

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**BOARD OF TRUSTEES**  
**BOARD MEETING AGENDA**  
**May 8, 2023 6:00 pm**  
Ridgewood Commons  
2060 Ridgewood Drive Cutten, CA 95503

**1.0 CALL TO ORDER/FLAG SALUTE**

**2.0 EMPLOYEE RECOGNITION PRESENTATION**

**3.0 CONSENT AGENDA**

- 3.1 Approval of Minutes, April 17, 2023; May 1, 2023
- 3.2 Approval of Warrants and Payroll
- 3.3 Approval of Waste Removal Agreement with Eureka City Schools, 2023-2024

**4.0 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.

**5.0 REPORTS**

- 5.1 Cutten-Ridgewood PTA Report
- 5.2 School Site Council Report
- 5.3 HBTA Report
- 5.4 2022 – 2023 Student Registration Report
- 5.5 LCAP Update
- 5.6 Bond Update

**6.0 CORRESPONDENCE**

**7.0 INFORMATION / POSSIBLE ACTION ITEMS**

- 7.1 Discussion/Approval 2nd Reading Update BP 5141.33 Head Lice (Student)
- 7.2 Discussion/Possible Action Item on UTK Program Plan
- 7.3 Discussion/Possible Action Item on Tentative Teacher Assignments for 2023 – 2024
- 7.4 Approval of 1.0 FTE Certificated Teaching Staff

**8.0 SUPERINTENDENT/PRINCIPAL REPORT**

**9.0 BOARD MEMBER COMMENTS / COMMUNICATION**

**10.0 PUBLIC COMMENT ON CLOSED SESSION ITEM**

**11.0 CLOSED SESSION**

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

- 11.1 *CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)*  
*Agency Negotiator: Becky MacQuarrie*  
*Name of organization representing employees: Humboldt Bay Teachers Association.*
- 11.2 *CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)*

*Agency Negotiator: Beth Johnston  
Unrepresented Employee: Cutten Principal*

11.3 CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)  
*Agency Negotiator: Beth Johnston  
Unrepresented Employee: Ridgewood Principal*

11.4 CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)  
*Agency Negotiator: Beth Johnston  
Unrepresented Employee: Superintendent*

**12.0 RECONVENE TO OPEN SESSION**

**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 ELEMENTARY SCHOOL DISTRICT  
**BOARD OF TRUSTEES**  
**BOARD MEETING Minutes**  
**April 17, 2022 6:00 pm**  
Ridgewood Commons  
2060 Ridgewood Drive Cutten, CA 95503

**1.0 CALL TO ORDER/FLAG SALUTE-** Meeting called to order at 6pm

**2.0 CONSENT AGENDA**

- 2.1 Approval of Minutes, March 13, 2023; March 27, 2023; March 31, 2023
- 2.2 Approval of Warrants and Payroll
- 2.3 Quarterly Report on William Uniform Complaints
- 2.4 Approval of MOU Between Cutten School District and HBTA Regarding School Climate Team Stipends
- 2.5 Approval of MOU Between Cutten School District and HBTA Regarding Leadership Team Stipends
- 2.6 Approval of MOU Between Cutten School District and HBTA Regarding Yearbook Stipends
- 2.7 Approval of Family Leave until the end of the 2022-2023 School Year-Certificated
- 2.8 Approval of Advanced Security Fire Alarm Notification Upgrade

Consent Agenda approved and motioned by Andy Sundquist seconded by Mary Dewald. Motion carried 3-0.

**3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS-** Announcement thanking the HCOE Superintendent attending meeting

**4.0 REPORTS**

- 4.1 Cutten-Ridgewood PTA Report- Lucky informing of Carnival happening this week. New Officers to be introduced as well. May meeting on how gifts to schools will be distributed as well as scholarship review. Board members headed to the state PTA conference.
- 4.2 School Site Council Report- No reporting at this time
- 4.3 HBTA Report- Negotiations handout was passed out and explained by HBTA Union President Mike Richards.
- 4.4 2022 – 2023 Student Registration Report- Registration numbers moved up a little bit since the previous meeting.
- 4.5 LCAP Update- Becky working on yearly updates
- 4.6 Bond Update- Fire Alarm being finished so we will be able to use the Kitchen oven at Cutten. Ridgewoods front gate to be worked on again. PGE work to be done through the summer. Besc project still to be completed for HVAC.

**5.0 CORRESPONDENCE**

- 5.1 Letter Explaining the Revised Pages of Audit Finding Related to School Nutrition David L Moonie & Co.

**6.0 INFORMATION / POSSIBLE ACTION ITEMS**

- 6.1 Consider Approval of 2023-24 Medical, Dental and Vision Rates, NCSMIG- Motioned by Andy Sundquist seconded by Mary Dewald. Motion carried 3-0
- 6.2 Acceptance of 2021, 2022 Bond Audit with David L. Moonie & Co.- Motioned by Andy Sundquist seconded by Mary Dewald. Motion carried 3-0

- 6.3 First Reading Update BP 5141.33 Head Lice (Student)- Discussed only
- 6.4 Discussion/Possible Action Item on UTK Program Plan- Regular leave for 1:05 pm survey for who busing still needed. Intervention vs. daycare is a concern. If it does grow there will need to be portables purchased for the extra space needed.
- 6.5 Discussion/Possible Action Item Expansion of Summer School Program/AfterSchool Program-ELOP Plan- Looking into expanding just during summer. Ridgewood regular program might need to be expanded but can it be sufficed is the question. More detail on this to come.
- 6.6 Discussion/Possible Action Item on California Community School's Partnership, Planning Grant (CCSPP): Addition of 1.0 FTE Certificated 2-year Temporary position, Expanded Learning Coordinator. - Refinement needed mostly in math which is where this position could be used for. More to come on this.

**7.0 SUPERINTENDENT/PRINCIPAL REPORT-** Ridgewood breakfast and books was a fantastic turnout. Quack and Rabbit about bullying was a great puppet show. TK/K orientation had a good turnout. Dickinson's play was also another great event. Cutten puppets show was enjoyed as was the open house. There were 5 state History attendees, none placed, but they enjoyed attending the event. Buddies day is still happening and enjoyed by all.

**8.0 BOARD MEMBER COMMENTS / COMMUNICATION-** Mary Dewald thanked all attendees at the meeting. Becky Reece touched about how much she enjoyed being able to attend the open house again and how great the cookies were.

**9.0 PUBLIC COMMENT ON CLOSED SESSION ITEM-** A parent spoke in favor of the teacher raises in benefit of students, teachers go above and beyond with children. Inflation has hit a hard 10% increase in which teachers should be compensated. Covid overtime wasn't properly compensated for their above and beyond work done. Compensation is how you get a better return as a whole.

Session adjourned at 7:21pm.

**10.0 CLOSED SESSION-** Session started at 7:24 pm

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

*9.1 CONSIDERATION OF DISCIPLINARY ACTION (Other than Expulsion) OF A STUDENT (Education Code Sections 35146 and 48912(c).)*

*9.2 CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)  
Agency Negotiator: Becky MacQuarrie  
Name of organization representing employees: Humboldt Bay Teachers Association.*

**12.0 RECONVENE TO OPEN SESSION-** Reconvened at 8:25 pm  
Nothing to report.

**13.0 ADJOURNMENT-** Final adjournment at 8:25pm

**BOARD OF TRUSTEES**  
**SPECIAL BOARD MEETING Minutes**  
**May 1, 2023 5pm**  
Ridgewood Commons  
2060 Ridgewood Drive Cutten, CA 95503

- 1.0 CALL TO ORDER/FLAG SALUTE**-Meeting called to order at 5:02 pm
- 2.0 VISITOR COMMENTS ON NON-AGENDA ITEMS**  
No public comment
- 3.0 PUBLIC COMMENT ON CLOSED SESSION ITEM**  
HBTA Mike Richards spoke to the Board regarding items they would like them to consider during Negotiations.
- 4.0 CLOSED SESSION**-Went into closed session at 5:06 pm
- With respect to every item of business to be discussed in closed session:
- 4.1 *PUBLIC EMPLOYEE-DISCIPLINE/DISSMISSAL/RELEASE (GC § 54957).*
- 4.2 *CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)*  
*Agency Negotiator: Becky MacQuarrie*  
*Name of organization representing employees: Humboldt Bay Teachers Association*
- 5.0 RECONVENE TO OPEN SESSION**-Reconvened at 6:14 PM  
No Action Taken
- 6.0 INFORMATION / POSSIBLE ACTION ITEMS**
- 6.1 Motion to Approve 1 Year 1.0 FTE Certificated Teaching Position Leave of Absence made by Dennis Reinholtsen, and seconded by Becky Reece. Motion carried 4in favor and 1 opposed.
- 6.2 Motion to Approve the Expanded Learning Community Coordinator Job Description was made by Dennis Reinholtsen and seconded by Becky Reece. Motion carried unanimously.
- 6.3 Motion to Approve of 1.0 FTE Certificated Temporary Teaching Position HBTA MOU was made by Andy Sundquist and seconded by Becky Reece. Motion carried unanimously.
- 6.4 Discussion on Tentative Certificated Staffing 2023-2024. No motion was made.
- 7.0 SUPERINTENDENT REPORT** -Becky M. discussed the success of the Carnival and the passing of a Cutten parent.
- 8.0 BOARD MEMBER COMMENTS / COMMUNICATION**-Becky Reece commented on the success of the Ridgewood Back to School Nights. Also a teacher shared Melissa Seymour receiving Teacher of the Year.
- 9.0 ADJOURNMENT** -Adjourned at 6:35 pm.

EARNINGS by Earnings Code	Income	Adjustments
No Gross Pay		2,784.00
Regular	402,705.74	
<b>TOTAL</b>	<b>402,705.74</b>	<b>2,784.00</b>

TAXES	Employee	Employer	Total	Subject Grosses
Federal Withholding	23,531.21		23,531.21	343,203.32
State Withholding	6,954.13		6,954.13	343,203.32
Social Security	7,198.43	7,198.43	14,396.86	116,103.98
Medicare	5,621.77	5,621.77	11,243.54	387,707.77
SUI	1,938.53		1,938.53	387,707.77
Workers' Comp	10,235.49		10,235.49	387,707.77
<b>SUBTOTAL</b>	<b>43,305.54</b>	<b>24,994.22</b>	<b>68,299.76</b>	

EARNINGS by Group	Income	Adjustments
Base Pay	395,277.89	
Docks	13,487.82	
Extra Duty	8,178.12	
Gross Pay Adjs		2,775.00
Miscellaneous		9.00
Stipends	945.00	
Substitutes	9,350.00	
Vacation Pay	2,442.55	
<b>TOTAL</b>	<b>402,705.74</b>	<b>2,784.00</b>

REDUCTIONS	Employee	Employer	Total	Subject Grosses
PERS	2,504.87	9,549.00	12,053.87	37,638.96
PERS / 62	5,030.58	15,953.13	20,983.71	62,881.77
STRS / 60	24,404.24	45,704.28	70,108.52	239,289.34
STRS / 62	4,589.76	8,590.35	13,180.11	44,975.64
Tax Sheltered Annuit	7,975.00		7,975.00	
Health & Welfare	12,668.17	82,298.85	94,967.02	
Dependent Care	500.00		500.00	
Supplemental Insuran	794.80		794.80	
Flex Medical Savings	1,035.00		1,035.00	
<b>SUBTOTAL</b>	<b>59,502.42</b>	<b>162,095.61</b>	<b>221,598.03</b>	

EARNINGS	Person Type	Female Employees
Certificated	48	289,941.54
Classified	56	112,764.20
<b>TOTAL</b>	<b>104</b>	<b>402,705.74</b>

DEDUCTIONS	Employee	Employer	Total	Subject Grosses
Dues & Memberships	2,969.20		2,969.20	29.20
Garnishments	219.55		219.55	
Health & Welfare		909.00	909.00	
District Repay	310.42		310.42	
Miscellaneous	850.00		850.00	
Supplemental Insuran	2,421.59		2,421.59	
Summer Savings	28,543.04		28,543.04	171,257.89
<b>SUBTOTAL</b>	<b>35,313.80</b>	<b>909.00</b>	<b>36,222.80</b>	
<b>TOTALS</b>	<b>138,121.76</b>	<b>187,998.83</b>	<b>326,120.59</b>	

Vendor Summary for Pay Date 04/10/2023 thru 04/28/2023

Vendor Checks	8,790.14	8
Vendor Liabilities	317,330.45	27
	<b>326,120.59</b>	<b>35</b>

Cancel/Reissue for Process Date 04/10/2023 thru 04/28/2023

Reissued	
Cancel Checks	
Void ACH	

BALANCING DATA

NET

Gross Earnings	402,705.74	264,583.98	Net Pay		
District Liability	187,998.83	138,121.76	Deductions		
	590,704.57	187,998.83	Contributions		
		590,704.57			
			Direct Deposits	224,622.15	79
			Checks	39,961.83	25
			Partial Net ACH		
			Negative Net		
			Check Holds		
			Zero Net		
			<b>TOTAL</b>	<b>264,583.98</b>	<b>104</b>

## Checks Dated 04/01/2023 through 04/30/2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3000200174	04/06/2023	(HARRIS) SHAFER'S ACE HARDWARE	01-4374		108.31
3000200175	04/06/2023	AT&T CALNET 2	01-5909		291.12
3000200176	04/06/2023	CRYSTAL CREAMERY	13-4711		1,505.62
3000200177	04/06/2023	CRYSTAL SPRINGS BOTTLED WATER	01-5531		18.00
3000200178	04/06/2023	EMPLOYMENT DEVELOPMENT DEPT	01-9540		5,862.43
3000200179	04/06/2023	MENDES SUPPLY COMPANY	01-4374		1,425.58
3000200180	04/06/2023	STUDIO W ARCHITECTS	21-6210		700.01
3000200181	04/06/2023	SYSKO SACRAMENTO	13-4396	712.98	
			13-4710	7,697.85	8,410.83
3000200182	04/06/2023	U.S. BANK	01-4310	1,535.11	
			01-4341	3,194.26	
			01-5210	3,098.78	
			01-5841	159.90	
			01-5866	188.57	
			01-5950	66.18	
			21-5800	486.10	8,728.90
3000200183	04/06/2023	U.S. BANK EQUIPMENT FINANCE	01-5637		2,069.49
3000200184	04/06/2023	WESTERN CHAIN SAW COMPANY	01-4374		144.66
3000200841	04/13/2023	BDJtech	01-4310		299.98
3000200842	04/13/2023	CAMPTON ELECTRIC	01-4374		211.95
3000200843	04/13/2023	CRYSTAL CREAMERY	13-4711		417.73
3000200844	04/13/2023	DAVID L. MOONIE & CO. LLP	01-5822		5,500.00
3000200845	04/13/2023	FRANZ FAMILY BAKERY	Reissued		127.20 *
		Reissued on 05/04/2023, Cancel Register # AP05042023			
3000200846	04/13/2023	Haley Davis	01-5800		290.00
3000200847	04/13/2023	HUMB COMMUNITY SERVICES DIST	01-5530		1,574.34
3000200848	04/13/2023	INTERSTATE BATTERIES	01-4381		37.13
3000200849	04/13/2023	JOHNSON'S MOBILE RENTALS	21-5800		145.46
3000200850	04/13/2023	Kristyn Fresz	01-5800		2,700.00
3000200851	04/13/2023	P G & E	01-5511	123.41	
			01-5520	2,460.57	2,583.98
3000200852	04/13/2023	PACIFIC GAS AND ELECTRIC	01-6250		31,032.64
3000200853	04/13/2023	Recology	01-5560		692.55
3000200854	04/13/2023	RENAISSANCE	01-4450		15,775.00
3000200855	04/13/2023	SCHOOL & COLLEGE LEGAL SERVICE	01-5210		45.00
3000200856	04/13/2023	SYSKO SACRAMENTO	13-4396	297.02	
			13-4710	6,930.97	
			13-5623	116.32	7,344.31
3000201082	04/17/2023	BDJtech	01-4310		969.33
3000201877	04/24/2023	DEMCO SUPPLY INC	01-4310		149.42
3000201878	04/24/2023	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5861		128.00
3000201879	04/24/2023	ERIK MENDES	01-5800		462.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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**Checks Dated 04/01/2023 through 04/30/2023**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3000201880	04/24/2023	EUREKA RUBBER STAMP COMPANY	01-4391		22.59
3000201881	04/24/2023	Gabbert, Stacey E	01-4310		36.90
3000201882	04/24/2023	HUMB COMMUNITY SERVICES DIST	01-5530		283.10
3000201883	04/24/2023	JOHNSON'S MOBILE RENTALS	21-5800		145.46
3000201884	04/24/2023	Kencke, Joseph T	01-4310		51.35
3000201885	04/24/2023	LoBue-Deshais, Hannah M	01-4310		106.40
3000201886	04/24/2023	MacQuarrie, Becky L	01-5950		4.78
3000201887	04/24/2023	MISSION LINEN SUPPLY	01-5550		824.16
3000201888	04/24/2023	Mitchell, Brandee L	01-4310		99.93
3000201889	04/24/2023	P G & E	01-5511	2,016.47	
			01-5520	36.29	2,052.76
3000201890	04/24/2023	POWELL LANDSCAPING MATERIALS	01-4391		452.02
3000201891	04/24/2023	Ronald J. Brown	01-5800		500.00
3000201892	04/24/2023	Rutter, Darcie R	01-4310	15.12	
			01-4391	67.64	82.76
3000201893	04/24/2023	Smelser, Susan P	01-4310	196.07	
			01-5560	143.60	339.67
3000201894	04/24/2023	SYSCO SACRAMENTO	13-4710		1,464.43
3000201895	04/24/2023	US CELLULAR	01-5909		47.23
3000201896	04/24/2023	VALLEY PACIFIC PETROLEUM SVCS	01-4364	163.71	
			01-4365	1,274.07	1,437.78
3000202357	04/27/2023	REVOLVING CASH FUND	01-5800	110.00	
			13-4396	35.52	
			13-4710	225.72	371.24
<b>Total Number of Checks</b>			<b>49</b>		<b>108,073.53</b>

	Count	Amount
Reissue	1	127.20
Net Issue		107,946.33

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	40	87,065.14
13	CAFETERIA FUND	6	19,404.16
21	BUILDING FUND	4	1,477.03
Total Number of Checks		<b>49</b>	107,946.33
Less Unpaid Tax Liability			.00
<b>Net (Check Amount)</b>			<b>107,946.33</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

**CUTTEN SCHOOL DISTRICT Certificated Staffing / Enrollment for 2021-2022**

Grade Level	Classroom Teacher	Classroom Aide	1st Day Class Size	Class Size	Grade	Grade Totals	School Totals
SDC	Rice, Delaney	Kyrie Weigand Carroll, Brendan Hartridge, Catherine	10	11	<b>SDC</b>	<b>11</b>	<b>Ridgewood Total 237</b>
TK	Chastain, Amy	O'Kane, Taryn	10	8	<b>TK</b>	<b>8</b>	
K	Gabbert, Stacy	Cardona, Camille	16	16	<b>Kindergarten</b>	<b>68</b>	
K	Seghetti, Nadine	Filbey, Miranda	17	17			
K	Lemmon, Katrin	Thayer, Tracy	18	18			
K	Seymour, Melissa	Gutierrez, Teia	15	17			
1	Dickinson, Lori	LoBue-Deshais, Hannah	15	16			
1	Escutia, Liz	Moser, Shara	14	16	<b>First</b>	<b>61</b>	
1	Kencke, Joe	Urban, Michelle	16	15			
1	Watkins, Lindsay	Pino, Karen	13	14			
2	Filbey, Audrea	Garrett, Sage, Natalie Moore	21	22			
2	Hinrichs, Dani	Merz, Kayla	19	23	<b>Second</b>	<b>86</b>	
2	Rice, Suzanne	Blaisdell, Leina	20	21			
2	Richards, Mike	Kidd, Lorna	21	20			
IS-K-2	Felmlee, Jamie	Independent Study	9	3			
IS SDC	Carlson, Carrie	SDC Independent Study	1	0	<b>I.S. SDC</b>	<b>0</b>	<b>Cutten Total 313</b>
3	Ng, Christy	Hulstrom, Gidget	20	19	<b>Third</b>	<b>69</b>	
3	Rutter, Darcie	Felmlee, Jamie	22	21			
3	Sligh, Annette	Blacketer, Kacie	8	7			
3	Watson, Harriet	Hulstrom, Mike	22	22			
4	Bradbury, Sydney	Barbee, Jennifer	23	24	<b>Fourth</b>	<b>83</b>	
4	Code, Jen	Brunton, Taunya	23	24			
4	Ibbitson, Bethany	Grazis, Sherry	22	21			
4	Sligh, Annette	Blacketer, Kacie	13	14			
5	Benbow, Tracy	Wheeler, Sharon	22	22			
5	Hague, Jaime Hassler, Jeanne	Ghera, Judy	22	23	<b>Fifth</b>	<b>91</b>	
5	Wheeler, Jesse	Comas, Maria	23	23			
5	Yip, Andrea	Thompson, Kristy	22	23			
6	Cook, Kaycee	Thomas, Jennifer	21	21			
6	Mitchell, Brandee	Oliveira, Virginia	21	22	<b>Sixth</b>	<b>65</b>	
6	Nelson, Scott	Willis, Molly	22	22			
IS -3	Felmlee, Jamie	Independent Study	2	0			
IS 4 - 6	Hassler, Jeanne	Independent Study	15	5	<b>I.S.</b>	<b>5</b>	<b>District Total</b>
		<b>Totals</b>		<b>550</b>		<b>550</b>	<b>550</b>

## Cutten Elementary School District

**Students**

**BP 5141.33**

### **HEAD LICE**

The Board believes that the district's head lice management program should emphasize the correct diagnosis and treatment of head lice in order to minimize disruption of the education process and to reduce the number of student absences resulting from infestation. In consultation with the school nurse, the Superintendent or designee may establish a routine screening program to help prevent the spread of head lice.

School employees shall report all suspected cases of head lice to the school nurse or designee as soon as possible. The nurse or designee shall examine the student and other students who are siblings of the affected student or members of the same household.

If a student is found with active, adult head lice, he/she shall be excluded from attendance. The parent/guardian of an excluded student shall receive information about recommended treatment procedures and sources of further information. The student shall be allowed to return to school the next day and shall be checked by the nurse or designee before returning to class. Once he/she is determined to be free of lice, the student shall be rechecked weekly for up to six weeks.

The Superintendent or designee shall send home the notification required by law for excluded students.

The principal and school nurse shall work with the parents/guardians of any student who has been deemed to be a chronic head lice case in order to help minimize the student's absences from school.

When two or more students in any class have been identified as having a head lice infestation, all students in the class shall be examined. In consultation with the school nurse, the principal may also send information about head lice home to all parents/guardians of the students in that class.

Staff shall maintain the privacy of students identified as having head lice and excluded from attendance.

***Legal Reference:***

**EDUCATION CODE**

*48210-48216 Persons excluded*

*49451 Physical examinations: parent's refusal to consent*

Approved:

BP 5141.33

# Cutten Elementary School District

## Board Policy

Students

BP 5141.33

### HEAD LICE

The Governing Board recognizes that head lice infestations among students require treatment but do not pose a risk of transmitting disease. The Superintendent or designee shall encourage early detection and treatment in a manner that minimizes disruption to the educational program and reduces student absences.

The Superintendent or designee may distribute information to parents/guardians of elementary students regarding routine screening, symptoms, accurate diagnosis, and proper treatment of head lice infestations. The Superintendent or designee also may provide related information to school staff.

School employees shall report all suspected cases of head lice to the school nurse or designee as soon as possible.

If a student is found with active, adult head lice, he/she shall be allowed to stay in school until the end of the school day. The parent/guardian of any such student shall be given information about the treatment of head lice and encouraged to begin treatment of the student immediately and to check all members of the family. The parent/guardian also shall be informed that the student shall be checked upon return to school the next day and allowed to remain in school if no active head lice are detected.

Upon the student's return to school, the school nurse or designee shall check the student for active head lice. If it is determined that the student remains infected with head lice, the school nurse or designee shall contact the student's parent/guardian to discuss treatment. As needed, he/she may provide additional resources and/or referral to the local health department, health care providers, or other agencies.

If a student is found consistently infested with head lice, he/she may be referred to a multidisciplinary team, which may consist of the school nurse, representatives from the local health department and social services, and other appropriate individuals, to determine the best approach for identifying and resolving problems contributing to the student's head lice infestations.

*(cf. 5113 - Absences and Excuses)*

*(cf. 5113.1 - Chronic Absence and Truancy)*

When two or more students in any class have been identified as having a head lice infestation, all students in the class shall be examined. In consultation with the school nurse, the principal shall also send information about head lice home to all parents/guardians of the students in that class.

Staff shall maintain the privacy of students identified as having head lice.

*Legal Reference:*

EDUCATION CODE

48320-48325 School attendance review boards

49451 Physical examinations: parent's refusal to consent

*Management Resources:*

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

Guidelines on Head Lice Prevention and Control for School Districts and Child Care Facilities, rev. March 2012

A Parent's Guide to Head Lice, 2008

CALIFORNIA SCHOOL NURSES ORGANIZATION

Pediculosis Management, Position Statement, rev. 2011

WEB SITES

*American Academy of Pediatrics: <http://www.aap.org>*

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

*California School Nurses Organization: <http://www.csno.org>*

*Centers for Disease Control and Prevention, Parasitic Disease Information, Head Lice: <http://www.cdc.gov/parasites/lice/head>*

**2023 - 2024 STAFFING OPTIONS**

**Current Staffing 2022-2023**  
Current Enrollment  
27 Classroom Teachers

	9	SDC	9	13 Teachers	556
	35	TK	17		
	70	K	18	14 Teachers	Total
			9		
			20		
			20		
			21		
			7		
	64	1	18		
			19		
			20		
			20		
	61	2	21		
			20		
			22		
	88	3	22		
			22		
			22		
			22		
	64	4	20		
			22		
			22		
	85	5	11		
			24		
			25		
			25		
	85	6	11		
			24		
			25		
			26		

Ridgewood

Cutten

**Option A-2023-2024**  
Projected Enrollment  
26 Classroom Teachers

	10	SDC	10	14 Teachers	562
	33	TK	17		
	80	K	16	12 Teachers	Total
			20		
			20		
			20		
			20		
			20		
	80	1	20		
			20		
			20		
	63	2	21		
			21		
			21		
	62	3	20		
			21		
			21		
			26		
	91	4	26		
			26		
			26		
			13		
	67	5	13		
			27		
			27		
			28		
	86	6	29		
			29		

Ridgewood

Cutten