

CUTTEN ELEMENTARY SCHOOL DISTRICT

BOARD OF TRUSTEES

BOARD MEETING AGENDA

May 10, 2021 6:30 pm

Join Zoom Meeting: <https://zoom.us/j/93131043891?pwd=VXlyQUUzQytlaW5od2djSmxyQ0FNUT09>
By telephone: 1-669-900-6833 Meeting ID: 931 3104 3891 Password: Cutten

1.0 CALL TO ORDER

2.0 PUBLIC COMMENT ON CLOSED SESSION ITEM

3.0 CLOSED SESSION

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

3.1 *EMPLOYEE APPOINTMENT/EMPLOYMENT (GC § 54957)*

Title: Counselor

4.0 RECONVENE TO OPEN SESSION

4.1 Report Out on Closed Session Item

5.0 CONSENT AGENDA

5.1 Approval of Minutes, April 12, 2021 and April 22, 2021

5.2 Approval of Warrants and Payroll

5.3 2021 – 2022 Special Education Pupil Transportation Agreement

5.4 Approval of HCOE Co-Op Service Agreement, 2021 - 2022

5.5 Approval of Corrective Actions for 2019 – 20 Audit

5.6 Approval of Waste Removal Agreement with Eureka City Schools

5.7 Approval of 2021 - 22 California School Board Association Membership

5.8 Approval of 2021 - 22 Small School District Association Membership

5.9 Approval of MOU Between Eureka City Schools and Cutten District Regarding Bus Drop Off

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

7.1 Cutten Ridgewood PTA Report

7.2 School Site Council Report

7.3 HBTA Report

7.4 2021 – 22 Student Registration Report

8.0 CORRESPONDENCE

9.0 PUBLIC HEARING

9.1 2021 – 22 EPA and Spending Plan

10.0 INFORMATION / POSSIBLE ACTION ITEMS

10.1 Local Control Accountability Plan Survey Results Presentation

10.2 Discussion Regarding On-site School Board Meetings

10.3 Discussion Regarding Administrative Site Assignments

10.4 Consider Approval of Resolution 1021 - 06, EPA and Spending Plan

10.5 Annual Evaluation of BP 5030 Wellness Policy

10.6 Consider Approval of Board Policies and Administrative Guides 3550, *Food Service - Child Nutrition Program* and 6142.7, *Physical Education and Activity*, First Reading

10.7 Tentative Teaching Assignments for 2021 – 2022

10.8 Consider Approval of .60 FTE Certificated Temporary Teaching Position

10.9 Consider Approval of Resolution 1021-07 Regarding Elimination of Classified Employee Services: .65 FTE Counselor

10.10 Consider Approval of 1.0 FTE Certificated Pupil Personnel Services Position

11.0 SUPERINTENDENT / PRINCIPAL REPORT

12.0 BOARD MEMBER COMMENTS / COMMUNICATION

13.0 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

April 12, 2021 via Zoom

6:30 p.m.

- 1.0 CALL TO ORDER** – The meeting was called to order at 6:31 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 with a change to the March 8 Minutes Item 11.2 to be amended to read Associate Principal. Motion carried 5-0.

- 3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS** – None

- 4.0 REPORTS**
 - 4.1 Cutten Ridgewood PTA Report – Elaine Mu reported that the PTA approved revised by-laws and a slate of officers at the last meeting. Spirit week for both schools is this week, and as part of it, PTA helped provide art activities for all students. The PTA is looking for volunteers. The next meeting will be May 4th at 6:30 pm, documents and officers will be posted soon.
 - 4.2 School Site Council Report – August Deshais reported that the LCAP Actions & Update was discussed at the last meeting. The School Wellness Policy is to be discussed at the next meeting which will be on April 27th, the council will also review the results of the March LCAP survey. Anyone is welcome to attend.
 - 4.3 HBTA Report – Amy Chastain reported that even during COVID some annual events are still happening such as the 5th Grade Float Parade which was done virtually this year. Teachers are diving into testing the FOSS science curriculum. The schools need more space especially Cutten, please consider adding a portable or two if at all possible. Teachers would love to have students back at school, but also want what’s best for the students. Changing the learning model this late in the year would take time away from learning to adjust to the new schedule and for some students new teachers. Janel Catalano summarized a letter sent to the board explaining the effects of changing the learning model to the Special Education program, such as giving more minutes to general education students causing the district to be out of compliance with existing Individual Education Plans (IEPs).
 - 4.4 2021-22 New Student Registration and IDT Update – Sue Ivey went over the student registration handout provided in the board packet. There are 66 TK/Kindergarten students registered for 21-22 so far. The district expects about 10 to 15 more as it gets closer to the next school year.
 - 4.5 2021-22 LCP Update – Sue Ivey reported on the Learning Continuity Plan Update. The plan is split into three major categories: In-Person Learning, Distance Learning and Learning Loss. The district’s projections for expenditures were close to the actual expenditures in most cases. The budgeted cost of summer school will carry over into the next fiscal year, and starting the TIP program took longer to start than anticipated.

5.0 CORRESPONDENCE - None

6.0 INFORMATION / POSSIBLE ACTION ITEMS

- 6.1 Motion by Dennis Reinholtsen, second by Andy Sundquist to complete the HVAC project under the Governor's Emergency Proclamation Bidding Suspension. Motion carried 5-0.
- 6.2 BESC HVAC Presentation- Bill Sherbert and Tim Twomey of BESC presented a slide show on the proposed HVAC projects for Cutten and Ridgewood Schools. There will be electric heat pump heaters installed in the rooms along with air circulator/purifiers to comply with the new state standards. The project will be completed in 3 phases. Phase 1 & 2 are scheduled to be completed during the summer, Phase 3 the installation at Cutten will be done after the electrical is upgraded at the site, which depends on PG&E. Final contracts will be completed shortly.
- 6.3 The oral recommendation of the salary and fringe benefits for the new Superintendent/Principal were presented as follows: 220 working days, \$110,000 annual salary with the same health and welfare benefits as the certificated staff.
- 6.4 Motion by Andy Sundquist, second by Mary DeWald to approve the Superintendent's Employment Agreement between Cutten School District and Becky MacQuarrie. Motion carried 5-0. Becky thanked the board for choosing her and stated she is very excited to become part of the team.
- 6.5 Motion by Beth Johnston, second by Dennis Reinholtsen, to accept the .4 leave of absence for Jaime Hague for the 2021-2022 school year. Motion carried 5-0.
- 6.6 Motion by Dennis Reinholtsen, second by Andy Sundquist, to approve the current summer school plan with the ability to modify or amend the plan based on demand. Motion carried 5-0.
- 6.7 Motion by Andy Sundquist, second by Mary DeWald to approve the MOU between Cutten School District and the HBTA to provide Yearbook stipends for the 2019-20, 2020-21 and 2021-22 school years. Motion carried 5-0.
- 6.8 The CDC has updated the guidelines for schools to adjust the space between students with masks to be 3 feet apart instead of 6 feet. If the district decided to eliminate the morning and afternoon cohorts and bring all in-person students back to campus there would be many changes that would have to be made. For impacted grade levels there would not be enough room for all in-person students to be in the same room with the same teacher. 3 teachers would need to be hired, which would not be easy to do with the COVID pandemic and at this point in the school year. Along with the special education equity issue the district would also have to find a way to serve lunch. Superintendent Ivey recommended not moving forward with changing the current Blended Learning Model.
- 6.9 The district received 2 bids for the Cutten Fencing Project. The low bid was by Humboldt Fence Company and was accepted. The project will start in June as some of the materials need to be fabricated.

7.0 SUPERINTENDENT / PRINCIPAL REPORT

7.1 Sue Ivey and August Deshais reported that the students of the district have read 55 million words on Accelerated Reader. Eight students have read over 1 million words, two students have read over 2 million words, and one student has read over 3 million words. Katri Pitts and the Student Council are hosting a virtual talent show, where student council will be the MC's. The district has purchased a conference camera to test. Almost all of the short throw projectors are up and running, thank you Jay and Susie. 19-20 Yearbooks are available and 20-21 Yearbooks will be available in June. The LCAP survey has closed and the data is being organized, the results will be shared at the May Board Meeting. Open House will be virtual this year with videos made by each grade level. The district has purchased a 2007 Nissan Frontier maintenance truck to replace the old Ford Ranger.

8.0 BOARD MEMBER COMMENTS / COMMUNICATION – Becky Reece wanted to thank the board for their dedication this year with all the special board meetings and the work to get ready for those meetings.

9.0 ADJOURNMENT – The meeting was adjourned at 8:44 p.m.

Respectfully submitted,




Sue Ivey
Secretary to the Board

CUTTEN ELEMENTARY SCHOOL DISTRICT
BOARD MEETING MINUTES
April 22, 2021 5:30 p.m. via Zoom

- 1.0 CALL TO ORDER** The meeting was called to order at 5:32 p.m.
Board members in attendance: Andy Sundquist, Mary DeWald, Dennis Reinholtsen, Becky Reece and Beth Johnston
- 2.0 CONSENT AGENDA**
2.1 Motion was made by Andy Sundquist, second by Mary DeWald to approve the consent agenda.
Motion carried 5-0 by roll call vote.
- 3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS** None
- 4.0 INFORMATION / POSSIBLE ACTION ITEMS**
4.1 Motion was made by Andy Sundquist, second by Dennis Reinholtsen to approve the Cutten Elementary School District Heating and Ventilation Project, Phase 1, Phase 2, and Phase 3 Design-Build Contracts with BESC, Inc. Motion carried 5-0 by roll call vote.
- 5.0 BOARD MEMBER & ADMINISTRATOR COMMENTS / COMMUNICATION**
Sue Ivey wished everyone a Happy Earth Day.
- 6.0 ADJOURNMENT**
The meeting was adjourned at 6:01 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
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Options

Report Title

APRIL AP BOARD REPORT

Filters

Transaction Type:
Board Meeting Date:
From Transmittal Number:
To Transmittal Number:
Audit Type:
Fiscal Year:
Sort By:
Print Description:
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ALL
05/10/2021
21000046
21000051
ALL
2021
Vendor Name
Board Description
NO
NO
NO

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

APRIL AP BOARD REPORT

Board of Trustees Meeting 05/10/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 2100046-0 AUDIT

Reference	Vendor	Description	Amount
PV210790-001	(HARRIS) SHAFER'S ACE HARDWARE	ONGOING MAINTENANCE	16.13
PV210791-001	(HARRIS) SHAFER'S ACE HARDWARE	ONGOING MAINTENANCE	21.51
		Total Payment Amount	37.64
PV210795-001	ADVANCED SECURITY SYSTEM	ALARM MONITORING	121.50
PV210796-001	ADVANCED SECURITY SYSTEM	ALARM MONITORING	259.50
PV210797-001	ADVANCED SECURITY SYSTEM	ALARM MONITORING	106.50
		Total Payment Amount	487.50
PV210792-001	AT&T CALNET 2	PHONE SERVICE	126.48
PV210793-001	AT&T CALNET 2	PHONE SERVICE	128.80
PV210794-001	AT&T CALNET 2	PHONE SERVICE	21.83
		Total Payment Amount	277.11
PV210798-001	COOK, KAYCEE	SCHOOL SUPPLIES	238.67
		Total Payment Amount	238.67
PV210799-001	DESHAIS, AUGUST	REIMB-DESHAIS SCHOOL SUPPLIES	80.79
		Total Payment Amount	80.79
PV210800-001	FRESZ, KRISTYN	REIMB-FRESZ MILEAGE	68.42
		Total Payment Amount	68.42
PV210801-001	HUMB COMMUNITY SERVICES DIST	WATER/SEWER MAR 2021	61.42
PV210802-001	HUMB COMMUNITY SERVICES DIST	WATER/SEWER MAR 2021	51.12
PV210803-001	HUMB COMMUNITY SERVICES DIST	WATER/SEWER MAR 2021	324.48
		Total Payment Amount	437.02
PV210804-001	HUMBOLDT CO PUBLIC HEALTH	TB TESTING	75.00
		Total Payment Amount	75.00
		Transmittal Total	1,702.15
		Fund Summary:	Fund 01
			1,702.15
PV210814-001	CARLSON, CARRIE	REIMB-CARLSON CLASSROOM SUPPLI	249.12
		Total Payment Amount	249.12

Transmittal Number: 2100047-0 AUDIT

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

APRIL AP BOARD REPORT

Board of Trustees Meeting 05/10/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000047-0 AUDIT

Reference	Vendor	Description	Amount
PV210805-001	MISSION LINEN INDUST. SERV	LAUNDRY	204.87
PV210806-001	MISSION LINEN INDUST. SERV	LAUNDRY	198.33
PV210816-001	MISSION LINEN INDUST. SERV	LAUNDRY	198.33
PV210817-001	MISSION LINEN INDUST. SERV	LAUNDRY	202.69
		Total Payment Amount	804.22
PV210807-001	P G & E	PG&E MARCH 2021	4,582.59
		Total Payment Amount	4,582.59
PV210808-001	PERIPOLE INC	RECORDERS FOR 3RD GRADE	446.16
		Total Payment Amount	446.16
PV210809-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	53.58
		Total Payment Amount	53.58
PV210812-001	SECURITY LOCK & ALARM	MAINTENANCE OTHER SUPPLIES	37.92
		Total Payment Amount	37.92
PV210813-001	SEEGER, JAY	SCANNED BLUEPRINTS	63.63
		Total Payment Amount	63.63
PV210818-001	T-MOBILE	MOBILE HOTSPOTS	1,987.78
		Total Payment Amount	1,987.78
PV210810-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	99.91
PV210811-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	30.44
		Total Payment Amount	130.35
PV210815-001	VALLEY PACIFIC PETROLEUM SVCS	UNLEADED GASOLINE	101.84
		Total Payment Amount	101.84
		Transmittal Total	8,457.19
		Fund Summary:	Fund 01
			8,457.19
Transmittal Number: 21000048-0 AUDIT	(HARRIS) SHAFER'S ACE HARDWARE	ONGOING MAINTENANCE	24.76
PV210819-001		Total Payment Amount	24.76

HUMBOLDT COUNTY OFFICE OF EDUCATION
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APRIL AP BOARD REPORT

Board of Trustees Meeting 05/10/2021

Fiscal Year: 2021

09 Cutfen

Transmittal Number: 21000048-0 AUDIT

Reference	Vendor	Description	Amount
PV210820-001	ADVANCED SECURITY SYSTEM	NEW ALARM SYSTEM FOR CUTTEN BU	1,012.70
		Total Payment Amount	1,012.70
PV210821-001	CALIFORNIA DEPARTMENT OF ED	COMMODITIES	273.60
PV210822-001	CALIFORNIA DEPARTMENT OF ED	COMMODITIES	304.95
		Total Payment Amount	578.55
PV210823-001	CARTER, ALVICE	INSTRUMENT REPAIR	37.00
PV210824-001	CARTER, ALVICE	INSTRUMENT REPAIR	22.00
		Total Payment Amount	59.00
PV210827-001	CRYSTAL SPRINGS BOTTLED WATER	BOTTLED WATER SERVICE	8.00
		Total Payment Amount	8.00
PV210825-001	EMPLOYMENT DEVELOPMENT DEPT	1Q 2021 STATE UNEMPLOYMENT INS	489.27
		Total Payment Amount	489.27
PV210826-001	MIRANDA JOHNSTON	MILEAGE - JOHNSTON, M. FEB-MAR	82.12
		Total Payment Amount	82.12
PV210828-001	PRESENCELEARNING	SPEECH SERVICES	3,978.55
		Total Payment Amount	3,978.55
CM210019-001	SYSCO SACRAMENTO	CREDIT ON ACCOUNT	(95.04)
CM210020-001	SYSCO SACRAMENTO	CREDIT ON ACCOUNT	(49.49)
CM210021-001	SYSCO SACRAMENTO	CREDIT ON ACCOUNT	(56.69)
PV210829-001	SYSCO SACRAMENTO	FOOD/SUPPLIES/MILK FOR CAFETER	983.74
PV210830-001	SYSCO SACRAMENTO	FOOD/SUPPLIES/MILK FOR CAFETER	977.44
PV210831-001	SYSCO SACRAMENTO	FOOD/SUPPLIES/MILK FOR CAFETER	732.88
		Total Payment Amount	2,492.84
PV210832-001	VALLEY PACIFIC PETROLEUM SVCS	UNLEADED GASOLINE	96.43
		Total Payment Amount	96.43
		Transmittal Total	8,822.22
		Fund Summary:	
		Fund 01	5,750.83
		Fund 13	3,071.39

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

APRIL AP BOARD REPORT

Board of Trustees Meeting 05/10/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000049-0 AUDIT

Reference	Vendor	Description	Amount
PV210833-001	(HARRIS) SHAFER'S ACE HARDWARE	ONGOING MAINTENANCE	42.82
		Total Payment Amount	42.82
PV210834-001	BAY AREA NEWS GROUP	NEWSPAPER AD - BID NOTICE FOR	1,109.64
		Total Payment Amount	1,109.64
PV210835-001	CRYSTAL SPRINGS BOTTLED WATER	BOTTLED WATER SERVICE	14.00
		Total Payment Amount	14.00
PV210836-001	GARY CRIVELLO'S CARS	NEW MAINTENANCE VEHICLE	14,162.66
		Total Payment Amount	14,162.66
PV210837-001	HUMB COMMUNITY SERVICES DIST	WATER/SEWER APR 2021	270.66
		Total Payment Amount	270.66
PV210838-001	MURPHY'S MARKET	FOOD FOR CAFETERIA	8.95
PV210839-001	MURPHY'S MARKET	FOOD/SUPPLIES FOR CAFETERIA	7.53
		Total Payment Amount	16.48
PV210840-001	SCHMIDBAUER LUMBER INC.	ONGOING MAINTENANCE	9.66
		Total Payment Amount	9.66
PV210841-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	436.55
		Total Payment Amount	436.55
PV210842-001	U.S. BANK	ZOOM SUBSCRIPTION	459.77
PV210843-001	U.S. BANK	WORKSHOP REFRESHMENTS	125.91
PV210844-001	U.S. BANK	LAMINATOR	1,391.96
		Total Payment Amount	1,977.64
		Transmittal Total	18,040.11
		Fund Summary:	
		Fund 01	18,023.63
		Fund 13	16.48
		CLASSROOM SUPPLIES	58.59
		Total Payment Amount	58.59

Transmittal Number: 21000050-0 AUDIT

PV210845-001 ALIYAH KHAN

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

APRIL AP BOARD REPORT

Board of Trustees Meeting 05/10/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000050-0 AUDIT

Reference	Vendor	Description	Amount
PV210852-001	DESHAIS, AUGUST	REIMB-DESHAIS SCHOOL SUPPLIES	226.28
		Total Payment Amount	226.28
PV210855-001	MISSION LINEN INDUST. SERV	LAUNDRY	204.87
PV210856-001	MISSION LINEN INDUST. SERV	LAUNDRY	205.63
		Total Payment Amount	410.50
PV210853-001	P G & E	PG&E APRIL 2021 GAS	1,261.94
		Total Payment Amount	1,261.94
PV210846-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	17.34
PV210847-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	38.99
		Total Payment Amount	56.33
PV210848-001	RAY MORGAN CO	COPIERS MAINTENANCE AGREEMENT	2,858.88
PV210854-001	RAY MORGAN CO	STAPLES FOR COPIER	203.11
		Total Payment Amount	3,061.99
PV210849-001	SEGHETTI, NADINE	DL SUPPLIES	666.19
		Total Payment Amount	666.19
PV210850-001	SUSAN IVEY	REIMB-S. IVEY SCHOOL SUPPLIES	2,283.41
		Total Payment Amount	2,283.41
PV210851-001	SYSCO SACRAMENTO	FOOD/SUPPLIES/MILK FOR CAFETER	871.05
		Total Payment Amount	871.05
		Transmittal Total	8,896.28
		Fund Summary:	
		Fund 01	8,025.23
		Fund 13	871.05
Transmittal Number: 21000051-0 AUDIT	(HARRIS) SHAFER'S ACE HARDWARE	ONGOING MAINTENANCE	4.95
PV210857-001		Total Payment Amount	4.95
PV210858-001	CLASS COMPOSER	SOFTWARE LICENSE - ADMIN	699.00
		Total Payment Amount	699.00

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

APRIL AP BOARD REPORT

Board of Trustees Meeting 05/10/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000051-0 AUDIT

Reference	Vendor	Description	Amount
PV210859-001	CRYSTAL SPRINGS BOTTLED WATER	BOTTLED WATER SERVICE	8.00
		Total Payment Amount	8.00
PV210860-001	HEINEMANN	SUMMER SCHOOL CURRICULUM	27,322.12
		Total Payment Amount	27,322.12
PV210861-001	MENDES, ERIK	LPSBG CHROMEBOOKS	7,951.15
PV210862-001	MENDES, ERIK	LPSBG CHROMEBOOKS	449.16
		Total Payment Amount	8,400.31
PV210863-001	MITCHELL, BRANDEE	REIMB-MITCHELL CLASSROOM MONIE	99.26
		Total Payment Amount	99.26
PV210864-001	P G & E	PG&E APRIL 2021	919.26
		Total Payment Amount	919.26
CM210022-001	PIERSON BLDG CENTER	CREDIT RETURN	(27.07)
PV210865-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	32.50
PV210866-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	67.18
PV210867-001	PIERSON BLDG CENTER	ONGOING MAINTENANCE	63.41
		Total Payment Amount	136.02
PV210868-001	POWELL LANDSCAPING MATERIALS	CRUSHED ROCK	14.11
		Total Payment Amount	14.11
PV210869-001	RENAISSANCE	STAR MATH/STAR READING SUBSCRI	4,390.00
		Total Payment Amount	4,390.00
PV210870-001	SEGHETTI, NADINE	REIMB-SEGHEITTI CLASSROOM MONIE	153.21
		Total Payment Amount	153.21
PV210871-001	SHAFERS HARDWARE	MAINTENANCE SUPPLIES	8.24
PV210872-001	SHAFERS HARDWARE	MAINTENANCE SUPPLIES	5.41
		Total Payment Amount	13.65
PV210873-001	SUSAN IVEY	REIMB-IVEY HEAVY DUTY OUTDOOR	6,464.92
		Total Payment Amount	6,464.92

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

APRIL AP BOARD REPORT

Board of Trustees Meeting 05/10/2021

Fiscal Year: 2021

09 Cutten

Transmittal Number: 21000051-0 AUDIT

Reference	Vendor	Description	Amount
PV210874-001	T-MOBILE	MOBILE HOTSPOTS	800.00
		Total Payment Amount	800.00
PV210880-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	1,127.04
PV210881-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	99.91
PV210882-001	U.S. BANK EQUIPMENT FINANCE	PRINTER/COPIER AGREEMENT	30.44
		Total Payment Amount	1,257.39
PV210875-001	U.S. BANK	DSA FILING, INVOICE & RE-EXAM	454.06
PV210876-001	U.S. BANK	ZOOM SUBSCRIPTION	459.77
PV210877-001	U.S. BANK	SCHOOL SUPPLIES	144.35
PV210878-001	U.S. BANK	OFFICE SUPPLIES	15.06
PV210879-001	U.S. BANK	OFFICE SUPPLIES	133.23
		Total Payment Amount	1,206.47
		Transmittal Total	51,888.67
		Fund Summary:	
		Fund 01	51,434.61
		Fund 21	454.06
		Grand Total:	97,806.62
		Payment Count:	53
		Transmittal Count:	6

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

Receipts December 18, 2020 to April 12, 2021

DATE	Vendor	AMOUNT	NOTES
12/18/2020	Round Table	58.43	Teacher appreciation
12/18/2020	Round Table	56.82	Teacher appreciation
2/11/2021	Safeway	24.00	Teacher appreciation
1/6/2021	Costco	27.39	Water & supplies
2/28/2020	Microsoft	99.99	360 Subscription
1/6/2021	Amazon	11.18	Phonics book
1/28/2021	Amazon	2.21	Battery
1/29/2021	Amazon	389.90	USB and HDMI cables
1/30/2021	Amazon	202.58	Document cameras
1/31/2021	Amazon	2.21	Battery
2/1/2021	Amazon	202.58	Document cameras
2/12/2021	Amazon	21.54	Heavy duty stapler
2/17/2021	Amazon	253.04	Face masks
2/9/2021	Groupon/Frenchic	59.24	Face masks
2/28/2021	Microsoft	99.99	365 Subscription
3/5/2021	Amazon	47.80	KN95 Masks
3/5/2021	Amazon	26.95	Wall calendar for Cutten office
3/8/2021	Amazon	9.69	Sticky notes
3/16/2021	Amazon	193.60	Ethernet and printer cables (for short throw projectors)
3/18/2021	Amazon	91.55	Wall clocks
3/30/2021	Amazon	27.33	Binder pockets, book
3/31/2021	Amazon	58.93	Office supplies
4/4/2021	Amazon	43.07	Measuring tool
4/8/2021	Amazon	8.32	Binder Pockets
4/12/2021	Amazon	265.07	Seat covers for new truck
	TOTAL	2283.41	

HUMBOLDT COUNTY OFFICE OF EDUCATION
Employee Payroll Earnings Prolist

Susan Steeg

LORI—CUT APR

Pay Cycle: 04 Cycle Type: R W-Date: 04/30/2021
Pay Cal: CEMEND, CLMEND

Fiscal Year: 2021

09 Cutten

Payroll Totals - District 09

87	First Time Paid Employees	32.0	B/O	0.0	REG	0.0	RET	1
	Total Employees Paid	6.0	B/O	0.0	REG	0.0	RET	1
17	DNP Payout only	11.0	B/O	0.0	REG	0.0	RET	1
70	EFT/Prenote Restriction	17.0	B/O	0.0	REG	0.0	RET	0.0
	EFT/Prenote (Receiving Warrant)	19.0	ARS	0.0	ARS	0.0		

Salary Totals

Position	Longevity	Shift	Oth Base	Tot Base	Non-Base	GROSS
335,196.62	0.00	0.00	400.00	335,596.62	21,304.84	356,901.46

Totals By Pty

P	POSITION- MAGIC	PA	336,447.84	POSITION ADJ	0.00	PD	0.00	POSITION DOCK	-1,251.22
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	400.00
OA	OTHER BASE ADJ	OD	0.00	OTHER BASE DOCK	0.00	M	0.00	MANUAL PAY LINE	16,417.22
MD	MANUAL DOCK	R	0.00	RATE PAY LINE	4,887.62	C	0.00	CASH INLIEU	0.00
CA	CASH INLIEU ADJ		0.00						

Totals By Earn Type

125R	REFUND-IRC125 CONTRI	ADD1	3,237.14	ADD EARN/PERS-STRS C	0.00	ADD2	0.00	ADD EARNINGS/NON-CRE	0.00
CELL	CELL PHONE ALLOWANCE	DNP	280.00	DNP **DO NOT	0.00	MAST	0.00	MASTER STIPEND	400.00
NML	NORMAL PAY	OFFS	345,609.32	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	4,775.00	SUB9	0.00	SUBSTITUTE WORK/OVER	0.00
WC01	WORKERS COMP PAYMENT		0.00						

Total Hours

517.2700	Total Days	29.0000
----------	------------	---------

Employee Deductions

T403B	6,625.00	STRS GR	89,664.99	FIT	23,063.28	HW DED	0.00	SUBJ DNP	167,673.38
T457B	0.00	STRS	5,559.22	AFIT	1,520.98	VOL DED	5,819.17	DNP IN	27,724.17
S125	8,359.88	PERS GR	348,541.58	SIT	6,539.67	INV DED	0.00	DNP OUT	0.00
NTX GR	0.00	PERS	5,053.86	ASIT	826.00	R403B	0.00	DNP PROJ	209,737.68
NTX RET	31,263.56	ARS GR	0.00	EIC	0.00	SDI GR	0.00	DNP YTD	209,737.68
FIT GR	310,653.02	SIT GR	0.00	HSA	0.00	SDI	0.00	NET PAY	234,546.67
									04/30/2021
									04/27/2021

Employer Costs

STRS	41,727.15	PERS	13,832.08	PERS B/O	0.00	ARS	5,559.22	MEDI	5,053.86	HSA	0.00
WC	7,842.19	SUI	174.25	HW	74,004.69	SUI GR	348,541.58	WC GR	348,541.58	TOTAL	148,193.44

2019-2020 AUDIT FINDING CORRECTIVE ACTION

DISTRICT NAME: Cutten School District

FINDING CATEGORY: Attendance Reporting
(from audit)

FINDING NUMBER: 2020-01
(from matrix)

AUDIT PAGE NUMBER: 64-65

Describe below specific corrective action used in resolving audit findings:

Specifically address each individual item within the finding. Be certain that your responses are specific and concise. You will need to provide **all** documentation which supports the action taken toward resolving the finding such as copies of amended reports and corrective actions.

ATTACH ALL PERTINENT DOCUMENTATION.

Number of pages attached for this finding: 10

P-2 and Annual attendance reports have been revised per audit finding 2020-001. Reporting staff will be trained on the correct reporting of Extended Year Special Education ADA.

Attendance School District

County: Humboldt Fiscal Year: 2019-20
 District: Cutten Elementary P-2
 CDS CODE 12 62745 Certificate Number: 7D4398A2

Regular ADA	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
A-1 Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	379.65	234.05	0.00	0.00	613.70
A-2 Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	0.46	0.11	0.00	0.00	0.57
A-3 Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	0.00	0.00	0.00	0.00	0.00
A-4 Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	0.00	0.00	0.00	0.00	0.00
A-5 Community Day School [EC 46650] (Divisor 70/135/150)	0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)	380.11	234.16	0.00	0.00	614.27
Other					
B-1 Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	0.00	0.00	0.00	0.00	0.00
B-2 Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Humboldt
 District: Cutten Elementary
 CDS CODE 12 62745
 Fiscal Year: 2019-20
 P-2
 Certificate Number: 7D4398A2

Code	Description	0.00	0.00	0.00	0.00
B-1	Course Based Independent Study ADA, pursuant to EC 51743.2, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	0.00	0.00	0.00	0.00
B-1	Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	0.00	0.00	0.00	0.00
B-1	ADA for Students in Transitional Kindergarten pursuant to EC 83500 included in Section A (lines A-1 through A-5, TK/A-3 Column, First Year ADA only)	22.75			22.75
B-1	ADA for Students in Continuation Education included in Section A (line A-1, Grades 9-12 Column)			0.00	0.00
B-1	ADA for Students in Opportunity Classes included in Section A (line A-1, Total Column)				0.00

Attendance School District

County: Humboldt Fiscal Year: 2019-20
 District: Cutten Elementary P-2
 CDS CODE 12 62745 Certificate Number: 7D4398A2

Prior Year ADA Adjustment (P-1 and P-2 only)	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].	0.00	0.00	0.00	0.00	0.00
Regular ADA Includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56245 (c) (2)]	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)	0.00	0.00	0.00	0.00	0.00

Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56245 (c) (2)] (Divisor 175)	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)	0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Humboldt Fiscal Year: 2019-20
 District: Cutten Elementary P-2
 CDS CODE 12 62745 Certificate Number: 7D4398A2

Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	C-8	C-9	C-10	C-11	C-12
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	0.00	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-7 + C-8)	0.00	0.00	0.00	0.00	0.00	0.00

Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a)(3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	C-11	C-12
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	0.00	0.00	0.00
ADA Totals (C-10 + C-11)	0.00	0.00	0.00

Certification

County: Humboldt

Fiscal Year: 2019-20

District: Cutten Elementary

P-2

CDS CODE 12 62745

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent: Susan Huey

Date: 2-25-21

County Superintendent of Schools: _____

Date: _____

Any inquiries concerning this report should be directed to:

CONTACT NAME Thor Arwood
PHONE 445-7280
FAX 441-3906
E-mail tarwood@cuttensd.org

Attendance School District

County: Humboldt Fiscal Year: 2019-20
 District: Cutten Elementary Annual
 CDS CODE 12 62745 Certificate Number: C46EF714

Regular ADA	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	A-1 379.65	234.05	0.00	0.00	613.70
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	A-2 0.46	0.11	0.00	0.00	0.57
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-3 0.00	0.00	0.00	0.00	0.00
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-4 0.00	0.00	0.00	0.00	0.00
Community Day School [EC 48650] (Divisor 70/135/160)	A-5 0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)	A-6 380.11	234.16	0.00	0.00	614.27
Other					
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-1 0.00	0.00	0.00	0.00	0.00
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-2 0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Humboldt Fiscal Year: 2019-20 Annual
 District: Cutten Elementary Certificate Number: C46EF714
 CDS CODE 12 62745

Course Based Independent Study ADA, pursuant to EC 51749.18, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens

Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51749.18, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens

ADA for students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TX/K-3 Column, First Year ADA Only)

ADA for students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)

ADA for students in Opportunity Classes included in Section A (Line A-1, Total Column)

Attendance School District

County: Humboldt Fiscal Year: 2019-20
 District: Cutten Elementary Annual
 CDS CODE 12 62745 Certificate Number: C46EF714
 Prior Year ADA Adjustment (P-1 and P-2 only) Grades 9-12 Total

Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].

	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education (EC 56345 (b) (3)) (C-2) (Divisor 175)	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)	0.00	0.00	0.00	0.00	0.00

Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].

	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education (EC 56345 (b) (3)) (C-5) (Divisor 175)	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)	0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Humboldt Fiscal Year: 2019-20
 District: Cutten Elementary Annual
 CDS CODE 12 62745 Certificate Number: C46EF714

Prior Year P-2 ADA attributable to district
 resident pupils attending a non-charter school
 [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	5.00	0.00	0.00	0.00	0.00
Extended Year Special Education (EC 56345 (b)(3)) (C-8) (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-7 + C-8)	C-9	0.00	0.00	0.00	0.00	0.00

Gain or Loss of ADA due to a Reorganization or
 Transfer of Territory [EC 42238.05 (a)(3)]. If
 the ADA adjustment is a loss, report the loss
 as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education (EC 56345 (b)(3)) (C-11) (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-10 + C-11)	C-12	0.00	0.00	0.00	0.00	0.00

Certification

County: Humboldt
District: Cutten Elementary
CDS CODE 12 62745

Fiscal Year: 2019-20
Annual

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent: Sean Luey

Date: 2-25-21

County Superintendent of Schools: _____

Date: _____

Any inquiries concerning this report should be directed to:

CONTACT NAME Thor Arwood
PHONE 445-7280
FAX 441-3906
E-mail tarwood@cuttensd.org

2019-2020 AUDIT FINDING CORRECTIVE ACTION

DISTRICT NAME: Cutten School District

FINDING CATEGORY: Unduplicated Pupil Counts
(from audit)

FINDING NUMBER: 2020-02
(from matrix)

AUDIT PAGE NUMBER: 65-66

Describe below specific corrective action used in resolving audit findings:

Specifically address each individual item within the finding. Be certain that your responses are specific and concise. You will need to provide **all** documentation which supports the action taken toward resolving the finding such as copies of amended reports and corrective actions.

ATTACH ALL PERTINENT DOCUMENTATION.

Number of pages attached for this finding: 0

District will ensure that the status of all unduplicated students are accurately reflected in CalPADS and that all unduplicated students who are not directly certified in CalPADS have free/reduced applications or local direct certification documentation on file.

**DISTRICT CERTIFICATION OF CORRECTIVE ACTIONS
2019-2020 AUDIT FINDINGS AND RECOMMENDATIONS**

DISTRICT NAME: Cutten School District

2019-2020 Certification of Corrective Actions is hereby filed by the Governing Board of the school district.

President of the Governing Board

5/10/21

Date of Meeting

2019-2020 Certification of Corrective Action:

As regards to the 2019-2020 audit, the District Superintendent certifies that all corrective action(s) specified in the attached page(s) have been reviewed by the district's Governing Board and assures that corrective procedures have or will be implemented and will be used in the ensuing years.

District Superintendent

Date

Number of corrective actions certified: 2

SUPPLEMENTAL INFORMATION

Date prepared: 5/3/21

Report prepared by: Thor V. Arwood

Telephone Number: (707) 445-7280

FAX Number: (707) 441-3933

MEMORANDUM OF UNDERSTANDING BETWEEN
EUREKA CITY SCHOOLS
AND
CUTTEN ELEMENTARY SCHOOL

This Memorandum of Understanding (MOU) is entered into as of May 13, 2021 by and between Eureka City Schools (ECS) and Cutten School District (Cutten), and sets forth the terms and understanding between the two parties.

Background

Cutten School District has received requests from Ridgewood School parents to have their students dropped off at the “Out of the Box” after school program at Sequoia Park Zoo. As the Sequoia Park Zoo is located within Eureka City School boundaries, Cutten is requesting that their bus be allowed to stop on Russell Street, near the zoo, so that personnel from the program can meet the children there.

Eureka City Schools is willing to accede to the request under the following condition:

The number of Ridgewood students that will be dropped off by bus at the Out of the Box program shall be limited to eight students. Cutten will not increase the number of participating students without the express written permission of Eureka City Schools.

Duration

This MOU will be in effect through the 2021-22 school year, and may be modified by mutual consent of authorized officials from ECS and Cutten.

Signature
Fred Van Vleck, Ed.D, Superintendent
Eureka City Schools

Date: _____

Signature
Sue Ivey, Superintendent
Cutten School District

Date: _____

CUTTEN ELEMENTARY SCHOOL DISTRICT

School Site Council Minutes

April 27, 2021

1. Meeting was called to order By Vice Chairperson Kaycee Cook @ 5:39PM

Those Present:

Guests, None

Council Members: Diana Baclagan, Kaycee Cook, August Deshais, Lori Dickinson, Chris Mikkelsen and Amber Syvertsen. Council Members, Karen Bazzano, Audrea Filbey and Susie Smesler were absent.

2. The Agenda was approved as written. Motion by Lori and a Second by Amber.

3. Minutes from the March 16, 2021 meeting were approved by a Motion of Lori and a Second by Diana.

4. No persons of the public were present for comment. Chris commented that Citizens Bond Oversight Committee is seeking qualified community members to join.

5. August gave a strong District report, which included recognizing Becky MacQuarrie as our new Superintendent, August's continued support of the regional Safe Routes to School Committee, the Cutten School Fencing Project which will begin in June and includes locking gates, the commencement of HVAC work this summer and the need for additional Electric Service Upgrades at Cutten, and the enrollment and plan for Summer School 2021. Information, while still in flux, was also shared for the 2021/22 school year, and the Districts goals to be fully re-open.. The Council commented on and complimented the Teachers and Administrators work to date toward achieving such.

6. a. August brought back and presented the District Wellness Policy, which was reviewed and briefly discussed, specifically those items around nutrition. The wellness policy was approved and sent to the Board by a motion of Lori and a Second by Amber.

b. The Results of the Local Control and Accountability plan were presented by August, with some strong and consistent results surrounding the Quality of Education Cutten School District delivers. There is a notable response from our Teachers surrounding needs for aide support and volunteer needs within the classrooms. As well, focus on facilities and modernization was strongly noted by our valued teachers.

Special Note: August shared upcoming terms of the Site Council and asked for members to consider

whether or not they plan to return to the Council for the coming term. This will be visited again in August / September.

7. Our next meeting is May 18, 2021 @ 5:30PM

8. The meeting was adjourned at 6:18 by Vice Chairperson Cook

Registration Report

May 2021

TRANSITIONAL KINDERGARTEN				
YEAR	FORMS OUT	RETURNED	RESIDENT STILL OUT	NONRESIDENT STILL OUT
May 2021	12	12	0	0
May 2020	15	15	0	0
May 2019	22	20	2	0
May 2018	26	24	2 (1 sib)	0
May 2017	24	21	3 (2 sib)	0
May 2016	18	18	0	0
May 2015	25	21	2	2
KINDERGARTEN				
May 2021	55	44	6 (2 sib)	5 (3 sib)
May 2020	54	47	7 (5 sib)	0
May 2019	65 + 26 TK	64	1	0
May 2018	69 + 21 TK	53	9 (3 sib)	7 (3 sib)
May 2017	82 + 17 TK	70	8 (3 sib)	4 (1 sib)
May 2016	78 + 24 TK	64	9	5
May 2015	52 + 18 TK	48	3	1

Based on numbers from this report:

14 TK in 2020-21

55 registered as of May

69 Kindergarten 21-22

TK & KINDERGARTEN - PREVIOUS YEARS' DATA				
YEAR	FORMS OUT	RETURNED	RESIDENT STILL OUT	NONRESIDENT STILL OUT
May 2014	90	82	4	4
May 2013	117	97	11	9
May 2012	75	61	10	4

REGISTRATION, GRADES 1 - 6

Grade	In district		Out of district	
	In district	Returned	Out of district	Returned
1	3	3	2	2
2	3	2	2 (waitlisted)	0
3	1	1	2	1
4	0	0	3 (waitlisted)	2
5	2	1	0	0
6	0	0	4 (2 denied)	3

Comparative enrollment for first day of school

	SDC	TK	K	1	2	3	4	5	6	TOTAL
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



Cutten School District

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

SUPERINTENDENT/PRINCIPAL
Sue Ivey

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(t);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(t) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Cutten School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Cutten School District has determined to Spend the monies received from the Education Protection Act as attached.

DATED: _____ 2021.

Board Member

Board Member

Board Member

Board Member

Board Member

2021-2022
Education Protection Account
Program by Resource Report

**Projected Expenditures for the period of July 1, 2021 through June 30, 2022
For Fund 01, Resource 1400 Education Protection Account**

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
	Object:	
Beginning Balance	8999	0.00
Revenue Limit Source	8012	589,423.00
Revenue Limit Source-Prior Year	8019	
Other Local Revenue	8600-8799	0.00
TOTAL AVAILABLE		589,423.00
EXPENDITURES AND OTHER FINANCING USES		
	Functions:	
Instruction	1000-1999	589,423.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		589,423.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

STUDENT WELLNESS

The Governing Board recognizes the important link between student health and student learning. The Board also acknowledges that schools play a vital role in childhood nutrition and fitness. In addition, as part of the larger community, schools have a responsibility to promote family health and provide a strong foundation for children's future health and well-being.

The Superintendent or designee shall build a coordinated school health system that supports and reinforces health literacy through health education, physical education and activity, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement.

- (cf. 3513.3 - Tobacco-Free Schools)*
- (cf. 3514 - Environmental Safety)*
- (cf. 3555 - Nutrition Program Compliance)*
- (cf. 5131.6 - Alcohol and Other Drugs)*
- (cf. 5131.61 - Drug Testing)*
- (cf. 5131.62 - Tobacco)*
- (cf. 5131.63 - Steroids)*
- (cf. 5141 - Health Care and Emergencies)*
- (cf. 5141.22 – Infectious Diseases)*
- (cf. 5141.3 - Health Examinations)*
- (cf. 5141.31 - Immunizations)*
- (cf. 5141.32 - Health Screening for School Entry)*
- (cf. 5141.6 - School Health Services)*
- (cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)*
- (cf. 6164.2 - Guidance/Counseling Services)*

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

- (cf. 1100 - Communication with the Public)*
- (cf. 1112 - Media Relations)*
- (cf. 1113 - District and School Web Sites)*
- (cf. 1114 - District-Sponsored Social Media)*
- (cf. 6020 - Parent Involvement)*

School Health Council/Committee

The Superintendent or designee shall encourage parents/guardians, students, food service employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b)

To fulfill this requirement, the Superintendent or designee may appoint a school health council or other district committee whose membership shall include representatives of these groups. He/she also may invite participation of other groups or individuals, such as health educators, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

- (cf. 1220 - Citizen Advisory Committees)*
- (cf. 9140 - Board Representatives)*

The school health committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the committee

STUDENT WELLNESS

may also include the planning, implementation, and evaluation of activities to promote health within the school or community.

Nutrition and Physical Activity Goals

The Board shall adopt goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. (42 USC 1758b)

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks and content standards, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program. Nutrition education also may be offered through before- and after-school programs.

(cf. 5148.2 - Before/After School Programs)

(cf. 6142.8 - Comprehensive Health Education)

All students shall be encouraged to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and after-school programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

(cf. 5142.2 - Safe Routes to School Program)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6145 - Extracurricular and Co-curricular Activities)

(cf. 6145.2 - Athletic Competition)

The Board may enter into a joint use agreement to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunity for physical activity.

(cf. 1330.1 - Joint Use Agreements)

The Superintendent or designee shall encourage staff to serve as positive role models.

Nutritional Guidelines for Foods Available at School

For all foods available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC 1773 and 1779 and support the objectives of promoting student health and reducing childhood obesity. (42 USC 1758b)

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health, taking into consideration the needs of students with special dietary needs. Nutritional standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program shall meet or exceed state and federal nutritional standards.

(cf. 3312 - Contracts)

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

(cf. 3554 - Other Food Sales)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

STUDENT WELLNESS

(cf. 5148 - Child Care and Development)
(cf. 5148.3 - Preschool/Early Childhood Education)

In order to maximize the district's ability to provide nutritious meals and snacks, schools may participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

(cf. 3552 - Summer Meal Program)
(cf. 3553 - Free and Reduced Price Meals)

The Superintendent or designee shall encourage school organizations to use healthy food items or non- food items for fundraising purposes. Fundraising activities shall not include candy sales, with the exception of school activities outside of the regular school day, such as athletic and performing arts events. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

(cf. 1230 - School-Connected Organizations)

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties.

Program Implementation and Evaluation

The Superintendent shall designate one or more district or school employees, as appropriate, to ensure that each school site complies with this policy. (42 USC 1758b)

(cf. 0500 - Accountability)
(cf. 3555 - Nutrition Program Compliance)

The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the contents and implementation of this policy. He/she shall periodically measure and make available to the public an assessment of the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

STUDENT WELLNESS

Legal Reference:

EDUCATION CODE

- 33350-33354 CDE responsibilities re: physical education
- 49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001
- 49490-49494 School breakfast and lunch programs
- 49500-49505 School meals
- 49510-49520 Nutrition
- 49530-49536 Child Nutrition Act
- 49540-49546 Child care food program
- 49547-49548.3 Comprehensive nutrition services
- 49550-49561 Meals for needy students
- 49565-49565.8 California Fresh Start pilot program
- 49570 National School Lunch Act
- 51210 Course of study, grades 1-6
- 51220 Course of study, grades 7-12
- 51222 Physical education
- 51223 Physical education, elementary schools
- 51795-51796.5 School instructional gardens .
- 51880-51921 Comprehensive health education

CODE OF REGULATIONS, TITLE 5

- 15500-15501 Food sales by student organizations
- 15510 Mandatory meals for needy students
- 15530-15535 Nutrition education
- 15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

- 1751-1769 National School Lunch Program, especially:
- 1758b Local wellness policy
- 1771-1791 Child Nutrition Act, including:
- 1773 School Breakfast Program
- 1779 Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

- 210.1-210.31 National School Lunch Program
- 220.1-220.21 National School Breakfast Program

COURT DECISIONS

Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781

Management Resources:

CSBA PUBLICATIONS

- Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009
- Safe Routes to School: Program and Policy Strategies for School Districts, Policy Brief, 2009
- Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007
- Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. October 2007
- Physical Education and California Schools, Policy Brief, rev. October 2007
- Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006
- School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Physical Education Framework for California Public Schools, Kindergarten Through Grade Twelve, 2009

Healthy Children Ready to Learn: A White Paper on Health, Nutrition, and Physical Education, January 2005

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CALIFORNIA PROJECT LEAN PUBLICATIONS

Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006

CENTER FOR COLLABORATIVE SOLUTIONS

Changing Lives, Saving Lives: A Step-by-Step Guide to Developing Exemplary Practices in Healthy Eating, Physical

STUDENT WELLNESS

Activity and Food Security in Afterschool Programs, March 2010

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide, 2005

NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS

Fit, Healthy and Ready to Learn, 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Dietary Guidelines for Americans, 2005

Changing the Scene, Improving the School Nutrition Environment: A Guide to Local Action, 2000 WEB SITES

CSBA: <http://www.csba.org>

Action for Healthy Kids: <http://www.actionforhealthykids.org>

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu> California Department of Public Health: <http://www.cdph.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org> California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

California School Nutrition Association: <http://www.calsna.org> Center for Collaborative Solutions: <http://www.ccscenter.org> Centers for Disease Control and Prevention: <http://www.cdc.gov> Dairy Council of California: <http://www.dairycouncilofca.org>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html> National Association of State Boards of Education: <http://www.nasbe.org>

National School Boards Association: <http://www.nsba.org> School Nutrition Association: <http://www.schoolnutrition.org> Society for Nutrition Education: <http://www.sne.org>

U.S. Department of Agriculture, Food Nutrition Service, wellness policy: <http://www.fns.usda.gov/tn/Healthy/wellnesspolicy.html>

Board Policy 5030

CUTTEN ELEMENTARY SCHOOL DISTRICT

First reading: April 10, 2014

Eureka, California

Adopted: May 12, 2014

FOOD SERVICE – CHILD NUTRITION PROGRAM

The Governing Board recognizes that adequate, nourishing food is essential to student health, development, and ability to learn. The Superintendent or designee shall develop strategies to increase students' access to the district's food service programs and to maximize their participation in available programs.

Foods and beverages available through the district's food service program shall:

1. Be carefully selected so as to contribute to students' nutritional well-being and the prevention of disease.

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

2. Meet or exceed nutritional standards specified in law and administrative regulations.

(cf. 3552 - Summer Meal Program)

(cf. 3554 - Other Food Sales)

(cf. 5030 - Student Wellness)

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 5148.3 - Preschool/Early Childhood Education)

3. Be prepared in ways which will appeal to students, retain nutritive quality and foster lifelong healthful eating habits.
4. Be served in age-appropriate quantities.
5. Be available to students who meet federal eligibility criteria at no cost or at reduced prices, and to other students at reasonable prices.

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 3553 - Free and Reduced Price Meals)

The district's food service program shall give priority to serving unprocessed foods and fresh fruits and vegetables.

Students shall be provided adequate space to eat meals in pleasant surroundings as well as adequate time to eat, relax and socialize.

District schools are encouraged to establish school gardens and/or farm-to-school projects to increase the availability of safe, fresh, seasonal fruits and vegetables for school meals and to support the district's nutrition education program.

(cf. 6142.8 - Comprehensive Health Education)

To encourage student participation in school meal programs, schools may offer multiple choices of food items within a meal service, provided all food items meet nutrition standards and all students are given an opportunity to select any food item.

Cutten Elementary School District

The Superintendent or designee may invite students and parents/guardians to participate in the selection of foods of good nutritional quality for school menus.

The Board desires to provide students with adequate time and space to eat meals.

To the extent possible, school, recess, and transportation schedules shall be designed to encourage participation in school meal programs.

The Superintendent or designee shall periodically review the adequacy of school facilities for cafeteria eating and food preparation.

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3517- Facilities Inspection)

(cf. 7110 - Facilities Master Plan)

In accordance with law, the Superintendent or designee shall develop and maintain a food safety program in order to reduce the risk of food borne hazards at each step of the food preparation process, from receiving to service. Professional development for food service personnel shall include nutrition education and safe food handling.

The Superintendent or designee shall annually report to the Board on student participation in the district's nutrition programs and the extent to which the district's food services program meets state and federal nutrition standards for foods and beverages. In addition, the Superintendent or designee shall provide all necessary and available documentation required for the Administrative Review conducted by the California Department of Education (CDE) to ensure the food service program's compliance with federal requirements related to nutrition standards, meal patterns, provision of drinking water, school meal environment, food safety, and other areas as required by the CDE.

(cf. 0500 - Accountability)

(cf. 3555 - Nutrition Program Compliance)

Legal Reference:

EDUCATION CODE

35182.5	<i>Contracts, non-nutritious beverages</i>
38080-38103	<i>Cafeteria, establishment and use</i>
45103.5	<i>Contracts for management consulting services; restrictions</i>
49430-49436	<i>Pupil Nutrition, Health, and Achievement Act of 2001</i>
49490-49494	<i>School breakfast and lunch programs</i>
49500-49505	<i>School meals</i>
49510-49520	<i>Nutrition</i>
49530-49536	<i>Child Nutrition Act</i>
49540-49546	<i>Child care food program</i>
49547-49548.3	<i>Comprehensive nutrition services</i>
49550-49562	<i>Meals for needy students</i>
49570	<i>National School Lunch Act</i>
51795-51797	<i>School gardens</i>

HEALTH AND SAFETY CODE

113700-114437 *California Retail Food Code*

CODE OF REGULATIONS, TITLE 5

15510	<i>Mandatory meals for needy students</i>
15530-15535	<i>Nutrition education</i>
15550-15565	<i>School lunch and breakfast</i>
15575-15578	<i>Requirements for foods and beverages outside federal meal programs</i>

Cutten Elementary School District

UNITED STATES CODE, TITLE 42

1751-1769j	National School Lunch Program, including:
1758b	Local wellness policy
1761	Summer Food Service Program and Seamless Summer Feeding Option
1769a	Fresh Fruit and Vegetable Program
1771-1793	Child nutrition, especially:
1772	Special Milk Program
1773	National School Breakfast Program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31	National School Lunch Program
215.1-215.18	Special Milk Program
220.1-220.21	National School Breakfast Program
245.1-245.13	Eligibility for free and reduced-price meals and free milk

Management Resources:

CSBA PUBLICATIONS

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009

Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. October 2007

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Meals Initiative Summary Healthy Children Ready to Learn, January 2005

CALIFORNIA PROJECT LEAN PUBLICATIONS

Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

School Breakfast Toolkit Fresh Fruit and Vegetable Program: Handbook for Schools, December 2010

Food Buying Guide for Child Nutrition Programs, December 2007

Civil Rights Compliance and Enforcement - Nutrition Programs and Activities, FNS Instruction 113-1, November 2005

Guidance for School Food Authorities: Developing a School Food Safety Program Based on the Process

Approach to HACCP Principles, June 2005

Dietary Guidelines for Americans, 2005

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California Department of Public Health: <http://www.cdph.ca.gov>

California Farm Bureau Federation: <http://www.cfbf.com>

California Food Policy Advocates: <http://www.cfpa.net>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

California School Nutrition Association: <http://www.calsna.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/fns>

Approved:

BP 3550

FOOD SERVICE - CHILD NUTRITION PROGRAM

Nutrition Standards for School Meals

Meals, food items, and beverages provided through the district's food services program shall: (Education Code 49531, 49553; 42 USC 1758, 1773)

1. Comply with National School Lunch and/or Breakfast Program standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10 or 220.8, as applicable
2. Not be deep fried, par fried, or flash fried, as defined in Education Code 49430 and 49430.7

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3554 - Other Food Sales)

(cf. 5030 - Student Wellness)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

Drinking Water

The district shall provide access to free, fresh drinking water during meal times in food service areas at all district schools, including, but not limited to, areas where reimbursable meals under the National School Lunch or Breakfast Program are served or consumed. (Education Code 38086; 42 USC 1758)

Special Milk Program

Any school that does not participate in the National School Lunch or Breakfast Program may participate in the Special Milk Program to provide all enrolled students with reasonably priced milk. (7 CFR 215.1)

Food Safety

The Superintendent or designee shall ensure that the district's food service program meets the applicable sanitation and safety requirements of the California Retail Food Code as set forth in Health and Safety Code 113700-114437.

For all district schools participating in the National School Lunch and/or School Breakfast Program, the Superintendent or designee shall implement a written food safety program for the storage, preparation, and service of school meals which complies with the national Hazard Analysis and Critical Control Point (HACCP) system. The district's HACCP plan shall include, but is not limited to, a determination of critical control points and critical limits at each stage of food production, monitoring procedures, corrective actions, and recordkeeping procedures. (42 USC 1758; 7 CFR 210.13, 220.7)

The Superintendent or designee shall provide ongoing staff development on food safety to food service managers and employees. Each new employee, including a substitute, or volunteer shall complete initial food safety training prior to handling food. The Superintendent or designee shall document the date, trainer, and subject of each training.

(cf. 4231 – Staff Development)

Cutten Elementary School District

The Superintendent or designee shall assign staff to maintain records and logs documenting food safety activities, including, but not limited to, records of food deliveries, time and temperature monitoring during food production, equipment temperature (freezer, cooler, thermometer calibration), corrective actions, verification or review of safety efforts, and staff training.

Inspection of Food Facilities

All food preparation and service areas shall be inspected in accordance with Health and Safety Code 113725-113725.1 and applicable county regulations.

Each school participating in the National School Lunch and/or Breakfast Program shall, during each school year, obtain a minimum of two food safety inspections conducted by the county environmental health agency. (42 USC 1758; 7 CFR 210.13, 220.7)

The Superintendent or designee shall retain records from the most recent food safety inspection. All schools shall post a notice indicating that the most recent inspection report is available to any interested person upon request. (Health and Safety Code 113725.1; 42 USC 1758; 7 CFR 210.13, 210.15, 220.7)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

Approved:

AG 3550

Cutten Elementary School District

Instruction

BP 6142.7

PHYSICAL EDUCATION AND ACTIVITY

The Governing Board recognizes the positive benefits of physical activity on student health and academic achievement. The district shall provide all students the opportunity to be physically active on a regular basis through high-quality physical education instruction and may provide additional opportunities for physical activity. The district's physical education and activity programs shall support the district's coordinated student wellness program and encourage students' lifelong fitness.

(cf. 5030 - Student Wellness)
(cf. 6142.8 - Comprehensive Health Education)

The district's physical education program shall provide a developmentally appropriate sequence of instruction aligned with the state's model content standards and curriculum framework. The Superintendent or designee shall ensure that the district's program provides students with equal opportunities for instruction and participation regardless of gender in accordance with law.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 6011 - Academic Standards)
(cf. 6143 - Courses of Study)

The district's physical education program shall engage students in moderate to vigorous physical activity as defined in the accompanying administrative guide for at least 50 percent of class or session time.

Students with disabilities shall be provided instruction in physical education in accordance with their individualized education program or Section 504 accommodation plan.

(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

During air pollution episodes, extreme weather, or other inclement conditions, physical education staff shall make appropriate adjustments to the program or shall seek alternative indoor space to enable students to participate in active physical education.

(cf. 3514 - Environmental Safety)
(cf. 5141.7 - Sun Safety)

Staffing

Physical education instruction shall be delivered by appropriately credentialed teachers who may be assisted by appropriately trained instructional aides, paraprofessionals, and/or volunteers.

(cf. 1240 - Volunteer Assistance)
(cf. 4112.2 - Certification)
(cf. 4222 - Teacher Aides/Paraprofessionals)

Cutten Elementary School District

The district shall provide physical education teachers with continuing professional development, including classroom management and instructional strategies designed to keep students engaged and active and to enhance the quality of physical education instruction and assessment.

(cf. 4131 - Staff Development)

(cf. 5121 - Grades/Evaluation of Student Achievement)

Physical Fitness Testing

The Superintendent or designee shall annually administer the physical fitness test designated by the State Board of Education to students in grades 5. (Education Code 60800; 5 CCR 1041)

Temporary Exemptions

The Superintendent or designee may grant a temporary exemption from physical education under either of the following conditions: (Education Code 51241)

1. The student is ill or injured and a modified program to meet his/her needs cannot be provided.
2. The student is enrolled for one-half time or less.

(cf. 6145.2 - Athletic Competition)

Legal Reference:

EDUCATION CODE

33126 School accountability report card

33350-33354 CDE responsibilities re: physical education

35256 School accountability report card

49066 Grades; physical education class

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51222 Physical education

51223 Physical education, elementary schools

51241 Temporary, two-year or permanent exemption from physical education

51242 Exemption from physical education for athletic program participants

52316 Excuse from attending physical education classes

60800 Physical performance test

CODE OF REGULATIONS, TITLE 5

1040-1048 Physical performance test

3051.5 Adapted physical education for individuals with exceptional needs

10060 Criteria for high school physical education programs

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

1751 Note Local wellness policy

ATTORNEY GENERAL OPINIONS

53 Ops. Cal. Atty. Gen. 230 (1970)

Management Resources:

CSBA PUBLICATIONS

Active Bodies, Active Minds: Physical Activity and Academic Achievement, Fact Sheet, February 2010

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, rev. February 2010

Maximizing Opportunities for Physical Activity During the School Day November 2009

Moderate to Vigorous Physical Activity in Physical Education to Improve Health and Academic Outcomes, Fact Sheet November 2009

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009

Physical Education and California Schools, Policy Brief, rev. October 2007

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006

Cutten Elementary School District

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Physical Education Framework for California Public Schools: Kindergarten Through Grade 12, 2009

Physical Education Model Content Standards for California Public Schools: Kindergarten Through Grade 12, January 2005

Adapted Physical Education Guidelines for California Schools, 2003

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2000

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

2008 Physical Activity Guidelines for Americans, October 2008

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Physical Fitness Testing: <http://www.cde.ca.gov/ta/tg/pf>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Educational Data System, California physical fitness: <http://www.eddata.com/projects/current/cpf>

Healthy People 2010: <http://www.healthypeople.gov>

National Association for Sport and Physical Education: <http://www.aahperd.org/naspe>

President's Council on Physical Fitness and Sports: <http://www.fitness.gov>

The California Endowment: <http://www.calendow.org>

U.S. Department of Health and Human Services: <http://www.health.gov>

Adopted:

BP 6142.7

PHYSICAL EDUCATION AND ACTIVITY

Definitions

Physical education is a sequential educational program that teaches students to understand and participate in regular physical activity for developing and maintaining physical fitness throughout their lifetimes, understand and improve their motor skills, enjoy using their skills and knowledge to establish a healthy lifestyle, and understand how their bodies work.

Physical activity is bodily movement that is produced by the contraction of skeletal muscle and that substantially increases energy expenditure, including exercise, sport, dance, and other movement forms.

Moderate physical activity is any activity which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, walking briskly, dancing, swimming, or bicycling on level terrain. A person should feel some exertion but should be able to carry on a conversation comfortably during the activity.

Vigorous physical activity is any activity which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, jogging, participating in high-impact aerobic dancing, swimming continuous laps, or bicycling uphill. Vigorous physical activity may be intense enough to result in a significant increase in heart and respiration rate.

Instructional Time

Instruction in physical education shall be provided for a total period of time of not less than 200 minutes each 10 school days for students in grades 1-6. (Education Code 51210, 51222)

(cf. 6178.2 - Regional Occupational Center/Program)

Physical Fitness Testing

During the annual assessment window between the months of February through May, students in grades 5 shall be administered the physical fitness test designated by the State Board of Education. (Education Code 60800; 5 CCR 1041)

(cf. 6162.5 - Student Assessment)

The Superintendent or designee may provide a make-up date for students who are unable to take the test based on absence or temporary physical restriction or limitations, such as students recovering from illness or injury. (5 CCR 1043)

On or before November 1 of each school year, the Superintendent may designate an employee to serve as the district's physical fitness test coordinator and so notify the test contractor. The test coordinator shall serve as the liaison between the district and

Cutten Elementary School District

California Department of Education for all matters related to the physical fitness test. His/her duties shall be those specified in 5 CCR 1043.4, including, but not limited to, overseeing the administration of the test and the collection and return of all test data to the test contractor. (5 CCR 1043.4)

Students shall be provided with their individual results after completing the physical performance testing. The test results may be provided in writing or orally as the student completes the testing and shall be included in his/her cumulative record. (Education Code 60800; 5 CCR 1043.10, 1044)

(cf. 5125 - Student Records)

Each student's test results shall also be provided to his/her parents/guardians.

The Superintendent or designee shall report the aggregate results of the physical fitness testing in the annual school accountability report card required by Education Code 33126 and 35256. (Education Code 60800)

(cf. 0510 - School Accountability Report Card)

Testing Variations

All students may be administered the state's physical fitness test with the following test variations: (5 CCR 1047)

1. Extra time within a testing day
2. Test directions that are simplified or clarified

All students may have the following test variations if they are regularly used in the classroom: (5 CCR 1047)

1. Audio amplification equipment
2. Separate testing for individual students provided that they are directly supervised by the test examiner
3. Manually Coded English or American Sign Language to present directions for test administration

Students with a physical disability and students who are physically unable to take all of the test shall undergo as much of the test as their physical condition will permit. (Education Code 60800; 5 CCR 1047)

Students with disabilities may be provided the following accommodations if specified in their individualized education program (IEP) or Section 504 plan: (5 CCR 1047)

1. Administration of the test at the most beneficial time of day to the student after consultation with the test contractor
2. Administration of the test by a test examiner to the student at home or in the hospital
3. Any other accommodation specified in the student's IEP or Section 504 plan for the physical fitness test

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(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

Identified English learners may be allowed the following additional test variations if regularly used in the classroom: (5 CCR 1048)

1. Separate testing with other English learners, provided that they are directly supervised by the test examiner
2. Test directions translated into their primary language, and the opportunity to ask clarifying questions about the test directions in their primary language

Physical Activity

Daily Recess

All elementary school students shall have at least 20 minutes a day of supervised recess, preferably outdoors, during which schools shall encourage moderate-to-vigorous physical activity, including the provision of space and equipment.

Teachers and other school community personnel will not use physical activity (e.g., running laps, push-ups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment. (Education Code 49001)

Integrating Physical Activity into the Classroom

Schools shall discourage extended periods (i.e., periods of two or more hours) of inactivity. For example, when activities such as mandatory school wide testing necessitate that students remain indoors for long periods of time, schools shall give students periodic breaks during which they are encouraged to stand and be moderately active.

Opportunities for Physical Activity Before and After School

Schools are encouraged to offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

All elementary, middle, and high schools shall offer extracurricular physical activity programs, such as physical activity clubs, intramural programs, and special events that focus on physical activity.

After school child care and after school enrichment programs shall provide and encourage daily periods of moderate-to-vigorous physical activity for all participants, including the provision of space and equipment.

Student Safety during Physical Activity

The school/district shall establish rules and procedures concerning safety for students and staff and assign responsibility for these rules and procedures appropriately.

The school/district, working in collaboration with community health officials, shall establish local standards for weather and air quality regarding students' participation in outdoor physical activity.

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The school/district shall ensure that students and staff have access to appropriate hydration such as water.

The school/district, in conjunction with a credentialed school nurse, shall develop an emergency response system to expedite aid to students and/or staff that are injured or become ill at school. The emergency response system shall be communicated to the school community, and the necessary training and practice shall take place on a regular basis.

Facilities and equipment used for physical activity shall be properly monitored and maintained to ensure participants' safety.

School staff shall receive opportunities for training in first aid and cardiopulmonary resuscitation (CPR).

School staff shall receive notification and be trained, as allowed by law, in the use of any necessary medications that students are authorized to carry and/or use.

The school/district, in conjunction with a credentialed school nurse, shall develop policies that outline guidelines for student participation in physical activity at school when they have a medical condition. These policies shall be communicated to all members of the school community and be designed to protect students' well-being and provide for maximum participation of students in physical activity, at an appropriate level.

Adopted:

AG 6142.7

**2021 – 2022
Tentative Teaching Assignments**

SDC	Delaney Rice	9	9
TK	Amy Chastain	17	17
K	Stacey Gabbert	19	78
	Katrin Lemmon	19	
	Nadine Seghetti	20	
	Melissa Seymour	20	
1	Lori Dickinson	19	76
	Liz Escutia	19	
	Joe Kencke	19	
	Lindsay Watkins	19	
2	Dani Hinrichs	22	89
	Audrea Filbey	22	
	Suzanne Rice	22	
	Mike Richards	23	
3	Christy Ng	23	79
	Darcie Rutter	23	
	Harriet Watson	24	
3	Annette Sligh	9	86
4		14	
4	Sydney Bradbury	24	
	Jen Code	24	
	Bethany Ibbitson	24	
5	Tracy Benbow	23	95
	Jaime Hague	24	
	Jesse Wheeler	24	
	Andrea Yip	24	
6	Kaycee Cook	23	71
	Brandee Mitchell	24	
	Scott Nelson	24	
TOTALS: District - 600 Ridgewood - 269 Cutten - 331			

**BEFORE THE BOARD OF TRUSTEES OF THE
CUTTEN ELEMENTARY SCHOOL DISTRICT
HUMBOLDT COUNTY, CALIFORNIA**

In the Matter of the Elimination)
of Certain Positions in the Classified)
Service and Directing Notification of)
Classified Employees)

RESOLUTION NO. 1021-07

WHEREAS, Cutten Elementary School District (“District”) maintains the following positions within the classified / management service:

1. Counselor

WHEREAS, due to lack of work and/or lack of funds, the Board of Trustees of the District hereby finds that it will be necessary to eliminate certain services to the following extent:

1. Counselor - .65 FTE to be eliminated.

NOW, THEREFORE, BE IT RESOLVED that, effective November 14, 2020, or 60 days after service of notice, whichever is later, the classified positions of the District shall be eliminated to the extent hereinabove set forth; and

BE IT FURTHER RESOLVED that the Superintendent, or designee, of this District is hereby authorized and directed to give notice of the elimination of the foregoing services to the appropriate classified employees of the District in accordance with applicable law; and

BE IT FURTHER RESOLVED that the Superintendent, or designee, is hereby authorized and directed to inform each such employee of his/her displacement rights, if any, and his/her rehire rights.

The foregoing Resolution was passed and adopted by the Board of Trustees of the Cutten Elementary School District on _____, 2021, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Trustees

I, _____, Secretary/Clerk of the Board of Trustees, do hereby certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Trustees of the District at its meeting on May 10, 2021.

Clerk/Secretary, Board of Trustees