Lorien Whitestone
Administration in attendance: James Berardi, Deborah Messervey

3. **ITEMS FOR PUBLIC COMMENT AND COMMUNICATION**
The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on an agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322; Government Code 54954.3)

5 minutes
Information

No Comment

4. **FAMILY RESOURCE CENTER**
3 minutes
Information
Diana was not present.
Hilary commented on both camps and was very impressed.

5. CONSENT

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5.1 THE BOARD WILL APPROVE THE AUGUST 13, 2018 AGENDA

Malik moved Lorien seconded
Vote was 4:0

5.2 APPROVE WARRANTS (pink backup)

6. QUARTERLY RAYMOND JAMES REPORT

15 minutes
Discussion/action (white backup)

7. TEACHERS REPORT

5 minutes
Information

a. Washington School Enrollment

Grade	K	1	2	3	4	5	6	7	8	Total
Students	-0-	-0-	-0-	-0-	2	-0-	2	1	-0-	5

b. Grizzly Hill School Enrollment

Grade	TK/K	1	2	3	4	5	6	7	8	Total
Students	5	11	17	8	12	10	9	7	11	90

8. PRINCIPALS REPORT

10 minutes
Information
James provided information about staff, facilities, new hires and upcoming staff meeting. James provided a update on Bonnie. Discussed h2o for Washington.

9. APPROVAL OF 2018-19 CONSOLIDATED APPLICATION

3 minutes
Information/action
Rachel moved Malik seconded
Vote 5:0

(blue backup)

10. APPROVAL TO HIRE ALAYNA GRAPEL AS A TEMPORY CO-TEACHER FOR GRADES 6/7/8
3 minutes
Action
Malik moved Lorien seconded
Vote 5:0

PUBLIC COMMENT

At this time, we open the meeting for any public comments regarding the following Closed Session item.

11. ADJOURN TO CLOSED SESSION *5:11*
No comment

12. CLOSED SESSION: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/ RELEASE
For closed session discussions concerning personnel matters pursuant to Government Code 54957

13. RECONVENE FROM CLOSED SESSION

14. FUTURE AGENDA ITEMS
After School Program
Teacher at next board meeting

15. ADJOURNMENT

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Twin Ridges Elementary School District
Board of Trustees
SPECIAL BOARD MEETING

Monday, August 19, 2019
4:00 p.m.

Grizzly Hill School
16661 Old Mill Rd.
Nevada City, CA 95959

MINUTES

The Board reserves the right to take action on any item on the agenda.

1. **CALL TO ORDER** *6:07*

2. **ROLL CALL**

Mindi Morton	**President**
Rachel Kozloski	**Clerk**
Malik Goodman	**Member**
Hilary Hulteen	**Member**
Lorien Whitestone	**Member**

Members in attendance: Mindi Morton, Malik Goodman, Lorien Whitestone
Administration in attendance: James Berardi

3. **ITEMS FOR PUBLIC COMMENT AND COMMUNICATION**
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Information
5 minutes
No comment

4. **THE BOARD WILL APPROVE THE AUGUST 19, 2019 SPECIAL BOARD MEETING AGENDA**

5. **APPROVAL OF JOB DESCRIPTION FOR SUPERINTENDENT/PRINCIPAL**
Action/Discussion
20 minutes
Agreed to use existing language from previous job description.
Malik moved, Lorien seconded
Vote 3:0

6. APPROVAL OF NEW SUPERINTENDENT/PRINCIPAL SALARY
Action/Discussion
20 minutes
Agreed to use existing language of salary from original.
Competitive and negotiable
Lorien moved, Malik seconded
Vote 3:0

7. DATE OF SUPERINTENDENT/PRINCIPAL INTERVIEWS
September 23rd-27th
Action/Discussion
5 minutes
September 24th at 9:00 am at Oak Tree School
Malik moved, Lorien seconded
Vote 3:0

8. APPROVAL OF INTERIM SUPERINTENDENT/PRINCIPAL POSITION AND COMPENSATION
Action/Discussion
20 minutes
$525 a day September 16th Start date
Malik moved, Lorien seconded
Vote 3:0

9. FUTURE AGENDA ITEMS
New superintendent, Evaluation, Process, Discussion
Use of ASES and art room

10. AJOURNMENT *7:30*

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Register 000066 - 08/02/2019

Bank Account COUNTY - AP Account

Number	Amount	Status	Fund	Cancel Register Id	Payee
20-468619	191.82	Printed	01		AT&T (000010/1)
20-468620	369.49	Printed	01		B & C HOME CENTERS (000073/1)
20-468621	381.00	Printed	01		BEAM SECURITY SYSTEMS INC dba ADMIRAL ALARM & ELEC (000082/1)
20-468622	139.00	Printed	01		CIT TECHNOLOGY FINANCIAL SERV (000012/1)
20-468623	415.00	Printed	01		CRANMER ENGINEERING INC (000035/1)
20-468624	25.00	Printed	01		NEVADA COUNTY SHERRIFFS OFFICE (000103/1)
20-468625	238.99	Printed	01		PARS ADMIN (000016/1)
20-468626	55.67	Printed	01		RAY A MORGAN COMPANY INC (000104/1)
20-468627	149.42	Printed	01		STANDARD INSURANCE COMPANY CB (000053/1)
20-468628	3,218.96	Printed	01		US BANK CORPORATE PMT SYS (000057/1)
20-468629	360.13	Printed	01		US BANK EQUIPMENT FINANCE (000056/1)
20-468630	7.47	Printed	01		WASHINGTON COUNTY WATER DIST (000063/1)
20-468631	266.32	Printed	01		WASTE MGMT OF NEVADA COUNTY (000059/1)
	5,818.27	Number of Items	13	Totals for Register 000066	

2020 FUND-OBJ Expense Summary / Register 000066

01-3901	149.42	
01-3902	238.99	
01-4300	369.49	
01-5540	7.47	
01-5570	266.32	
01-5600	554.80	
01-5800	796.00	
01-5840	25.00	
01-5930	191.82	
01-9110*		5,818.27-
01-9500*	3,218.96	
Totals for Register 000066	**5,818.27**	**5,818.27-**

2019 FUND-OBJ Summary / Register 000066

01-4300	1,865.33
01-4390	479.84
01-5210	257.96

Selection Sorted by Check Number, Include Address:No, Filtered by (Org = 11, Bank Account(s) IN ('COUNTY'), Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/1/2019, Ending Check Date = 8/31/2019, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

011 - TWIN RIDGES ELEMENTARY SCHL DIST

Generated for Deborah Messervey (DMESSERVEY), Sep 5 2019 8:12PM

Register 000066 - Fund/Obj Summary Bank Account COUNTY - AP Account

2019 FUND-OBJ Summary / Register 000066 (continued)

01-5871	605.96	
01-5920	9.87	
01-9509*		3,218.96-
Total for Fiscal Year 2019 and Fund 01	**3,218.96**	**3,218.96-**
01-3901	149.42	
01-3902	238.99	
01-4300	369.49	
01-5540	7.47	
01-5570	266.32	
01-5600	554.80	
01-5800	796.00	
01-5840	25.00	
01-5930	191.82	
01-9110*		5,818.27-
01-9500*	3,218.96	
Total for Fiscal Year 2020 and Fund 01	**5,818.27**	**5,818.27-**
Totals for Register 000066	**9,037.23**	**9,037.23-**

* denotes System Generated entry

Net Change to Cash 9110 **5,818.27- Credit**

Check Register

Register 000067 - 08/09/2019

Bank Account COUNTY - AP Account

Number	Amount	Status	Fund	Cancel Register Id	Payee
20-468912	37.74	Printed	01		BENDER, SUNSHINE M (000130 - Emp)
20-468913	1,088.00	Printed	01		CALVIN WALLACE (000108/1)
20-468914	80.00	Printed	01		CRANMER ENGINEERING INC (000035/1)
20-468915	399.37	Printed	01		GRASS VALLEY AIR COND INC (000087/1)
20-468916	1,750.00	Printed	01		PORTOLA SYSTEMS INC (000207/1)
	3,355.11	Number of Items	5	Totals for Register 000067	

2020 FUND-OBJ Expense Summary / Register 000067

01-4300	37.74	
01-4400	1,750.00	
01-5800	1,567.37	
01-9110*		3,355.11-
Totals for Register 000067	**3,355.11**	**3,355.11-**

* denotes System Generated entry

Net Change to Cash 9110 **3,355.11- Credit**

Selection Sorted by Check Number, Include Address:No, Filtered by (Org = 11, Bank Account(s) IN ('COUNTY'), Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/1/2019, Ending Check Date = 8/31/2019, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

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Generated for Deborah Messervey (DMESSERVEY), Sep 5 2019 8:12PM

2020 FUND-OBJ Expense Summary / Register 000067 (continued)

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Check Register

Register 000068 - 08/23/2019

Bank Account COUNTY - AP Account

Number	Amount	Status	Fund	Cancel Register Id	Payee
20-469499	93.61	Printed	01		BEBERG, VALORIA (000007 - Emp)
20-469500	141.03	Printed	01		HEDENLAND, ABIGAIL R (000124 - Emp)
20-469501	191.57	Printed	01		AT&T (000010/1)
20-469502	326.45	Printed	01		B & C HOME CENTERS (000073/1)
20-469503	400.00	Printed	01		CALVIN WALLACE (000108/1)
20-469504	288.40	Printed	01		EMPIRE ENERGY INC (000151/1)
20-469505	206.39	Printed	01		HILLS FLAT LUMBER (000095/1)
20-469506	1,757.59	Printed	01		PG&E (000050/1)
20-469507	1,134.00	Printed	01		SUPPORTED LIFE INSTITUTE-CTEC (000189/1)
20-469508	214.54	Printed	01		Sysco Sacramento (000022/1)
20-469509	974.19	Printed	13		Sysco Sacramento (000022/1)
20-469510	1,196.25	Printed	25		JACK SCHREDER AND ASSOC INC (000183/1)
	6,924.02	Number of Items	12	Totals for Register 000068	

2020 FUND-OBJ Expense Summary / Register 000068

01-4300	767.48	
01-4700	214.54	
01-5520	1,757.59	
01-5640	288.40	
01-5800	1,534.00	
01-5930	191.57	
01-9110*		4,753.58-
Totals for Fund 01	**4,753.58**	**4,753.58-**
13-4300	231.96	
13-4700	742.23	
13-9110*		974.19-
Totals for Fund 13	**974.19**	**974.19-**
25-5800	1,196.25	
25-9110*		1,196.25-
Totals for Fund 25	**1,196.25**	**1,196.25-**
Totals for Register 000068	**6,924.02**	**6,924.02-**

Selection: Sorted by Check Number, Include Address:No, Filtered by (Org = 11, Bank Account(s) IN ('COUNTY'), Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/1/2019, Ending Check Date = 8/31/2019, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

011 - TWIN RIDGES ELEMENTARY SCHL DIST

Generated for Deborah Messervey (DMESSERVEY), Sep 5 2019 8:12PM

Register 000068 - Fund/Obj Expense Summary Bank Account COUNTY - AP Account

2020 FUND-OBJ Expense Summary / Register 000068 (continued)

* denotes System Generated entry

Net Change to Cash 9110	**6,924.02- Credit**

Register 000069 - 08/30/2019

Bank Account COUNTY - AP Account

Number	Amount	Status	Fund	Cancel Register Id	Payee
20-469851	224.50	Printed	01		GRAPEL, ALAYNA (000177 - Emp)
20-469852	95.50	Printed	01		KULLER, JESSICA M (000176 - Emp)
20-469853	25.00	Printed	01		MARTINEZ, JEFFREY M (000171 - Emp)
20-469854	50.28	Printed	01		WEGMAN, RACHEL I (000173 - Emp)
20-469855	49.50	Printed	01		ZEISLER, NANCY M (000120 - Emp)
20-469856	178.50	Printed	01		ANTOINETTE QUINTAL (000203/1)

623.28 **Number of Items** **6** **Totals for Register 000069**

2020 FUND-OBJ Expense Summary / Register 000069

01-4300	250.28	
01-5800	178.50	
01-5840	194.50	
01-9110*		623.28-
Totals for Register 000069	**623.28**	**623.28-**

* denotes System Generated entry

Net Change to Cash 9110 **623.28- Credit**

2020 FUND-OBJ Expense Summary / Register 000069 (continued)

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2020 FUND-OBJ Expense Summary / Register 000069 (continued)

16,720.68	Number of Items	36	Totals for Org 011 - TWIN RIDGES ELEMENTARY SCHL DIST

WILLIAMS UNIFORM COMPLAINT PROCEDURES

Cautionary Notice: AB 97 (Ch. 47, Statutes of 2013) repealed Education Code 42605, which provided temporary flexibility for specified "Tier 3" categorical programs, and instead redirects the funding for those categorical programs into the Local Control Funding Formula (LCFF) (Education Code 42238.01-42251). The supplemental and concentration grant portions of the LCFF may be used for any schoolwide or districtwide educational purpose in accordance with state regulations to be adopted by January 31, 2014, with a goal of increasing or improving services for English learners, foster youth, and students eligible for free and reduced-price meals. Certain requirements related to Tier 3 categorical program(s) in the following policy or regulation are no longer applicable.

Types of Complaints

The district shall use the following procedures to investigate and resolve complaints when the complainant alleges that any of the following has occurred: (Education Code 35186; 5 CCR 4681, 4682, 4683)

1. Textbooks and instructional materials

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

   b. A pupil does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each pupil.

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

   d. A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

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

2. Teacher vacancy or misassignment

   a. A semester begins and a teacher vacancy exists.

   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.

(cf. 4112.22 - Staff Teaching Students of Limited English Proficiency)

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

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

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of the semester for an entire semester. (Education Code 35186; 5 CCR 4600)

Beginning of the year or semester means the first day classes necessary to serve all the pupils enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day pupils attend classes for that semester. (5 CCR 4600)

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR 4600)

(cf. 4112.2 - Certification)
(cf. 4113 - Assignment)

3. Facilities

a. A condition poses an emergency or urgent threat to the health or safety of pupils or staff.

Emergency or urgent threat means structures or systems that are in a condition that poses a threat to the health and safety of pupils or staff while at school, including, but not limited to, gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer line stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; structural damage creating a hazardous or uninhabitable condition; or any other condition deemed appropriate. (Education Code 17592.72)

b. A school restroom has not been cleaned, maintained, or kept open in accordance with Education Code 35292.5.

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

Clean or maintained school restroom means a school restroom has been cleaned or maintained regularly, is fully operational, or has been stocked at all times with toilet paper, soap, or paper towels or functional hand dryers. (Education Code 35292.5)

Open restroom means the school has kept all restrooms open during school hours when pupils are not in classes and has kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when the temporary closing of the restroom is necessary for pupil safety or to make repairs. (Education Code 35292.5)

Filing of Complaint

A complaint alleging any condition(s) specified in items #1-3 in the section entitled "Types of Complaints" above shall be filed with the principal or designee at the school in which the complaint arises. The principal or designee shall forward a complaint about problems beyond his/her authority to the Superintendent or designee in a timely manner, but not to exceed 10 working days. (Education Code 35186; 5 CCR 4680)

A complaint alleging any deficiency specified in item #4 in the section entitled "Types of Complaints" above shall be filed with a district official designated by the Superintendent. Such complaints may be filed at the district office or school site and shall be immediately forwarded to the Superintendent or designee. (Education Code 35186)

Investigation and Response

The principal or designee shall make all reasonable efforts to investigate any problem within his/her authority. He/she shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 35186; 5 CCR 4685)

Complaints may be filed anonymously. If the complainant has indicated on the complaint form that he/she would like a response to the complaint, the principal or designee shall report the resolution of the complaint to him/her within 45 working days of the initial filing of the complaint. If a response is requested, the response shall be made to the mailing address of the complainant as indicated on the complaint form. At the same time, the principal or designee shall report the same information to the Superintendent or designee. (Education Code 35186; 5 CCR 4680, 4685)

When Education Code 48985 is applicable and the complainant has requested a response, the response shall be written in English and in the primary language in which the complaint was filed. (Education Code 35186)

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

If a complainant is not satisfied with the resolution of a complaint, he/she has the right to describe the complaint to the Board of Trustees at a regularly scheduled meeting. (Education Code 35186; 5 CCR 4686)

For any complaint concerning a facilities condition that poses an emergency or urgent threat to the health or safety of pupils or staff as described in item #3a in the section entitled "Types of Complaints" above, a complainant who is not satisfied with the resolution proffered by the principal or Superintendent or designee may file an appeal to the Superintendent of Public Instruction within 15 days of receiving the district's response. The complainant shall comply with the appeal requirements specified in 5 CCR 4632. (Education Code 35186; 5 CCR 4687)

All complaints and written responses shall be public records. (Education Code 35186; 5 CCR 4686)

(cf. 1340 - Access to District Records)

Reports

The Superintendent or designee shall report summarized data on the nature and resolution of all complaints to the Board and the County Superintendent of Schools on a quarterly basis. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting. (Education Code 35186; 5 CCR 4686)

Forms and Notices

The Superintendent or designee shall ensure a Williams complaint form is available at each school. However, complainants need not use the district's complaint form in order to file a complaint. (Education Code 35186; 5 CCR 4680)

The Superintendent or designee shall ensure that the district's complaint form contains a space to indicate whether the complainant desires a response to his/her complaint and specifies the location for filing a complaint. A complainant may add as much text to explain the complaint as he/she wishes. (Education Code 35186; 5 CCR 4680)

The Superintendent or designee shall ensure that a notice is posted in each classroom in each school containing the components specified in Education Code 35186. (Education Code 35186)

Legal Reference: (see next page)

WILLIAMS UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference:

EDUCATION CODE
1240 County superintendent of schools, duties
17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account
33126 School accountability report card
35186 Williams uniform complaint procedure
35292.5 Restrooms, maintenance and cleanliness
37254 Supplemental instruction based on failure to pass exit exam by end of grade 12
48985 Notice to parents in language other than English
60119 Hearing on sufficiency of instructional materials
CODE OF REGULATIONS, TITLE 5
4600-4687 Uniform complaint procedures, especially:
4680-4687 Williams complaints

Management Resources:

WEB SITES
CSBA: http://www.csba.org
California County Superintendents Educational Services Association: http://www.ccsesa.org
California Department of Education, Williams case: http://www.cde.ca.gov/eo/ce/wc/index.asp
State Allocation Board, Office of Public School Construction: http://www.opsc.dgs.ca.gov

Twin Ridges Elementary School District

2018/2019 Williams Uniform Complaint Summary

(Prepared in accordance with the provisions of Ed. Code 35186{d}.)

Quarter Four: April 1, 2019 - June 30, 2019

Number of Complaints: 0

Nature of Complaints:

Resolution of Complaints:

I hereby certify that, to the best of my knowledge and belief, this report is true and correct, and that all data has been complied with the reported in accordance with state laws and regulations.

Superintendent/Principal

8/22/19

Date

Twin Ridges Elementary School District
James Berardi, Superintendent/Principal

16661 Old Mill Road
Nevada City, CA 95959

(530) 265-9052
FAX (530) 265-3049

RESOLUTION NO. 20-01
(September 10, 2019, Regular Meeting)
A RESOLUTION OF THE GOVERNING BOARD OF THE TWIN RIDGES ELEMENTARY SCHOOL DISTRICT INCREASING SCHOOL FACILITIES FEES AS AUTHORIZED BY GOVERNMENT CODE SECTION 65995 (b) 3

WHEREAS, Statute AB 2926 (Chapter 887/Statutes of 1986) authorizes the governing board of any school district to levy a fee, charge, dedication or other form of requirement against any development project for the reconstruction of school facilities; and,

WHEREAS, Government Code Section 65995 establishes a maximum amount of fee that may be charged against such development projects and authorizes the maximum amount set forth in said section to be adjusted for inflation every two years as set forth in the state-wide cost index for Class B construction as determined by the State Allocation Board at its January meeting; and,

WHEREAS, at its January 24, 2019, meeting, the State Allocation Board approved the maximum fee authorized by Education Code Section 17620 to $3.79 per square foot of residential construction described in Government Code Section 65995(b)(1) and $0.61 per square foot against commercial and industrial construction described in Government Code Section 65995(b)(2); and,

WHEREAS, the purpose of this Resolution is to approve and adopt fees on residential projects in the amount of up to $3.79 per square foot as authorized by Education Code Section 17620; and,

WHEREAS, the purpose of this Resolution is to approve and adopt fees on commercial and industrial development projects in the amount of up to $0.61 per square foot as described in Government Code Section 65995(b)(2). The mini-storage category of commercial/industrial justification has less impact than the statutory $0.61 per square foot commercial/industrial justification and should be collected at the justified rate of $0.00 per square foot.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Governing Board of the Twin Ridges Elementary School District as follows:

1. Procedure. This Board hereby finds that prior to the adoption of this Resolution, the Board conducted a public hearing at which oral and written presentations were made, as part of the Board's regularly scheduled September 10, 2019, meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, has been published twice in a newspaper in accordance with Government Code Section 66016, and a notice, including a statement that the data required by Government Code Section 66016 was available, was mailed at least 14 days prior to the meeting to any interested party who had filed a written request with the District for mailed notice of the meeting on new fees or service charges within the period specified by law. Additionally, at least 10 days prior to the meeting, the District made available to the public, data indicating the amount of the cost, or estimated cost, required to provide the service for which the fee or service charge is to be adjusted pursuant to this Resolution, and the revenue sources anticipated to provide this service. By way of such public meeting, the Board received oral and written presentations by District staff which are summarized and contained in the District's Developer Fee Implementation Study dated November 29, 2016(hereinafter referred to as the "Plan") and which formed the basis for the action taken pursuant to this Resolution.