

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**BOARD OF TRUSTEES**  
**BOARD MEETING AGENDA**  
**April 12, 2021 6:30 pm**

Teleconference Zoom Meeting:

<https://zoom.us/j/98052418707?pwd=Zk8xTzZVYlQ4eHlWS0VETjFTa0xyZz09>

Meeting ID: 980 5241 8707

Passcode: Cutten

Enter Meeting by Telephone: 1-669-900-6833

**1.0 CALL TO ORDER**

**2.0 CONSENT AGENDA**

- 2.1 Approval of Minutes, March 8, 2021, March 24, 2021, March 27, 2021 and April 7, 2021
- 2.2 Approval of Warrants and Payroll
- 2.3 Quarterly Report on William Uniform Complaints
- 2.4 Approval of MOU Between Cutten School District and HBTA Regarding School Climate Team Stipends
- 2.5 Approval of MOU Between Cutten School District and HBTA Regarding Leadership Team Stipends
- 2.6 Approve Employment of Two Temporary Program Aides, .4375 FTE and .375 FTE
- 2.7 Approve Employment of Two Probationary Program Aides, .4375 FTE
- 2.8 Approval of Additional June Board Meeting, June 15, 2021
- 2.9 Medical, Dental, and Vision Rates for 2021 – 2022
- 2.10 Approval of 2021-22 District Calendar Revision
- 2.11 Approval of Contract for Bond Audit with David L. Moonie & Co.

**3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS**

The Board reserves the right to limit speakers to three minutes only. The Board may comment, but cannot take action at this time. The Board President may refer the matter to the Superintendent for review, if appropriate.

**4.0 REPORTS**

- 4.1 Cutten-Ridgewood PTA Report
- 4.2 School Site Council Report
- 4.3 HBTA Report
- 4.4 2021 – 2022 Student Registration Report
- 4.5 2020 – 2021 Learning Continuity Plan Annual Update

**5.0 CORRESPONDENCE**

**6.0 INFORMATION / POSSIBLE ACTION ITEMS**

- 6.1 Approval to Complete the HVAC Project Under Governor's Emergency Proclamation Bidding Suspension
- 6.2 BESC Heating & Ventilation Improvement Measures Presentation
- 6.3 Oral Recommendation Regarding Salary and/or Fringe Benefits
- 6.4 Consider Approval of Superintendent's Employment Agreement
- 6.5 Consider Approval of Request from Certificated Staff Member
- 6.6 Consider Approval of Summer School Plan
- 6.7 Consider Approval of MOU Between Cutten School District and HBTA Regarding Yearbook Stipends, 2019 – 20, 2020 – 21, 2021 – 22
- 6.8 CDC Guidelines and Blended Learning Model
- 6.9 Cutten Fencing Bid Project Results

**7.0 SUPERINTENDENT REPORT**

**8.0 BOARD MEMBER COMMENTS / COMMUNICATION**

**9.0 ADJOURNMENT**

NOTICE: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at Ridgewood School, 2060 Ridgewood Drive, Eureka.

**CUTTEN SCHOOL DISTRICT**  
**BOARD MINUTES**  
**March 8, 2021 via Zoom**  
**6:30 p.m.**

- 1.0 CALL TO ORDER** – The meeting was called to order at 6:33 p.m.
- 1.1 Board members in attendance, participating via Zoom: Andy Sundquist, Mary DeWald, Dennis Reinholtsen, Becky Reece, and Beth Johnston
- 2.0 CONSENT AGENDA**
- 2.1 Motion by Mary DeWald, second by Andy Sundquist to approve the consent agenda. Motion carried 5-0, with roll call vote.
- 3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS** – None
- 4.0 REPORTS**
- 4.1 Cutten Ridgewood PTA Report – Elaine Mu reported that the PTA gave service awards to Katri Pitts, Martin Tunzi, Judy Ghera and Sue Ivey. The PTA is now reviewing applications for their scholarship. The PTA is looking into possibly providing supplies for Earth Week student events. The PTA is in need of a vice president for programs & events, and chair positions for the carnival, pancake breakfasts and play day. If anyone is interested they can contact the PTA via Facebook or email. The next meeting will be April 6 at 6:30 p.m.
- 4.2 HBTA Report – Amy Chastain reported that the TK/K Orientation was different this year but had a good turnout and provided good information. Teachers are still getting projectors installed, and the TK class loved it. Most teachers have already received their 2<sup>nd</sup> COVID vaccine, and the district started voluntary weekly on-site COVID testing.
- 4.3 2021-22 New Student Registration and IDT Update – Sue Ivey reviewed the student registration handout provided in the board packet. There are 60 TK/Kindergarten students registered for 21-22 so far. The district may create a waitlist if the registration reaches 75 students.
- 4.4 2021-22 LCAP Update – Sue Ivey reported that Cutten is the first district to complete the annual update. Sue also provided information on the LCAP Annual Update report included in the board packet including metrics / outcomes, and actions / services.
- 5.0 CORRESPONDENCE** - None
- 6.0 INFORMATION / POSSIBLE ACTION ITEMS**
- 6.1 Motion by Andy Sundquist, second by Dennis Reinholtsen to approve Resolution 1021-05 Regarding Certificated Reduction in Force (2.0 FTE – Layoff). Motion carried 5-0 with roll call vote.
- 6.2 Motion by Beth Johnston, second by Mary DeWald to approve the Tentative Agreement with Humboldt Bay Teachers Association with the following changes: Article 4.2 add “not” before “pay membership dues” for clarification. Article 15.1.1 strike out the “4” in parentheses for clarification. Motion carried 5-0 with roll call vote.

- 6.3 Motion by Dennis Reinholtsen, second by Andy Sundquist to approve the Classified Compensation Package for 2020-21, 2021-22 and 2022-23. Motion carried 5-0 with roll call vote.
- 6.4 Motion by Mary DeWald, second by Beth Johnston to certify the 2020-2021 Second Interim Report as Positive. Motion carried 5-0 with roll call vote.
- 6.5 Motion by Andy Sundquist, second by Dennis Reinholtsen to adopt BP 4119.41/4219.41/4319.41 *Employees with Infectious Disease*; BP 4131 *Staff Development*; BP 4143 *Negotiations*; BP/AG 4143.1 *Public Notice – Personnel Negotiations*; BP/AG 4144/4244/4344 *Complaints*; BP 4156.2/4256.2/4356.2 *Awards and Recognition*; BP 4157.1/4251.1/4357.1 *Work-Related Injuries*; BP/AG 4158/4258/4358 *Employee Security*; BP/AG 4161/4261/4361 *Leaves*; AG 4161.1/4261.1/4361.1 *Personal Illness/Injury Leave*; AG 4161.11/4261.11/4361.11 *Industrial Accident/Illness Leave*. Motion carried 5-0, with roll call vote.
- 6.6 Motion by Andy Sundquist, second by Mary DeWald to proceed with BESC, Inc. for professional design and engineering services to update the ventilation/HVAC system. Motion carried 4-0 with roll call vote. Dennis Reinholtsen recused himself from the vote due to a conflict of interest.

## **7.0 SUPERINTENDENT / PRINCIPAL REPORT**

- 7.1 Sue Ivey reported that 30 students are moving from Distance Learning to Blended Learning. The district was able to move all the students though maybe not to their preferred cohort. The district now has approximately 70% of students in Blended Learning and 30% in Distance Learning. Those students will start Blended Learning Monday March 15<sup>th</sup>. Jay and the maintenance crew are continuing to install projectors. DSA finally responded about the five incomplete projects. We have received an invoice to open those projects and are now ready to list the bond projects and prioritize them, with work hopefully starting this summer. The district has modified report cards and has started conducting parent conferences. Parent-teacher conferences will be conducted on Fridays March 12, 19, and 26, unless other arrangements are made. Self-administered voluntary COVID testing has started. The first batch was done Friday March 7<sup>th</sup> and the results came back on the weekend. Tracy Thayer has the TIP program up and running. August reported that teachers are piloting the FOSS program for Science this year. Although not an ideal time to pilot this program he is confident we can get enough information this year to make a decision. Sue Ivey reported the Ridgewood solar array has been live since January 5 and is producing clean energy for our district.

- 8.0 **BOARD MEMBER COMMENTS / COMMUNICATION** – Becky Reece wanted to thank the district for paying for Masters in Governance Training. They are good classes and she is learning a lot.

- 9.0 **PUBLIC COMMENT ON CLOSED SESSION ITEM** – Several staff comments were made and heard regarding the closed session agenda items.

**10.0 CLOSED SESSION – 7:43 p.m.**

With respect to every item of business to be discussed in closed session:

**10.1 PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT (GC § 54957)**

Title: Principal

Title: Associate Principal

**11.0 RECONVENE TO OPEN SESSION – 8:32 p.m.**

11.1 President Becky Reece announced that the Board of Trustees unanimously approved the Principal's employment agreement as presented.

11.2 President Becky Reece announced that the Board of Trustees unanimously approved the Principal's employment agreement as presented.

**12.0 ADJOURNMENT**

12.1 The meeting was adjourned at 8:33 p.m.

Respectfully submitted,



Sue Ivey  
Secretary to the Board

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**BOARD MINUTES**  
March 24, 2021 5:00 p.m. via Zoom

- 1.0 CALL TO ORDER** The meeting was called to order at 5:06 p.m.  
Board members in attendance: Andy Sundquist, Mary DeWald, Dennis Reinholtsen, Beth Johnston and Becky Reece
- 2.0 PUBLIC COMMENT ON CLOSED SESSION ITEM** NONE
- 3.0 CLOSED SESSION** Adjourned to Closed Session at 5:08 p.m.
- 4.0 RECONVENE TO OPEN SESSION** at 6:29 p.m. In closed session, a motion was made and passed unanimously to offer a contract to a candidate for the position of Superintendent/Principal.
- 5.0 ADJOURNMENT** The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

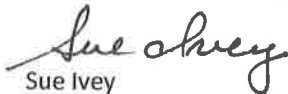


Sue Ivey  
Secretary to the Board

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**BOARD MEETING MINUTES**  
March 27, 2021 4:00 pm

- 1.0 **CALL TO ORDER** The meeting was called to order at 4:07 p.m.  
Board members in attendance: Andy Sundquist, Mary DeWald, Becky Reece and Beth Johnston
- 2.0 **PUBLIC COMMENT ON CLOSED SESSION ITEM** None
- 3.0 **CLOSED SESSION** at 4:11 p.m.
- 4.0 **RECONVENE TO OPEN SESSION** at 4:27 p.m. There was no action taken during closed session.
- 5.0 **ADJOURNMENT** The meeting was adjourned at 4:28 p.m.

Respectfully submitted,



Sue Ivey

Secretary to the Board

CUTTEN ELEMENTARY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
April 7, 2021 5:00 pm

- 1.0 **CALL TO ORDER** The meeting was called to order at 5:03 p.m.  
Board members in attendance: Andy Sundquist, Dennis Reinholtsen, Becky Reece and Beth Johnston
- 2.0 **VISITOR COMMENTS ON NON-AGENDA ITEMS** None
- 3.0 **CDC Guidelines for 3 feet Distancing in Classrooms and On-campus Learning Model**  
The School Board conducted a study session regarding the recently revised CDC guidelines and distancing between students in a classroom, and discussed possible modifications of the current blended learning schedule to reflect the recent change in guidelines. The Board directed the Superintendent to send out a parent survey.
- 4.0 **ADJOURNMENT** The meeting was adjourned at 6:06 p.m.

Respectfully submitted,

  
Sue Ivey  
Secretary to the Board

# ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

## Report Cover Sheet

### General Settings

Report Name  
Printed  
District  
Logon  
Fiscal Year

ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
4/6/2021 2:56:34 PM  
09  
tarwood  
2021

### Options

Report Title

MAR AP BOARD REPORT

### Filters

Transaction Type:  
Board Meeting Date:  
From Transmittal Number:  
To Transmittal Number:  
Audit Type:  
Fiscal Year:  
Sort By:  
Print Description:  
Include Vendor Address:  
Page Break By Transmittal:  
Include Voided Transmittal:

ALL  
04/12/2021  
21000038  
21000045  
ALL  
2021  
Vendor Name  
Board Description  
NO  
NO  
NO



HUMBOLDT COUNTY OFFICE OF EDUCATION  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**

MAR AP BOARD REPORT

Board of Trustees Meeting 04/12/2021

Fiscal Year: 2021

09 Cufften

Transmittal Number: 21000038-0 AUDIT

Reference PV210713-001 Vendor CAMPTON ELECTRIC

Description MAINTENANCE SUPPLIES  
 Amount 202.14  
 202.14

Total Payment Amount

PV210714-001

DESIGN AIR

FIX BROKEN HEATER RM 14  
 1,071.78  
 1,071.78

Total Payment Amount

PV210715-001

MENDES SUPPLY COMPANY

CUSTODIAL SUPPLIES  
 102.79  
 102.79

Total Payment Amount

PV210716-001

P G & E

PG&E FEBRUARY 2021 GAS  
 1,233.95

P G & E

PG&E FEBRUARY 2021  
 854.15

Total Payment Amount

2,088.10

PV210718-001

SEEGER, JAY

MAINTENANCE SUPPLIES  
 43.13

SEEGER, JAY

SCANNED BLUEPRINTS  
 122.50

Total Payment Amount

165.63

PV210720-001

STAPLES ADVANTAGE

SCHOOL SUPPLIES  
 18.91

Total Payment Amount

18.91

PV210721-001

U. S. BANK EQUIPMENT FINANCE

PRINTER/COPIER AGREEMENT  
 1,138.31

Total Payment Amount

1,138.31

Transmittal Total

4,787.66

Fund Summary: Fund 01

4,787.66

Transmittal Number: 21000039-0 AUDIT

PV210722-001 CARTER, ALVICE  
 PV210723-001 CARTER, ALVICE

INSTRUMENT REPAIR  
 32.00  
 INSTRUMENT REPAIR  
 15.84

Total Payment Amount

47.84

PV210724-001

DESHAIS, AUGUST

REIMB-DESHAIS SCHOOL SUPPLIES  
 1,692.83

Total Payment Amount

1,692.83

PV210725-001

FRESZ, KRISTYN

REIMB-FRESZ MILEAGE  
 27.66

Total Payment Amount

27.66

HUMBOLDT COUNTY OFFICE OF EDUCATION  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**

MAR AP BOARD REPORT

Board of Trustees Meeting 04/12/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000039-0 AUDIT

Reference	Vendor	Description	Amount
PV210726-001	LIFETOUCH	YEARBOOK DEPOSIT	3,941.25
		<b>Total Payment Amount</b>	<b>3,941.25</b>

PV210728-001 MIRANDA JOHNSTON

REIMB-JOHNSTON PPE	112.25
<b>Total Payment Amount</b>	<b>112.25</b>

PV210727-001 MITCHELL, BRANDEE

REIMB-MITCHELL CLASSROOM MONIE	114.98
<b>Total Payment Amount</b>	<b>114.98</b>

PV210729-001 PIERSON BLDG CENTER

ONGOING MAINTENANCE	24.58
<b>Total Payment Amount</b>	<b>24.58</b>

**Transmittal Total**

5,961.39

**Fund Summary:**

5,961.39

Fund 01

Transmittal Number: 21000040-0 AUDIT

PV210730-001	AT&T CALNET 2	PHONE SERVICE	131.22
PV210731-001	AT&T CALNET 2	PHONE SERVICE	132.73
PV210732-001	AT&T CALNET 2	PHONE SERVICE	21.83
		<b>Total Payment Amount</b>	<b>285.78</b>

PV210733-001 CRYSTAL CREAMERY

MILK FOR LUNCH PROGRAM	117.41
<b>Total Payment Amount</b>	<b>117.41</b>

PV210734-001 HUMB COMMUNITY SERVICES DIST

61.42

PV210735-001 HUMB COMMUNITY SERVICES DIST

51.12

PV210736-001 HUMB COMMUNITY SERVICES DIST

315.72

**Total Payment Amount**

428.26

PV210737-001 MISSION LINEN INDUST. SERV

LAUNDRY	198.33
<b>Total Payment Amount</b>	<b>198.33</b>

PV210738-001 MURPHY'S MARKET

9.78

**Total Payment Amount**

9.78

PV210739-001 P G & E

4,667.78

**Total Payment Amount**

4,667.78

HUMBOLDT COUNTY OFFICE OF EDUCATION  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**

MAR AP BOARD REPORT

Board of Trustees Meeting 04/12/2021

09 Cutten

Fiscal Year: 2021

**Transmittal Number: 21000040-0 AUDIT**

Reference	Vendor	Description	Amount
CM210017-001	SYSCO SACRAMENTO	CREDIT FOR CAFETERIA	(34.32)
CM210018-001	SYSCO SACRAMENTO	CREDIT FOR CAFETERIA	(258.12)
PV210740-001	SYSCO SACRAMENTO	FOOD/SUPPLIES FOR CAFETERIA	441.74
PV210741-001	SYSCO SACRAMENTO	FOOD FOR CAFETERIA	142.88
PV210742-001	SYSCO SACRAMENTO	FOOD FOR CAFETERIA	49.49
PV210743-001	SYSCO SACRAMENTO	FOOD FOR CAFETERIA	122.98
PV210744-001	SYSCO SACRAMENTO	FOOD/SUPPLIES FOR CAFETERIA	305.94
PV210745-001	SYSCO SACRAMENTO	FOOD FOR CAFETERIA	1,151.65
		<b>Total Payment Amount</b>	<b>1,922.24</b>

PV210746-001 U.S. BANK EQUIPMENT FINANCE

PRINTER/COPIER AGREEMENT	30.44
<b>Total Payment Amount</b>	<b>30.44</b>

7,660.02

**Transmittal Total**

**Fund Summary:** Fund 01  
Fund 13

5,610.59
2,049.43

**Transmittal Number: 21000041-0 AUDIT**

Reference	Vendor	Description	Amount
PV210747-001	DAVID L. MOONIE & CO. LLP	19-20 AUDITING SERVICES	1,600.00
		<b>Total Payment Amount</b>	<b>1,600.00</b>
PV210748-001	DIVISION OF STATE ARCHITECT	DSA OLD PROJECT FEES	2,500.00
		<b>Total Payment Amount</b>	<b>2,500.00</b>
PV210749-001	GREENFIELD LEARNING	LEXIA READING LICENSES	5,900.00
		<b>Total Payment Amount</b>	<b>5,900.00</b>
PV210750-001	HINRICHS, DANI	REIMB-HINRICHS SUPPLIES	30.44
		<b>Total Payment Amount</b>	<b>30.44</b>
PV210751-001	HOLLY WENDT	ASP REFUND	132.00
		<b>Total Payment Amount</b>	<b>132.00</b>
PV210752-001	MENDES SUPPLY COMPANY	CUSTODIAL SUPPLIES	196.33
		<b>Total Payment Amount</b>	<b>196.33</b>
PV210753-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	57.14

HUMBOLDT COUNTY OFFICE OF EDUCATION  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**

MAR AP BOARD REPORT

Board of Trustees Meeting 04/12/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000041-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
PV210754-001	PRESENCELEARNING	SPEECH SERVICES	Total Payment Amount	2,330.15
				2,330.15
PV210755-001	RICE, SUZANNE	RICE - CLASSROOM SUPPLIES	Total Payment Amount	122.40
				122.40
PV210756-001	RURAL COMM. ASSISTANCE CORP.	CONTRACTED SERVICES	Total Payment Amount	125.00
				125.00
PV210757-001	SUDDENLINK	CABLE FOR CLASSROOM	Total Payment Amount	16.16
				16.16
PV210758-001	THOR ARWOOD	EMPLOYEE MILEAGE	Total Payment Amount	191.80
				191.80
PV210760-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	Total Payment Amount	99.91
PV210761-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	Total Payment Amount	111.56
				211.47
PV210759-001	U.S. BANK	ZOOM SUBSCRIPTION	Total Payment Amount	459.77
				459.77
		<b>Transmittal Total</b>		13,872.66
		<b>Fund Summary:</b>	<b>Fund 01</b>	11,372.66
			<b>Fund 21</b>	2,500.00
		<b>FINGERPRINTING FEB21</b>	<b>Total Payment Amount</b>	64.00
				64.00
PV210763-001	HUMB COMMUNITY SERVICES DIST	WATER/SEWER MAR 2021	Total Payment Amount	261.90
				261.90
PV210764-001	LEMMON, KATRIN	REIMBURSE LEMMON - SUPPLIES	Total Payment Amount	91.75
				91.75

HUMBOLDT COUNTY OFFICE OF EDUCATION  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**

MAR AP BOARD REPORT

Board of Trustees Meeting 04/12/2021

Fiscal Year: 2021

09 Cutfen

Transmittal Number: 2100042-0 AUDIT

Reference	Vendor	Description	Amount
PV210765-001	MURPHY'S MARKET	MILK FOR CAFETERIA	37.68
PV210766-001	MURPHY'S MARKET	FOOD FOR CAFETERIA	11.87
PV210767-001	MURPHY'S MARKET	FOOD FOR CAFETERIA	5.58
		<b>Total Payment Amount</b>	<b>55.13</b>

PV210768-001 WORLDWIDE SUPPLIES

	SCHOOL SUPPLIES	766.98
	<b>Total Payment Amount</b>	<b>766.98</b>

1,239.76

**Transmittal Total**

	<b>Fund Summary:</b>	
	Fund 01	1,184.63
	Fund 13	55.13

Transmittal Number: 2100043-0 AUDIT

Reference	Vendor	Description	Amount
PV210769-001	CAMPTON ELECTRIC	MAINTENANCE SUPPLIES	229.26
		<b>Total Payment Amount</b>	<b>229.26</b>

PV210770-001 FOLLETT LIBRARY RESOURCES

	LIBRARY BOOKS	122.74
	MTSS BOOKS	985.93
	<b>Total Payment Amount</b>	<b>1,108.67</b>

PV210772-001 MISSION LINEN INDUST. SERV

	LAUNDRY	198.33
	<b>Total Payment Amount</b>	<b>198.33</b>

1,536.26

**Transmittal Total**

	<b>Fund Summary:</b>	
	Fund 01	1,536.26

Transmittal Number: 2100044-0 AUDIT

Reference	Vendor	Description	Amount
PV210773-001	CAMPTON ELECTRIC	MAINTENANCE SUPPLIES	191.50
		<b>Total Payment Amount</b>	<b>191.50</b>

PV210775-001 P G & E

	PG&E MARCH 2021 GAS	1,272.27
	<b>Total Payment Amount</b>	<b>1,272.27</b>

PV210774-001 PIERSON BLDG CENTER

	ONGOING MAINTENANCE	61.73
	<b>Total Payment Amount</b>	<b>61.73</b>

HUMBOLDT COUNTY OFFICE OF EDUCATION  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**

MAR AP BOARD REPORT

Board of Trustees Meeting 04/12/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 2100044-0 AUDIT

Reference Vendor  
 PV210776-001 PRO PACIFIC FRESH

Description  
 CAFE FOOD

Total Payment Amount

Amount  
 268.40  
 268.40

PV210777-001 RAY MORGAN CO

COPIERS MAINTENANCE AGREEMENT  
 Total Payment Amount

943.84  
 943.84

PV210778-001 SYSCO SACRAMENTO  
 PV210779-001 SYSCO SACRAMENTO

FOOD/SUPPLIES/MILK FOR CAFETER  
 FOOD/MILK FOR CAFETERIA  
 Total Payment Amount

611.90  
 810.96  
 1,422.86

PV210780-001 U.S. BANK EQUIPMENT FINANCE

PRINTER/COPIER AGREEMENT  
 Total Payment Amount

1,127.04  
 1,127.04

Transmittal Total

5,287.64

Fund Summary: Fund 01  
 Fund 13

3,596.38  
 1,691.26

Transmittal Number: 2100045-0 AUDIT

PV210781-001 (HARRIS) SHAFER'S ACE HARDWARE  
 PV210782-001 (HARRIS) SHAFER'S ACE HARDWARE

ONGOING MAINTENANCE  
 ONGOING MAINTENANCE  
 Total Payment Amount

38.46  
 19.36  
 57.82

PV210789-001 HILFIKER PIPE CO.

GROUNDS SUPPLIES  
 Total Payment Amount

781.20  
 781.20

PV210783-001 JEANNETTE HASSLER

POSTAGE  
 Total Payment Amount

10.50  
 10.50

PV210784-001 JUNIOR LIBRARY GUILD

LIBRARY BOOKS  
 Total Payment Amount

1,759.98  
 1,759.98

PV210785-001 MCGRAW-HILL SCHOOL ED HOLDING.

CURRICULUM/TEXTBOOKS  
 Total Payment Amount

120.82  
 120.82

PV210786-001 P G & E

PG&E MARCH 2021  
 Total Payment Amount

855.80  
 855.80

HUMBOLDT COUNTY OFFICE OF EDUCATION  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**

MAR AP BOARD REPORT

Board of Trustees Meeting 04/12/2021

09 Cutten

Fiscal Year: 2021

Transmittal Number: 21000045-0 AUDIT

Reference	Vendor	Description	Amount
PV210787-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	69.52
PV210788-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	78.59
<b>Total Payment Amount</b>			<b>148.11</b>
<b>Transmittal Total</b>			<b>3,734.23</b>
<b>Fund Summary:</b>			<b>Fund 01 3,734.23</b>
<b>Payment Count:</b>	52	<b>Transmittal Count:</b>	8
		<b>Grand Total:</b>	<b>44,079.62</b>

The above Payable transactions have been issued in accordance with the District's policies and procedures. It is recommended that the Board of Trustees approve them.

\_\_\_\_\_  
 Authorized Agent

\_\_\_\_\_  
 Board Approval

HUMBOLDT COUNTY OFFICE OF EDUCATION  
Employee Payroll Earnings Prelist

LORI—CUT MAR

09 Cutton

Pay Cycle: 03 Cycle Type: R W-Date: 03/31/2021  
Pay Cal: CEMEND, CLMEND

Fiscal Year: 2021

Payroll Totals - District 09

Total Employees Paid 86 First Time Paid Employees

Receiving Warrants 17 DNP Payout only

EFT Payments 69 EFT/Prenote Restriction  
EFT/Prenote (Receiving Warrant)

32.0 B/O 1  
6.0 B/O 1  
11.0 B/O 1  
15.0 B/O  
20.0 ARS

0.0 REG  
0.0 REG  
0.0 REG  
0.0 REG  
0.0

1

1

Salary Totals Position 334,859.17 Longevity 0.00 Shift 0.00 Oth Base 400.00 Tot Base 335,259.17 Non-Base 17,609.74 GROSS 352,868.91

Totals By Pty

P	POSITION- MAGIC	PA	POSITION ADJ	0.00	PD	POSITION DOCK	0.00
PR	POSITION- RETRO	PX	GENERATED ADJ	1,259.63	PY	GENERATED ADJ 2	0.00
PZ	GENERATED ADJ 3	PT	GENERATED ADJ 4	0.00	PU	GENERATED ADJ 5	0.00
PV	GENERATED ADJ 6	PK	POSITION DOCK %	0.00	O	OTHER BASE EARN	400.00
OA	OTHER BASE ADJ	OD	OTHER BASE DOCK	0.00	M	MANUAL PAY LINE	13,954.98
MD	MANUAL DOCK	R	RATE PAY LINE	3,654.76	C	CASH INLIEU	0.00
CA	CASH INLIEU ADJ						

Totals By Earn Type

125R	REFUND-IRC125 CONTRI	ADD1	ADD EARN/PERS-STRS C	0.00	ADD2	ADD EARNINGS/NON-CRE	0.00
CELL	CELL PHONE ALLOWANCE	DNP	**DO NOT	0.00	MAST	MASTER STIPEND	400.00
NML	NORMAL PAY	OFFS	OFF SCHEDULE SALARY	0.00	OT-1	OT/PERS UNDR 40 HR W	0.00
OT-2	OT/PERS OVR HR WK/ST	PROF	PROFESSIONAL GROWTH-	0.00	STP1	STIPEND/PERS & STRS	0.00
STP2	STIPEND/PERS & STRS	SUB	SUBSTITUTE	5,587.50	SUB9	SUBSTITUTE WORK/OVER	0.00
WC01	WORKERS COMP PAYMENT						

Total Hours 345.3000

Total Days 32.5000

Employee Deductions

T403B	6,200.00	STRS GR	261,144.73	FICA GR	82,657.23	FIT	23,172.66	HW DED	0.00	SUBJ DNP	166,490.55
T457B	0.00	STRS	26,869.65	FICA	5,124.76	AFIT	1,520.98	VOL DED	5,672.50	DNP IN	27,527.03
S125	8,542.54	PERS GR	62,870.32	MEDI GR	344,326.37	SIT	6,718.06	INV DED	0.00	DNP OUT	0.00
NTX GR	0.00	PERS	4,400.93	MEDI	4,992.72	ASIT	826.00	R403B	0.00	DNP PROJ	182,013.51
NTX RET	31,270.58	ARS GR	0.00	S/B	0.00	EIC	0.00	SDI GR	0.00	DNP YTD	182,013.51
FIT GR	306,855.79	SIT GR	306,855.79	ARS	0.00	HSA	0.00	SDI	0.00	NET PAY	231,301.08

Employer Costs

STRS	42,174.90	PERS	13,014.12	PERS B/O	0.00	ARS	5,124.76	MEDI	4,992.72	HSA	0.00
WC	7,747.35	SUI	172.15	HW	70,800.80	SUI GR	344,326.37	WC GR	344,326.37	TOTAL	144,026.80





# Cuttien School District

4182 Walnut Drive  
 Eureka, California 95503  
 (707) 441-3900 • Fax: (707) 441-3906

SUPERINTENDENT/PRINCIPAL  
 Sue Ivey

## Quarterly Report on Williams Uniform Complaints (Education Code §35186)

### Quarterly Reporting Period (please check one)

- First Quarter 2021 January 1 through March 31, 2021
- Second Quarter 2021 April 1 through June 30, 2021
- Third Quarter 2021 July 1 through September 30, 2021
- Fourth Quarter 2021 October 1 through December 31, 2021

### PLEASE CHECK THE BOX THAT APPLIES:

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

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

Susan Ivey  
 (Print Name of District Superintendent)

*Susan Ivey*  
 (Signature of District Superintendent)

Please return hard copy to:  
 Chandler Wilson, School Support  
 Humboldt County Office of Education  
 or Fax: **707-445-7149**

by: Quarter 1 due: 04/15/2021  
 Quarter 2 due: 07/15/2021  
 Quarter 3 due: 10/15/2021  
 Quarter 4 due: 01/15/2022

**Memorandum of Understanding between  
the Humboldt Bay Teachers Association and  
Cutten School District**

**SUBJECT: School Climate Team Stipends**

For the 2021 - 22 school year, the District will assign two selected unit members who apply to participate on the School Climate Team, to receive a one-time stipend of \$1,000, subject to the following terms.

1. To be eligible for the stipend, unit members shall attend monthly School Climate meetings.
2. Each unit member will be assigned a specific role on the team.
3. Unit members must sign in and sign out at each meeting.
4. Unit members are required to attend all meetings. If a unit member misses more than two meetings, the stipend is forfeited.
5. The stipend will be payable in the June regular payroll.
6. This agreement shall not set a precedent for any reason.

---

HBTA

---

Date

---

District

---

Date

**Memorandum of Understanding between  
the Humboldt Bay Teachers Association and  
Cutten School District**

**SUBJECT: Leadership Team**

For the 2021 - 22 school year, the District will assign selected unit members who apply to participate on the Leadership Team, to receive a one-time stipend of \$2,000, subject to the following terms.

1. To be eligible for the stipend, unit members shall attend Leadership Team meetings.
2. Unit members must sign in and sign out at each meeting.
3. Unit members are required to attend all meetings. If a unit member misses more than five meetings, the stipend is forfeited.
4. The stipend will be payable in the June regular payroll.
5. This agreement shall not set a precedent for any reason.

\_\_\_\_\_  
HBTA

\_\_\_\_\_  
Date

\_\_\_\_\_  
District

\_\_\_\_\_  
Date



**North Coast Schools**  
Medical Insurance Group

**MEDICAL PLAN RATES**

*Retiree Rates*  
Effective 7/1/2021

Tiered - Retiree			
Plan	Retiree or Retiree's Spouse (non-Medicare)	Retiree or Retiree's Spouse (Medicare A+B)	Dependents of Retirees
Redwood	\$1,503	\$1,244	\$708
Oak	\$1,292	\$1,235	\$593
Spruce	\$1,005	\$976	\$459
Pine	\$689	\$658	\$479
Maple	\$900	\$737	\$536
Sequoia	\$986	\$1,072	\$574

Composite - Retiree					
Plan	Retiree or Retiree's Spouse <65	Retiree or Retiree's Spouse >65			Dependents of Retirees
		w/o Medicare	w/Medicare A&B	w/Medicare B only	
Redwood	\$1,503	\$3,005	\$1,244	\$2,630	\$708
Oak	\$1,292	\$2,584	\$1,235	\$2,261	\$593
Spruce	\$1,005	\$2,010	\$976	\$1,759	\$459
Pine	\$689	\$1,378	\$658	\$1,206	\$479
Maple	\$900	\$1,799	\$737	\$1,574	\$536
Sequoia	\$986	\$1,972	\$1,072	\$1,725	\$574

Note: Retiree rates are per person for both composite and tiered rate structures.

Date: March 18, 2021  
To: NCSMIG Member Districts  
From: Taylin Titus, Executive Director  
RE: 2021-2022 Dental & Vision Rates

---

At their March 17, 2021 meeting, the Board of the North Coast Schools Medical Insurance Group set Dental and Vision rates for the 2021-2022 fiscal year. After a careful analysis and discussion on the current experience of these plans, it was ultimately decided to make no changes to the Dental and Vision rates.

In addition, the Board approved a premium holiday for the entire 2021-2022 fiscal year, beginning on July 1, 2021. What does a premium holiday mean? Districts will not receive a monthly invoice for the individuals enrolled in their existing Dental and Vision Programs. This is to use up some of the surplus that has been built-up in these programs due to management of the programs and less utilization due to the shelter in place orders in the past year. If your District does move to a higher costing plan, the difference will be billed to your District.

It has been a difficult year for individuals and school Districts alike, and NCSMIG is delighted to announce this wonderful news for our members!

Please note that the premium holiday will begin on July 1, 2021 and continue through June 30, 2022. It is important to clearly communicate with employees that rates for the Dental and Vision Plans will resume on July 1, 2022.

Feel free to contact our office should you have any questions.

CUTTEN SCHOOL DISTRICT - Revision 4  
2021 - 2022 School Calendar

MONTH	MON	TUES	WED	THURS	FRI	HOLIDAYS & IMPORTANT DATES	DAYS TAUGHT
	23	24	25	26	27	Teacher Duty Days - Aug. 23, 24 & 25	
August 30	30	31	1	2	3	Aug. 26-First day of school for students	
to	6	7	8	9	10	Parent interviews Sept. 30-Oct. 3	
September 24	13	14	15	16	17	Labor Day - Sept. 6	
<b>First Month</b>	20	21	22	23	24		21
September 27	27	28	29	30	1		
to	4	5	6	7	8		
October 22	11	12	13	14	15		
<b>Second Month</b>	18	19	20	21	22		20
October 25	25	26	27	28	29		
to	1	2	3	4	5	Staff Development Day Nov. 1	
November 19	8	9	10	11	12	Veterans Day - Nov. 11 official, & Nov. 12	
<b>Third Month</b>	15	16	17	18	19		17
November 22	22	23	24	25	26	Thanksgiving Break - Nov. 22-26	
to	29	30	1	2	3		
December 17	6	7	8	9	10		
<b>Fourth Month</b>	13	14	15	16	17		15 P1
December 20	20	21	22	23	24		
to	27	28	29	30	31	Winter Break - Dec. 20 - Dec. 31	
January 28	3	4	5	6	7		
	10	11	12	13	14		
	17	18	19	20	21	Martin Luther King Day - Jan. 17	
<b>Fifth Month</b>	24	25	26	27	28		19
January 31	31	1	2	3	4		
to	7	8	9	10	11		
February 25	14	15	16	17	18		
<b>Sixth Month</b>	21	22	23	24	25	Presidents' Week Feb. 21-25	15
February 28	28	1	2	3	4		
to	7	8	9	10	11	Conference Week - Mar. 7-11	
March 25	14	15	16	17	18		
<b>Seventh Month</b>	21	22	23	24	25		20 P2
March 28	28	29	30	31	1		
to	4	5	6	7	8		
April 22	11	12	13*	14*	15*	Spring Break - Apr. 11-15	
<b>Eighth Month</b>	18	19	20	21	22		15
April 25	25	26	27	28	29		
to	2	3	4	5	6		
May 20	9	10	11	12	13		
<b>Ninth Month</b>	16	17	18	19	20		20
May 23	23	24	25	26	27		
to	30	31	1	2	3	Memorial Day - May 30	
June 1	6	7	8	9	10		
<b>Tenth Month</b>	13	14	15	16	*17	June 15 - Last day of school for students	18

\*No school, Teacher duty day

\*Make-up Days April 13, 14, 15

180

End of Trimester <input checked="" type="checkbox"/>	1st Trimester	58
Conference Week		
Local Recess	2nd Trimester	54
Legal Holiday		
First/Last Day of School	3rd Trimester	68
Teacher Duty Day		

Back to School Nights:  
Cutten - Sept. 1  
Ridgewood - Sept. 2

John R. Goff, CPA  
Mark G. Wetzel, CPA  
Michael R. Cline, CPA



DAVID L. MOONIE & CO., LLP  
*Certified Public Accountants*

Kenneth X. Stringer, CPA  
Aaron S. Weiss, CPA  
Matthew J. Hague, CPA

March 30, 2021

Board of Trustees and  
The Citizen's Oversight Committee  
c/o Sue Ivey, Superintendent  
Cutten School District  
4182 Walnut Drive  
Eureka, California 95503

To the Board of Trustees:

We are pleased to confirm our understanding of the services we are to provide the Cutten School District (the "District") and the Citizens Oversight Committee for the year ended June 30, 2020.

We will audit the District's compliance with requirements of Proposition 39 in regards to the District's 2018 General Obligation Bonds (the "Bonds") as of and for the year ended June 30, 2020.

**Audit Objectives**

The objective of our audit is the expression of an opinion as to whether the District is in compliance with the requirements of Proposition 39 in regard to the District's Bonds.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of accounting records, and other procedures we consider necessary to enable us to express an opinion and to render the required report. If our opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

**Management Responsibilities**

Management is responsible for making all management decisions and performing all management functions relating to the administration of the Bonds and for accepting full responsibility for such decisions. Further, you are required to designate an individual

Board of Trustees and  
The Citizen's Oversight Committee  
c/o Sue Ivey, Superintendent  
Cutten School District  
March 30, 2021  
Page 2

with suitable skill, knowledge, and experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that the bond is administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for compliance and for the accuracy and completeness of that information.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the administration of the bond. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the performance audit; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable, rather than absolute, assurance about whether the District is free of material



Board of Trustees and  
The Citizen's Oversight Committee  
c/o Sue Ivey, Superintendent  
Cutten School District  
March 30, 2021  
Page 3

noncompliance with the performance requirements for the Bonds, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial violations of laws or governmental regulations that do not have a direct and material effect on the performance requirements for the Bonds. However, we will inform you of any material errors or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts. At the conclusion of our audit, we will require certain written representations from you about the District's compliance with the performance requirements for the Bonds.

#### **Audit Procedures—Internal Controls**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement and to design the nature, timing, and extent of further audit procedures.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the administration of the bond and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the administration of the bond. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

Our audit will include examining, on a test basis, evidence about the District's compliance with the performance requirements for the District's Bonds and performing such other procedures as we consider necessary in the circumstances. Our examination will not provide a legal determination on the District's compliance with specified requirements.

Board of Trustees and  
The Citizen's Oversight Committee  
c/o Sue Ivey, Superintendent  
Cutten School District  
March 30, 2021  
Page 4

### **Audit Administration, Fees, and Other**

We understand that your employees will locate any documents selected by us for testing.

We will provide copies of our reports to the District and the Citizens Oversight Committee, however, management is responsible for distribution of the reports. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of David L. Moonie & Co., LLP and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the State Controller's Office or the California Department of Education or their designees, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of David L. Moonie & Co., LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

It is our policy to keep audit documentation related to such engagements for seven years. Upon the expiration of the seven year period we shall be free to destroy our audit documentation without further notice to your District, except if we are aware that a federal or state awarding agency or auditee is contesting an audit finding. In that case we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit fieldwork in April 2021 and to issue our reports no later than April 30, 2021. Mark Wetzal is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$5,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notice of termination, even if we have not completed our report. You will be obligated to compensate us for all time


Board of Trustees and  
The Citizen's Oversight Committee  
c/o Sue Ivey, Superintendent  
Cutten School District  
March 30, 2021  
Page 5

expended and to reimburse us for all out-of-pocket costs through the date of termination. Billings become delinquent if not paid within 30 days of the invoice date. A finance charge at twelve (12) percent will be assessed on any unpaid balance after deduction of current payments, credits, and allowances made within 60 days of date of billing.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy where indicated and return in the envelope provided. A copy is enclosed for your file.

Very truly yours,



Mark G. Wetzel, CPA  
David L. Moonie & Co., LLP

**RESPONSE:**

This letter correctly sets forth the understanding of the Cutten School District.

By: Susan Ivey  
Superintendent

Date: 3/31/2021

By: \_\_\_\_\_  
Board President

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

By: \_\_\_\_\_  
Citizens Oversight Committee Chairperson

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

## CUTTEN ELEMENTARY SCHOOL DISTRICT

### School Site Council Minutes

March 16, 2021

1. Meeting was called to order By Chairperson Bazzano @ 5:34PM

#### Those Present:

Guests, Superintendent, Sue Ivey

Council Members: Diana Baclagan, Karen Bazzano, August Deshais, Lori Dickinson, Audrea Filbey, Susie Smelser, and Amber Syvertsen; Kaycee Cook & Chris Mikkelsen logged on late.

2. The Agenda was approved unanimously as written. Motion by Diana and a Second by Amber.
3. Minutes from the January 19, 2021 meeting were approved unanimously by a Motion of Lori and a Second by Susie. There was no February 2021 meeting.
4. No persons of the public were present for comment. However, Sue Ivey did thank Karen and Chris for recently serving on the superintendent-principal community interview panel.
5. August gave the District report, which included an update on student enrollment, facilities, conferences, and that a new science program is being piloted by the teachers.
6. a. Sue Ivey was present to share District achievement of the Actions / Services for all pupils as they relate to the Local Control Accountability Plan (LCAP) for the 2019-2020 academic year.

The goal of the plan is to provide for local goals, actions and use of resources for student achievement and to increase positive opportunities or outcomes in challenging categories.

Superintendent Ivey presented the Two Goals; 1, Increase Student Achievement Levels, improving the foundation for college and career readiness and goal, and 2, Ensure a safe and welcoming learning environment where students are connected and fully engaged in their education. The District performed well overall, achieving near each category of the goals. One area of work moving forward is Mathematics. While some additional categories show as not met, this was affected due in part or entirely due to temporary school closures and the Distance Learning model.

On January 26<sup>th</sup>, the LCAP for 2020-21 was broadcast via Zoom with breakout rooms to gather parent / community input as to what is working and what we may be able to add to enhance learning. Currently, surveys are out for response and we are all encouraged to complete the survey and to encourage others within the District to do so as well.

- b. The Council opted to Bring the District Wellness Policy back to the April 27<sup>th</sup> meeting.
7. Our next meeting is April 27, 2021 @ 5:30PM
8. The meeting was adjourned at 6:02 by President Bazzano



**Registration Report  
April 2021**

<b>TRANSITIONAL KINDERGARTEN</b>				
<b>YEAR</b>	<b>FORMS OUT</b>	<b>RETURNED</b>	<b>RESIDENT STILL OUT</b>	<b>NONRESIDENT STILL OUT</b>
April 2021	12	12	0	0
April 2020	15	15	0	0
April 2019	22	21	1 (1 sib)	2
April 2018	29	23	6 (1 sib)	0
April 2017	23	20	3	0
April 2016	16	16	0	0
April 2015	22	19	1	2
<b>KINDERGARTEN</b>				
April 2021	52	44	2 (2 sib)	6 (3 sib)
April 2020	51	44	5 (4 sib)	3
April 2019	66 + 26 TK	60	6 (3 sib)	5 (2 sib)
April 2018	63 + 21 TK	50	8 (2 sib)	5 (1 sib)
April 2017	80 + 19 TK	62	10	8
April 2016	78 + 24 TK	64	9 (3 sib)	5 (3 sib)
April 2015	52 + 18 TK	48	3	1

Based on numbers from this report:

14 TK in 2020-21  
52 registered as of April  
76 Kindergarten 21-22

<b>TK &amp; KINDERGARTEN - PREVIOUS YEARS' DATA</b>				
<b>YEAR</b>	<b>FORMS OUT</b>	<b>RETURNED</b>	<b>RESIDENT STILL OUT</b>	<b>NONRESIDENT STILL OUT</b>
April 2014	88	72	11	5
April 2013	114	87	17	10
April 2012	72	56	12	4

**REGISTRATION, GRADES 1 - 6**

<b>Grade</b>	<b>In dist</b>	<b>Returned</b>	<b>Out of dist</b>	<b>Returned</b>
1	2	2	2	2
2	2	0	2	0
3	0	0	2	1
4	0	0	3	2
5	1	0	0	0
6	0	0	4	3

**Comparative enrollment for first day of school**

	<b>SDC</b>	<b>TK</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>TOTAL</b>
2020 - 21	10	14	69	88	80	84	95	79	67	586
2019 - 20	11	23	93	80	82	104	80	86	76	635
2018 - 19	10	27	81	77	88	83	81	86	76	609
2017 - 18	5	21	79	88	81	79	82	80	84	599
2016 - 17	NA	19	93	82	84	85	84	85	81	613
2015 - 16	NA	24	82	85	85	88	78	92	68	602
2014 - 15	NA	20	84	76	82	76	86	72	77	573
2013 - 14	NA	17	75	86	81	83	77	82	68	569
2012 - 13	NA	1	77	79	82	80	88	73	72	552
2011 - 12	NA	NA	82	92	80	83	78	71	64	550

**Registration Report  
March 2021**

<b>TRANSITIONAL KINDERGARTEN</b>				
<b>YEAR</b>	<b>FORMS OUT</b>	<b>RETURNED</b>	<b>RESIDENT STILL OUT</b>	<b>NONRESIDENT STILL OUT</b>
March 2021	12	12	0	0
March 2020	15	15	0	0
March 2019	25	21	2	2
March 2018	27	22	5 (1 sib)	0
March 2017	22	17	5	0
March 2016	16	15	1	0
March 2015	19	18	1	0
<b>KINDERGARTEN</b>				
March 2021	46	38	2 (2 sib)	6 (2 sib)
March 2020	53	46	5 (4 sib)	2
March 2019	73	57	10 (3 sib)	6 (2 sib)
March 2018	44	10 (4 sib)	4 (3 sib)	44
March 2017	57	14	7	57
March 2016	60	12 (5 sib)	5 (3 sib)	60
March 2015	47	3	1	47

Based on numbers from this report:

14 TK in 2020-21  
46 registered as of March  
60 Kindergarten 21-22

<b>TK &amp; KINDERGARTEN - PREVIOUS YEARS' DATA</b>				
<b>YEAR</b>	<b>FORMS OUT</b>	<b>RETURNED</b>	<b>RESIDENT STILL OUT</b>	<b>NONRESIDENT STILL OUT</b>
March 2014	86	65	13	8
March 2013	114	87	17	10
March 2012	72	56	12	4

**REGISTRATION, GRADES 1 - 6**

<b>Grade</b>	<b>In dist</b>	<b>Returned</b>	<b>Out of dist</b>	<b>Returned</b>
1	1	1	1	1
2	1	0	1	0
3	0	0	3	2
4	0	0	1	1
5	1	0	0	0
6	0	0	4	3

**Comparative enrollment for first day of school**

	<b>SDC</b>	<b>TK</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>TOTAL</b>
2020 - 21	10	14	69	88	80	84	95	79	67	<b>586</b>
2019 - 20	11	23	93	80	82	104	80	86	76	<b>635</b>
2018 - 19	10	27	81	77	88	83	81	86	76	<b>609</b>
2017 - 18	5	21	79	88	81	79	82	80	84	<b>599</b>
2016 - 17	NA	19	93	82	84	85	84	85	81	<b>613</b>
2015 - 16	NA	24	82	85	85	88	78	92	68	<b>602</b>
2014 - 15	NA	20	84	76	82	76	86	72	77	<b>573</b>
2013 - 14	NA	17	75	86	81	83	77	82	68	<b>569</b>
2012 - 13	NA	1	77	79	82	80	88	73	72	<b>552</b>
2011 - 12	NA	NA	82	92	80	83	78	71	64	<b>550</b>

## Pupil Learning Loss

### Actions Related to the Pupil Learning Loss

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
Instructional Aides working with students who have experienced learning loss.	\$81,223	\$43,082	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Summer school to help mitigate learning loss.	\$54,550	\$8,057	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Purchase supplemental intervention materials and software, including myON, Starfall and RazKids subscriptions	\$5,178	\$5,580	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

A description of any substantive differences between the planned actions and/or budgeted expenditures for addressing pupil learning loss and what was implemented and/or expended on the actions.

The budget for instructional aides to offer targeted intervention services was projected to be for the entire school year. However, we were not able to get our TIP program up and running until late February. We can only estimate summer school costs at this point in time. Most of the days of summer school fall in the 2021- 22 fiscal school year. Total summer school expenditures will be available in fall 2021.

### Analysis of Pupil Learning Loss

A description of the successes and challenges in addressing Pupil Learning Loss in the 2020-21 school year and an analysis of the effectiveness of the efforts to address Pupil Learning Loss to date.

**SUCSESSES** We were able to assess students on line and in person. Instructional aides were able to work with students individually and in small groups to address learning loss. We have plans to offer summer school, which we anticipate will be effective in addressing learning loss. We have surveyed staff to ensure there will be ample teachers.

**CHALLENGES** It took until late February to get the TIP intervention program up and going due to the difficulty in accessing, assessing and scheduling students. It was especially challenging to assess students on line. We began the year with our instructional aides helping teachers meet the needs of our most impacted students. We surveyed staff for their availability and have plans to offer a four week summer school session. We have purchased supplemental intervention materials and software. These materials help individualize student needs.



## Annual Update for the 2020–21 Learning Continuity and Attendance Plan

The following is the local educational agency's (LEA's) analysis of its goals, measurable outcomes and actions and services from the 2019-20 Local Control and Accountability Plan (LCAP).

### In-Person Instructional Offerings

#### **Actions Related to In-Person Instructional Offerings**

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
An increase in school social worker time to support students and families especially those who are homeless, foster youth, SED, and/or ELL	\$9,500	\$7,428.84	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
No touch thermometers for each teacher, and principals, and front office	\$801.41	\$801.41	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
An increase in disinfecting materials to support effective, routine disinfection of high touch surfaces such as spray bottles, disinfectant, paper towels, gloves, goggles, and masks	\$5,000	\$3,239.28	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Visual cues and materials to maximize social distancing including floor markers and signage	\$1,000	\$795.91	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Subscription to the Qualtrics Symptom Checker app	\$1,890	\$1,971	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Stipends for teachers to purchase additional PPE as needed	\$6,000.00	\$1,415.68	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Personal Protective Equipment and Supplies Face coverings (masks and, where appropriate, face shields); increased supplies of soap and hand sanitizer that is greater than 60% alcohol; hand washing stations	\$20,000	\$6,482.24	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Short throw projectors, including installation	\$60,815.53	\$74,663.28	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Plexiglass Dividers for teachers; additional staff will likely require them	\$6,000	\$4,965.81	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
Air purifiers	\$8537.90	\$8,542.50	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Hire additional custodian to allow frequent and thorough cleaning of campuses	21861.00	\$3,000	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

A description of any substantive differences between the planned actions and/or budgeted expenditures for in-person instruction and what was implemented and/or expended on the actions.

After assessing our need, we did not hire an additional custodian on a regular basis. Instead, we hired a substitute custodian who worked as needed to ensure there is never a lapse in the cleaning schedule. Not all teachers opted to use a stipend set aside account to order additional PPE. The district received PPE from the county and state that was donated therefore requiring less ordering and expenditures. Staff costs were overestimated.

### **Analysis of In-Person Instructional Offerings**

A description of the successes and challenges in implementing in-person instruction in the 2020-21 school year.

**SUCSESSES** The District was able to open campuses for in-person instruction on October 19, 2020. There was substantial input from parents and staff to offer in-person instruction. Due to thoughtful planning over many months and attention to details, the first days ran smoothly and students transitioned easily. Custodians maintained a rigorous cleaning schedule of restrooms and classrooms. Instructional aides cleaned classrooms between the AM and PM cohorts. Each classroom had air purifiers and plexiglass dividers. We utilized visual cues and signage to ensure social distancing. At least 3 adults monitor students arrival and dismissal times. Parents adjusted to dropping off and picking up students without entering the campuses. The playground was divided into assigned sections so that classes could be safely outdoors during recess without mixing cohorts. Short throw projectors were purchased and installed. One change we made was with the Qualtrics Symptom Checker app. While this worked for staff to use daily, there was concern that it would be too problematic for parents. We started school using a daily student paper screener and since this was working well we continued with its use. We were able to have ample hand sanitizer and cleaning products on hand and in inventory. Our ordered supply of masks for students and staff has been more than sufficient. Parents were able to transport their students to school, arriving and picking up at the assigned times and in a safe and socially distanced manner. Students developed habits of hand-washing and mask wearing without incident. At the trimester breaks, families had the option to move their student from distance learning to in-campus learning. We had minimal movement, which was based on parent decisions.

**CHALLENGES** Due to the scheduling of two cohorts per day, there was not sufficient daily time for grade level teams to collaborate or to schedule IEPs or parent communication. It became apparent that we could only operate our schedule Mondays through Thursdays. We opted to make Fridays a distance learning day for all students allowing staff time to attend meetings, prepare for their classes, collaborate with grade level teams and reach out to students and families in need.

## Distance Learning Program

### Actions Related to the Distance Learning Program

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
Computers and accessories. Laptops purchased for each classroom teacher. Current computers were purchased at least 8 years ago. There have been numerous instances of technology failure due to the functionality of the devices that are now in classrooms. Accessories include adapters, cords, cables, cases, and labels	\$29,961.90	\$30,385.42	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Desktops computers. Administrative staff, secretaries and social workers currently have aging computers. With the increased need to communicate via technology, it's imperative that these staff members have reliable technology. Laptop for business manager for remote services, including setup	\$9,349.46	\$9,493.91	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Document cameras - the District purchased document cameras for all teachers about ten years ago. They are beginning to fail. In addition, our resource teachers, speech pathologist, and social workers will benefit from the use of document cameras as they connect with students virtually	\$1,813.02	\$4,211.61	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Zoom and Remind subscriptions to online platforms	\$10,000	\$7,855.05	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
School supplies for student toolkits, pencil boxes	\$656.27	\$867.48	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Student Packet supplies: Crates for class sets, hanging file folders, manila folders	\$607.22	\$607.22	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Web cams with microphones, computer speakers	\$1,228.34	\$1,228.42	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Wi-Fi Hot spots	\$8,000	\$7,243.48	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
Online Curriculum	\$2,215.95	\$0	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Additional hours added to the District Technology Coordinator	\$910	\$1,409.67	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

A description of any substantive differences between the planned actions and/or budgeted expenditures for the distance learning program and what was implemented and/or expended on the actions.

In the area of online curriculum, many publishers such as IXL and Khan Academy offered school districts free student subscriptions. Therefore, we did not have expenditures in this area. The quantity of needed document cameras was higher than anticipated. Projected budget for additional hours for the District Technology Coordinator did not reflect statutory benefits.

### **Analysis of the Distance Learning Program**

A description of the successes and challenges in implementing each of the following elements of the distance learning program in the 2020-21 school year, as applicable: Continuity of Instruction, Access to Devices and Connectivity, Pupil Participation and Progress, Distance Learning Professional Development, Staff Roles and Responsibilities, and Support for Pupils with Unique Needs.

**SUCSESSES** We began our school year with all students being assigned to Distance Learning. A preservice day included time for staff to share distance teaching skills and resources acquired over the spring and summer. Grade level teams had time to collaborate to ensure continuity of instruction. Each staff member reflected on what had been offered in the spring that was successful for students. Parents were surveyed to gather their input on what worked for their child and what could be improved upon. Teachers took the input from stakeholders, worked hard to make necessary changes and to streamline the process of how curriculum was organized and delivered. Families with connectivity issues were offered hot spots and personal attention to trouble shooting technology issues. The District Technology Coordinator worked additional hours so that problems could be addressed in a short time frame. Chromebooks were rechecked out after cleaning. All teachers began using the REMIND app to communicate with families. There was communication between teachers, families and social workers to problem solve barriers to learning. Social workers communicated with families to support pupils with unique needs and when needed made home visits. When it was safe to offer in-person learning, staff were surveyed for their interest in remaining distance teachers. All distance teachers were voluntarily assigned.

**CHALLENGES** We offered families the option to switch to Distance Learning at any time and from Distance Learning to On-Campus Learning at each trimester break. Not all students were able to remain with the same teacher through the various transitions despite our best placement efforts. Class sizes were not always uniform in number as there was a range of enrollment from classes being at capacity and under capacity. This was in part to students moving between distance and on-campus learning.

EXECUTIVE DEPARTMENT  
STATE OF CALIFORNIA

PROCLAMATION OF A STATE OF EMERGENCY

**WHEREAS** in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), was first identified in Wuhan City, Hubei Province, China, and has spread outside of China, impacting more than 75 countries, including the United States; and

**WHEREAS** the State of California has been working in close collaboration with the national Centers for Disease Control and Prevention (CDC), with the United States Health and Human Services Agency, and with local health departments since December 2019 to monitor and plan for the potential spread of COVID-19 to the United States; and

**WHEREAS** on January 23, 2020, the CDC activated its Emergency Response System to provide ongoing support for the response to COVID-19 across the country; and

**WHEREAS** on January 24, 2020, the California Department of Public Health activated its Medical and Health Coordination Center and on March 2, 2020, the Office of Emergency Services activated the State Operations Center to support and guide state and local actions to preserve public health; and

**WHEREAS** the California Department of Public Health has been in regular communication with hospitals, clinics and other health providers and has provided guidance to health facilities and providers regarding COVID-19; and

**WHEREAS** as of March 4, 2020, across the globe, there are more than 94,000 confirmed cases of COVID-19, tragically resulting in more than 3,000 deaths worldwide; and

**WHEREAS** as of March 4, 2020, there are 129 confirmed cases of COVID-19 in the United States, including 53 in California, and more than 9,400 Californians across 49 counties are in home monitoring based on possible travel-based exposure to the virus, and officials expect the number of cases in California, the United States, and worldwide to increase; and

**WHEREAS** for more than a decade California has had a robust pandemic influenza plan, supported local governments in the development of local plans, and required that state and local plans be regularly updated and exercised; and

**WHEREAS** California has a strong federal, state and local public health and health care delivery system that has effectively responded to prior events including the H1N1 influenza virus in 2009, and most recently Ebola; and

**WHEREAS** experts anticipate that while a high percentage of individuals affected by COVID-19 will experience mild flu-like symptoms, some will have more serious symptoms and require hospitalization, particularly individuals who are elderly or already have underlying chronic health conditions; and

**WHEREAS** it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases in California, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

**WHEREAS** if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the people of California, and limits the spread of infection in our communities and within the healthcare delivery system; and

**WHEREAS** personal protective equipment (PPE) is not necessary for use by the general population but appropriate PPE is one of the most effective ways to preserve and protect California's healthcare workforce at this critical time and to prevent the spread of COVID-19 broadly; and

**WHEREAS** state and local health departments must use all available preventative measures to combat the spread of COVID-19, which will require access to services, personnel, equipment, facilities, and other resources, potentially including resources beyond those currently available, to prepare for and respond to any potential cases and the spread of the virus; and

**WHEREAS** I find that conditions of Government Code section 8558(b), relating to the declaration of a State of Emergency, have been met; and

**WHEREAS** I find that the conditions caused by COVID-19 are likely to require the combined forces of a mutual aid region or regions to appropriately respond; and

**WHEREAS** under the provisions of Government Code section 8625(c), I find that local authority is inadequate to cope with the threat posed by COVID-19; and

**WHEREAS** under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19.

**NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code section 8625, HEREBY PROCLAIM A STATE OF EMERGENCY** to exist in California.

**IT IS HEREBY ORDERED THAT:**

1. In preparing for and responding to COVID-19, all agencies of the state government use and employ state personnel, equipment, and facilities or perform any and all activities consistent with the direction of the Office of Emergency Services and the State Emergency Plan, as well as the California Department of Public Health and the Emergency Medical Services Authority. Also, all residents are to heed the advice of emergency officials with regard to this emergency in order to protect their safety.
2. As necessary to assist local governments and for the protection of public health, state agencies shall enter into contracts to arrange for the procurement of materials, goods, and services needed to assist in preparing for, containing, responding to, mitigating the effects of, and recovering from the spread of COVID-19. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, are suspended to the extent necessary to address the effects of COVID-19.
3. Any out-of-state personnel, including, but not limited to, medical personnel, entering California to assist in preparing for, responding to, mitigating the effects of, and recovering from COVID-19 shall be permitted to provide services in the same manner as prescribed in Government Code section 179.5, with respect to licensing and certification. Permission for any such individual rendering service is subject to the approval of the Director of the Emergency Medical Services Authority for medical personnel and the Director of the Office of Emergency Services for non-medical personnel and shall be in effect for a period of time not to exceed the duration of this emergency.
4. The time limitation set forth in Penal Code section 396, subdivision (b), prohibiting price gouging in time of emergency is hereby waived as it relates to emergency supplies and medical supplies. These price gouging protections shall be in effect through September 4, 2020.
5. Any state-owned properties that the Office of Emergency Services determines are suitable for use to assist in preparing for, responding to, mitigating the effects of, or recovering from COVID-19 shall be made available to the Office of Emergency Services for this purpose, notwithstanding any state or local law that would restrict, delay, or otherwise inhibit such use.
6. Any fairgrounds that the Office of Emergency Services determines are suitable to assist in preparing for, responding to, mitigating the effects of, or recovering from COVID-19 shall be made available to the Office of Emergency Services pursuant to the Emergency Services Act, Government Code section 8589. The Office of Emergency Services shall notify the fairgrounds of the intended use and can immediately use the fairgrounds without the fairground board of directors' approval, and

notwithstanding any state or local law that would restrict, delay, or otherwise inhibit such use.

7. The 30-day time period in Health and Safety Code section 101080, within which a local governing authority must renew a local health emergency, is hereby waived for the duration of this statewide emergency. Any such local health emergency will remain in effect until each local governing authority terminates its respective local health emergency.
8. The 60-day time period in Government Code section 8630, within which local government authorities must renew a local emergency, is hereby waived for the duration of this statewide emergency. Any local emergency proclaimed will remain in effect until each local governing authority terminates its respective local emergency.
9. The Office of Emergency Services shall provide assistance to local governments that have demonstrated extraordinary or disproportionate impacts from COVID-19, if appropriate and necessary, under the authority of the California Disaster Assistance Act, Government Code section 8680 et seq., and California Code of Regulations, Title 19, section 2900 et seq.
10. To ensure hospitals and other health facilities are able to adequately treat patients legally isolated as a result of COVID-19, the Director of the California Department of Public Health may waive any of the licensing requirements of Chapter 2 of Division 2 of the Health and Safety Code and accompanying regulations with respect to any hospital or health facility identified in Health and Safety Code section 1250. Any waiver shall include alternative measures that, under the circumstances, will allow the facilities to treat legally isolated patients while protecting public health and safety. Any facilities being granted a waiver shall be established and operated in accordance with the facility's required disaster and mass casualty plan. Any waivers granted pursuant to this paragraph shall be posted on the Department's website.
11. To support consistent practices across California, state departments, in coordination with the Office of Emergency Services, shall provide updated and specific guidance relating to preventing and mitigating COVID-19 to schools, employers, employees, first responders and community care facilities by no later than March 10, 2020.
12. To promptly respond for the protection of public health, state entities are, notwithstanding any other state or local law, authorized to share relevant medical information, limited to the patient's underlying health conditions, age, current condition, date of exposure, and possible contact tracing, as necessary to address the effect of the COVID-19 outbreak with state, local, federal, and nongovernmental partners, with such information to be used for the limited purposes of monitoring, investigation and control, and treatment and coordination of care. The




notification requirement of Civil Code section 1798.24, subdivision (i), is suspended.

13. Notwithstanding Health and Safety Code sections 1797.52 and 1797.218, during the course of this emergency, any EMT-P licensees shall have the authority to transport patients to medical facilities other than acute care hospitals when approved by the California EMS Authority. In order to carry out this order, to the extent that the provisions of Health and Safety Code sections 1797.52 and 1797.218 may prohibit EMT-P licensees from transporting patients to facilities other than acute care hospitals, those statutes are hereby suspended until the termination of this State of Emergency.
14. The Department of Social Services may, to the extent the Department deems necessary to respond to the threat of COVID-19, waive any provisions of the Health and Safety Code or Welfare and Institutions Code, and accompanying regulations, interim licensing standards, or other written policies or procedures with respect to the use, licensing, or approval of facilities or homes within the Department's jurisdiction set forth in the California Community Care Facilities Act (Health and Safety Code section 1500 et seq.), the California Child Day Care Facilities Act (Health and Safety Code section 1596.70 et seq.), and the California Residential Care Facilities for the Elderly Act (Health and Safety Code section 1569 et seq.). Any waivers granted pursuant to this paragraph shall be posted on the Department's website.

**I FURTHER DIRECT** that as soon as hereafter possible, this proclamation be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this proclamation.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 4th day of March 2020.



GAVIN NEWSOM  
Governor of California

**ATTEST:**

\_\_\_\_\_  
ALEX PADILLA  
Secretary of State

March 30, 2021

Board of Trustees  
Cutten School District  
4182 Walnut Drive  
Eureka, CA 95503

Dear Board of Trustees and Administrators:

Please accept my requested proposal for a .4 FTE leave of absence for the 2020-2021 school year. My daughter has had type one diabetes for nearly 7 years, which requires a plethora of my time and energy to keep her healthy.

My proposal is to continue my .4 FTE leave of absence. At this time my current job share partner, Jeannie Hassler, is considering the possibility of being my job share partner next year. Jeannie was a P.E. teacher in our district in 2008-2009. She has been an excellent job share partner. If Jeannie is unable to be my job share partner, I have several people in mind. I would rather not contact them until I know Jeannie or another teacher within our district is not interested in the position.

Please feel free to contact me with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to be 'JA H', with a long horizontal stroke extending to the right.

Jaime A. Hague

## 2021 Summer School Plan

### Dates:

- Monday, June 28 - July 23 (No school Mon July 5)
- 4 weeks, 19 instructional days

### Format:

- 16 students per session, with one teacher and aide
  - 112 total students in *each* session (~20% of current student body)
  - 15 staff
- Morning session - ELA
- Afternoon session - Math
- Recess - Pick up and drop off for single session students, or recess break for all day students

### Daily Schedule:

- Instructional Day:
  - 8:30 - 10:15 Morning session
  - 10:15-10:30 Break
  - 10:30-12:15 Afternoon session
- Teacher and Admin Duty Day: 8:00 - 12:30
- Aide hours: 8:30 - 12:30

### Total Estimated Cost:

- Teachers        \$52,876
- Aides            \$13,428
- Admin            \$ 7,554
- \$73,858**

**Memorandum of Understanding between  
the Humboldt Bay Teachers Association and  
Cutten School District**

**SUBJECT: Cutten-Ridgewood Yearbook Stipend**

For the 2021 - 22 school year, the District will assign a selected unit member to receive a one-time stipend of \$1,500, subject to the following terms.

1. To be eligible for the stipend, the unit member shall complete the annual yearbook.
2. The stipend will be payable in the June regular payroll.
3. More than one unit member (up to 4) may share the responsibility of completing the yearbook, subject to District approval.
4. If more than one unit member is assigned, the stipend shall be split between participating unit members.
5. This agreement shall not set a precedent for any reason.

\_\_\_\_\_  
HBTA

\_\_\_\_\_  
Date

\_\_\_\_\_  
District

\_\_\_\_\_  
Date