



# Cuttens School District

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

Superintendent/Principal  
Sue Ivey

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## ***Building a better world, one student at a time.***

*The Cuttens School District, in partnership with our community, provides students with the academic and social skills necessary to become contributing members of a global community. We accomplish our mission by creating a joyful, student-centered, and consistent learning environment rich in the arts and sciences, where everyone knows they are respected members of the Cuttens-Ridgewood family.*

### **Board of Trustees**

The Cuttens School District Board of Trustees meets on the second Monday of the month at 6:30pm in the Ridgewood School Commons. Meeting agendas are posted at Ridgewood and Cuttens Schools, as well as the district website ([www.cuttensd.org](http://www.cuttensd.org)). Regular meeting agendas are posted at least 72 hours in advance and special meeting agendas are posted at least 24 hours in advance. *Currently, all board meetings are held remotely via Zoom, with links available on all board agendas.*

### **Addressing the Board**

You may speak on a matter not on the agenda at the beginning of a regular meeting during the time reserved for public comment. After being recognized by the President, you will be allowed three minutes to address the board. The Board may not take action on the matter at this meeting. You may speak on any item on the agenda when that item is being discussed. *During Zoom meetings please use the “raise hand” function found in the “participants” tab to be called on by the President.*

### **Regular Session**

In order to address the Board, please wait for recognition by the President. Speakers are expected to be courteous and to avoid any remarks that reflect adversely on the character or motives of any person or on his or her race, religion, or political or economic views. The Board will hear public testimony on any given topic for a maximum of twenty (20) minutes. Each speaker will be limited to three (3) minutes. The Board may, by consensus and at its discretion, extend the time limit. *During Zoom meetings please use the “raise hand” function found in the “participants” tab to be called on by the President.*

### **Closed Session**

While school board meetings must be open to the public, California law provides for closed sessions which are not open to the public when the Board is considering expulsions, suspensions or disciplinary actions in connection with any pupil; the appointment, employment or dismissal of a public officer or employee; or when the Board is hearing complaints or charges brought against a public officer or employee. The individual may, however, request a public hearing. In addition, the Board may hold a closed session to discuss certain aspects of negotiations with employees and pending litigation. All action taken by the board in closed session will be reported upon reconvening to open session.

### **Complaints**

Complaints are to be addressed by first speaking with the person directly involved. If this does not resolve the issue, the complaint should be submitted in writing to the Superintendent. The Superintendent will investigate and respond in writing. Only after exhausting these levels can a written request be submitted asking that the issue be heard by the Board.



# Cutten School District

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

Superintendent/Principal  
Sue Ivey

## CUTTEN ELEMENTARY SCHOOL DISTRICT

### BOARD OF TRUSTEES

### BOARD MEETING AGENDA

August 10, 2020 6:30 pm

Via Zoom Meeting: <https://zoom.us/j/92357077814?pwd=OVYybmNHdHoxVlhwZ2t3ZWxrRmlzZz09>

Meeting ID: 923 5707 7814

Passcode: 081020

Call in: 1-669-900-6833

#### 1.0 CALL TO ORDER

#### 2.0 PUBLIC COMMENT ON CLOSED SESSION ITEM - *Estimated time of closed session is 15-30 minutes.*

#### 3.0 CLOSED SESSION

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

##### 3.1 CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)

*Agency Designated Representative: Sue Ivey*

*Name of organization representing employees: Humboldt Bay Teachers Association*

#### 4.0 RECONVENE TO OPEN SESSION

##### 4.1 Report Out from Closed Session

#### 5.0 CONSENT AGENDA

##### 5.1 Approval of Minutes – July 27, 2020

##### 5.2 Approval of Warrants and Payroll

##### 5.3 Approval of Quarterly Report on William Uniform Complaints, Second Quarter

##### 5.4 Approval of Consolidated Application with all Associated Data Collections, Reporting Requirements and General Assurances

##### 5.5 Approval of One-Time Additional Hours for Technology Coordinator, August 2020

#### 6.0 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.

#### 7.0 REPORTS

##### 4.1 Cutten Ridgewood PTA Report

##### 4.2 HBTA Report

#### 8.0 CORRESPONDENCE

#### 9.0 INFORMATION / POSSIBLE ACTION ITEMS

##### 9.1 Reopening Survey and Community Meeting Report

##### 9.2 Consider Time Adjustment to Blended Learning Plan

##### 9.3 Consideration of Cutten District Reopening Plan for 2020-21

#### 10.0 BOARD MEMBER & ADMINISTRATOR COMMENTS / COMMUNICATION

#### 11.0 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**

July 27, 2020

6:30 p.m.

Meeting was Held via a ZOOM platform

1.0 CALL TO ORDER – The meeting was called to order at 6:34 p.m.

Board members in attendance: Becky Reece, Andy Sundquist, Mary DeWald,  
Dennis Reinholtsen and Verne Skjonsby

2.0 CONSENT AGENDA

2.1 Motion by Mary DeWald, second by Becky Reece to approve the consent agenda. Motion carried via roll call vote, 5-0.

3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS

3.1 No Comments

4.0 REPORTS

4.1 Elaine Mu reported on behalf of the Cutten Ridgewood PTA. There is a PTA meeting scheduled for 8/4/20. Items to discuss at that meeting are approval of budget/audit, electing and ratifying new officers and chairs, and discussion of programs for the new school year.

4.2 Sue Ivey reported on behalf of the Cutten Ridgewood Student Foundation. There was a letter in the board packet stating that the Foundation was going dormant for the 20/21 school year due to the difficulty of fund raising during the pandemic. The Foundation will re-visit the decision in spring. The play structure that the Foundation helped to purchase is installed at Cutten School.

4.3 Melissa Seymour reported on behalf of the Humboldt Bay Teacher's Association. She summarized the letter from the Humboldt-Del Norte Teacher Associations in the board packet stating the need for student and educator health to be paramount in any re-opening plan. The HBTA is working on a draft MOU for the changing working conditions in the pandemic that should be ready by the start of school.

5.0 INFORMATION / POSSIBLE ACTION ITEMS

5.1 The Board reviewed the COVID-19 Addendum to the Injury and Illness Prevention Program (IIPP) developed by Sue Ivey with help from Taylin Titus of the JPA. The board suggested that mask wearing guidelines be emphasized more and put above hand hygiene. Motion made by Verne Skjonsby to approve the IIPP Addendum with the suggested changes, second by Becky Reece. Motion carried via roll call vote, 5-0.

5.2 The Board considered changes to the District's Conflict of Interest Code. The board deemed that the current code was sufficient, as there were no structural changes since the code had last been approved. Motion by Becky Reece, second by Verne Skjonsby to approve the current Conflict of Interest Code. Motion carried via roll call vote, 5-0.

5.3 The Board considered the approval of the Associate Principal Position and Job Description. A discussion of how the position was developed and the job description ensued. Motion by Dennis Reinholtsen, second by Becky Reece to approve the Assistant Principal Position and Job Description. Motion carried via roll call vote, 5-0.

5.4 The Board considered the approval of 2020-2021 Site-Specific Protection Plans for Ridgewood and Cutten School. A template was provided from the Humboldt County Office of Education to be tailored to the district's specific sites. All bold entries in the plans are site specific items that were added to the template. Discussion ensued regarding items in the plans, including but not limited to breakfast/lunch details, playground equipment, employee trainings and masks.

Motion by Becky Reese, second by Verne Skjonsby to approve the Site-Specific Protection Plans. Motion carried via roll call vote, 5-0.

- 5.5 The Board considered the approval of the 2020-2021 Blended Learning Plan. This plan was developed by the Scheduling Committee, with a majority membership of certificated teachers. The plan is to split the students into two different cohorts, one in the morning and one in the afternoon, with an hour in between the cohort. This time will be used to clean and disinfect classrooms. This hybrid plan is possible due to the reduction of instructional minutes required for the 2020-2021 school year. Discussion ensued regarding details of the plan. The Board acknowledged that this is a dynamic document and can/will change due to circumstances. A community meeting is scheduled for Thursday, July 29 to answer questions and have discussion about the District's plans. Motion by Dennis Reinholtsen, second by Verne Skjonsby to approve the 2020-2021 Blended Learning Plan. Motion carried via roll call vote, 5-0.
- 5.6 The Board considered the approval of the 2020-2021 Distance Learning Plan. This plan was developed by the Distance Learning Committee, with a majority membership of certificated teachers, that was formed shortly after school closed in March. This plan is needed in the event of a campus closure due to the pandemic and for students who opt-out of in-person learning this year. The plan includes all state standards and content areas and identifies student work to include both a paper component and online component, with daily interaction with teachers and peers. Student participation and completion of work is tracked. Motion by Becky Reece, second by Verne Skjonsby to approve the 2020-2021 Distance Learning Plan. Motion carried via roll call vote, 5-0.
- 5.7 The Board considered options for re-opening schools in the 2020-2021 school year. Trustees acknowledged that the reopening plan may change due to the circumstances of the pandemic at the time of opening. Motion by Becky Reece, second by Verne Skjonsby to accept the Blended Learning Plan and the Distance Learning Plan as reopening plans Options A & B, respectively. Motion carried via roll call vote, 5-0.
- 5.8 The Board considered option for Bus Service for the upcoming 2020-2021 school year. The board decided to delay the decision on Bus Service for the upcoming school year, and to send a survey out to parent to gather more information before making a decision.

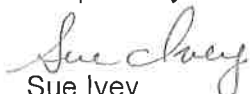
#### 6.0 BOARD MEMBER & ADMINISTRATOR COMMENTS / COMMUNICATION

- 6.1 Becky Reece announced she is running for re-election, and stated that she had to make an appointment to get all the paper work signed off at the County.
- 6.2 Sue Ivey gave an update on Summer facility projects including Annex painting, Ridgewood Solar Project, Ridgewood garden clean-up, new Cutten play structure and new fences at Cutten.
- 6.3 Sue Ivey gave a Bond update. The Back check for the Ridgewood work is 98% completed. The civil engineering services and topographic survey team are scheduled to be at Cutten between July 29 and 31. New designs for the Cutten office entry have been completed and added to the scope of work.
- 6.4 Community Meeting announced for Thursday 7/30 about re-opening for the 2020-2021 school year.

#### 7.0 ADJOURNMENT

- 7.1 The meeting was adjourned at 8:27 p.m.

Respectfully submitted,



Sue Ivey  
Secretary to the Board

HUMBOLDT COUNTY OFFICE OF EDUCATION  
Employee Payroll Earnings Prolist

LORI-----CUT JU;

09 Cutten

Pay Cycle: 07 Cycle Type: R W-Date: 07/31/2020  
Pay Cal: CEMEND, CLMEND

Fiscal Year: 2021

Payroll Totals - District 09

Total Employees Paid

10 First Time Paid Employees

Receiving Warrants

1 DNP Payout only

EFT Payments

9 EFT/Prenote Restriction

EFT/Prenote (Receiving Warrant)

0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	RET	1
0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	RET	0
0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	RET	0
0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	RET	0
0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	REG	0.0	RET	0

Salary Totals

Position:	49,619.79	Longevity:	0.00	Shift:	0.00	Oth Base:	0.00	Tot Base:	49,619.79	Non-Base:	2,840.00	GROSS:	52,459.79
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Totals By Pty

P	POSITION- MAGIC	PA	49,619.79	POSITION ADJ	0.00	PD	0.00	POSITION DOCK	0.00
PR	POSITION- RETRO	PX	0.00	GENERATED ADJ	0.00	PY	0.00	GENERATED ADJ 2	0.00
PZ	GENERATED ADJ 3	PT	0.00	GENERATED ADJ 4	0.00	PU	0.00	GENERATED ADJ 5	0.00
PV	GENERATED ADJ 6	PK	0.00	POSITION DOCK %	0.00	O	0.00	OTHER BASE EARN	0.00
OA	OTHER BASE ADJ	OD	0.00	OTHER BASE DOCK	0.00	M	0.00	MANUAL PAY LINE	2,840.00
MD	MANUAL DOCK	R	0.00	RATE PAY LINE	0.00	C	0.00	CASH INLIEU	0.00
CA	CASH INLIEU ADJ		0.00						

Totals By Earn Type

125R	REFUND-IRC:25 CONTRI	ADD1	0.00	ADD EARN/PERS-STRS C	0.00	ADD2	0.00	ADD EARNINGS/NON-ORE	0.00
CELL	CELL PHONE ALLOWANCE	DNP	240.00	DNP "DC NOT	0.00	MAST	0.00	MASTER STIPEND	0.00
NML	NORMAL PAY	OFFS	49,619.79	OFF SCHEDULE SALARY	0.00	OT-1	0.00	OT/PERS UNDR 40 HR W	0.00
OT-2	OT/PERS OVR HR WK/ST	PROF	0.00	PROFESSIONAL GROWTH-	0.00	STP1	0.00	STIPEND/PERS & STRS	0.00
STP2	STIPEND/PERS & STRS	SUB	2,600.00	SUBSTITUTE	0.00	SUB9	0.00	SUBSTITUTE WORK/OVER	0.00
WC0:	WORKERS COMP PAYMENT		0.00						

Total Hours

Total Days

0.0000

0.0000

Employee Deductions

T-403B	1,925.00	STRS GR	17,209.50	FICA GR	28,912.19	FIT	3,140.19	HW DED	0.00	SUBJ DNP	0.00
T-457B	0.00	STRS	1,881.22	FICA	1,792.55	AFIT	752.23	VOL DED	299.65	DNP IN	0.00
S125	5,298.82	PERS GR	32,410.29	MEDI GR	47,160.97	SIT	794.48	INV DED	0.00	DNP OUT	0.00
NTX GR	0.00	PERS	2,268.73	MEDI	683.84	ASIT	525.00	R-403B	0.00	DNP PROJ	0.00
NTX RET	4,149.95	ARS GR	0.00	SIB	0.00	EIC	0.00	SDI GR	0.00	DNP YTD	0.00
FIT GR	41,086.02	SIT GR	41,086.02	ARS	0.00	HSA	0.00	SDI	0.00	NET PAY	33,098.06

Employer Costs

STRS	2,779.34	PERS	6,708.92	PERS B/O	0.00	ARS	0.00	FICA	0.00	1,792.55	MEDI	683.84	HSA	0.00
WC	1,061.12	SUI	23.58	HW	9,234.15	SUI GR	47,160.97	WC GR	47,160.97	TOTAL	22,283.50			

# ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

## Report Cover Sheet

### General Settings

Report Name ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Printed 8/6/2020 9:10:34 AM  
District 09  
Logon tanwood  
Fiscal Year 2021

### Options

Report Title JULY AP BOARD REPORT

### Filters

Transaction Type: ALL  
Board Meeting Date: 08/10/2020  
From Transmittal Number: 21000001  
To Transmittal Number: 21000004  
Audit Type: ALL  
Fiscal Year: 2021  
Sort By: Vendor Name  
Print Description: Board Description  
Include Vendor Address: YES  
Page Break By Transmittal: NO  
Include Voided Transmittal: NO

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cutten	Transmittal Number: 21000001-0 AUDIT	Vendor	Description	Amount
CL200016-001	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	ONGOING MAINTENANCE	98.18
CL200017-001	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	ONGOING MAINTENANCE	33.91
CL200018-001	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	ONGOING MAINTENANCE	69.20
CL200019-001	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	ONGOING MAINTENANCE	122.79
CL200020-001	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	ONGOING MAINTENANCE	32.15
CL200021-001	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	(HARRIS) SHAFER'S ACE HARDWARE 2520 HARRIS STREET EUREKA, CA 95503-0000	ONGOING MAINTENANCE	79.50
			Total Payment Amount	435.73
1-V2 10008-001	ADVANCED SECURITY SYSTEM 1336 4TH STREET EUREKA, CA 95501-0000	ADVANCED SECURITY SYSTEM 1336 4TH STREET EUREKA, CA 95501-0000	ALARM MONITORING	106.50
1-V2 10009-001	ADVANCED SECURITY SYSTEM 1336 4TH STREET EUREKA, CA 95501-0000	ADVANCED SECURITY SYSTEM 1336 4TH STREET EUREKA, CA 95501-0000	ALARM MONITORING	259.50
			Total Payment Amount	366.00
CL200001-001	BAKER, JEANNEMARIE 5797 MATSEN WAY	BAKER, JEANNEMARIE 5797 MATSEN WAY	EMPLOYEE MILEAGE	246.68

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000001-0 AUDIT

Reference Vendor EUREKA, CA 95503-0000

CL200002-001 BAKER, JEANNEMARIE  
 5797 MATSEN WAY  
 EUREKA, CA 95503-0000

CL200003-001 BCA ARCHITECTS  
 111 N MARKET ST  
 STE 710  
 SAN JOSE, CA 95113-1108

PAYEE INFORMATION  
 CASHA  
 CALIFORNIA CREDIT ASSOCIATION  
 WELLS FARGO BANK  
 PO BOX 1100  
 EUREKA, CA 95503-1100

CL200004-001 EUREKA  
 700 BELLEVUE  
 EUREKA, CA 95501-0000

CL200005-001 EUREKA READY MIX  
 4915 BOYD RD  
 ARCAIA, CA 95521-4408

CL200006-001 GREENWIRED  
 PO BOX 1686  
 REDWAY, CA 95560-1686

Description	Amount
AFTER SCHOOL SUPPLIES	460.83
Total Payment Amount	707.51
ARCHITECT FEES - BOND	1,145.08
Total Payment Amount	1,145.08
CASHA MEMBERSHIP	5,731.00
Total Payment Amount	5,731.00
EUREKA BUILDING	187.50
Total Payment Amount	187.50
CONTRACTED SERVICES	989.28
Total Payment Amount	989.28
BUILDING IMPROVEMENT	83,324.38



HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

July 2019 Board Report

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

Account Reference	Vendor	Description	Amount
CL200007-001	GREENWIRED PO BOX 1686 REDWAY, CA 95560-1686	BUILDING IMPROVEMENT	4,894.86
CL200008-001	GREENWIRED PO BOX 1686 REDWAY, CA 95560-1686	BUILDING IMPROVEMENT	4,750.97
CL200009-001	HUMBOLDT WASTE MGMT. AUTHORITY 1059 W. HAWTHORNE STREET EUREKA, CA 95501-0000	WASTE DISPOSAL	67.00
CL200010-001	IVEY, SUSAN 5183 BLACKBERRY LN EUREKA, CA 95503-7711	EMPLOYEE MILEAGE	380.65
CL200011-001	MENDES SUPPLY COMPANY 1030 W. DEL NORTE STREET EUREKA, CA 95501-0000	CUSTODIAL SUPPLIES	385.78
CL200012-001	MISSION LINEN INDUST. SERV SAP #112870 1401 SUMMER STREET EUREKA, CA 95501-0000	LAUNDRY	115.98
PV210004-001	MISSION LINEN INDUST. SERV SAP #112870 1401 SUMMER STREET EUREKA, CA 95501-0000	LAUNDRY	115.98
		Total Payment Amount	92,970.21
		Total Payment Amount	67.00
		Total Payment Amount	380.65
		Total Payment Amount	385.78
		Total Payment Amount	385.78
		Total Payment Amount	115.98
		Total Payment Amount	115.98

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000001-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
CL200026-001	P G & T PO BOX 997300 SACRAMENTO, CA 95899-7300	NATURAL GAS	231.96	66.54
CL200013-001	PERSONNEL CENTER 4100 BROADWAY EUREKA, CA 95501 0000	ONGOING MAINTENANCE	66.54	65.09
PV210003-001	PERSONNEL CENTER 4100 BROADWAY EUREKA, CA 95501 0000	GROUNDS SUPPLIES	20.60	
CL200014-001	KUJAL COMM ASSISTANCE CORP. 3120 FIRST BOARD DR SUITE 201 W SACRAMENTO, CA 95691-5039	CONTRACTED SERVICES	85.69	3,875.00
CL200015-001	SCHMIDBAUER LUMBER INC. P.O. BOX 3293 EUREKA, CA 95502-0000	ONGOING MAINTENANCE	3,875.00	331.15
PV210006-001	SCHOOL INNOVATIONS & ACHIEVEME 5200 GOLDEN FOOTHILL PARKWAY EL DORADO HLS, CA 95762	MANDATED COSTS ADVISORY SVCS	331.15	4,500.00
PV210005-001	SCHOOLWISE TECHNOLOGIES	STUDENT INFORMATION PROGRAM	4,500.00	5,670.00

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cuiten

Transmittal Number: 2100001-0 AUDIT  
 Reference

Vendor  
 P.O. BOX 9065  
 S LAKE TAHOE, CA 96158

Amount

Description

5,670.00

Total Payment Amount

PV210007-001

SHAFERS HARDWARE  
 2760 E STREET  
 EUREKA, CA 95501-0000

46.07

ONGOING MAINTENANCE

46.07

Total Payment Amount

PV210002-001

SSDA  
 455 CAPITOL MALL, SUITE 315  
 SACRAMENTO, CA 95814-0000

1,050.00

DISTRICT BASIC MEMBERSHIP

1,050.00

Total Payment Amount

CL200025-001

U.S. BANK EQUIPMENT FINANCE  
 PO BOX 790448  
 SAINT LOUIS, MO 63179-0448

1,138.31

EQUIPMENT LEASE

1,138.31

Total Payment Amount

CL200022-001

VALLEY PACIFIC PETROLEUM SVCS  
 PO BOX 1245  
 FRENCH CAMP, CA 95231-1245

28.13

UNLEADED FUEL

28.13

Total Payment Amount

CL200023-001

WESTERN CHAIN SAW COMPANY  
 1620 KOSTER STREET  
 EUREKA, CA 95501-0000

406.83

ONGOING MAINTENANCE

406.83

Total Payment Amount

120,795.42

Transmittal Total

119,650.34

Fund Summary:

Fund 01

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000001-0 AUDIT Fund 21 1,145.08

Transmittal Number: 21000002-0 AUDIT  
 Reference Vendor Description Amount  
 PV210016-001 (HARRIS) SUPPLIES AND MATERIALS 15.07  
 2520 HARRIS STREET  
 EUREKA, CA 95501-0000

CL200027-001 AISEL CALHEI \* TELEPHONE Total Payment Amount 15.07  
 PO BOX 9011  
 CAROL SPRING AM, IL 60197-9011 124.55

CL200028-001 AISEL CALHEI \* TELEPHONE 123.31  
 PO BOX 9011  
 CAROL SPRING AM, IL 60197-9011

CL200029-001 AISEL CALHEI \* TELEPHONE 19.39  
 PO BOX 9011  
 CAROL SPRING AM, IL 60197-9011

CL200032-001 CRYSTAL SPRINGS BOTTLED WATER Total Payment Amount 267.25  
 P. O. BOX 3786  
 EUREKA, CA 95501-0000 16.00

CL200033-001 CRYSTAL SPRINGS BOTTLED WATER DRINKING WATER 14.00  
 P. O. BOX 3786  
 EUREKA, CA 95501-0000

PV210011-001 CRYSTAL SPRINGS BOTTLED WATER BOTTLED WATER SERVICE 14.00  
 P. O. BOX 3786  
 EUREKA, CA 95501-0000

CL200004-001 DEPARTMENT OF JUSTICE FINGERPRINTING Total Payment Amount 96.00  
 44.00  
 96.00

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cuitten

Transmittal Number: 2100002-0 AUDIT

Reference Vendor  
 ACCOUNTING OFFICE  
 CASHIERING UNIT  
 P.O. BOX 944255  
 SACRAMENTO, CA 94244-2550

Amount

Description

Total Payment Amount

96.00

1,368.86

REPAIRS BUILDING

DESIGN AIR  
 2039 EICH ROAD  
 EUREKA, CA 95503-0000

1,368.86

Total Payment Amount

134.30

CUSTODIAL SUPPLIES

MENDES SUPPLY COMPANY  
 1030 W. DEL NORTE STREET  
 EUREKA, CA 95501-0000

87.86

CUSTODIAL SUPPLIES

MENDES SUPPLY COMPANY  
 1030 W. DEL NORTE STREET  
 EUREKA, CA 95501-0000

222.16

Total Payment Amount

378.47

PG&E

P G & E  
 BOX 997300  
 SACRAMENTO, CA 95899-7300

378.47

Total Payment Amount

43.70

ONGOING MAINTENANCE

PIERSON BLDG CENTER  
 4100 BROADWAY  
 EUREKA, CA 95501-0000

43.70

Total Payment Amount

486.00

DEFERRED MAINTENANCE

POWELL CONCRETE PUMPING  
 P.O. BOX 3553  
 EUREKA, CA 95502

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 03/10/2020

09 Cullen

Fiscal Year: 2021

Transmittal Number: 21000002-0 AUDIT

Reference	Vendor	Description	Amount
CL200037-001	POWELL CONCRETE PUMPHOUSE PO BOX 9953 EUREKA, CA 95502	DEFERRED MAINTENANCE	650.00
CL200038-001	POWELL CONCRETE PUMPHOUSE PO BOX 9953 EUREKA, CA 95502	DEFERRED MAINTENANCE	431.00
Total Payment Amount			1,567.00
CL200039-001	POWELL LANDSCAPING MATERIALS PO BOX 5711 EUREKA, CA 95503-5711	DEFERRED MAINTENANCE	1,014.48
CL200040-001	POWELL LANDSCAPING MATERIALS PO BOX 5711 EUREKA, CA 95503-5711	DEFERRED MAINTENANCE	954.80
CL200041-001	POWELL LANDSCAPING MATERIALS PO BOX 5711 EUREKA, CA 95503-5711	DEFERRED MAINTENANCE	1,014.48
CL200042-001	POWELL LANDSCAPING MATERIALS 1955 HILFIKER LN EUREKA, CA 95503-5711	DEFERRED MAINTENANCE	954.80
CL200043-001	POWELL LANDSCAPING MATERIALS 1955 HILFIKER LN EUREKA, CA 95503-5711	DEFERRED MAINTENANCE	954.80
Total Payment Amount			4,893.36
CL200034-001	PRESENCE LEARNING PO BOX 743532 LOS ANGELES, CA 90074-3532	SLP SERVICES	2,992.64
Total Payment Amount			2,992.64

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

09 Cutten

Fiscal Year: 2021

Transmittal Number: 21000002-0 AUDIT

Reference

PV210015-001

Vendor

SUDDENLINK

PO BOX 742535

CINCINNATI, OH 45274-2535

Description

CABLE FOR CLASSROOM

Amount

16.16

Total Payment Amount

16.16

PV210010-001

THOR ARWOOD

724 12TH ST

EUREKA, CA 95501-2401

DOJ-COR FINGERPRINTS

104.00

CL200030-001

TROXELL COMMUNICATIONS INC

4675 E COTTON CENTER BLVD

STE 155

PHOENIX, AZ 85040-4810

Total Payment Amount

104.00

673.44

Total Payment Amount

673.44

Transmittal Total

12,682.11

Fund Summary: Fund 01

12,682.11

Transmittal Number: 21000003-0 AUDIT

PV210017-001

(HARRIS) SHAFER'S ACE HARDWARE

2520 HARRIS STREET

EUREKA, CA 95503-0000

ONGOING MAINTENANCE

4.07

Total Payment Amount

4.07

PV210018-001

ACSA

1575 BAYSHORE HIGHWAY

BURLINGAME, CA 94010-0000

ACSA DUES - S. IVEY

1,041.61

PV210024-001

ACSA

1575 BAYSHORE HIGHWAY

BURLINGAME, CA 94010-0000

ACSA DUES - DESHAIS

783.00

HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cullen

Transmittal Number: 21000003-0 AUG11

Total Payment Amount 1,824.61

Reference PV210019-001 Vendor CASTO MEMBERSHIP - RINGLER Amount 30.00

Reference PV210020-001 Vendor CASTO MEMBERSHIP - TUNZI Amount 30.00

Reference PV210021-001 Vendor ADMIN SUPPLIES Total Payment Amount 60.00

Reference PV210022-001 Vendor ADMIN SUPPLIES Amount 46.18

Reference PV210023-001 Vendor ADMIN SUPPLIES Total Payment Amount 46.18

Reference PV210024-001 Vendor ADMIN SUPPLIES Total Payment Amount 498.60

Reference PV210025-001 Vendor WATER/SEWER JUNE 2020 Amount 60.21

Reference PV210026-001 Vendor WATER/SEWER JUNE 2020 Amount 54.47

Reference PV210027-001 Vendor WATER/SEWER JUNE 2020 Amount 261.73

Reference PV210028-001 Vendor WASTE DISPOSAL Total Payment Amount 376.41

Reference PV210029-001 Vendor WASTE DISPOSAL Amount 29.61



HUMBOLDT COUNTY OFFICE OF EDUCATION  
 ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

JULY AP BOARD REPORT

Board of Trustees Meeting 08/10/2020

Fiscal Year: 2021

09 Cutten	Transmittal Number: 21000003-0 AUDIT Reference Vendor EUREKA, CA 95501-0000	Description	Amount
PV210021-001	HUMBOLDT WASTE MGMT. AUTHORITY 1059 W. HAWTHORNE STREET EUREKA, CA 95501-0000	WASTE DISPOSAL	59.21
		Total Payment Amount	88.82
PV210022-001	MENDES SUPPLY COMPANY 1030 W. DEL NORTE STREET EUREKA, CA 95501-0000	CUSTODIAL SUPPLIES	504.39
		Total Payment Amount	504.39
CV200044-001	P G & E BOX 997300 SACRAMENTO, CA 95899-7300	PG&E JUNE 2020	2,298.48
		Total Payment Amount	2,298.48
CV200045-001	PIERSON BLDG CENTER 4100 BROADWAY EUREKA, CA 95501-0000	ONGOING MAINTENANCE	76.98
		Total Payment Amount	76.98
CV200046-001	SCHMIDBAUER LUMBER INC. P.O. BOX 3293 EUREKA, CA 95502-0000	ONGOING MAINTENANCE	148.55
CV200047-001	SCHMIDBAUER LUMBER INC. P.O. BOX 3293 EUREKA, CA 95502-0000	ONGOING MAINTENANCE	478.37
		Total Payment Amount	626.92
CV200048-001	U.S. BANK EQUIPMENT FINANCE PO BOX 790448	PRINTER/COPIER AGREEMENT	313.32

HUMBOLDT COUNTY OFFICE OF PUBLIC AFFAIRS  
 ACCOUNTS PAYABLE - BOARD PAYMENT ELECTRONIC

JULY AP BOARD PAYMENT

Board of Directors Meeting 06/30/2020

Fiscal Year: 2021

09 Cullen

Transmittal Number: 2100004-0 AUDIT GREENWIRED  
 Reference: CL200058-001

CL200058-001

Total Payment Amount: 343,76

50.85

47.18

1.05

99.08

6,848.30

6,848.30

83,673.19

83,673.19

206.18

206.18

Transmittal Number: 2100004-0 AUDIT  
 GREENWIRED  
 PO BOX 1686  
 REDWAY, CA 95560-1686

PV210027-001  
 P G & E  
 BOX 997300  
 SACRAMENTO, CA 95899-7300

JULY AP BOARD REPORT

HUMBOLDT COUNTY OFFICE OF EDUCATION  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 08/10/2020

09 Cutter

Fiscal Year: 2021

Transmittal Number: 2100004-0 AUDIT

Payment Count:	50	Transmittal Count:	4	Grand Total:	224,205.20
		Fund Summary:	Fund 01		83,879.37
				Transmittal Total	83,879.37

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



# Cutten 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)

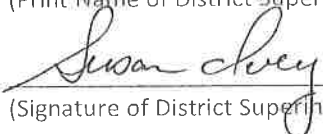
### Quarterly Reporting Period (please check one)

- First Quarter 2020 January 1 through March 31, 2020
- Second Quarter 2020 April 1 through June 30, 2020
- Third Quarter 2020 July 1 through September 30, 2020
- Fourth Quarter 2020 October 1 through December 31, 2020

### 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>	0		

Susan Ivey  
 (Print Name of District Superintendent)  
  
 (Signature of District Superintendent)

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

by: Quarter 1 due: 04/15/2019  
 Quarter 2 due: 07/15/2019  
 Quarter 3 due: 10/15/2019  
 Quarter 4 due: 01/15/2020

**2018-19 Title II, Part A Fiscal Year Expenditure Report, 24 Months**

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2018 through June 30, 2020.

**CDE Program Contact:**

Arianna Bobadilla (Fiscal), Division Support Office, [abobadilla@cde.ca.gov](mailto:abobadilla@cde.ca.gov), 916-319-0208  
Lisa Fassett (Program), Standards Implementation Support Office, [lfassett@cde.ca.gov](mailto:lfassett@cde.ca.gov), 916-323-4963

2018-19 Title II, Part A allocation	\$34,867
Transferred-in amount	\$0
Transferred-out amount	\$0
2018-19 Total allocation	

**Professional Development Expenditures**

Professional development for teachers	
Professional development for administrators	
All other professional development expenditures	

**Recruitment, Training, and Retention Expenditures**

Recruitment activities	
Training activities	
Retention activities	
All other recruitment, training, and retention expenditures	

**Miscellaneous Expenditures**

Class size reduction	\$ 34,867	
Administrative and indirect costs		
Equitable services for nonprofit private schools		
All other allowable expenditures and encumbrances		
Total expenditures and encumbrances	\$ 34,867	\$0
2018-19 Unspent funds	5 0	<del>\$34,867</del>

\*\*\*Warning\*\*\*

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*DR*

### 2019-20 Title II, Part A Fiscal Year Expenditure Report, 12 Months

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2019 through June 30, 2020

**CDE Program Contact:**

Arianna Bobadilla (Fiscal), Division Support Office, [abobadilla@cde.ca.gov](mailto:abobadilla@cde.ca.gov), 916-319-0208  
Lisa Fassett (Program), Standards Implementation Support Office, [lfassett@cde.ca.gov](mailto:lfassett@cde.ca.gov), 916-323-4963

2019-20 Title II, Part A allocation	\$22,604
Transferred-in amount	\$0
Transferred-out amount	\$0
2019-20 Total allocation	

**Professional Development Expenditures**

Professional development for teachers	\$ 14,150
Professional development for administrators	
All other professional development expenditures	

**Recruitment, Training, and Retention Expenditures**

Recruitment activities	
Training activities	
Retention activities	
All other recruitment, training, and retention expenditures	

**Miscellaneous Expenditures**

Class size reduction	\$ 8,454	
Administrative and indirect costs		
Title V, Part B Subpart 1 Alternative Uses of Funds Authority Participation		
Equitable services for nonprofit private schools		
All other allowable expenditures and encumbrances		
Total expenditures and encumbrances	\$ 22,604	<del>\$0</del>
2019-20 Unspent funds	0	\$22,604

\*\*\*Warning\*\*\*

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### 2019-20 Title V, Part B Subpart 2 RLIS Use of Funds Report

Identify how Title V, Part B Subpart 2 Rural and Low-Income School (RLIS) Program grant funds were used by the local educational agency (LEA).

**CDE Program Contact:**

Rural Education Achievement Program, Federal Programs and Reporting Office, [REAP@cde.ca.gov](mailto:REAP@cde.ca.gov), 916-319-0787

RLIS funds expended	# 26,446.05
---------------------	-------------

**\*\*\*Warning\*\*\***

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**2019-20 Title IV, Part A LEA Use of Funds Report**

A use of funds report of year-to-date expenditures by activity.

**CDE Program Contact:**

Federal Programs and Reporting Office, [TitleIV@cde.ca.gov](mailto:TitleIV@cde.ca.gov), -

2019-20 Title IV, Part A LEA allocation		\$19,634
Transferred-in amount		\$0
Total funds transferred out of Title IV, Part A	\$ 19,634	<del>\$19,334</del>
Total LEA Reservations		\$0
2019-20 Title IV, Part A LEA adjusted allocation		\$300
Well-Rounded		
Safe and Healthy Students		
Effective Use of Technology		
Carryover as of September 30, 2020	\$ 0	<del>\$300</del>

**\*\*\*Warning\*\*\***

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### 2019-20 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

**CDE Program Contact:**

Leanne Wheeler, Integrated Student Support and Programs Office, [lwheeler@cde.ca.gov](mailto:lwheeler@cde.ca.gov), 916-319-0383  
 Karmina Barrales, Integrated Student Support and Programs Office, [KBarrales@cde.ca.gov](mailto:KBarrales@cde.ca.gov), 916-327-9692

### Homeless Education Certification

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths;
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
  - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless;
  - b) Includes a dispute resolution process;
  - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison;
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

### Homeless Liaison Contact Information

Homeless liaison first name	Aimee
Homeless liaison last name	Johnston
Homeless liaison title	School Social Worker
Homeless liaison email address (Format: abc@xyz.zyx)	mjohnston@cuttensd.org
Homeless liaison telephone number (Format: 999-999-9999)	707-441-3930
Homeless liaison telephone extension	
Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education (Format: 0.00)	0.05

### Homeless Liaison Training Information

**\*\*\*Warning\*\*\***

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### 2019-20 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

**CDE Program Contact:**

Leanne Wheeler, Integrated Student Support and Programs Office, [lwheeler@cde.ca.gov](mailto:lwheeler@cde.ca.gov), 916-319-0383  
 Karmina Barrales, Integrated Student Support and Programs Office, [KBarrales@cde.ca.gov](mailto:KBarrales@cde.ca.gov), 916-327-9692

Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years	Yes
Has the homeless liaison provided training to the following personnel:	
Principals and other school leaders	Yes
Attendance officers and registrars	Yes
Teachers and instructional assistants	Yes
School counselors	Yes

**Homeless Education Policy and Requirements**

Does the LEA have a written homeless education policy	Yes
No policy comment	
Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)	
Date LEA's board approved the homeless education policy	8/19/13
Does the LEA meet the above federal requirements	Yes
Compliance comment	
Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)	

**Title I, Part A Homeless Expenditures**

2019-20 Title I, Part A LEA allocation	\$263,197
2019-20 Title I, Part A direct or indirect services to homeless children reservation	\$1,000
Amount of 2019-20 Title I, Part A funds expended or encumbered for direct or indirect services to homeless children	\$ 0
Homeless services provided (Maximum 500 characters)	
No expenditures or encumbrances comment Provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services. (Maximum 500 characters)	materials & supplies provided for homeless families came out of school inventory.

\*\*\*Warning\*\*\*

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### 2020-21 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca20assurancestoc.asp>.

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov), 916-319-0297

### Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Susan Ivey
Authorized Representative's Signature	<i>Susan Ivey</i>
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	8/6/2020

**\*\*\*Warning\*\*\***

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### 2020-21 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

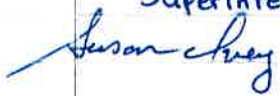
**CDE Program Contact:**

Franco Rozic, Title I Monitoring and Support Office, [franro@cde.ca.gov](mailto:franro@cde.ca.gov), 916-319-0269

### Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Susan Ivey
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	 8/6/2020
Comment	
If the LEA is not able to certify at this time, then an explanation must be provided in the Comment field. (Maximum 500 characters)	

\*\*\*Warning\*\*\*

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**2020-21 LCAP Federal Addendum Certification**

**CDE Program Contact:**

Local Agency Systems Support Office, [LCFF@cde.ca.gov](mailto:LCFF@cde.ca.gov), 916-323-5233

**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

**Returning Application**

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

<p><b>County Office of Education (COE) / District</b></p> <p>For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP</p>	<p>6/11/19</p>
<p><b>Direct Funded Charter</b></p> <p>Enter the adoption date of the current LCAP</p>	
<p>Authorized Representative's Full Name</p>	<p>Susan Ivey</p>
<p>Authorized Representative's Title</p>	<p>Superintendent</p>

\*\*\*Warning\*\*\*

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## 2020-21 Application for Funding

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov), 916-319-0297

**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	
---	--

**District English Learner Advisory Committee Review**

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

DELAC representative's full name (non-LEA employee)	
DELAC review date	
Meeting minutes web address  Please enter the web address of DELAC review meeting minutes (format <a href="http://SomeWebsiteName.xxx">http://SomeWebsiteName.xxx</a> ). If a web address is not available, then the LEA must keep the minutes on file which indicate that the application was reviewed by the committee.	
DELAC comment  If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	<i>LEA does not have 50 English learners</i>

**Application for Categorical Programs**

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

<b>Title I, Part A (Basic Grant)</b> ESSA Sec. 1111et seq. SACS 3010	<i>Yes</i>
<b>Title II, Part A (Supporting Effective Instruction)</b> ESEA Sec. 2104 SACS 4035	<i>Yes</i>
<b>Title III English Learner</b> ESEA Sec. 3102 SACS 4203	<i>No</i>
<b>Title III Immigrant</b> ESEA Sec. 3102 SACS 4201	<i>No</i>

\*\*\*Warning\*\*\*

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**2020-21 Application for Funding**

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov), 916-319-0297

<p><b>Title IV, Part A (Student and School Support)</b> ESSA Sec. 4101 SACS 4127</p>	<p>Yes</p>
<p><b>Title V, Part B Subpart 2 Rural and Low-Income Grant</b> ESSA Sec. 5221 SACS 4126</p>	<p>No</p>

**\*\*\*Warning\*\*\***

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### 2020-21 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

**CDE Program Contact:**

Arturo Ambriz, Fiscal Oversight and Support Office, [AAmbriz@cde.ca.gov](mailto:AAmbriz@cde.ca.gov), 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2020-21 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	No known deficiencies

**\*\*\*Warning\*\*\***

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# Con App 2020-21 Spring Release Help Sheet

District: Cutten Elementary

*Please read the directions below to complete the Con App.*

*Worksheets due to Chandler by August 10th.*

Any questions – call 445-7082 or email cwilson@hcoe.org

*Pages that must be signed and returned to us (a ✓ means you have already submitted the required form):*

- ✓ Authorization to Submit Con App signature required
- ✓ Service Agreement signature required
- ✓ Transfer of funds to be processed Sept 1
- ✓ All ConApp forms with updates (if No updates needed on the entire page, indicate N/C with your initials and date on the lower left corner of the page)
- Certification of Assurances (original signature required)
- Protected Prayer Certification (original signature required)

-----  
The following is a list of ALL forms for this release. Only the forms applicable to your LEA have been included in the scanned document sent to you.

## CARS Spring 2020–21 Data Collections

Release Date: July 6, 2020

Due Date in CARS: August 17, 2020

### 2018–19 Expenditure Reporting, 24 Months

- **Title II, Part A Fiscal Year Expenditure Report** ✓
  - Complete information on expenditures in the listed categories for the period 7/1/2018 – 6/30/2020. Also, if applicable, enter the funds used for Title V, Part B1 and expenditures for Equitable Services for Nonprofit Private Schools.
- **Title III English Learner Year to Date (YTD) Expenditure Report – and-** N/A
- **Title III Immigrant YTD Expenditure Report**
  - Complete information on expenditures in the listed categories for the period 7/1/2018 – 6/30/2020.

## 2019–20 End of Year Reporting

- **Title I, Part A Nonprofit Private School Students Served**
  - Enter count of eligible students served attending nonprofit private schools receiving Title I, Part A services during 2019 for each grade level. N/A
- **Title III English Learner Nonprofit Private School Reimbursement**
  - Enter count of EL students served attending nonprofit private schools receiving Title III, services from 7/1/2019 – 6/30/2020. N/A
- **Title III Immigrant Nonprofit Private School Students Served**
  - Enter count of Immigrant students served attending nonprofit private schools receiving Title III, services from 7/1/2019 – 6/30/2020. N/A
- **Title IV, Part A LEA Use of Funds Report**
  - Enter the 2019-2 amount spent in 3 categories: Well-Rounded, Safe and Healthy Students, and Effective Use of Technology N/A
- **Title V, Part B Subpart 2 Rural and Low-Income Schools (RLIS) Use of Funds Report** ✓
  - Choose **Yes or No**. If yes, check boxes where funds spent.
- **Homeless Education Policy, Requirements and Implementation**
  - Update Homeless Liaison Contact Information.
  - Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education
  - Answer the 6 Homeless Liaison training questions
  - Answer questions about the Homeless Education Policy including the date the LEA's board approved the policy.
  - Enter dollars actually *spent* on Homeless Youth with Title I, Part A funds as well as a description of the services. If no services, an explanation is needed.

## 2019–20 Expenditure Reporting, 12 Months

- **Title II, Part A Fiscal Year Expenditure Report**
- **Title III English Learner YTD Expenditure Report**
- **Title III Immigrant YTD Expenditure Report**

Complete information on expenditures in the listed categories for the period 7/1/2019 – 6/30/2020.

## 2020–21 Application for Funding

- **Certification of Assurances**
  - Need Authorized Representative information completed **with original signature** and date. We need the page back with original signature; a copy or pdf will not be acceptable.
- **Protected Prayer Certification**
  - Need Authorized Representative information completed **with original signature** and date. We need the page back with original signature; a copy or pdf will not be acceptable.
- **Local Control Accountability Plan Federal Addendum Certification**
  - COEs and districts must enter the date the 2019-20 LCAP was approved by the CDE or COE, as applicable. Charter schools must enter the date the local board adopted the

2018-19 LCAP (the first year of the three year cycle). *Therefore, we will enter the same date that was entered last year on your ConApp.*

- **Application for Funding**
  - Enter the Board Approval Date (before August 17, 2020)
  - If DELAC, complete name of representative, date reviewed (after January 1, 2020) and web address where meeting minutes are posted (more information on DELAC responsibilities can be found at <https://www.cde.ca.gov/ta/cr/delac.asp>.)
  - Confirm all categorical programs are YES/NO as you wish to apply for them Only the funds that the LEA is eligible to receive are displayed.
  - Grants Confirmation Code: If you applied for SRSA on Grants.gov you must provide the Tracking # that looks like (GRANT12345678) - word GRANT followed by eight numbers.
- **Nonprofit Private School Consultation**
  - If the district has no nonprofit private schools listed at <https://www.cde.ca.gov/SchoolDirectory/active-or-pending-schools/2>, put NO to adding a private school and you are done. If you have a private school, answer: 1. Did a consultation occur? 2. Was a consultation agreement met? 3. Whether a signed written affirmation is on file? If there is a signed written affirmation on file, enter the type of consultation that occurred according to the private school official (4 options).
- **Substitute System for Time Accounting**
  - LEAs that intend to continue using PARs or the older "sampling method" substitute system do not need to complete this page, as CDE approval is not required for either. Only the newer "predetermined schedule" substitute system requires approval from the California Department of Education (CDE). The CDE approval process is administered via the Consolidated Application, and approval is automatically granted when the LEA submits and certifies this data collection. LEA certifications may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system.

2020-21 Application for Funding

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov), 916-319-0297

Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board

8/10/20 *TH*

*Needs Date*

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

DELAC representative's full name

(non-LEA employee)

DELAC review date

Meeting minutes web address

Please enter the web address of DELAC review meeting minutes (format <http://SomeWebsiteName.xxx>). If a web address is not available, then the LEA must keep the minutes on file which indicate that the application was reviewed by the committee.

DELAC comment

If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)

*LEA does not have 50 English learners*

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant)

ESSA Sec. 1111 et seq.  
SACS 3010

*Yes*

Title II, Part A (Supporting Effective Instruction)

ESEA Sec. 2104  
SACS 4035

*Yes*

Title III English Learner

ESEA Sec. 3102  
SACS 4203

*No*

Title III Immigrant

ESEA Sec. 3102  
SACS 4201

*No*

\*\*\*Warning\*\*\*

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2019-20 Title IV, Part A LEA Use of Funds Report

A use of funds report of year-to-date expenditures by activity.

CDE Program Contact:  
 Federal Programs and Reporting Office, TitleIV@cde.ca.gov, -

2019-20 Title IV, Part A LEA allocation			\$19,634
Transferred-in amount			\$0
Total funds transferred out of Title IV, Part A	# 19,334	# 19,634	<del>\$19,634</del>
Total LEA Reservations			\$0
2019-20 Title IV, Part A LEA adjusted allocation			\$300
Well-Rounded			
Safe and Healthy Students			
Effective Use of Technology			
Carryover as of September 30, 2020	# 300	# 0	<del>-\$300</del>

TD

These amounts  
 cannot be  
 adjusted

\*\*\*Warning\*\*\*

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TD



### CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

#### Cutten Elementary (12 62745 0000000)

- Home
- Data Entry Forms
- Certification Preview
- Certify Data
- Reports
- Users
- Contacts
- FAQs

[Program Information](#) [Data Entry Instructions](#)

## 2019-20 Title V, Part B Subpart 2 RLIS Use of Funds Report

Identify how Title V, Part B Subpart 2 Rural and Low-Income School (RLIS) Program grant funds were used by the local educational agency (LEA).

Required fields are denoted with an asterisk (\*).

\* RLIS funds expended:  No  Yes

### Allowable Activities

Check all boxes that apply to the LEA's participation in the RLIS program.

- Activities authorized under Title I, Part A: Improving basic programs operated by local educational agencies.
- Activities authorized under Title II, Part A: Supporting Effective Instruction.
- Activities authorized under Title III: Language instruction for English learner and immigrant students.
- Activities authorized under Title IV, Part A: Student Support and Academic Enrichment.
- Parental involvement activities:

Rural Education Achievement Program, Federal Programs and Reporting Office | REAP@cde.ca.gov | 916-319-07  
General CARS Questions: Consolidated Application Support Desk | [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov) | 916-319-02

California Department of Education  
1430 N Street  
Sacramento, CA 95814

[Web Policy](#)



### CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

#### Cutten Elementary (12 62745 0000000)

[Home](#)[Data Entry Forms](#)[Certification Preview](#)[Certify Data](#)[Reports](#)[Users](#)[Contacts](#)[FAQs](#)[Program Information](#) | [Data Entry Instructions](#)

## 2020-21 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

Required fields are denoted with an asterisk (\*).

In accordance with the Every Student Succeeds Act (ESSA) sections 1117 and 8501, a local educational agency shall consult annually with appropriate private school officials and both shall have the goal of reaching agreement on how to provide equitable and effective programs for eligible private school children, teachers, and families. This applies to programs under Title I, Part A; Title I, Part C; Title II, Part A; Title III, Part A; Title IV, Part A; Title IV, Part B; and section 4631, with regard to the Project School Emergency Response to Violence Program (Project SERV).

The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information in the Private School Affidavit is not verified, and the California Department of Education takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data and the tax exempt status if it is being used for the purpose of providing equitable services.

#### Private School's Believed Results of Consultation Allowable Codes

Y1: meaningful consultation occurred

Y2: timely and meaningful consultation did not occur

Y3: the program design is not equitable with respect to eligible private school children

Y4: timely and meaningful consultation did not occur and the program design is not equitable with respect to eligible private school children

Add non-attendance area school(s):  
The local educational agency is electing to add nonprofit private schools outside of the district's attendance area.

No  Yes

*Please check a button*

Save

Return to List

Sylvia Hanna, Federal Programs and Reporting Office | shanna@cde.ca.gov | 916-319-09  
Rina DeRose, Federal Programs and Reporting Office | RDeRose@cde.ca.gov | 916-323-04  
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-02

California Department of Education  
1430 N Street  
Sacramento, CA 95814

10/16/2019 11:44 AM

## 2020-2021 Consortium for Consolidated Programs Fee Transfer Form



I hereby authorize the Humboldt County Office of Education Business Office to deduct the 2020-21 CO-OP service fee from the accounts specified below. Please write-in the full 16-digit account code numbers, and sign and date the form. ***Please return the completed form to Carol Ingram in the HCOE Business Office by August 10, 2020. The transfer will not be processed until September 1, 2020.***

Amount	Resource Name	16-Digit Account Code
\$	LCFF	- 0000 - - - - -
\$	Title I, Part A, Basic	01 - 3010 - 0 - 1110 - 2150 - 5811 - 000 - 0000
\$	Title II, Part A, Improving Teacher Quality	- 4035 - - - - -
\$	REAP (RLIS – Rural Low Income Schools)	- 4126 - - - - -
\$	REAP (Small Rural Schools Achievement Program)	- 5820 - - - - -
\$	Other	- - - - -
\$	Other	- - - - -
\$	<b>=Total 2020-21 CO-OP Fee</b>	

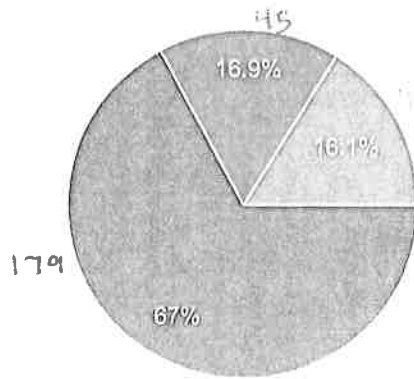
Cuttan Elementary 8/4/20 (Date)

*Thor V. Arwood* (Printed Name) *TCW* (Authorized Representative Signature)



Will your child attend on-site instruction under the AM/PM cohort plan?

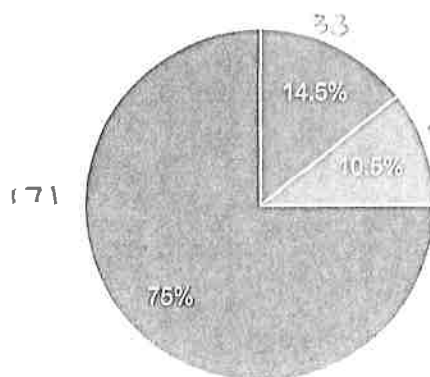
267 responses



- Yes - My child(ren) will attend on-site instruction as part of either the AM or PM cohort. (Continue to the next question.)
- No - My family requests full time distance learning. (You may skip to the next two questions.)
- Undecided at this time.

Which cohort schedule is preferable for your family? Our goal is to create balanced classes, while at the same time respecting the challenges this schedule may present to families. Please note that we may be unable to honor all requests.

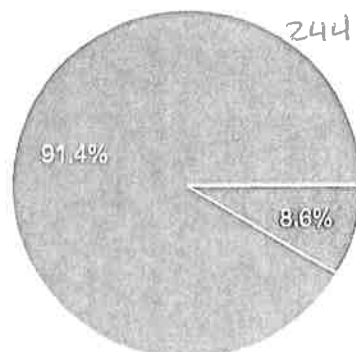
228 responses



- AM Cohort (8am - 11am, Monday through Friday)
- PM Cohort (12pm - 3pm, Monday through Friday)
- No preference

Due to health screening, cleaning, and distancing requirements, the District must limit capacity on the school buses, and is considering eliminating busing altogether to begin the year. Will a lack of district-provided transportation be an extreme hardship for your family?

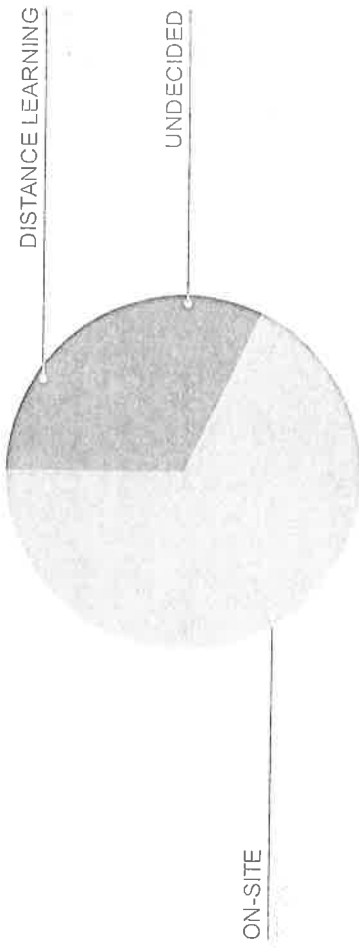
267 responses



- Yes
- No

DISTANCE LEARNING		18.4%		UNDECIDED		13.7%		ON-SITE		67.9%	
Total students		58		43		43		214		214	
SDC	0	Ridgewood	23	SDC	0	Ridgewood	20	SDC	3	Ridgewood	99
TK	1			TK	3			TK	7		
K	3			K	4			K	28		
1	12			1	8			1	37		
2	7			2	5			2	24		
3	8	Cutten	35	3	7	Cutten	23	3	30	Cutten	115
4	13			4	5			4	39		
5	7			5	8			5	24		
6	7			6	3			6	22		

	Total	Percent
DISTANCE LEARNING	58	18.4%
UNDECIDED	43	13.7%
ON-SITE	214	67.9%



# Cutten District Community Meeting

July 30, 2020

Reopening School in 2020- 21

## Reopening Options

**Option A: Blended Learning Model** Students participating in blended learning will attend school 5 days per week. The school schedule will be an AM/PM shift model, coupled with daily home assignments for grades 1<sup>st</sup> - 6<sup>th</sup>

Ridgewood

Cohort 1 will be on campus 8:00 - 11:00  
Monday through Friday.  
Cohort 2 will be on campus 12:00 - 3:00  
Monday through Friday.

Cutten

Cohort 1 will be on campus 8:15 - 11:15  
Monday through Friday.  
Cohort 2 will be on campus 12:15 - 3:15  
Monday through Friday.

*Note: Families will also have the option for full distance learning if we open with the blended learning model.*

**Option B: Distance Learning** This model for learning will be implemented for all students by order of the Board of Trustees under advisement of the County Public Health Department

Specific details for the Blended Learning Model and Distance Learning Model are posted on our district website:

<https://cuttensd.org/>

## Reopening Options

If an abundance of families choose to participate in the Distance Model, and the number of students that are attending on-campus learning results in appropriate cohort sizes with all safety protocols followed, the District may explore full day attendance for on-site students.

If restrictions are lifted sometime during the school year to the extent we can go back to a full day schedule for all students, our Board will meet to consider this option.

## Timeline for Decision

Although the School Board has not made a decision about reopening, families can plan on the blended schedule as the most likely scenario. The Board will meet again on, or before, August 10.

If conditions worsen and we are directed by the State of California or the Humboldt County Public Health Department to shift course, we will announce the decision to go to full distance learning as soon as we are informed.

The likelihood of full reopening with all students attending all day, five days a week is very unlikely.

The School Board may vote to transition between learning models during any future meeting based on conditions.

## Cohorts

We expect to have stable cohorts of 10-12 students per class, plus one teacher and one instructional aide. In order for us to accurately plan, we ask families to complete the [latest survey](#) as soon as possible.

The AM/PM cohort model allows for daily, on-site instruction, while still maintaining recommended physical distancing. Student desks will be spaced to follow guidelines. Outdoor instruction will occur whenever possible.

Classroom visitors, including parent volunteers, are not allowed.

Support staff will limit visits to classrooms.

## Scheduling

Start/end times for sites (tentative)

- Ridgewood 8:00 - 11:00 and 12:00 - 3:00
- Cutten 8:15 - 11:15 and 12:15 - 3:15

Students may arrive no more than 10 minutes before the start of instruction.

We are not offering an alternative day on, day off, schedule. However, Distance Learning is available to all families as an alternative to on-site instruction.

Families have been surveyed regarding preferred cohort, as well as extreme transportation hardship.

We are not offering after school care for the time being, but hope we can open it up as restrictions lift.

## Drop off and Pick up

### RIDGEWOOD

Drop off will be in the parking lot; parents/guardians will not enter the campus. Car pooling is not recommended if it mixes cohorts.

Pick up will be in the front field. There will be signage to organize students by grade levels and cohorts. Parents will remain behind a designated line.

The exception is TK and kindergarten in the morning for the first week of school. The front field will be partitioned into sections so that our new students can transition from home to school in a positive, structured, and safe manner.

## Drop off and Pick up

### CUTTEN

Parents/guardians will drop off and pick up at the back of the school (near the playground) via Primrose Dr. and exit via the Foxwood Estates.

Parents/guardians may not enter campus for routine pick up and drop off, so use of the parking lot is restricted to staff. Family use of the parking lot is allowed for student pick up due to illness or mid-day appointments.

Students can still walk/ride to and from school with parental permission.

## Facial Coverings

All staff and students (Grades TK - 6) are required to wear a face covering (face mask or face shield with drape) at all times per Humboldt County Public Health directive.

With a physician's note, limited medical exemptions may be permissible. To protect students, plexiglass dividers may also be used in some settings.

## Disinfecting and Preventing the Spread

Our classroom aides, with the help of our custodians, will be responsible for disinfecting classrooms between cohorts.

Guidelines for disinfecting that were provided by the CDC will be followed.

Windows and doors will be left open throughout the day. We are currently seeking guidance regarding heaters, filters, etc.

[Ridgewood School Site-Specific Protection Plan](#)

[Cuttien School Site-Specific Protection Plan](#)

## Restrooms

- Teachers will track student use of restrooms via a log.
- Restrooms will be cleaned on at least on an hourly basis by custodians.
- Custodians will closely monitor bathroom usage.
- Students will be required to wear face masks.
- Students will be required to wash their hands when they re-enter the classroom.
- Students will be trained to enter the restroom only when it is not occupied.

## Staff and Student Symptom Screening

We are in the process of subscribing to a HIPAA-approved symptom screening app.

The app asks two simple questions: Is your student feeling sick? Has anyone in your home had COVID-19 symptoms or a positive test result?

If a parent doesn't submit a screening report done at home, the student's temperature will be taken and the screening questions will be asked at school.

Symptom screening, via CDC-aligned self-certification, is the first step in identifying possible individual exposure and group hotspots.

## Protocol for Staff or Student Illness

- The student is directed to continue to wear a mask and will be isolated to a room with adult supervision.
- The parent/guardian is notified, and instructed to pick up the student from school immediately if the symptoms become severe, the student will be transported to the hospital. The school secretary or other staff member will report this to the County Health Officers and CDPH.
- Areas that have been used by a sick person is not to be used again until fully disinfected. Custodians will use proper disinfection procedures and PPE while cleaning the area, waiting 24 hours before entering, if at all possible.
- Cohorts of students are given an alternative learning space if needed.
- The parent/guardian is informed that the student may not return to school until CDC criteria has been met to discontinue home isolation, including 3 days with no fever, a decrease in symptoms, and a minimum of 10 days since symptoms first appeared.
- Cohorts exposed to a student that tests positive is required to follow the County Health Officers guidance. This may require a 14-day quarantine.

Access to distance learning is made available to a student who is absent due to a COVID-19 related illness.

Please see the SSPP for additional details, posted on our district website.

## Student Absence Due to Quarantine/Illness

If a student is sent home to quarantine or has an illness that is expected to extend beyond five days, that student will be offered an Independent Study packet.

In this circumstance, the classroom teacher will remain in contact with the student and family.

## Special Services

Special Education services, including speech services, will be provided either through distance learning outside of a student's cohort time, or a pull-out program as is typical.

Plexiglass dividers have been ordered to provide protection from the spread of COVID. All surfaces, including dividers, will be disinfected between student sessions. If more than one student is served at a time, students will be separated by a plexiglass divider.

TIP services are temporarily on hold to prevent cohort mixing. However, the teacher to student ratio will allow for more intensive support, and classroom aides will be present to address individual student needs.

## Social-Emotional Needs of Students and Staff

We rely on our two very-skilled, experienced school social workers to provide social-emotional support to our students and staff. They are currently developing a plan for addressing these needs in conjunction with a team of teachers and both administrators.

They are in contact with many agencies throughout the county and professional networks to obtain necessary resources for our families.

Our Distance Learning Plan includes a social-emotional learning component for each grade level.

## Recess, Breaks, Students Socializing

In the blended learning model, students will have a 15-minute break each day. They will be supervised by their teacher or the classroom aide, and will remain in their cohort. Unfortunately, we will not be able to allow them access to the playground equipment. However, we plan to have engaging, active, and cooperative games in which students will participate while maintaining appropriate physical distancing.

## Music, Buddies, PE, and Field Trips

Music will be taught remotely.

No buddies, although video visits may be possible.

Physical Education instructional minutes requirements have been waived for the 2020-21 school year, and will not occur as part of the blended learning school day. However, we encourage children to get out and move as much as possible!

All field trips and guest classroom presenters are cancelled.

## Distance Learning

The number of teachers assigned to distance learning depends on how many student are enrolled. Based on current projections we are considering a TK - 2 and a 3 - 6 teacher. However, this could change, if a student is attending school through distance learning, and the family wishes to transition to on-campus learning, we expect to open the change in enrollment at trimester breaks.

A student may transition from on-campus learning to distance learning at any time.

[Distance Learning Plan](#)

## Distance Learning

Chromebooks will be available to students as they were in the spring. We will assist families with obtaining hotspots for internet service as needed.

Meals will be available to students to purchase or through the free/reduced program, While our Distance Learning Plan is comprehensive and addresses many aspects of this alternative form of learning, it is a dynamic document and will be revised as needed. All content areas will be taught. Based on family input, we will also address the following items:

- Keyboarding
- Handwriting practice
- Optional online only assignments
- Optional paper and pencil packets with no online assignments
- Social clubs and opportunities
- Pre-recorded lessons and meetings

[Distance Learning Plan](#)

## Possible Campus Closures

The District may be required to move all students from the Blended Learning Model to the Distance Learning Model, if certain conditions occur (i.e. County Alert Level 4).

Please see the Distance Learning Plan for details.

[Distance Learning Plan](#)

## Enrollment Beyond 2020-21

Families that choose distant learning for the 2020-21 school year are enrolled just as students who are enrolled for on-campus learning, and should plan on being on the 2021-22 roster.

Thank you!

We have received many kind words of support and appreciation from the Cutten-Ridgewood families. This has gone a long way to provide momentum as we work hard to find the best solutions for a problem which we cannot control.