

Alexander Valley Union School District

Board of Trustees Meeting

August 10th, 2020 at 5:30 PM

Trustees in Remote Location

Dial-In Phone Number: 707-431-7611

Conference ID: 95448 Participate Pin: 12345

Agenda

The Alexander Valley Union School District Board of Trustees meetings are open to the public, except for certain subjects that are addressed in closed executive session in accordance with the Brown Act. If any member of the public wishes to attend, and requires special accommodations due to handicapping conditions as outlined in the Americans with Disabilities Act, please contact the Superintendent-Principal in the Alexander Valley School Office at least 2 working days prior to the meeting.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of the Agenda

4.0 Comments from the Audience

In accordance with Board Bylaw 9323, visitors will be provided the opportunity to address the Board for through email as public comment, or by public voice comment not to exceed two minutes. The Superintendent designee will read public comment email(s) allowed on topics, including open and closed session items. Individuals wishing to speak shall keep comments not to exceed two minutes in total length. The Board does not respond or take action on submitted email or verbal comments. All public email comments submitted will be read first by the Superintendent designee. Individuals who wish to speak shall submit their email indicating the wish to speak at the Board Meeting by 4:30pm on Monday, July 20th, 2020 to jsloan@alexandervalleyusd.org. Emails submitted will be read first, then individuals who submitted a request to speak email will be provided up to two minutes for their individual public comment.

5.0 Reports and Correspondence

5.1 Alexander Valley Union School District Trustees' Report

5.2 Superintendents Report Current Enrollment Update

6.0 Consent items

6.1 Approval of Vendor Warrants

6.2 Approval of the minutes of the June 8, 2020, Regular meeting of the Board, and July 20, 2020 Special meeting of the Board

6.3 Approve the contract with HUSD for 20/21 food services

6.4 Approval of the 20/21 Certificated Staffing

6.5 Approval of Williams Quarterly (April-June 2020)

District Goals

2014-2020

Curriculum & Instruction

All AVS students will receive powerful education establishing a strong foundation for college and career readiness in the 21st Century

Professional Development

The District will maintain a highly professional and expert staff with annual professional development plans

Fiscal Responsibility

The District will maintain an undesignated unrestricted balance equal to 30% of annual expenditures and reserves for specific contingencies

Facilities

All AVS students will learn in a state of the art learning environment that is safe and excellently maintained

7.0 Curriculum and Instruction

7.1 Information: 20/21 AVS Distance Learning Parent Informational Guide Slide-deck

Mr. Reno will review the AVS Distance Learning Parent Information Plan

7.2 Information: AVS start-up plans

Mr. Reno will review upcoming August 12th, 2020 scheduling of technology deployment and Back to School Night

8.0 Personnel and Fiscal

8.1 Action: Approve Declaration of Need for Fully Qualified Educators

The Board will consider approving a declaration of need for fully qualified teachers, which would allow the district, in an emergency, to hire a teacher that is not fully credentialed to teach in assigned subject matter.

8.2 Action: Approve superintendent 20/21 contract update

The Board will consider approving the superintendent salary update per Certificated and Classified increase for the 20/21 school year, retroactive: 7/1/20

8.3 Action: Approve Budget Updates

Year End 2019-2020 Adjustments & Current Year 2020-21 updates

8.4 Discussion: Financial Reports

Multi-Year Projection

8.5 Action: Hiring of new employee

The Board will consider action on hiring: Ms. Hannah Mae Cronin (Instruct. Aide) effective: 8/13/20 @3.75 hours per day

8.6 Action: Increase Position of Office Assistant

The Board will consider action on increasing the hours and days of the Office Assistant Position.

9.0 Facilities

9.1 Discussion: Facilities Committee

Mr. Reno will provide an update on the status of current and future work of the 2020-2021 Facilities Committee

10.0 Governance

10.1 Informational: Public Hearing: Learning Continuity Attendance Plan

President Peachey will facilitate "Public Hearing", re: the *Local Continuity Attendance Plan* California Department of Education state requirement. This item is projected for a final "Action" follow up review at the September 14th, 2020 Board Meeting

10.2 Discussion: Board Committee Assignments

The Board will confirm Projected Committee Assignments for 20/21 school year

- A. President Peachey: Facilities
- B. Clerk Hawkes: Technology & Curriculum
- C. Trustee Kreck: Budget & Emergency Prep
- D. Trustee Doran: Curriculum
- E. Trustee Smit: Facilities

10.3 Action: AVS Handbook 20/21

The Board will consider approving the 20/21 AVS Handbook

10.4 Action: Distance Learning Resolution

The Board will consider approving Resolution #2020-01 Distance Learning Resolution

10.5 Action: Voting Resolution

The Board will consider approving Resolution #2020-2 Voting Resolution

11.0 Future Agenda Items

At this point, Trustees can request that specific items be placed on the agenda for future meetings. Members of the audience may request that the Board consider specific items, as well.

Date	Regular Meeting
September 14, 2020	<ul style="list-style-type: none"> • Approval of Unaudited Actual Budget Report for the 2019-20 school year. • Public Hearing & Resolution for Sufficiency Instructional Materials • Final Approval of Local Continuity Attendance Plan • Approve the GANN Limit for the 2019-20 school year. • Construction/Facilities Update • Set and Review 20/21 Professional Goals for Superintendent-Principal • Review of Continuance of <i>District of Choice</i> AVS Program Status for 21-22

12.0 Future Meetings and Events

- Picture Day Oct. TBA
- Facilities Mtg Sept. 3 9:30am
- Labor Day: No School Sept. 7
- Board of Trustees Meeting Sept. 14 5:30pm
- AVSPC Monthly Meeting TBA

13.0 Adjournment

Checks Dated 06/04/2020 through 08/06/2020

Board Meeting Date August 10, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1787836	06/04/2020	Hausman, Shannon H	01-4310	Class supplies		33.20
1787837	06/04/2020	Rosas, Rodolfo S	13-5200	May Lunch Program		67.28
1787838	06/04/2020	CalPERS Cash & Payment Processing/FRAS	01-9545	CalPERS Admin Fees for SSA 19-20		300.00
1787839	06/04/2020	Discovery Office Systems Inc	01-5632	Copier Usage and Maint		167.16
1787840	06/04/2020	Healdsburg Signs Inc	01-4390	Sponsor Banner		50.03
1787841	06/04/2020	Mobile Modular	01-5600	Modular Lease		580.00
1787842	06/04/2020	PG&E	01-5520	PG & E charges for 2019-20		232.85
1787843	06/04/2020	School And College Legal Serv.	01-5823	Legal Counsel - Bond Measure and Project		905.75
1787844	06/04/2020	Sonoma County Office of Education	01-5800	Printing Services		284.38
1787845	06/04/2020	T-Mobile	01-5844	Mobile hotspots for student tech loans		146.72
1787846	06/04/2020	Vision Service Plan	01-9574	Vision Service Premium 19-20		322.30
1787847	06/04/2020	West Side Union School District	01-5850	Psychologist Services - Matt Park		7,594.98
1788924	06/11/2020	Alpha Analytical Laboratories	01-5802	Drinking Fountain Testing 19-20		64.00
1788925	06/11/2020	AT&T	01-5911	Phone lines 19-20		74.63
1788926	06/11/2020	Isom Advisors A Division of Urban Futures	01-5800	Continuing Disclosure Filing-Annual Report		3,825.00
1788927	06/11/2020	Nextel Communications	01-5911	cell phone service		24.40
1788928	06/11/2020	RGM and Associates	21-6255	Construction Management Services		8,560.00
1788929	06/11/2020	The Home Depot Pro/SupplyWorks	01-4370	Custodial Supplies		91.48
1790012	06/18/2020	Ferrellgas	01-5510	Propane for 19-20		166.33
1790013	06/18/2020	Garrett Hardware & Plumbing	01-4380	Maint Supplies for COVID projects	260.41	
				Maintanance Supplies	206.93	467.34
1790014	06/18/2020	Geraldine Peek Biehl	01-5827	Adult ESL Program		1,210.00
1790015	06/18/2020	Office Depot	01-4310	Classroom Supplies and Paper		129.87
1790016	06/18/2020	Redwood Pediatric Therapy Associates	01-5811	occupational Therapy for 19-20		109.60
1790017	06/18/2020	RGM and Associates	21-6255	Construction Management Services		2,540.00
1790018	06/18/2020	Rooter Man Plumbing	01-5800	Repair Girls Bathroom		289.00
1790019	06/18/2020	School And College Legal Serv.	01-5823	Legal Counsel - Bond Measure and Project		2,958.00
1790020	06/18/2020	The Home Depot Pro/SupplyWorks	01-4370	Custodial Supplies		74.39
1790021	06/18/2020	TIAA Bank	01-5632	Kyocera Copier Lease		237.08
1790022	06/18/2020	Weeks Drilling & Pump Inc.	01-5802	Water System Service 19-20		375.00
1790023	06/18/2020	Wyatt Irrigation Supply Inc	01-4380	Irrigation and landscape supplies		73.13
1791029	06/25/2020	Dan Hardin Architect	21-6210	Design Bond Project		24,372.50
1791030	06/25/2020	Kenwood School District	01-5801	CBO Services 2019-20		82,478.88
1791031	06/25/2020	Lynn Rosengarten Horowitz	01-4390	AVS Adult ESL services and materials	4,400.04	
			01-5827	AVS Adult ESL services and materials	8,000.00	12,400.04
1791032	06/25/2020	The Home Depot Pro/SupplyWorks	01-4370	Custodial Supplies		118.92
1791033	06/25/2020	TIAA Bank	01-5632	Kyocera Copier Lease		40.24

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.

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Checks Dated 06/04/2020 through 08/06/2020

Board Meeting Date August 10, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1792174	07/09/2020	Victor Arreola	01-9510	AVS Adult ESL Program		3,228.00
1792175	07/09/2020	Carlos Lopez	01-9510	Adult ESL Child Care		200.00
1792176	07/09/2020	Geraldine Peek Biehl	01-9510	Adult ESL Program		1,000.00
1792177	07/09/2020	Lorri Bogdanski	01-9510	Consulting/Mentoring		1,400.00
1792178	07/09/2020	Martha Lynne	01-9510	AVS Adult ESL Sessions		1,500.00
1792179	07/09/2020	CASBO	01-5200	CASBO Organizational Membership		500.00
1792180	07/09/2020	CSBA c/o West America Bank	01-5300	CSBA Membership and GAMUT 20-21	2,565.00	
			01-5805	CSBA Membership and GAMUT 20-21	2,700.00	5,265.00
1792181	07/09/2020	Employment Development Department	01-9555	94205010 SUI Qtr 2		146.58
1792182	07/09/2020	Frontline Technologies Group L LC	01-5812	2020-21 AESOP services		524.25
1792183	07/09/2020	Illuminate Education	01-4340	Illuminate Data Assessment 20-21		2,403.00
1792184	07/09/2020	Mobile Modular	01-5600	Modular Lease		580.00
1792185	07/09/2020	School Innovations&Achievement Attn: Accts Receivable	01-5814	2020-21 Program Advisory Services		3,300.00
1792186	07/09/2020	Schools For Sound Finance	01-5300	SF2 2020-21 Membership		500.00
1792187	07/09/2020	Schoolwise Technologies	01-5841	Web Based Schoolwise 20-21		3,200.00
1792188	07/09/2020	Sonoma County PRMD	01-5630	Permit Drip Irrigation		436.00
1792189	07/09/2020	Stephen Roatch Accountancy	01-5821	19-20 Audit Services		1,240.00
1792190	07/09/2020	Vision Service Plan	01-9574	Vision Service Premium 20-21		322.30
1792191	07/09/2020	Daisy Zavala	01-5827	Adult ESL CCloseout		200.00
1792192	07/09/2020	Guadalupe Martinez Sancen	01-5827	Adult ESL Closeout		200.00
1792193	07/09/2020	Natali Gonzales	01-5827	Adult ESL Closeout		200.00
1792194	07/09/2020	Arrow Benefits Group	01-9510	Flex Plan Administration 19-20		135.00
1792195	07/09/2020	Bersaida Lopez	01-5827	Adult ESL Closeout		200.00
1792196	07/09/2020	Cloverdale Unified School District	01-9510	19-20 Speech Specialist Services		23,604.20
1792197	07/09/2020	Cristobal Martinez Sancen	01-5827	Adult ESL Closeout		200.00
1792198	07/09/2020	Joel Castro	01-5827	Adult ESL Closeout		200.00
1792199	07/09/2020	PG&E	01-9510	PG & E charges for 2019-20		378.53
1792200	07/09/2020	Schoolwise Technologies	01-5841	Prorated Webhosting		150.00
1792201	07/09/2020	Sonoma County Office of Education	01-9510	Fingerprinting Services 19-20		28.00
1792202	07/09/2020	T-Mobile	01-9510	Mobile hotspots for student tech loans		146.72
1792203	07/09/2020	Arrow Benefits Group	01-9540	IRC Section 125 contributions Aug/Sep 2020		622.23
1793387	07/16/2020	Goetz, Monica M	01-9571	Refund Overpay19-20 Health Benefits		57.48
1793388	07/16/2020	Rosas, Rodolfo S	01-5200	Mileage June 2020		51.41
1793389	07/16/2020	AT&T	01-9510	Phone lines 19-20		74.66
1793390	07/16/2020	CA Dept of Tax and Fee Admin Sales and Use Tax	01-9510	19-20 Use Tax		430.00
1793391	07/16/2020	Garrett Hardware & Plumbing	01-9510	Maint Supplies for COVID projects	194.19	
				Maintanance Supplies	224.48	418.67

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Checks Dated 06/04/2020 through 08/06/2020

Board Meeting Date August 10, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1793392	07/16/2020	LACO Associates	21-9510	Special Inspection and Geotechnical Sevices		9,400.00
1793393	07/16/2020	Nextel Communications	01-9510	cell phone service		24.40
1793394	07/16/2020	North Bay AVS Design	01-9510	Fire and Alarm Monitoring 19-20		359.88
1793395	07/16/2020	Recology Sonoma Marin	01-9510	waste disposal 19-20		66.12
1793396	07/16/2020	Weeks Drilling & Pump Inc.	01-9510	Water System Service 19-20		375.00
1794319	07/23/2020	Dan Bowen DBA D3G Consulting	01-9510	IT Services		1,250.00
1794320	07/23/2020	Discovery Office Systems Inc	01-9510	Copier Usage and Maint		169.74
1794321	07/23/2020	Office Depot	01-9510	Classroom Supplies and Paper	259.74	
				Office Supplies	74.63	
				Office Supplies-COVID	1,838.05	2,172.42
1794322	07/23/2020	Sonoma County Office of Education	01-9510	19-20 CARS Support Services		200.00
1794323	07/23/2020	The Home Depot Pro/SupplyWorks	01-9510	Custodial Supplies		314.38
1794324	07/23/2020	Alpha Analytical Laboratories	01-5802	Drinking Fountain Testing 20-21		32.00
1794325	07/23/2020	Amazon	01-4310	6th Books Holes & Penny from Heaven	319.80	
			01-4390	COVID Supplies	104.78	424.58
1794326	07/23/2020	IXL Learning	01-4140	IXL renewal through 8/26/2021		1,700.00
1794327	07/23/2020	McGraw-Hill School Education	01-4110	Reading Wonders Grades 1st 2nd 4th		466.71
1794328	07/23/2020	North Bay AVS Design	01-5806	Fire and Alarm Monitoring 19-20		59.98
1794329	07/23/2020	Office Depot	01-4310	Office Supplies-COVID	141.08	
			01-4390	Office Supplies-COVID	47.03	188.11
1794330	07/23/2020	Peterson Directed Handwriting	01-4110	K-3 Handwriting	311.33	
				Unpaid Sales Tax	23.73-	287.60
1794331	07/23/2020	SDI Innovations, Inc.	01-4310	Student Planners for grades 4-6		175.65
1794332	07/23/2020	TIAA Bank	01-5632	Kyocera Copier Lease		237.08
1795304	07/30/2020	Axell, Julie M	01-4340	Digital Learning		346.45
1795305	07/30/2020	Arrow Benefits Group	01-9510	Flex Plan Administration 19-20		135.00
1795306	07/30/2020	Dan Bowen DBA D3G Consulting	01-5840	IT Services		2,500.00
1795307	07/30/2020	Liminex Inc. DBA GoGuardian	01-4340	Software Digital Safe for Schools		1,192.50
1795308	07/30/2020	PG&E	21-6212	Design & Engineering for Fire Pump Location		2,500.00
1796131	08/06/2020	Dan Hardin Architect	21-9510	Design Bond Project		5,055.00
1796132	08/06/2020	PG&E	01-9510	19-20 PG & E Final		392.17
1796133	08/06/2020	PRIME65	01-9510	19-20 VoIP Phone Service		3,593.54
1796134	08/06/2020	School And College Legal Serv.	01-9510	Legal Counsel - Retainer Overage		1,504.50
1796135	08/06/2020	T-Mobile	01-9510	Mobile hotspots for student tech loans		48.91
1796136	08/06/2020	Hausman, Shannon H	01-4310	1st grade Class Materials		842.87
1796137	08/06/2020	Alpha Analytical Laboratories	01-5802	Drinking Fountain Testing 20-21		144.00

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Checks Dated 06/04/2020 through 08/06/2020

Board Meeting Date August 10, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1796138	08/06/2020	AT&T	01-5911	20-21 Phone connect Alarms		78.78
1796139	08/06/2020	Bill's Lock & Safe	01-5800	Service for all lock cylinders		1,158.00
1796140	08/06/2020	Curriculum Associates	01-4110	Handbook for Beginning Writers 1st grade		45.73
1796141	08/06/2020	Fishman Supply Company	01-4380	Hand Sanitizer and soap dispensers		394.03
1796142	08/06/2020	Mobile Modular	01-5600	Modular Lease		580.00
1796143	08/06/2020	Office Depot	01-4310	Classroom Supplies and Paper		467.48
1796144	08/06/2020	PG&E	01-5520	20-21 Electric Services		75.42
1796145	08/06/2020	Santa Rosa Fire Equipment Service Inc	01-5630	Annual Fire Extinguisher Maint		292.00
1796146	08/06/2020	Scholastic	01-4310	Scholastic News Grades 1&3		237.90
1796147	08/06/2020	Schoolwise Technologies	01-5841	Online Parent Registration software		400.00
1796148	08/06/2020	T-Mobile	01-5844	Mobile hotspots for student tech loans		97.81
1796149	08/06/2020	TIAA Bank	01-5632	Kyocera Copier Lease		40.24
1796150	08/06/2020	Vision Service Plan	01-9574	Vision Service Premium 20-21		322.30
Total Number of Checks					114	244,754.79

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	107	192,283.74
13	Cafeteria Fund	1	67.28
21	School Building Bond Fund	6	52,427.50
Total Number of Checks		114	244,778.52
Less Unpaid Sales Tax Liability			23.73
Net (Check Amount)			244,754.79

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

**Alexander Valley School
Board of Trustees Meeting
June 8, 2020 at 5:30 PM
Trustees in Remote Locations
Dial-In Phone Number: 707-431-7611
Conference ID: 95448 Participate Pin: 12345
Minutes**

1.0 Call to Order: President Peachey called the meeting to order at 5:31 PM

2.0 Roll Call: All Trustee's are present via cell phone dial in conference due to shelter in place restrictions.

3.0 Approval of the Agenda: Trustee Kreck moved to approve the June 8th Regular Board Meeting Agenda. Trustee Hawkes second with a vote of 5-0.

4.0 Comments from the Audience: All public comment was expected to be emailed to jsloan@alexandervalleyusd.org. Ms. Sloan indicated she did not receive any comments to be read aloud.

5.0 Reports and Correspondence

5.1 AVSPC Report: No report given at this time:

5.2 Alexander Valley School Faculty Report^{[L]_{SEP}}: We did have our June 1st day celebrate making the exchange and returning tech equipment and books. 6th grade promotion and zoom dance party.

5.3 Alexander Valley Union School District Trustees' R. Trustee Kreck noted that she is unbelievably impressed how the AVS teachers have stepped up and continued to deliver the instruction and standards to our students. All Trustees agreed with Trustee Keck. Mr. Reno added that he is pleased with our the AVS teacher's approach to Distant learning and feels given the circumstances AVS has been successful and steps ahead of most Districts in Sonoma County.

5.4 Superintendent's Report

2019-2020 Final Enrollment Update

2020-2021 Enrollment Projection

Mr. Reno reviewed the current enrollment including the late addition to grade 4 and the anticipated number of students in each grade level for the fall of 2020-21.

Covid-19 Update: Mr. Reno updated the Board with the Covid-19 statistics available to date. Mr. Reno acknowledged the ethnic groups that COVID-19 has impacted the hardest adding with 53 cases total or 18% of the active cases being between Windsor and Cloverdale. Currently Sonoma County Superintendents are projecting 12-15 students per class room for Fall. Mr. Reno noted that AVS's small class sizes will fit well in the smaller class size projection.

Adult ESL Program: Mr. Reno announced that Lynn Horowitz has emailed us notification that the Adult ESL Program will be leaving AVS and moving over to Healdsburg Corazon. On behalf of herself and her staff, Mrs. Horowitz thanked us profusely for hosting for the number of years that we have. At this time, the Corazon program has more resources available to offer the program and what it has grown into.

6.0 Consent items

6.1 Approval of Vendor Warrants

6.2 Approval of the May 11th, 2020 Regular Board Meeting minutes

6.3 Approval of 2020/21 Contracts/MOUs: Maria Dilley, Matt Park, and Anne Kopache

Trustee Kreck moved to approve the above consent items. Trustee Hawkes second with a vote of 5-0.

7.0 Curriculum and Instruction

7.1 Discussion: AVS Parent and Staff Survey reopening school survey data: Mr. Reno shared results of Parent and Staff survey sent out in the beginning of June 2020. Mr. Reno highlighted the data from the Parent and Staff survey. He was pleased to have 45 responses of our 63 school families. Trustee Smit commented that schools are in a fluid moment with the COVID-19 pandemic. Trustee Smit suggests the answers might be different in 30 days should the survey be given again.

7.2 Discussion: CDC & AV20 Considerations for a safe school reopening: Mr. Reno shared with the Board the CDC & AV20 considerations/recommendations to help establish a safe reopening of AVS in the Fall. Mr. Reno noted that the documents in the Board packet are already out dated. Mr. Reno presented the current guidelines that were just released. In addition, Mr. Reno shared the AV20 Committee's take away from the weekly meetings. Ideas have been shared but no decisions have been made or recommended as Mr. Reno concurs with Trustee Smit that we are in a fluid time with regards to COVID-19. Cohort Integrity is the new term schools are looking at which will keep teachers with their whole class all day. In order to do this, we would need to assign an Instructional Aide to each class and only that class. In addition, we will need to keep any sick children away from the whole group. Mr. Reno is working toward using the existing staff room for sick students. Teachers are looking to eating lunch in the Library and practicing social distant eating practices. Partition are being looked at between student desks, and between sinks in the student bathrooms. The county is strongly recommending that there is a choice for instruction delivery available to parents for the 2020-21 school year. Mr. Reno is discussing providing choice with the AV20 committee. Many of the comments Mr. Reno has received through the parent survey revolve around two areas. Parents are asking for a hybrid choice of instruction and a separation plan for sick students. Lastly, Mr. Reno will be developing a plan with the AV20 committee to address should an AVS parent, student, or staff member test positive for COVID-19. Mr. Reno note that Legal is working on a document to provide parents outlining the commitment they will have to consider should their child participate in classroom instruction. Trustee Kreck suggested that we look at a waiver allowing employees to share COVID-19 health information should any of them come down with the virus. Trustee Kreck will share a form she is using with her employees with Mr. Reno to review. Trustee Peachey cautioned that we not get too far into the details as things may change again. Trustee Doran suggested that PERS/STRS costs be looked at. Trustee Doran understanding is that there has been some talk of the State backfilling a portion of the PERS/STRS costs.

7.3 Information: Professional Development Day moved to Summer: July 14th

Mr. Reno shared information with the Board on the purpose of modifying the Professional Development schedule for certificated staff and his intentions to meet with

his teachers on July 14, 2020. In addition, plans are being developed with the Classified staff around PD and sharing the plans for school in the Fall.

7.4 Action: Covid-19 State Update Document: On a motion from Trustee Kreck, the Board approved the AVS Covid-19 impact strategic summary prepared for the California Dept. of Education by Mr. Reno. Trustee Hawkes second with a vote of 5-0. Trustee Hawkes is concerned about the impact this will have on our students and she expressed her sadness for them.

8.0 Personnel and Fiscal

8.0 Public Hearing President Peachey opened the Public Hearing at 6:27 to discuss the following three items:

8.1 The 2020-2021 Alexander Valley Union School District Budget: In accordance with The California Education Code and Board Policy and Administrative Regulation, the Board conducted a public hearing on the District budget for the 2020-2021 fiscal year. Ms. Kopache informed the Board that she has included all of the possibilities she is aware of to date. Ms. Kopache noted the push back on the State regarding any budget cuts as the COVID-19 guidelines will require a budget without many cuts. Ms. Kopache concurs with the Board that we will have enough cash to operate for the next three years as long as property taxes come in at the 2% that they have consistently come in at in the past. Lastly, Ms. Kopache noted that in comparison to other districts, AVS is doing ok but will need to remain careful in our spending and the Board will need to expect several budget updates as the State has not finalized their plan. Trustee Smit asked whether or not the one Aide per classroom was included in the proposed budget. Ms. Kopache said not at this time. Mr. Reno added that we are able to cover the one Aide per classroom up to 75% at this time. Providing Aides to classrooms 100% of class time will be a cost to the budget. Mr. Reno shared two major things that are affecting our proposed budget are the potential backfill from the State for the Kincade fire as the State has not been decided if they will continue to backfill those costs. The second major considerations is the extended July 15 date for the Californians to file their taxes and pay their property taxes.

8.2 Reserves and Projected Assigned and Unassigned Ending Balances for the 2020-2021 Fiscal Year: In accordance with Education Code and Board Policy and Regulation, the Board held a public hearing on budget reserves anticipated in the 2019-20 district budget. Ms. Kopache explained that we are within the Education Code and Board Policy Regulation of our need to have higher reserves and why we do.

8.3 The District Spending Plan for Education Protection Act Funding for the 2019-2020 Fiscal Year: In accordance with Education Code and Board Policy and Regulation, the Board held a public hearing on the usage of funds from the voter-approved Proposition 30, the Education Protection Act. Ms. Kopache explained the purpose of Proposition 30 to the Board. Trustee Smit noted his agreement with the usage of funds from Proposition 30. Trustee Kreck joined Trustee Smit and the remaining Trustees followed with their agreement. President Peachey asked for public comment. No public comment was made at this time. President Peachey closed the Public Hearing at 6:40 PM.

8.5 Action: Authorize the Transfer of all final District of Choice Revenue: The Board approved the transfer of all final District Of Choice Revenue for the 2019-20 fiscal year to Fund 40 on a motion from Trustee Smit. Trustee Hawkes second with a vote of 5-0.

8.6 Action: Approve Resolution #2019-09 GASB 54 Committed Fund Balance for Deferred Maintenance Fund 14 for 2020-21: The Board approved Resolution #2019-09 for Committed Fund Balance for Deferred Maintenance Fund 14 for the 2020-21 school year on a motion from Trustee Kreck. Trustee Doran second with a vote 5-0.

8.7 Information/Possible Action: AVS Technology Multi-Year Plan: Mr. Reno provided the Governing Board with an updated technology budget and purchase tech proposal plan for the 2020-2021 school year. Mr. Reno noted that the Chromebooks currently in use are 6 years old. The multi-year plan is to provide new Chromebooks for grades 4-6 in the coming school year. The following year purchasing new iPads for K and 1st grade. The year following the iPad purchase, new Chromebooks will be purchased for grades 2-3. Trustee Keck motioned to approve purchasing new Chromebooks for 4th-6th grade this year and replacing more as needed in the following years. Trustee Hawkes second with a vote of 5-0.

8.8 Action: Approve Budget Updates: The Board approved of a series of adjustments to the 2019-20 budget that reflect actual expenses and revenues on a motion from Trustee Kreck. Trustee Hawkes second with a vote of 5-0.

9.0 Facilities

9.1 Summer Facility Maintenance Updates: Mr. Reno reviewed summer personnel and tasks to be completed by August 8th, 2020 with the Governing Board. Mr. Reno noted the items that have already been completed and the community table planned for the garden harvest. Trustee Doran asked about the plan to protect the recent plants that have been purchased and planted in the garden. Mr. Reno committed Victor Arreola to focus on the garden needs with special attention being placed on the new plants. Trustee Doran will report any needs she sees on her evening walks to Mr. Reno.

9.2 Updated Construction Timeline/Schedule 20/21: Mr. Reno reviewed the “draft” 2020/21 facility project outline with the Governing Board noting the projected beginning in the summer of 2021 and completion hopefully by April of 2022.

10.0 Governance

10.1 Action: Special Board Meeting Consideration on Monday July 20th: The Board approved a Special Meeting of the Board on July 20th, 2020, @5:30pm to review the latest CDC, County, and State health considerations/recommendations for reopening school in the Fall. The Board of Trustees will be provided with recommended schedules/proposals for a safe reopening for students and staff to AVS. On a motion from Trustee Keck the Board approved the scheduling of the Special Board meeting on July 20, 2020. Trustee Hawkes second with a vote of 5-0

Future Agenda Items

At this point, Trustees can request that specific items be placed on the agenda for future meetings. Members of the audience may request that the Board consider specific items, as well.

Alexander Valley School
Board of Trustees
Special Board Meeting **July 20, 2020 at 5:30 PM**
Trustees in Remote Locations
Dial-In Phone Number: 707-431-7611
Conference ID: 95448 Participate Pin: 12345
Minutes

1.0 Call to Order: President Peachey called the meeting to order at 5:34 PM allowing a little extra time for callers to all call in.

2.0 Roll Call: All Trustees are present except Trustee Doran. Trustee Doran will be 10 to 15 minutes late due to a computer issue.

3.0 Approval of the Agenda: Trustee Kreck moved to approve the July 20, 2020, Special Board Meeting Agenda. Trustee Hawkes second with a vote of 4-0.

Trustee Doran arrived at 5:41 PM

4.0 Comments from the Audience: In accordance with Board Bylaw 9323, visitors will be provided the opportunity to address the Board for through email as public comment, or by public voice comment not to exceed two minutes. The Superintendent designee will read public comment email(s) allowed on topics, including open and closed session items. Individuals wishing to speak shall keep comments not to exceed two minutes in total length. The Board does not respond or take action on submitted email or verbal comments. All public email comments submitted will be read first by the Superintendent designee. Individuals who wish to speak shall submit their email indicating their wish to speak at the Board Meeting by 4:30pm on Monday, July 20th, 2020, to jsloan@alexandervalleyusd.org. Emails submitted will be read first, then individuals who submitted a request to speak email will be scheduled and provided up to two minutes for their individual public comment. Ms. Sloan noted that she had received 3 emails from AVS parent requesting her to read aloud their comments. In addition, Ms. Sloan noted one live caller was waiting to speak to the Board.

Ms. Sloan read the emails received from:

Ben and Tatiana McWilliams
Mark and Jennifer McWilliams
Clay and Carrie Mauritsen

Mrs. Stephane Peachey spoke to the Board via cell phone for 2 minutes regarding the plan for opening AVS for the 2020-21 school year. Mrs. Peachey expressed her request to the Governing Board for strong consideration be given to submit the waiver option given by Governor Newsom to approve In Person Teaching for the Fall of school year 2020-21.

President Peachey Closed the 4.0 Comments From the Audience at 5:47 PM.

5.0 Information and Possible Action: Safe and Responsible Reopening of AVS Plan: Mr. Reno reviewed with the Governing Board the AV20 Committee In-Person Learning Model 1 Plan on the Safe Reopening of AVS, as well as the projected start-up Distance Learning Model 2 Plan. Both plans include an additional classified position designed to maintain classroom cohort integrity with In-Person Learning, and/or Distance Learning.

Mr. Reno asked for comments from the Governing Board regarding the safe and responsible reopening of the Alexander Valley Union School District [AVUSD].

Trustee Keck commended the AVS teaching staff for their hard work and thorough delivery of the Distance Learning given to the AVS students during the Spring of 2020. All Trustee and Superintendent Reno concurred with her remarks. Trustee Smit asked Mr. Reno if he had plans to send another survey to staff and parents regarding their comfortability regarding In Person Learning vs Distance Learning. Mr. Reno remarked that it was a good question, however, he did not want to give a survey that implied something changing until he knew without a doubt that we would be needing to make a change. Mr. Reno noted that at this time, AVUSD is under a mandate from the Governor of California to begin the 2020-21 school year with Distance Learning as Sonoma County is currently on the COVID -19 watch list.. Mr. Reno noted he is open to completing a survey at a later date. Trustee Peachey commented that his review of the snapshot of data collecting for the Coronavirus it is important to note that the active cases for Sonoma County is currently reading at 920 and that represent less than 2 tenths of the total population. Sonoma County did see a drop in Active cases. President Peachey expressed that he felt the reduction in active cases is an important statistic to note. President Peachey also noted it is important to consider the geographic area of where the larger percentage of active cases currently are in Sonoma County. His research shows there greater number lies in Petaluma and Santa Rosa area. North of Windsor's active cases are low in comparison. President Peachey's research also notes that Pediatricians have stated that young children are not spreading the COVID -19 in comparison with the spread from adults. President Peachey expressed that the Governing Board should be able to make decisions based on the dynamics of the local school Districts and noted that there is real concern expressed in the emails read from the AVS Parents about not coming back to school. President Peachey expressed his concern for single parents and their ability to assist their child with Distance Learning and the growing social economic divide noting that we are one of a handful school that has rural demographics, and can offer options. In closing, President Peachey shared his frustration with mandate that has been put upon us. President Peachey hopes we are back and he shared his appreciation of the AV20 committee's hard work of the committee.

Mr. Reno noted with the Board that given that our insurance carrier currently does not provide coverage for communicable diseases for Trustees nor employees, along with the numerous steps of approval required to apply for a waiver for the State, and the amount of planning that the staff needs prior to the start of school, in addition to the county "watch-list" status, he recommends at this time that the 2020-21 school year begin with Distance Learning. Mr. Reno stated that he is fully aware of the hardship this places on students, parents, and staff. Mr. Reno shared with the Board a few of the required steps that must be completed prior to sending the waiver to the State. Those steps include the Alexander Valley Teachers Union members working in consultation on the waiver process. Having a labor agreement in place with In Person Learning, as well as with the parent community are key projected factors of the waiver process. In addition, Sonoma County Office of Education may need to make a site inspection to ensure all our desks were 6 feet apart, and all required guidelines would be in place before the County Superintendent could potentially sign off approval and lastly it also appears the Sonoma County Public Health Department would need to sign off their approval. Once we acquired all necessary approvals, we would then be able to file a waiver with the State. Before we would be able to begin In Person Learning, our waiver would have to be approved. At this time, it does not seem feasible nor reasonable as the document has yet to be created. Trustee Doran shared that should RESIG offer to insure us then pursue the question with faculty and staff. Trustee Hawkes commented that she will not be sending her children to school and she expressed that our resources would be better used to develop a really robust Distance Learning model. President Peachey expressed that he feels the damage we doing in keeping the students out of the classroom is greater than the risk of anyone contracting COVID - 19. Trustee Hawkes reaffirms she would prefer to have her children back at school, however, she stated that even one death or one severe case to one student, staff, parent, or family member is not worth us

pushing AVUSD to come back to in classroom teaching. Mr. Reno reiterates with the Board that we are mandated to be on Distance Learning and that until the waiver is defined, until the insurance is clearly defined or offered, he will continue to recommend Distance Learning. The Governing Board approved the AV20 return to school plan for Distance Learning and In-Person Learning with the understanding that we will be evolving with our plans in conjunction with the Alexander Valley Union Teachers Association as we receive information and guidance from the State, Sonoma County Office of Education, RESIG, and the County Office of Public Health on a motion from Trustee Kreck. Second by Trustee Smit with a vote of 5-0.

6.0 Personnel: Action: Hiring of 1 additional 3.75 Instructional Aide for 20/21: On a motion from Trustee Kreck the Board approved the hiring of 1 additional 3.75 hour Instructional Aide to ensure each classroom cohort has the dedicated support needed for a success transition into the 20/21 school year. Trustee Smit Second with a vote of 5-0.

7.0 Future Meetings and Event:s

Regular Meeting of the Board of Trustees
Back to School Night (Virtual)
First Day of School Start Up

August 10th @5:30pm
August 12th @5:30pm
August 13th @8:30-12:15 PM
[Minimum Day]

8.0 Adjournment: President Peachey adjourned the meeting at 7:18 PM

Sincerely,

Matt Reno, Superintendent-Principal
Secretary to the Board

AGREEMENT FOR HEALDSBURG UNIFIED SCHOOL DISTRICT TO PROVIDE FOOD SERVICE TO ALEXANDER VALLEY UNION SCHOOL DISTRICT.

Healdsburg Unified School District (“vendor”) agrees to provide lunch meals to Alexander Valley Union School District (“agency”) for the 2020-21 school year.

Vendor agrees to:

1. Provide the agency, for approval, a proposed cycle menu for the operational period, at least 20 days prior to the beginning of the period to which the menu applies.
2. Ensure that each meal provided to the Agency under this agreement meets the minimum requirements as to the nutritional content as specified by the SFSP Meal Pattern or an approved National School Lunch Program.
3. Maintain full and accurate records which document the menus, a listing of components of each meal and an itemization of the quantities of each component used to prepare said meal. The Vendor agrees to provide meal preparation documentation by using yield factors for each food item as listed in the United States Department of Agriculture Food Buying Guide when calculating and recording the quantity of food prepared for each meal.
4. Maintain such cost records as invoices, receipts and/or other documentation that exhibit the purchase or otherwise availability to the Vendor, of the meal components and quantities itemized in the meal preparation records.
5. Maintain on a daily basis, an accurate count of the number of meals, by meal type, prepared for and picked up by the Agency.
6. Allow the Agency to increase or decrease the number of meal orders, as needed, when the request is made within 2 hours of scheduled pickup time.

Agency agrees to:

1. Request by telephone no later than 9 a.m. an accurate number of meals to be picked up by the Agency each day. Notify the Vendor of necessary increases or decreases in the number of meals ordered within 2 hours of scheduled pickup time. Errors in meal orders made by the Agency shall be the responsibility of the Agency.
2. Ensure that an Agency representation is available to pickup at the specified time each day to receive, inspect and sign for the requested number of meals. This individual will verify the temperature, quality and quantity of each meal service pickup. The Agency assures the Vendor that this individual will be trained and knowledgeable in record keeping and meal requirement of the SFSP and with local health and safety codes.
3. Provide personnel to serve meals, clean the serving and eating areas and assemble transport items to return to Vendor.
4. Notify Vendor within 5 days of receipt of the next month’s proposed cycle menu of any changes, additions or deletions.
5. Pay the Vendor within 30 days of receipt of invoices.
6. Pay the per meal price of \$3.25 for lunch (milk NOT included).
7. Pay \$0.50 for each milk ordered.

8. Provide the claim for meal reimbursement each month to the State of California.
9. Provide the Vendor a current and accurate school year calendar.

Term of the Agreement: This agreement will commence on the first day of school for 2020-21 and end on the last day of school. This agreement may be terminated by mutual agreement with 30 days notice.

Healdsburg Unified School District

Alexander Valley Union School District

By: Debbie Odetto

By: _____

Title: Director of Business Services

Title: _____



Alexander Valley Union School District

Matt Reno
Superintendent-Principal

August 10th, 2020

<p>ALEXANDER VALLEY UNION SCHOOL DISTRICT 20/21 Certificated Staff</p>
--

K: J. Axell
1: S. Hausman
2: S. Sheehy
3: C. Flores
4: N. Konik
5: C. Bowen
6: L. Hayman

Spanish: King
Life Science/Garden: Loarie
Physical Science: Gilbertson

M.Reno

Board Reviewed: 8/10/20



**Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Williams
Uniform Complaints**

[Education Code 35186(d)]

District: AVUSD

Person completing this form: MATT RENO Title: Supt. / Principal

Quarterly Report Submission Date: (check one)

- April 30, 2020 (Jan-Mar 2020) July 31, 2020 (Apr-Jun 2020)
 October 31, 2020 (Jul-Sep 2020) January 31, 2021 (Oct-Dec 2020)

Date for information to be reported publicly at governing board meeting: _____

Please check the box that applies:

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

Area of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
CAHSEE/Valenzuela Intensive Instruction & Services	0		
Facilities Conditions	0		
TOTALS	0		

Superintendent: MATT RENO Signature: [Signature] Date 7/31/20

AVS

Distance Learning

Informational Guide for Parents Slide deck

Presented to the AVUSD Board of Trustees and Parent Community

August 10th, 2020

BACKGROUND INFORMATION & SHIFT TO DISTANCE LEARNING

- July 17th, 2020 State Mandate: All Sonoma County Public, Private, and Charter schools move to Distance Learning due to Sonoma county being on COVI-19 “watchlist” county.
- For AVS to be considered for “In Person” instruction, county must be off the monitoring list for 14 consecutive days
- Local conditions, including collaboration with bargaining unit, will also indicate when we can come back into our small cohort teaching model of “In Person” teaching and learning environment at AVS
- The state and county public health department has established a multi-faceted approach in monitoring COVID-19 data. At the current time, 14 day increments have been established for county wide “watchlist” renewal or termination.

DISTANCE LEARNING REQUIREMENTS FROM THE STATE



'Daily live interaction' required

Teachers will have to connect with their students each school day through online instruction and/or phone check-ups.



Taking student attendance

Schools must take students' attendance and participation under distance learning, or risk losing state funding. Students who don't participate will factor into schools' chronic absenteeism figures.

Special Student Accommodations under Distance Learning: Connectivity, Equity, Access, and Support



Serving students in need

Schools have to provide the "accommodations necessary" to serve students with special needs.

K-6 Developmental Live Instructional “Zoom” Minutes

Instructional total daily minutes (live and independent) range from 180-240 minutes pending grade level



No set requirements for live instruction

The state does not mandate a minimum daily amount of synchronous, or live, instruction, though experts strongly suggest it be a part of students' distance learning.



Checking families' connectivity

Schools will have to ensure that students and families have the devices and connectivity necessary to participate in distance learning, or make accommodations if they do not.



Weekly engagement records

An additional data requirement, schools must keep "weekly engagement records" noting how much synchronous or asynchronous instruction a student has received.



Replacing accountability plans

Schools will team up with parents and teachers to create a "learning continuity and attendance plan" by Sept. 30, replacing schools' usual annual planning documents.

DISTANCE LEARNING SCHEDULE

- **The Distance Learning daily schedule format was designed to look similar to a traditional “in-person” day of student learning at AVS. This includes general classroom instruction from the classroom teacher, as well as Enrichment instruction from our Enrichment teachers throughout the week. Throughout the week all students will receive instruction in PE, ART, SPANISH, MUSIC, LIFE SCIENCE, and PHYSICAL SCIENCE.**
- **The Distance Learning schedule is designed to follow our 20/21 AVUSD school calendar. All aspects of the school calendar remain in place while in Distance Learning and will continue to remain in place upon our return to In-Person Learning.**
- **Individual Classroom Teachers will be working in cohorts with one of our Instructional aides delivering instruction from AVS classrooms/home office.**

DISTANCE LEARNING ENRICHMENT SCHEDULE

Spanish				Physical Science				Music		PE				Art			Life Science			
Time	Mon	Wed	Fri	Time	Mon	Wed	Fri	Time	Wed	Time	Mon	Wed	Fri	Time	Tues	Thurs	Time	Mon	Wed	Fri
9:40	K	3	K	11:10	2			9:40	5	9:40	1	k	1	9:10	K	1	11:10	3		
10:30	4	6	4	12:50	K	6	1	10:30	K	10:30	2	2	2	11:10	3	2	12:50	1	5	K
11:05	1	K	1	1:45	3	5	4	11:05	6	11:05	5	5	5	12:50	5	6	1:45	4	6	2
11:40	5	5	5					11:40	4	11:40	4	6	4	1:45	4					
12:50	3	4	3					12:50	1	12:50	6	3	6							
1:25	2	1	2					1:25	2	1:25	3	4	3							
2:00	6	2	6					2:00	3	2:00		1								
3/20 min sessions				30 min session K-2				20 min session		3@20 min sessions				30 min K-2			30 min K-2			
				45 min session 3-6										45 min 3-6			45 min 3-6			

DISTANCE LEARNING OBJECTIVES

Daily Attendance

Work Accountability

Target Essential Standards

Provide New Content Instruction

Monitor Student Progress: Assessment and Feedback

Weekly Schedules Provided

Support Staff providing on-line break-out groups and

Intervention supports

**Work collectively through effective communication and
collaboration between school ~ home partnership**

DISTANCE LEARNING STUDENT EXPECTATIONS

- Online-learning days COUNT towards 180 required days of state mandated attendance.
 - Be on time for class and stay throughout instruction
 - If your child needs to miss a day, please contact the office or teacher.
- If for any reason you miss class, it is the student's responsibility to reach out to the teacher to determine what is missed
- Be visible during instruction: please be in a seat that is on camera for the teacher to see you
 - Notify the teacher of any technical issues immediately
 - Must demonstrate participation in order to earn credit
- Complete assignments in a timely fashion. Submit completed assignments by the established deadline. If you are having difficulty submitting, let your teacher know.
 - Limit distractions during instruction: All T.V/ video games/radio/music should be off
 - Try to have a hard surface, such as a table/desk to work/write on.
 - Use headphones as needed.
 - Find a quiet place to work.
 - Students should enter their online classes ready to learn with a "can do" attitude.
 - Students should limit distracting behaviors such as eating or playing during zoom sessions
 - THANK YOU FOR YOUR HELP!

Special Education Services

- Specialist schedules will be considered as teacher schedules are created.
 - Services will be provided virtually, at this time.
 - Collaboration and creativity will be KEY
- IEP's will be held within the first 30 days of school

Distance Learning

Social and Emotional Support Services

- Classroom “circle time” check-in chats provided via Zoom
- Project Mindfulness Activities with emphasis on calming strategies, mindful breathing, resiliency, problem solving, happiness, gratitude, compassion, empathy, and curiosity
- Counseling services continue to be provided for qualifying students needing one on one supports.

10

Parent Tips for Distance Learning Success

KERN COUNTY SUPERINTENDENT OF SCHOOLS

Understand your role

Parents are not expected to take the place of their students' school teachers. Instead, parents should play a support role. A good rule of thumb is to keep your children engaged and thinking critically. Even though staying home from school might feel like a holiday, remind your children that they are not on vacation.

Make space for learning

Your children will achieve their best work in a quiet, comfortable, and dedicated space devoted to learning. Ideally, this will be a different space than where they normally play games or watch television.

Set clear expectations

Parents should build time into their remote work day to assist with their students' learning and schedule other activities they know their children will be able to do independently. Consider scheduling "office hours" when you're available for school-related questions.

Encourage reading

When in doubt, have your children read. When you have time, read with them. For younger readers, consider using audiobooks. If you can't do anything else, have your children read!

Plan your work and work your plan

Good planning can relieve stress for both children and parents. Check-in with your kids about their plans and help them develop a written schedule not only for the day, but for the week. Help them prioritize and learn to create goals, tasks, and deadlines, just like adults do when they go to work.

Take regular digital recesses

Make sure your children take plenty of breaks from computers in order to get time away from screens. Set alarms similar to those students would encounter at school and encourage them to get up, get some fresh air, have a snack and participate in physical activities.

Ask for help

Remember that you're not alone in this journey. For parents working with multi-aged children, take a team approach and ask older siblings to help support younger students. Don't hesitate to ask your child's teacher for tips and guidance. Additionally, reach out to other parents to see what they've found effective.

Don't forget to have fun

It is rare for parents and children to have this much time together, so turn it into an opportunity for bonding. Remember, your relationship with your child is what's most important at this time.

Use supplemental resources

Utilize any and all available resources to enhance independent learning, such as online games, education videos, educational TV (KETN), audio books, or virtual fieldtrips.

Show empathy

Allow yourself, your children, and their teachers some latitude and grace during these unprecedented times. Understand you are not going to have all the answers and this transition is not going to be perfect. Acknowledge this is not an ideal situation for anyone and give yourself permission to be flexible.



Parents are playing a much larger role in their children's learning, while navigating the stressors of work, homelife, and a global pandemic. Understandably, parents are feeling a great deal of uncertainty.

So, how can parents balance distance learning and their own work-from-home schedules?

Find more resources at
Kern.org



Alexander Valley Union School District

Matt Reno
Superintendent-Principal

August 10th, 2020
Re: Agenda 7.2

Dear Trustees,

In order to start our learning journey this year, we have outlined an August 12th (Grades 1-6 only) parent-student materials pickup schedule below in front of the school. Our kindergarten parent pick-up will be scheduled on August 12th and August 13th during various time slots.

**AUGUST 12th (8:45am-10:45am) GRADES 1-6 PARENT~STUDENT MATERIALS
CURBSIDE PICKUP... LOCATION: AVS PARKING LOT**

8:45-9:30am: Parents of any Grades 1 & 2 students (plus their siblings in any grade)
9:30-10:15am: Parents of any Grades 3 & 4 students (plus their siblings in any grade)
10:15-10:45am: Parents of any Grades 5 & 6 students (plus their siblings in any grade)

In addition, we have our first ever Virtual “Back To School Night” set for the evenings of August 12th/13th. Due to the virtual meeting format this year, our teaching team split days to try and help provide access for families with multiple children to attend.

Wednesday, August 12th

Mr. Bowen (Grade 5) 5:30pm
Mrs. Hayman (Grade 6) 6:00pm
Mrs. Sheehy (Grade 2) 6:30pm

Thursday, August 13th


Mrs. Axell (Grade K) 5:30pm
Mrs. Flores (Grade 3) 6:00pm
Ms. Konik (Grade 4) 6:00pm
Ms. Hausman (Grade 1) 6:30pm

Thanks,

M.Reno



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 20-21 
 Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Alexander Valley Union School District District CDS Code: 49-70599
 Name of County: Sonoma County County CDS Code: 49-10496

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 08 /10 /2020 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2021.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Matt Reno</u>		<u>Supt./Principal</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>707-431-0102</u>	<u>707-433-1375</u>	<u>08/10/2020</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>8511 Hwy 128 Healdsburg, CA 95448</u>		
<small>Mailing Address</small>		
<u>mreno@alexandervalleyusd.org</u>		
<small>E-Mail Address</small>		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____
 Name of State Agency _____
 Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	0 _____
Bilingual Authorization (applicant already holds teaching credential)	0 _____
List target language(s) for bilingual authorization: _____	
Resource Specialist	1 _____
Teacher Librarian Services	0 _____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	1
Special Education	
TOTAL	2

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

Alexander Valley Union School District

2020-21 Monthly Budget Summary Report July 2020

Regular Board Meeting August 10, 2020

as of 7/31/2019

	Fund 01	Fund 13	Fund 14	Fund 17	Fund 20	Fund 21	Fund 25	Fund 40
	General Fund	Cafeteria Program	Deferred Maintenance	Special Reserve Fund	Post Employment Benefits	Bond Building Fund	Capital Facilities	Capital Reserve
Budget Update for this month	Attached							
Beginning Balance (Projected)	1,625,243	1,929	20,421	332,469	92,167	5,151,854	68,156	94,118
Revenues	2,167,509	35,770	12,500	6,000	1,150	75,000	18,600	1,400
Expenses	2,511,944	35,607	12,000	-	11,750	1,010,000		9,000
Excess/Deficit	(344,435)	163	500	6,000	(10,600)	(935,000)	18,600	(7,600)
Projected Ending Balance	1,280,808	2,092	20,921	338,469	81,567	4,216,854	86,756	86,518

ALEXANDER VALLEY UNION SCHOOL DISTRICT BUDGET UPDATES 2020-21

7/31/2020

General Fund 01

This fund is used to account for the ordinary operations of a District. All transactions except those required or permitted by law to be in another fund are accounted for in this fund. Restricted projects or activities within the General Fund must be identified and separated from unrestricted activities.

Regular Board Meeting August 10, 2020	(Col A) 2020-21 Current Operating Budget	(Col B) Proposed Budget	Actual To Date	BUDGET CHANGES
UNAUDITED BEGINNING BALANCE	1,625,243	1,625,243	0	
Revenues				
LCFF/Property Tax Revenue	1,781,831	1,814,381	76,357	1
Federal Revenue	32,717	65,375	0	2
State Revenue	108,102	111,825	52	3
Local Revenue	231,178	164,178	8,685	4
Transfers In	11,750	11,750	0	
Total Revenues	2,165,578	2,167,509	85,094	
Expenditures				
Certificated Salaries	1,006,654	1,006,654	15,004	
Classified Salaries	478,811	486,811	16,479	5
Benefits -Mandatory/Health	533,152	534,863	10,519	6
Books and Supplies	119,109	133,109	9,179	7
Services and Oper Exp	392,218	343,507	21,773	8
Capital Outlay	0	0	0	
Other Outgo	0	0	0	
Transfers Out	7,000	7,000	0	
Total Expenditures	2,536,944	2,511,944	72,954	
NET REVENUE (EXPENDITURES)	(371,366)	(344,435)	12,140	
Net Ending Balance	1,253,877	1,280,808	12,140	
<u>Less Components of Ending Bal:</u>				
Revolving Cash	100	100	.	
Reserve for Economic Uncertainty(5%)	126,847	125,597		
Special Ed Extraordinary Costs	90,000	90,000		
Curriculum Adoption Reserve	50,000	50,000		
AVSPC Support-Enrich Prgm Transition	40,000	40,000		
Operating Cash Flow (Prop Tax deposits)	547,377	547,377		
Ending Balance				
Undesignated Amount	399,553	427,734		

Regular Board Meeting

August 10, 2020

General Fund 01

Proposed Budget Changes

#1 LCFF/Property Tax Revenue		32,550	Restore 10% est reduction
#2 Federal Funding		32,658	Federal Covid Relief Funding
#3 State Funding	4,578		State Covid Relief Funding
	(534)		Update Restricted Lottery rate
	<u>(320)</u>		Update Unrestricted Lottery rate
		3,724	
#4 Local Funding	(57,000)		Remove Adult ESL Donations
	<u>(10,000)</u>		Adjust Afterschool Revenue est
		(67,000)	
Change to Revenues		<u>1,932</u>	
#5 Classified Salaries	11,000		Temp Inst Aide for 20-21
	<u>(3,000)</u>		Remove Adult ESL Support
		8,000	
#6 Benefits	2,000		Temp Inst Aide for 20-21
	<u>(289)</u>		Remove Adult ESL Support
		1,711	
#7 Books and Supplies	(1,000)		Remove Adult ESL Supplies
	10,000		Distance Learning/Covid Supplies
	<u>5,000</u>		Distance Learning/Covid Software
		14,000	
#8 Services and Oper Exp	(51,711)		Remove Adult ESL Instructors
	<u>3,000</u>		Internet Hotspots for Distance Learnin
		(48,711)	
Change to Expenditures		<u>(25,000)</u>	
Total Proposed Change to Ending Balance		<u>26,932</u>	

ALEXANDER VALLEY UNION SCHOOL DISTRICT BUDGET UPDATES 2019-20

6/30/2020

General Fund 01

This fund is used to account for the ordinary operations of a District. All transactions except those required or permitted by law to be in another fund are accounted for in this fund.

Restricted projects or activities within the General Fund must be identified and separated from unrestricted activities.

Regular Board Meeting June 8, 2020	(Col A) 2019-20 Current Operating Budget	(Col B) Proposed Budget	Actual To Date	BUDGET CHANGES
UNAUDITED BEGINNING BALANCE	1,598,977	1,598,977	1,598,977	
Revenues				
LCFF/Property Tax Revenue	2,071,701	2,073,417	1,990,403	1
Federal Revenue	42,717	42,717	(2,250)	
State Revenue	138,649	164,709	50,844	2
Local Revenue	250,711	250,711	180,339	
Transfers In	11,750	11,750	0	
Total Revenues	2,515,528	2,543,304	2,219,336	
Expenditures				
Certificated Salaries	942,473	944,189	918,317	3
Classified Salaries	475,058	475,058	423,531	
Benefits -Mandatory/Health	510,628	536,688	408,403	4
Books and Supplies	140,755	125,755	79,002	5
Services and Oper Exp	409,397	409,397	204,214	
Capital Outlay	0	0	0	
Other Outgo	0	0		
Transfers Out	11,000	39,879	7,000	6
Total Expenditures	2,489,311	2,530,966	2,040,467	
NET REVENUE (EXPENDITURES)	26,217	12,338	178,869	
Net Ending Balance	1,625,194	1,611,315	1,777,846	
<u>Less Components of Ending Bal:</u>				
Revolving Cash	100	100		
Reserve for Economic Uncertainty(5%)	124,466	126,548		
Special Ed Extraordinary Costs	90,000	90,000		
Curriculum Adoption Reserve	50,000	50,000		
AVSPC Support-Enrich Prgm Transition	40,000	40,000		
Operating Cash Flow (Prop Tax deposits)	547,377	547,377		
Ending Balance				
Undesignated Amount	773,251	757,290		

Regular Board Meeting

June 8, 2020

General Fund 01

Proposed Budget Changes

#1 LCFF/Prop Tax Revenue 1,716 Adjust Education Protection Act Funding

#2 State Revenue 26,060 Additional STRS Contribution from State

0

Change to Revenues

27,776

#3 Certificated Salaries 1,716 Adjust Education Protection Act Funding

#4 Benefits 26,060 Additional STRS Contribution from State

#5 Books and Supplies (15,000) Instructional Supplies savings due to DL

#6 Transfers Out 28,879 Move District of Choice funds to Fund 40

Change to Expenditures

41,655

Total Proposed Change to Ending Balance

(13,879)

ALEXANDER VALLEY UNION SCHOOL DISTRICT
BUDGET UPDATES 2019-20
6/30/2020
Cafeteria Program - Fund 13

Regular Board Meeting August 10, 2020	2019-20 Current Operating Budget	Updated Budget	Actual To Date	BUDGET CHANGES
UNAUDITED BEGINNING BALANCE	7,631	7,631	7,631	
Revenues				
Federal Revenue	4,500	4,500	6,032	
State Revenue	400	400	364	
Food Service Sales	4,000	4,000	4,492	
Interest	70	70	18	
Contribution from General Fund	11,000	11,000		
Total Revenues	19,970	19,970	10,906	
Expenditures				
Classified Salaries	9,529	9,529	9,067	
Benefits	2,843	2,843	2,602	
Supplies	300	300	282	
Services and Operations.	13,000	13,750	13,732	1
Total Expenditures	25,672	26,422	14,014	
NET REVENUE (EXPENDITURES)	(5,702)	(6,452)	(3,108)	
Net Ending Balance	1,929	1,179	4,523	
Ending Balance				
Undesignated Amount	1,929	1,179		
<u>Proposed Budget Changes</u>				
#1 Services and Operations		750	Mileage Reimbusemenet for pick up	
Change to Ending Balance		<u><u>(750)</u></u>		

**ALEXANDER VALLEY UNION SCHOOL DISTRICT
MULTI-YEAR PROJECTION 2019-20 THROUGH 2023-24**

2020-21 Aug 2020 Budget Report

8/10/2020
ADA for LCFF purposes (prior yr)

	2019-20 Current			2020-21 Projection			2021-22 Projection			2022-23 Projection			2023-24 Projection		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
			110.00			106.80			110.28			113.19			111.00
Revenue															
Revenue Limit Sources															
Min State Aid-includes Fair Share(s)	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328
District Of Choice Revenue	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180
Education Protection Account	22,834		22,834	22,056		22,056	22,638		22,638	22,254		22,254	22,254		22,254
Property Tax Revenue	1,737,075	-	1,737,075	1,771,817	-	1,771,817	1,807,253	-	1,807,253	1,843,398	-	1,843,398	1,880,266	-	1,880,266
Kincaide Fire Reduction -Property Tax				(293,000)		(293,000)	(146,000)		(146,000)						
Federal Revenues	-	42,717	42,717	-	65,375	65,375	-	32,717	32,717	-	32,717	32,717	-	54,224	54,224
State Revenues -	51,553	113,156	164,709	19,456	92,370	111,825	20,091	91,242	111,333	20,621	94,797	115,418	21,169	97,318	118,488
Local Revenues	102,255	148,456	250,711	72,722	91,456	164,178	70,393	101,547	171,940	70,570	101,456	172,026	46,251	114,216	160,467
Total Revenue	2,227,225	304,329	2,531,554	1,906,558	249,201	2,155,759	2,087,883	225,506	2,313,389	2,270,351	228,970	2,499,321	2,283,448	265,758	2,549,206
Expenditures															
Certificated Salaries	875,571	68,618	944,189	933,044	73,610	1,006,654	951,705	75,082	1,026,787	970,739	76,584	1,047,323	990,154	78,116	1,068,269
Classified Salaries	393,833	81,225	475,058	395,775	91,036	486,811	413,691	82,857	496,547	421,964	84,514	506,478	430,404	86,204	516,608
Employee Benefits	259,785	136,516	396,301	273,689	121,851	395,540	286,779	125,964	412,742	323,930	132,324	456,254	333,421	135,574	468,995
Employee Health & Welfare	113,122	27,265	140,387	107,514	31,808	139,322	107,514	31,808	139,322	107,514	31,808	139,322	107,514	31,808	139,322
Books and Supplies	101,490	24,265	125,755	102,101	31,008	133,109	104,654	17,783	122,437	107,270	18,228	125,498	109,952	18,683	128,635
Services, Other Oper Exp	347,831	61,566	409,397	324,778	18,729	343,507	332,897	19,197	352,095	341,220	19,677	360,897	349,750	20,169	369,919
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	2,091,632	399,455	2,491,087	2,136,901	368,042	2,504,943	2,197,239	352,691	2,549,930	2,272,637	363,134	2,635,771	2,321,194	370,554	2,691,748
Excess (Deficiency)	135,593	(95,126)	40,467	(230,343)	(118,841)	(349,184)	(109,356)	(127,185)	(236,541)	(2,286)	(134,165)	(136,451)	(37,746)	(104,796)	(142,542)
Transfers In-Ret Benefits/Reserve Fund	11,750		11,750	11,750		11,750	12,000		12,000	12,500		12,500	13,000		13,000
Transfer to Cafeteria Fund	(11,000)		(11,000)	(7,000)		(7,000)	(7,000)		(7,000)	(7,000)		(7,000)	(7,000)		(7,000)
Transfer to Spec Reserve Fund 40	(28,879)		(28,879)	-		-	-		-	-		-	-		-
Contribution to Other Programs	(8,310)	8,310		(15,000)	15,000		(15,750)	15,750		(16,538)	16,538		(17,364)	17,364	
Contribution to Technology Plan	(12,000)	12,000		(12,000)	12,000		(12,000)	12,000		(12,000)	12,000		(12,000)	12,000	
Contribution to Special Ed	(85,670)	85,670		(92,813)	92,813		(99,435)	99,435		(105,627)	105,627		(87,432)	87,432	
	-	-		-	-		-	-		-	-		-	-	
Net Increase (Decrease)	1,484	10,854	12,338	(345,406)	972	(344,434)	(231,541)	-	(231,541)	(130,951)	-	(130,951)	(148,542)	12,000	(136,542)
Audit Adjustment															
Beginning Balance	1,530,940	68,038	1,598,978	1,532,424	78,892	1,611,316	1,187,018	79,864	1,266,882	955,477	79,864	1,035,341	824,526	79,864	904,390
Net Ending Balance	1,532,424	78,892	1,611,316	1,187,018	79,864	1,266,882	955,477	79,864	1,035,341	824,526	79,864	904,390	675,984	91,864	767,848
Components of Ending Balance:															
Reserves for Economic Uncertainties 5%	104,932	-	104,932	126,185	-	126,185	128,446	-	128,446	132,764	-	132,764	135,587	-	135,587
Designated Reserves		78,892	78,892		79,864	79,864		79,864	79,864		79,864	79,864		91,864	91,864
Reserved Operating Capital for next year	547,292		547,292	601,186		601,186	611,983		611,983	632,585		632,585	646,020		646,020
Reserve for Special Education	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000
Reserve for Curriculum & Enrichment	190,000		190,000	190,000		190,000	90,000		90,000	90,000		90,000	90,000		90,000
Revolving Cash	100	-	100	100	-	100	100	-	100	100	-	100	100	-	100
Prepaid Expenditures	41,336	-	41,336	-	-	-	-	-	-	-	-	-	-	-	-
Unappropriated Ending Balance	558,764	-	558,764	179,547	-	179,547	34,947	-	34,947	(120,922)	-	(120,922)	(285,723)	-	(285,723)
Net Ending Balance	1,532,424	78,892	1,611,316	1,187,018	79,864	1,266,882	955,477	79,864	1,035,341	824,526	79,864	904,390	675,984	91,864	767,848

COVID-19 Resources for Alexander Valley Union School District

	Source of Funds	Estimated Funding	Distribution	Allowable Uses	Timeline for Use	Additional Considerations
		\$39,244				
Senate Bill 117	State General Fund	AVUSD = 1,988 \$17.38 per average daily attendance, minimum of \$250 per LEA Resource 7388	On the basis of 2019–20 First Principal Apportionment CDE Allocation Amounts	Maintaining nutrition services, cleaning and disinfecting facilities, personal protective equipment, and materials necessary to provide students with opportunities for distance learning	Open	
Learning Loss Mitigation – based on students with disabilities (SWDs)	Federal CARES Act: \$355M from Governor’s Emergency Education Relief (GEER) Federal CARES Act: \$1.14B Coronavirus Relief Fund (CRF)	AVUSD: GEER = 5,060 CRF = 16,307 \$1,900 per SWD GEER Resource 3215 CRF Resource 3220	Based on LEA Fall 1 Census enrollment of SWDs ages 3 to 22 SSC Allocation Estimates	<ol style="list-style-type: none"> 1. Student learning supports 2. General measures that extend instructional time for students 3. Provide additional core academic support for students who need it 4. Provide integrated services that support teaching and learning—such as student and staff technology needs, mental health services, staff professional development, and student nutrition 	<p>GEER funds to be used from March 13, 2020, to September 30, 2022</p> <p>CRF funds to be used from March 1, 2020, to December 30, 2020</p> <p>Estimated breakdown by source of funds available below</p>	<p>Receipt of learning loss mitigation funds are contingent upon the adoption of a Learning Continuity and Attendance Plan, to be adopted by September 30, 2020, as well as specified reporting requirements of unexpended funds.</p> <p>GEER funds are subject to federal equitable services requirements for private schools.</p>
Learning Loss Mitigation—based on supplemental and concentration grants	Federal CARES Act: \$2.86B CRF	AVUSD = 7,562 Resource 3220	Based on LEA proportion of supplemental and concentration grant funding using the 2019–20 Second Principal Apportionment SSC Allocation Estimates	<ol style="list-style-type: none"> 1. Student learning supports 2. General measures that extend instructional time for students 3. Provide additional core academic support for students who need it 4. Provide integrated services that support teaching and learning—such as student and 	<p>March 1, 2020, to December 30, 2020</p>	<p>Receipt of learning loss mitigation funds are contingent upon the adoption of a Learning Continuity and Attendance Plan, to be adopted by September 30, 2020, as well as specified reporting requirements of unexpended funds.</p>

	Source of Funds	Estimated Funding	Distribution	Allowable Uses	Timeline for Use	Additional Considerations
				staff technology needs, mental health services, staff professional development, and student nutrition		
Learning Loss Mitigation—based on Local Control Funding Formula (LCFF)	\$540M State Proposition 98 funds Federal CARES Act: \$440M CRF	AVUSD: CRF=3,729 P98 = 4,578 CRF Resource 3220 P98 Resource 7420	Based on 2019–20 LCFF allocation SSC Allocation Estimates	<ol style="list-style-type: none"> 1. Student learning supports 2. General measures that extend instructional time for students 3. Provide additional core academic support for students who need it 4. Provide integrated services that support teaching and learning—such as student and staff technology needs, mental health services, staff professional development, and student nutrition 	March 1, 2020, to December 30, 2020 (Yes, the same time frame for all of the funds—including Proposition 98)	Receipt of learning loss mitigation funds are contingent upon the adoption of a Learning Continuity and Attendance Plan, to be adopted by September 30, 2020, as well as specified reporting requirements of unexpended funds.
Elementary and Secondary School Emergency Relief (ESSER)	Federal Coronavirus Aid Relief and Economic Security (CARES) Act	AVUSD = 0	The CARES Act requires 90%—\$1.48 billion—be distributed to LEAs in proportion to the amount of Title I, Part A funds that each LEA received in fiscal year 2019 CDE** Allocation Amounts	Very broad discretion to use ESSER funds to support coronavirus response activities List of allowable uses	March 13, 2020 to September 30, 2022	Subject to federal equitable services requirements for private schools LEAs must apply for funds (click here)



Alexander Valley Union School District

Matt Reno
Superintendent-Principal

August 10th, 2020

Re: **8.5 Action: Hiring of new employee**

Dear Trustees:

Please consider Action on approving the hire of : Ms. Hannahmae Cronin (Instruct. Aide) effective: 8/13/20 @3.75 hours per day. Hannahmae will be assigned to work in the 6th grade class in conjunction with Mrs. Hayman for the 20/21 school year.

Sincerely,

M.Reno

Alexander Valley Union School District
Agenda Item #8.6

Date of Meeting: August 10, 2020

From: Matt Reno
Anne Kopache

Type of item: Action

Subject: Revise Office Assistant position

Financial Impact: Approximately \$8,000 in salary and mandatory benefits

Summary: Over the last few years the Office Assistant position has taken on additional duties and responsibilities. Many of those responsibilities are essential to the start of the school year and the closing of programs at the end of the year. Most of the hours needed have been added in the summer months as extra hours on supplemental timesheets. As the office staff takes on more with the start of construction in a few months and the support needed to accommodate changing learning models added to the already increased workload, it is practical to increase office time.

An analysis of similar sized school district has shown that Alexander Valley is currently understaffed as a school and school district office. To be proactive and keep pace with upcoming requirements, and to be comparable with other school districts, it is proposed that the Office Assistant position be revised.

Proposed is a 5 hour per week increase in hours, 10 additional days at the beginning of the school year and an additional 10 days added to the end of the school year.

From 15 hours per week for 180 days to 20 hours per week for 200 days.

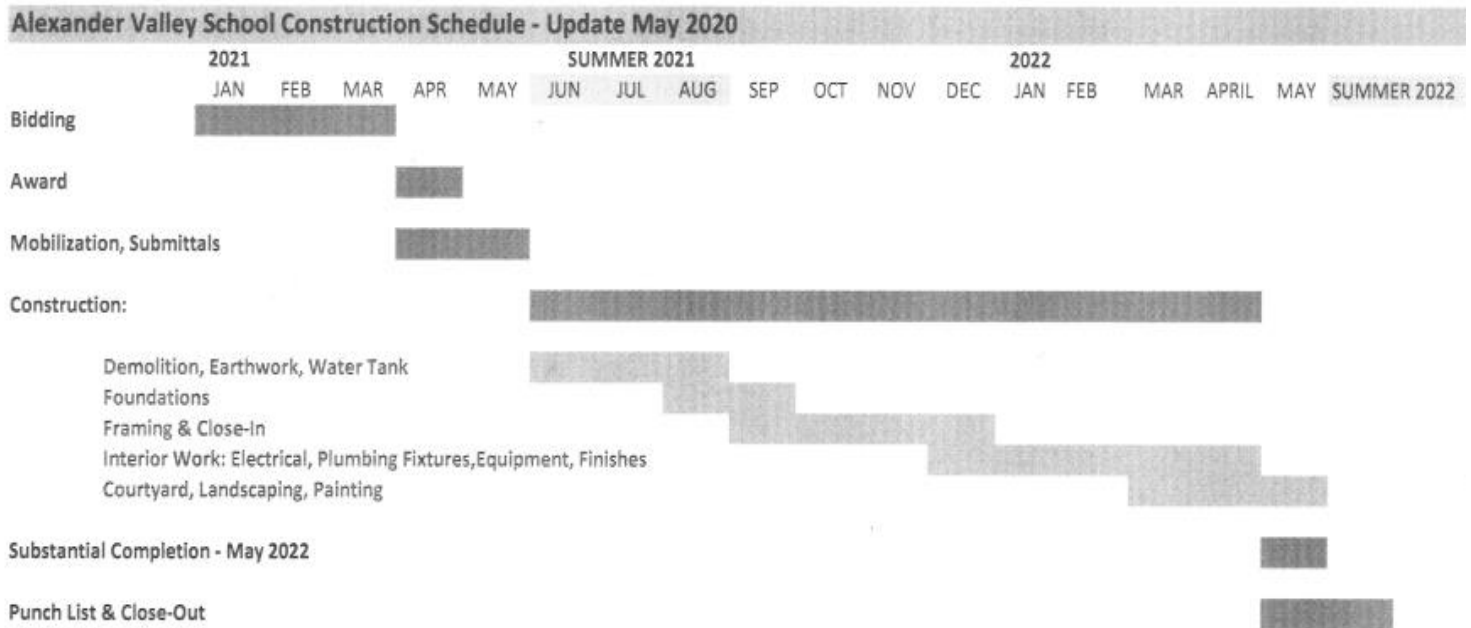


Alexander Valley Union School District

Matt Reno
Superintendent-Principal

August 10th, 2020
Re; Agenda Item 9.1 Facilities Committee

On July 24th, 2020 the California Division of the State Architect submitted the following letter. The letter constitutes the "written approval of the plans as to safety of design and construction" required before letting any contract for construction to be exercised. This is great news as we have passed a major hurdle and can move forward with the appropriated next steps outlined in the graph below.



Over the next few weeks, the Facilities Committee will be meeting to confirm our approach to reaching our ultimate goal of having our new buildings in place May of 2022. I want to thank the Board of Trustees and the Facilities Committee for your dedication and continued focus around seeing this project enter into the next phase of completion.

Thank you,
M.Reno



7/24/2020 - APPROVAL OF PLAN(S)

Bob Raines
Alexander Valley Union School District
8511 Highway 128
Healdsburg, CA 95448

Project: Alexander Valley Elementary School

Total Scope of Project: Construction of 1-Multi-purpose Building (J), 1-Classroom Building (H), 1-Fire Water Tank

Increment #: 0
Application #: 01-110516
File #: 49-136

Drawings and specifications for the subject project have been examined and stamped by the Division of the State Architect (DSA) for identification on 7/24/2020. This letter constitutes the "written approval of the plans as to the safety of design and construction" required before letting any contract for construction, and applies to the work shown on these drawings and specifications. The date of this letter is the DSA approval date.

Approval is limited to the particular location shown on the drawings and is conditioned on construction starting within one year from the stamped date. The inspector must be approved and the contract information, including the construction start date, must be given to DSA prior to start of construction.

DSA does not review drawings and specifications for compliance with Parts 3 (California Electrical Code), 4 (California Mechanical Code), and 5 (California Plumbing Code) of Title 24. It is the responsibility of the professional consultants named on the application to verify this compliance.

Please refer only to the boxes checked below which indicate applicable conditions specific to this project.

- Buildings constructed in accordance with approved drawings and specifications will meet minimum required standard given in Title 24, California Code of Regulations, for structural safety.
- Buildings or site improvements constructed in accordance with approved drawings and specifications will meet minimum required standard given in Title 24, California Code of Regulations, for fire and life safety.
- This constitutes the written approval certifying that the drawings and specifications are in compliance with state regulations for the accommodation of the disabled which are required before letting any contract for construction. (See Section 4454, Government Code.)
- Due to the nature of the building(s), certain precautions considered necessary to assure long service have not been required. In the condition as built, the building(s) will meet minimum required standards for structural, and fire and life safety. The owner must observe and correct deterioration in the building in order to maintain it in a safe condition.



Alexander Valley Union School District

Matt Reno
Superintendent-Principal

August 10th, 2020

Re: Agenda Item: 10.1 Informational: Public Hearing: Learning Continuity Attendance Plan

Dear Trustees,

The Learning Continuity Attendance Plan template memorializes the planning process already underway for the 2020–21 school year and includes descriptions of the following:

1. Addressing gaps in learning
2. Conducting stakeholder engagement
3. Maintaining transparency addressing the needs of unduplicated pupils, students with unique needs, and students experiencing homelessness.
4. Providing access to necessary devices and connectivity for distance learning
5. Providing resources and supports to address student and staff mental health and social emotional well-being
6. Continuing to provide school meals for students.

This plan will be brought for final review *Action* approval on September 14th, 2020, after the *Public Hearing* set August 10th, 2020.

Thanks,
M.Reno

Learning Continuity and Attendance Plan Template (2020–21)

The instructions for completing the Learning Continuity and Attendance Plan is available at <https://www.cde.ca.gov/re/lc/documents/lrngcntntyatndncpln-instructions.docx>.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Alexander Valley Union Elementary School District	Matt Reno Superintendent/Principal	mreno@alexandervalleyusd.org (707) 433-1375

General Information

[A description of the impact the COVID-19 pandemic has had on the LEA and its community.]

Alexander Valley School is a school with a vision of continuing excellence in meeting the needs of the students it serves academically, emotionally, socially, and physically. We have a firm belief that all students can learn, and, once individual strengths are identified, we are responsible for providing opportunities for our students to be successful and thus gain in academic achievement, confidence, and self-esteem within both an "in-person" and "distance learning" setting.

Alexander Valley Union School District is a single school district located in northern Sonoma County. Alexander Valley School (AVS) is a rural school in an area well known as a premium wine grape growing region. Several small boutique wineries are present in the valley, producing award-winning wines made from the local harvest of grapes.

Many of the families who attend AVS earn their livelihood through the wine-related industry. AVS serves students in grades Kindergarten through sixth.

Students who attend AVS come from diverse cultural and socio-economic backgrounds. Attendance data pulled from the May 11th, 2020 public regular meeting of the Board, of the 110 students enrolled, 66 live outside the District attendance boundaries. In addition, our total school population includes 16% of the students receiving ELD services in the school EL Program. The primary language for the majority of these students is Spanish. Our school also has 14% of the students qualifying for free/reduced lunch program services

AVS employs 7.00 FTE regular classroom teachers, 1 FTE RSP/intervention teacher, .45 certificated Spanish teacher, .15 Mathematics intervention teacher .30 Science teacher, .39 FTE Garden Teacher and a .2 FTE speech and language therapist. A .47 FTE classified Physical Education specialist is also employed. Additionally, 2.1 FTE classified employees are assigned to academic support. The students are organized in single grade classrooms in grades Kindergarten through sixth.

During this unprecedented time, our district is balancing the need for health and safety priorities coupled with offering the most effective distance learning program possible for our students and families. Per survey data, our families have felt a tremendous impact from the Covid-

19 pandemic as we ended the 2019/20 school year in distance learning. As we enter into a new school year under the distance learning model, families are seeking their own balance in order to both work and serve their child's learning from home. AVS families are adjusting their work schedules, hiring extra help, and relying on family members and friends to help with distance learning for their children. Our teachers and staff have also experienced new pressures with changing their curriculum delivery model meeting state and district expectations for teaching and learning.

Stakeholder Engagement

[A description of the efforts made to solicit stakeholder feedback.]

In March of 2020, AVS developed a six member organizational committee titled the "AV~20 Committee". This group consisted of certificated, classified, and administrative staff, as well as had parent representation. AV~20 worked in conjunction with and followed guidance from Sonoma County Office of Public Education, California Department of Education, Sonoma County Public Health, and The Center for Disease Control.

AV~20 identified key areas of focus during our planning process which included input from both parent and staff via survey data collection. Parent surveys were communicated in both English and Spanish. In addition, through our weekly "Tuesday Mail" outreach, families were able to stay informed and provided feedback throughout the spring and updated throughout the summer of 2020 as our plans progressed. The district employs staff to support our district translation of these materials and has multiple staff on campus to assist as needed for various bilingual family outreach needs.

The Re-opening of Schools plan titled "The Safe & Sustainable "Road to Reopening" AVS Fall 2020 Prepared by the AV~20 Committee for the Board of Trustees & Community took place on July 20, 2020 @5:30pm. The 37 page slide-deck is posted on our district website and was sent to parents via an e-link on the the July 21st, 2020 "Tuesday Mail" outreach.

The Learning Continuity and Attendance Plan template was accessed by the district in late July. The Learning Continuity and Attendance Plan will be brought to the Board at a regular scheduled meeting on August 10th, 2020 and this meeting will be considered the Public Hearing. After receiving further input from stakeholders, the plan will be adjusted and brought to the board for approval at the September 14th, 2020 regular Board meeting.

[A description of the options provided for remote participation in public meetings and public hearings.]

All stakeholder engagement forums were held via digital group teleconference meetings in a remote format. Public comment was made available through both parent and community checking into the meeting with in-person real time participation or via email that were read during public comment portion of our meeting through a call in format. This included the June 8th, 2020 regular meeting of the Board and July 20, 2020 Special meeting of the Board for Distance Learning and In-Person Learning plans approval with public comments. In addition,

on August 10th, 2020 a review of the district's "Distance Learning" plan was reviewed and will be sent our parents for further information and feedback.

[A summary of the feedback provided by specific stakeholder groups.]

The district held a Certificated Summer Professional Development Day on July 14th, 2020 and a Classified Professional Development meeting on July 15th, 2020. During these important meetings, Teachers, and Classified staff provided feedback in the areas of health protocols, mental health supports, extended care, communications, distance learning, in-person learning, use of technology, special education, human resources, and ELD/Intervention.

During the week of August 4th-August 11th, 2020, parents were provided the latest information in regards to our distance learning student materials curbside pick-up plan, as well as provided the link to our AVS Distance Learning Informational Guide for Parents Slide deck. Parents are aware of the plans as evidenced by parent response via emails received by teachers, front office staff, and administration. We will continue to update our parents and seek their feedback as we gather more information from them via our "Back to School Packet" which is projected to be completed digitally this year.

[A description of the aspects of the Learning Continuity and Attendance Plan that were influenced by specific stakeholder input.]

Below is a description of the aspects that influenced our Learning Continuity and Attendance Plan

Communications and outreach to all shareholders

Developing key guidance from local, county, and state officials.

A state mandate that moved AVS to begin the school year into Distance Learning based upon being a county on the "watchlist"

AV~20 Committee work with feedback form shareholders

Specific K-6 Coherence around scheduling and best practice conversations around distance learning.

60 new Chromebooks issued to grades 4-6 to support student connectivity and eliminate remote learning equipment failures

Best practices for supporting our ELD, Intervention based practices, and Special Education students with IEP's

Incorporating Project Mindfulness remotely and offering group and one/one counseling support services.

Working conditions for both Certificated and Classified staff

Enhanced Cleaning protocols, Safety protocols, and extended Food Services deployment plan

Change in Professional Development calendar

Continuity of Learning

In-Person Instructional Offerings

[A description of the actions the LEA will take to offer classroom-based instruction whenever possible, particularly for students who have experienced significant learning loss due to school closures in the 2019–2020 school year or are at a greater risk of experiencing learning loss due to future school closures.]

When appropriate, the district’s in-person offering will include a full return to In-Person instruction for all students five days per week. The Alexander Valley School consists of class sizes ranging from 13-19 students in each of the seven classrooms on campus for the 20/21 school year. As noted in the "Safe and Sustainable Return to AVS" slide deck found on the district website: <http://alexandervalleyusd.org>, our plan highlights the importance of following county, state public health guidelines.

The plan also highlights the district’s safety plans for frequent cleaning of high touch surface areas, adequate hand sanitizer, sufficient hand washing stations, health screenings, daily temperature checks, face coverings, face shields, reminder signs of health protocols and symptom checks, and plexiglass in more enclosed spaces. Any large gatherings will be prohibited and visitors/guests on campus will be very limited.

In order to identify students who have experienced significant learning losses, we will begin the year with initial assessments. Teachers and specialists will use this information to guide and plan their instruction. For the 20/21 school year, our Distance Learning plan includes classified staff members working in individual cohorts with a classroom teacher. Each of the seven cohorts will provide additional intervention support in break-out groups, or in one to one sessions. The basic schedule for learning allows for many opportunities for small group instruction during the regular core content hours. Additional intervention, for students who are having a difficult time engaging in learning will have a team of re-engagement specialists who will work with individual families to come up with solutions that initiate re-engagement in the learning process. This could include a home visit, a check-in over the phone, or via facetime/zoom.

Actions Related to In-Person Instructional Offerings [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Purchase of 60 new additional Chromebooks for grades 4-6. Plexi-glass safe station materials Personal Protective Equipment Additional Staffing for successful cohorts		Yes

Distance Learning Program

Continuity of Instruction

[A description of how the LEA will provide continuity of instruction during the school year to ensure pupils have access to a full curriculum of substantially similar quality regardless of the method of delivery, including the LEA's plan for curriculum and instructional resources that will ensure instructional continuity for pupils if a transition between in-person instruction and distance learning is necessary.]

Alexander Valley will provide a continuity of instruction evidenced by a structured schedule that is similar to the amount of instructional time our students find in a regular classroom day. This structured schedule (daily and weekly) has already been provided or will be provided to families from classroom teachers prior to August 13th, 2020, our first day of school. A Distance Learning Parent Guide Slide deck will be sent to all families which will include parent guidance and information, student expectations during distance learning and a series of targeted objectives. Distance Learning will consist of whole group, small group and individual instruction and supports. In addition to CORE instruction, students will be provided online sessions with qualified staff. These enrichments include; PE, Physical and Life Science, Art, Music, and Spanish.

In order to pivot easily between distance learning and in person learning, students and staff cohorts will remain the same for the entire school year. GoGuardian software platform has been purchased by the district and installed on every student device. This allows for consistent online filtering and protections when the student accesses their device remotely away from our SCOE filtering on-site network.

Access to Devices and Connectivity

[A description of how the LEA will ensure access to devices and connectivity for all pupils to support distance learning.]

Device Support: ALL students will be issued an iPad (grade K) or Chromebook (grades 1-6) with charger for use in distance learning. These devices will be issued to parents after the 20-21 Technology Use Agreement has been signed and authorized by the parent.

Internet Support: Students in need of internet service will be made aware of any subsidized offers for high-speed internet as these will best support multiple students on live video meetings at home. In addition, a series of "hot spots" continues to be secured by AVUSD to provide connectivity and access for families who are in need of this additional support.

Technical Support: Through coordination with our IT lead, all staff have been provided 24-7 access to support technical issues students may experience.

Pupil Participation and Progress

[A description of how the LEA will assess pupil progress through live contacts and synchronous instructional minutes, and a description of how the LEA will measure participation and time value of pupil work.]

AVS teachers and staff will meet remotely with students each day for attendance and instruction in both synchronous and asynchronous formats.

Attendance will be recorded daily. Teachers will monitor progress through formal and informal assessments, including district grade level curriculum assessments and teacher created quizzes and assessments. Students will turn in work for teachers to monitor progress on particular assignments.

Distance Learning Professional Development

[A description of the professional development and resources that will be provided to staff to support the distance learning program, including technological support.]

The Alexander Valley Union School District values the importance of professional development for all staff. Professional Development has become increasingly more important in the area of distance learning as our staff experienced very little time to implement distance learning last spring. Over the summer, teacher and staff engaged in Zoom trainings, Google Classroom, and other multiple content rich curriculum platforms. These include No Red Ink, GoGuardian, Hapara, Lucy Calkins Writing Units of Study, and Seesaw. In addition, both the Certificated and Classified staff members have been in collective collaborative professional learning community discussion throughout the summer. These discussions have targeted best instructional practices, K-6 scheduling coherence, and routines and procedures for online teaching and learning.

Staff Roles and Responsibilities

[A description of the new roles and responsibilities of affected staff as a result of COVID-19.]

Certificated Staff:

As Alexander Valley School begins the year in Distance Learning, Certificated staff has been given the option of working from their classroom or from their home office. Teachers will be expected to continue to teach and support their students in learning standards but will continue to develop new strategies and skills for accomplishing this in a virtual setting.

Classified Staff:

As Alexander Valley School begins the year in Distance Learning, Classified staff been given the option of working from their classroom or from their home office. Classified staff whose job description does not apply to a Distance Learning instructional setting will be on campus to assist with the basic operations of maintaining the campus. This includes the opening and closing of the campus daily with alarms being

turned on/off. Keeping the campus cleaned and disinfected for all staff present during their workday, as well as maintain the safety and overall maintenance of the property.

Supports for Pupils with Unique Needs

[A description of the additional supports the LEA will provide during distance learning to assist pupils with unique needs, including English learners, pupils with exceptional needs served across the full continuum of placements, pupils in foster care, and pupils who are experiencing homelessness.]

Specialists including special education staff, student support coordinators and school counselors will be working directly with general education teachers to provide needed accommodations and supports to students with differing needs.

Before School Starts and Beyond...

Staff will create student supply individual bin material kits to ensure that students have the materials that they will need, including items identified as accommodations in student IEPs or 504 Plans. Teachers will have the opportunity to review IEP's and 504's and adjust accommodations as needed in a "virtual setting" They will work in collaboration with last years teacher and with the parents to ensure students unique educational, behavioral, and emotional needs are being met.

Actions related to the Distance Learning Program [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Unknown at this time	N/A	No

Pupil Learning Loss

[A description of how the LEA will address pupil learning loss that results from COVID-19 during the 2019–2020 and 2020–21 school years, including how the LEA will assess pupils to measure learning status, particularly in the areas of English language arts, English language development, and mathematics.]

Beginning of the Year Assessments
 Identification of Targeted Essential Standards
 Professional Development in Accelerated Learning Strategies
 Technology and Web-based Platforms
 Adaptable Learning Platforms for English Language Arts and Mathematics
 Planning and support for students with special needs
 Social Emotional supports for students via counseling and through Project Mindfulness sessions

Pupil Learning Loss Strategies

[A description of the actions and strategies the LEA will use to address learning loss and accelerate learning progress for pupils, as needed, including how these strategies differ for pupils who are English learners; low-income; foster youth; pupils with exceptional needs; and pupils experiencing homelessness.]

Actions and strategies to address learning loss and accelerate learning progress:

Specifically for English Language Learners: Targeted ELD instructional support will be offered to students via their teacher/aide classroom cohort support network. Best practice strategies will be utilized and shared by our designated ELL Instructional Aide support in direct collaboration with classroom teachers and other grade-level cohort aides.

For low-income, foster youth, and students who experience homelessness: All teachers will incorporate assessment of grade-level readiness at the beginning of the school year. Information obtained from the assessment will be used to guide the teaching of review material and new content. Identified learning loss will be addressed through small group and individual intervention which may be synchronous or asynchronous.

Students with exceptional needs: All teachers will incorporate assessment of grade level readiness at the beginning of the school year. Information obtained from the assessment will be used to guide the teaching of review material and new content. Identified learning loss will be addressed through small group and individual intervention which may be synchronous or asynchronous. IEP goals will be reviewed and additional support from specialists or special education staff will be provided as appropriate to address the learning needs of the students.

Effectiveness of Implemented Pupil Learning Loss Strategies

[A description of how the effectiveness of the services or supports provided to address learning loss will be measured.]

On going assessments will be used to monitor student progress. Weekly staff meetings will take place with data check points throughout each trimester. These reviews of assessment data are designed to monitor the effectiveness of the learning programs offered. For students who are experiencing little to no progress, alternative solutions and interventions will be planned and implemented.

Actions to Address Pupil Learning Loss [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
See Above	Unknown	Yes

Mental Health and Social and Emotional Well-Being

[A description of how the LEA will monitor and support mental health and social and emotional well-being of pupils and staff during the school year, including the professional development and resources that will be provided to pupils and staff to address trauma and other impacts of COVID-19 on the school community.]

The Mental Health of our students, staff, and families is of the utmost important to the AVS school community. Teachers and staff will work within their individual cohorts to gain a better understanding of the social and emotional mental health supports needed for students throughout the start of our school year. Staff will participate in weekly staff meetings led by administration. These meetings will provide the space and opportunity to build upon and share feelings around starting the year in Distance learning.

Pupil Engagement and Outreach

[A description of pupil engagement and outreach, including the procedures for tiered reengagement strategies for pupils who are absent from distance learning and how the LEA will provide outreach to pupils and their parents or guardians, including in languages other than English, when pupils are not meeting compulsory education requirements, or if the LEA determines the pupil is not engaging in instruction and is at risk of learning loss.]

When In-Person instruction starts, any student who contracts the virus or lives with someone who has been diagnosed with COVID-19 must stay home in accordance with state and local health directives. Per Education Code 48205, student absences due to illness or quarantine are considered excused absences.

When a student is absent for COVID-19 reasons, the student's parent/guardian shall notify the school of the reason for the absence. A physician's verification of a student's illness or quarantine may be submitted to AVS. The student may return to school when they submit a clearance from their doctor to their school.

Students who are infected with COVID-19 shall be excluded from on-campus instruction until a medical provider states in writing that the student is no longer contagious. (Education Code 49451; Health and Safety Code 120230; 5 CCR 202).

Attendance Plan

In accordance with AB 98, attendance will be taken daily for each student. Absences will be recorded by the teacher of record.

For attendance taking purposes, teachers mark students present or absent during in-person learning. Attendance for Distance

Learning is met through the following:

1. Evidence of participation in online activities including live interaction sessions, essentially being present
2. Completion of regular assignments
3. completion of assessments

Teachers will take attendance as required by AB 98 and any other state or federal mandates.

A pupil who does not participate in distance learning on a school day shall be documented as absent for that school day.

Students who are absent from distance learning for more than three school days or 60 percent of the instructional days in a school week, without a parent contacting us in regards to their absence shall be subject to additional measures by AVS administration and staff. These include:

1. A member of the staff (Administrator, Certificated/Classified member, Counselor) will provide outreach by making a phone call or site wellness visit. (The purpose of this outreach is to identify the barriers for the family and to help overcome them.)
2. Based on information gained from the family and the rationale as to why the student has obtained a level of absenteeism, other supports will be deployed. They may include:
 - Technology support
 - Parent training
 - School counselor/Mental Health Support
 - School Psychologist/Behavioral support

The parents will be informed that continued absences from distance learning could include:

1. A conference with an administrator and/or school counselor;
2. Development of an Attendance Plan through an SST process;
3. The school administrator may develop an Attendance Plan that includes:

- A. Teacher engagement
- B. Both reward and consequences for further attendance
- C. Referral to the District SARB Panel

School Nutrition

[A description of how the LEA will provide nutritionally adequate meals for all pupils, including those students who are eligible for free or reduced-price meals, when pupils are participating in both in-person instruction and distance learning, as applicable.]

Grab and Go- Distance learning, all meals are bagged to go; no on-site dining.
 Pending the level of need identified, a meal service delivery model will be developed in conjunction with individual student learning schedules. This model will be developed as needed and AVS is in contact with HUSD to finalize this lunch service delivery plans. There is also a chance pending legislation that our food service model could revert back to our food service model deployed in the spring of 2020.

Additional Actions to Implement the Learning Continuity Plan [additional rows and actions may be added as necessary]

Section	Description	Total Funds	Contributing
N/A	N/A at this time	Unknown	No

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

Percentage to Increase or Improve Services	Increased Apportionment based on the Enrollment of Foster Youth, English Learners, and Low-Income students
N/A%	N/A

Required Descriptions

[For the actions being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the needs of these students.]

[A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.]

Specially for English Language Learners: Targeted ELD instructional support will be offered to students via their teacher/aide classroom cohort support network. Best practice strategies will be utilized and shared by our designated ELL Instructional Aide support in direct collaboration with classroom teachers and other grade level cohort aides.

For low-income, foster youth, and students who experience homelessness: All teachers will incorporate assessment of grade level readiness at the beginning of the school year. Information obtained from the assessment will be used to guide the teaching of review material and new content. Identified learning loss will be addressed through small group and individual intervention which may be synchronous or asynchronous.

Students with exceptional needs: All teachers will incorporate assessment of grade level readiness at the beginning of the school year. Information obtained from the assessment will be used to guide the teaching of review material and new content. Identified learning loss will be addressed through small group and individual intervention which may be synchronous or asynchronous. IEP goals will be reviewed and additional support from specialists or special education staff will be provided as appropriate to address the learning needs of the students.



Alexander Valley Union School District

Matt Reno
Superintendent-Principal

August 10th, 2020

Re: 10.2 Discussion: 20/21 Board Committee Assignments

Dear Trustees,

No formal Action is needed on this, but did want to confirm your willingness to serve on the committee below for the 20/21 school year.

President Doran: Curriculum

- A. President Peachey: Facilities
- B. Clerk Hawkes: Technology & Curriculum
- C. Trustee Kreck: Budget & Emergency Prep
- D. Trustee Doran: Curriculum
- E. Trustee Smit: Facilities

Thank you for your continued support with our projects and programs as we move into the upcoming school year.

Sincerely,

M.Reno

Welcome Back AVS Parents and Guardians,

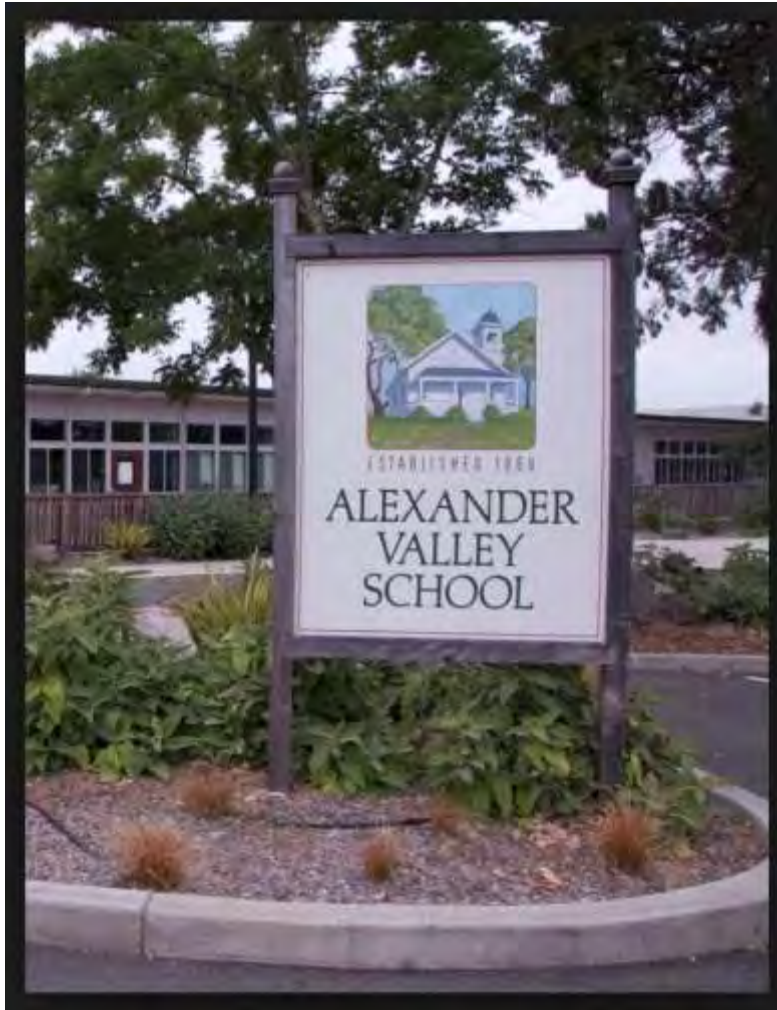
Welcome to the start of the 2020-2021 school year. We are excited to have your child enrolled at AVS and we are once again looking forward to a rewarding academic year. As we start our year in “Distance Learning” it is now more important than ever to build upon our school-home partnership for the most optimum learning experience for your child. Throughout our AVS Handbook, you will see that many of our policies and guidelines are most relevant to “In-Person” teaching and learning. While in “Distance Learning” our teachers will continue to implement our daily attendance policies, monitor student academic progress, and ensure our students will meet the state instructional minute requirements. To this end, please note that our handbook policies are geared more towards a non-Covid-19 environment model of schooling. Until it is safe for students and staff to return to “In-Person” instruction without restrictions, the following items in our handbook will not apply:

1. Visitors on Campus
2. Parent Volunteers
3. Field Trips
4. Drop off and pick up will be curb side only
5. Social distance will be adhered to for students and staff
6. Grades 3-6 will wear face coverings, grades K-2 recommended
7. Play structures are closed
8. No sharing of supplies and materials
9. Students will eat lunch in classrooms or designated outdoor space in cohorts

Please read through the handbook and complete the necessary forms. This information will help us better serve your child.

Sincerely,
Mr. Reno and the AVS Staff

Alexander Valley School



Handbook 2020-2021

Alexander Valley School
8511 Highway 128
Healdsburg, CA 95448
www.alexandervalleyusd.org
Phone 707-433-1375 Fax 707-431-0102

Welcome to Alexander Valley School! The entire staff of Alexander Valley School would like to extend our sincere welcome to each student and parent for the 2020-2021 school year! Our school is dedicated to working as a team with students, parents, staff and community to provide students with a positive learning environment and a high quality educational program. We encourage your active participation and involvement in our school programs and our very own AVSPC (Alexander Valley School Parent Club).

This handbook has been prepared to provide our parents and students with information about our programs and normal operating procedures. If you have questions or concerns regarding your child's instructional program, homework, grades, test scores, behavior, etc., please don't hesitate to request a conference with your child's teacher. If your questions are not completely answered, please call the office at 433-1375 to request a meeting with the principal.

BOARD OF TRUSTEES

President: Derek Peachey
derek@floodlightdigital.com

Clerk: Laura Hawkes
laura@carpenterwine.com

Board Member: Yvonne Kreck
yvonne@millcreekwinery.com

Board Member: Alison Doran
adoran_wine@yahoo.com

Board Member: Steve Smit
ssmit8000@gmail.com

DAILY SCHEDULE

REGULAR DAY GRADES K-6
8:30 – 3:07 (337 Instructional Minutes)
10:10-10:30 Morning Recess
12:10-12:50 Lunch
3:07pm Dismissal

3:15 Students on campus will be sent to After School Program

WEDNESDAY KINDERGARTEN
8:30 – 1:30 (240 Instructional Minutes)
10:10-10:30 Recess
12:10-12:50 Lunch
1:30pm Dismissal

MINIMUM DAY GRADES K-6
8:30-12:15 (185 Instructional Minutes)
10:10-10:30 Recess
11:50-12:10 Lunch
12:15pm Dismissal

Drop-off
Adult supervision begins on the playground at 8:00 am each morning. If a hardship exists and your child needs to arrive before 8:00am, please contact the office.

Pick-up
Immediately after school, a parent or caregiver must pick up students. Students who are not picked up will be sent to our after-school program. Please see afterschool times and prices at the end of the handbook.

Please be sure that your child always knows how he/she will be getting home after school. If there is a change in the routine after school pick up, please make sure to send a note in the morning with your child. If there are unforeseen changes throughout the day, please call as soon as possible so the office can inform your child and the teacher.

Bus Service
Bus service is provided to and from school for those students who live within the Alexander Valley School District Boundaries. Those students who live beyond our District's boundaries must be picked up by 3:15pm, or enroll in our After Care Program.

ATTENDANCE

When students are absent or come to school late, they miss valuable class instruction and can be disruptive when entering the classroom. Please be on time!

Tardy Procedures

Any student who arrives at school after 8:30 a.m. must report to the office to check in and receive a slip for admittance to class. Please contact the office to request a school lunch for your child, as school lunch orders are submitted by 9:00am.

Should my child stay home from school?

In order to prevent the spread of illness, please use the following guidelines:

<i>Symptom that Requires absence from school:</i>	<i>Return to school when:</i>
Temperature above 99 degrees F	Temperature is normal (less than 100) 48 hours without medication.
Vomiting	No vomiting for 48 hours without medication.
Diarrhea	No symptoms for 48 hours.
Impetigo	Lesions/Sores must not be open or crusty.
Pink eye	Treatment with antibiotic is necessary for 24 hours, prior to student returning. A doctor's note is requested upon return.
Ringworm	Treatment is required. Student must have a doctor's note to return.
Scabies	Treatment is required. Student must have a doctor's note to return.
Unidentified Rash	Student must have a doctor's note.
Head Lice	No nits present.

Absence Procedures

If your student is not going to be at school, please contact our office before 9:00 am and leave a message including the name of your student, the reason for the absence and your name and contact phone number. Remember to speak clearly. If you do not call, the office staff will call you to determine why your child is not at school. In addition, contact our office if you have any questions.

Independent Study

If your child is going to have an extended absence (5 or more days) we ask that you complete an Independent Study Form available from your child's classroom teacher. There is no replacement for your child's daily instruction by his or her teacher. It is the best way for your child to learn.

The Governing Board authorizes Independent Study as an optional alternative instructional strategy. Independent Study is designed as a safeguard for necessary absences and unavoidable absences. The teacher will provide the student with assignments that must be completed. This is an extra duty the teachers are asked to do beyond planning and implementing their regular curriculum for the entire class. For these reasons, please note your child's teacher will need a minimum of 5 days prior notice.

Procedures for Early Dismissal of Students

Students are allowed to be checked out during the school hours for medical or dental appointments. Please make sure to send a note with your child indicating the pick-up time. In order to protect each child who needs to leave the school before dismissal time, the parent must personally come to the office and sign the student out. Students will only be released to adults listed on their emergency card if the parent has written a note indicating they would be picked up early and who will be picking them up. Please return your child to school after your appointment if school is still in session. Adults who are on the emergency list but who are not recognized by office staff will be asked to show a photo I.D. A parent must notify the office to give permission for the child to leave school early. Emergency pick up designees do not have the authorization to grant early dismissal from school.

Truancy, SARB and Excessive Illness

Good attendance habits are formed early in a child's school career. In order to improve graduation rates, reduce dropout rates and close the achievement gap, Alexander Valley School will use the **S**chool **A**ttendance

Review Board (SARB) process to meet the needs of pupils with school attendance problems.

The SARB process begins when a student has excessive absences and/or is habitually tardy as determined by state regulations and local school board policies. The Education Code Section 48260 states, “a pupil who is absent from school without a valid excuse for three days in one school year or is tardy or absent for more than any thirty-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, is a truant and shall be reported to the District’s Superintendent.”

In addition, students are only allowed a total of seven (7) absences due to illness during a school trimester. Any absence that exceeds the seven illness days will be unexcused unless a doctor note is provided.

If you have any questions or concerns regarding the school attendance or the SARB process, please contact the school office.

COMMUNICATION: TUESDAY MAIL

Our Tuesday mail will be sent home every Tuesday. Please look for the Tuesday mail, as it contains updated information, calendars and school news.

GRADES/CONFERENCES

We have a trimester system at AVS. Report cards are standards-based. This means we report to you on your child’s progress toward reaching the state standards. Your child’s teacher will talk about the standards at Back to School Night.

Conferences will be conducted in the Fall and in the Spring. Report cards will be given out at the end of each trimester. Optional spring conferences will be held in March.

HOMEWORK

Each grade level assigns homework according to the district adopted Homework Policy. It is recommended that Kinder and First grade students have 10-15 minutes

per night and Second-Sixth have 10 minutes per grade level. (i.e. 4th: 40min., 6th 60min.)

HEALTH AND SAFETY

The safety of all students is our primary concern.

Emergency Information

Up-to-date information must be on file in the school office for every student. Please notify the office immediately should you have an address or phone number change. Students will only be released to adults listed on the emergency information. We ask that you list one out of state emergency contact in addition to your local contacts. Please note that carpool arrangements are not necessarily considered emergency contacts. Please be specific.

Any medical condition of your child should be noted on the emergency paperwork (i.e. asthma, allergies, heart conditions, etc.). By being aware of his/her conditions, we can better help your child in a medical emergency.

For your child’s welfare, please keep the emergency information current.

California Immunization Law

The California Health and Safety Code requires that every child entering a California school be immunized against polio, diphtheria, tetanus, measles, mumps, rubella varicella and hepatitis B according to regulations of the State Health Department. If your child has not fulfilled these requirements, he/she will be excluded from school. Your child will be readmitted to school as soon as you present evidence that the necessary immunizations have been started. Parents requesting medical exemptions for admission after July 1, 2019 must meet state requirements. See the office.

All first grade children in California must show evidence of a health screening examination within 18 months of entering first grade. Your child must also have an oral health assessment in kindergarten or first grade; whichever is his or her first year of public school. Parents retain the right to waive all or part of either examination.

Medication

California Ed. Code Section 49423 provides that any pupil who is required to take medication during the

regular school day prescribed by a physician may be assisted by the School Nurse or other designated school personnel. If your student must take a prescription or over-the-counter medication in school, you may do any of the following:

1. You or an adult designated by you in writing, may come to school and give the medication to your child.
2. You may get a copy of the Authorization for Medication form from the school office and take it to your child's health care provider. This form must be filled out and signed by the health care provider and the parent/legal guardian. Once completed, return this form and the medication to the school office. The medication must be delivered to the office in its original container.
3. You may choose to discuss with your healthcare provider a schedule for giving medication outside of school hours.

Emergency Plan

Student safety is our top priority. The school has developed a Safety Plan that is updated annually and covers what we will do in case of emergencies. This plan is available upon request.

Throughout the year, students participate in drills for events such as fire, earthquake and lockdown. We practice and evaluate the drills to provide the most efficient, prompt, and safe procedures for students and staff response to emergencies.

If a school emergency occurs, parents will be notified about the situation by the most appropriate form of communication. The communication format is dependent upon the emergency and may be a phone call home, an email to the address that you provided to the office staff, your child's teacher, a note taken home by your student and/or notification on our district website.

We ask that all families follow these guidelines in times of emergency:

1. Please do not drive to school. We must allow for access for emergency vehicles. We know that families are concerned for the safety of their children and want to be with them as soon as possible but we must not interfere with the ability of the appropriate agencies to respond.
2. We ask that you do not come onto campus and begin searching buildings for your student. Students will be in designated areas, supervised by staff members.
3. Turn on local radio (KZST 100.1 FM) and TV stations for information on what to do and where to respond.
4. Keep the phone lines open to receive information.
5. If student pick-up is necessary after a major disaster please proceed to the emergency "Student

Release & Records Station" family reunification zone, located behind the school. AVS staff members will guide you to the reunification zone (see lockdown/EVAC procedures.). Wait for your child to be dismissed by school personnel, please be prepared to show Photo I.D. We must carefully track the safety and whereabouts of each and every child who is at school.

6. Do not panic. As part of our emergency preparation we have essential supplies on hand to assist both the teacher and students during an emergency.

Through education, we can achieve our goal of a safe, appropriate and prompt response to any emergency situation. If you would like to assist as a member of our Safety Committee, contact the school office.

LOCKDOWN/ EVACUATION PROCEDURES

PARENT PROCEDURES

1. Office is informed of something that warrants Lockdown to be called campus wide. "Lockdown" is initiated by front office over intercom. A 911 call is made.
2. All Staff quickly open classroom doors, look for any students, staff, or parents in hallway. These individuals enter the closest room and take shelter in a Lockdown.
3. Staff member locks all classroom doors, pulls curtains/blinds closed and assembles students in safe corner of room while remaining silent.
4. Staff, via text or email communicates status and attendance updates to Office Staff.
5. Front Office Staff (also in Lockdown) communicates Via *Home Alert System to Parents, when safe to do with status updates and Parent next steps.
6. All remain in Lockdown until Emergency Services arrive and situation is neutralized.
7. Parents informed with *Home Alert Updates of situational evacuation procedures and next steps should an evacuation be required.
8. Only School Administrator or Emergency Service Personnel will deem the campus safe resulting in opening each classroom.
9. Once Campus is deemed SAFE, Parents arrive on campus, students are picked up in dedicated pick up safe zone.
10. Follow up next steps communicated via social media and *Home Alert Updates.

AVS STUDENT EVACUATION PARENT PROCEDURES

You will receive a *Home Alert message via text/phone stating students are being evacuated, when it is safe to do so.

Be sure to check local road conditions via radio (KZST) /social media to ensure your safety to and from AVS to secure your child. Our *Home Alert System is programmed to the first number you submitted on your emergency card. If your number has recently changed, please notify the office.

Parents arriving at AVS to pick up your child during an evacuation:

Our front parking lot will be blocked off for emergency vehicle access only. Signage will direct parents to enter the side access lane near school entry. Parents will drive down side access lane where they will reach the Family Reunification Zone. (see map on back) Here, each parent will need to show picture ID as we may have an individual managing the Parent Check-in station who may be unfamiliar with who you are. Also, we would only release students to whomever is on the emergency card, no exceptions. Students will be released by a staff member at back field gate. Parents should continue east on the access lane after securing their child and exit on to Hwy 128.

**Home Alert System: This system calls the number you placed as the primary contact line on your child's emergency card, if your primary contact number should change, inform the office immediately.*

PESTICIDE APPLICATION LIST

Amdro Grant's Ant Stakes, Ortho Hornet & Wasp Killer, Paul Koss K-Bomb Insect Killer, JT Faton Dust Boric Acid (for roaches), Orange Guard Inc., Orange Guard (for insects) are pesticides that are used at school. If you wish to receive notification regarding the application of the pesticides at school please indicate on the agreement form.

Department of Pesticide Regulation Website
cdpr.ca.gov/dprdatabase.htm
cdpr.ca.gov/docs/pur/purmain.htm

FOOD SERVICES

Lunch is served each day. It is important to pay forward for lunch. Lunch is \$4.00 and \$.65 for an extra milk unless you qualify through the NSLP (National School Lunch Program). If you qualify for reduced price meals, you are responsible on the day of service for the reduced price of each meal. When you receive a bill for lunch service, you are responsible for prompt payment.

Students who bring lunch from home should have their name clearly written on the bag or lunchbox. **Students may bring a nutritious snack to be eaten at recess time.**

We encourage a healthy lifestyle and do not encourage students to bring candy, soda or energy drinks to school.

Your child may be eligible for free or reduced-price meals. Applications are included in the first day packet or you may obtain one from the office.

BIRTHDAY CELEBRATIONS

In working in partnership with all of you, we know how important your child's birthday celebrations can be, as well as the treats that come with these celebrations. In thinking about the impact that sugary treats can have on student learning, we encourage our parents to bring a healthy choice snack alternative. Below are a few suggestions from the AVS Wellness Committee that you might consider if you decide to bring in a "birthday treat".

- Honor their child's birthday by sending non-food treats such as stickers or pencils
- Ensure all food sent to school for birthday celebrations promote healthy food choices (100% juice instead of punch, 100% fruit juice freezer pops, Trail mix, fruit or vegetables, popcorn, dried fruits, yogurt, fruit leather, String cheese, or, Pretzel products)
- Ask your child's teacher what non-food or healthy rewards/incentives they are utilizing in the classroom.

TEXTBOOK & DIGITAL DEVICES

Textbook and digital devices will be assigned by the classroom teacher to your child. The student will care and use the books and devices as they are intended. They will responsible to pay for lost or damaged books and digital devices, including current price, tax, and replacement cost shipping. The following are

approximate costs for such items: Workbooks \$15, textbooks up to \$75, digital device up to \$300.

LIBRARY BOOKS

Students will go to the library once a week. Kindergarten may check out one book per week, while grades 1-6 may check out two books per week. They may check out two books at a time. Books must be returned on or before their due dates. If a book is lost or damaged the student will need to either replace the book or pay the replacement cost for the book.

TRANSPORTATION

AVS provides transportation to and from school for those families who reside within the District's boundaries. Bus routes typically begin at 7:40am getting students to school by 8:30am. Bus Departs at 3:15pm and typically has students home by 4:15pm. The office will provide detailed route schedules on an annual basis.

DISCIPLINE

At Alexander Valley School we promote a positive and safe learning environment for all students. Each class will participate in lessons and assemblies that teach and practice appropriate behavior. Procedures for managing student behavior on the playground, in the classroom, in the cafeteria, at assemblies, on field trips, in the school bathrooms, at pick-up and drop-off times, while walking or rolling to and from school, on the play structures, and in the office and library are designed to allow students to correct inappropriate behaviors before more serious problems develop.

Our school **PRIDE** pledge highlights our student and staff culture at AVS.

P: Passionate
R: Responsible
I: Inclusive
D: Determined
E: Empowered

In addition, we also support the teachings and learning of our 3 B's program below.

Be Safe

I will keep my hands, feet and objects to myself. I will walk quietly and safely.

Be Respectful

I will respect others and myself. I will use kind words.

Be Responsible

I will be a good listener, follow directions, and do my best. I will be on time to class and ready to learn.

Continued inappropriate behavior will follow a progressive discipline plan that begins with the student and teacher, then includes the parents, then, if still unresolved, includes the principal.

APPROPRIATE DRESS

Students are expected to be neat and clean and appropriately dressed for school. **Shoes must be closed-toe.** Clothing must be free from unacceptable printing and not interfere with the learning environment. Clothing must cover underwear and be appropriate length. Hats are to be taken off indoors.

PARENT INVOLVEMENT

We welcome parents and guardians to AVS. Parents and Guardians are encouraged to participate in school activities such as volunteering in the classrooms, joining our AVSPC [Alexander Valley School Parent Club], participating in PC sponsored events and fundraisers, attending School Site Council meetings, attending ELAC {English Learner Advisory Committee} meetings, attending Parent- Teacher conferences, celebrating student performances and awards assemblies etc.

Each and every time a parent or visitor comes to school he/she must sign in at the office. A visitor badge must be worn at all times while any non-employee is on campus and students are in school. For the safety of all students, this procedure must be followed. Please do not proceed to a classroom or onto campus without first signing-in.

PERSONAL PROPERTY

Students' personal property (i.e. games, toys, balls, etc.) may be brought to school only with teacher permission. The items must be brought directly to the classroom and are not allowed in the cafeteria or on the playground. Teachers are authorized to confiscate any item that disrupts the learning process or student conduct.

The school does not assume responsibility for personal property belonging to individual students.

Items that are not allowed at school include: weapons (real or look alike toys), shoes with wheels (heelies), water pistols, water balloons, lasers, aerosol sprays of any type, matches or lighters.

Lost and found is located in the breezeway. You are welcome to come look for missing items during regular office hours. Please identify your children's clothing by writing first and last name on all personal items (i.e. jackets, sweaters, lunch boxes, hats, etc.). Lost and found items will be donated three (3) times a year to a local Goodwill store, after every minimum day. These minimum days are: the Friday before Winter Break, the Friday before Spring Break and the last day of school.

TRAFFIC AND SAFETY

A good day at school starts with arriving safely and on time. During drop-off and pick-up times, please keep in mind the following:

When parking:

- Park in the front parking lot.
- **Do not park or leave your car unattended on the curb in the front circle, these lanes are for drop-off and pick-up only.**
- Please avoid blocking neighbor's driveways.
- Use crosswalks if you need to park across the street.

When using the front curb

- Do not park or get out of your car as it holds up the entire line of cars behind you. Do not leave your car idling.
- Pull forward as much as you are able to allow more cars to drop-off at the same time.
- Children are to unload from the passenger side of the car.
- If you need to get out of your car you must find a legal place to park.
- If your child does not dismiss from the building in a timely manner, you may be asked to find a parking spot to wait.
- Do not park on either side of the school enter or exit signs as it blocks visibility of incoming traffic.

Please respect all school staff as they assist students and adults.

ANNUAL RIGHTS NOTIFICATION

The annual notification is available in an electronic format at www.alexandervalleyusd.org. A copy has been provided to you in your back to school packet.

Student Use of Technology-Board Policy

The Alexander Valley Union School District Board of Trustees encourages the use of computers, video tapes, interactive video disc, distance-learning, cable television, and other technologies to enhance an instructional program. The Board recognizes these technologies to do the following:

- a. Give students new ways to access information and practice skills.
- b. Help teachers meet a wide range of learning styles.
- c. Enable teachers to move from whole class instruction to a mixture of small-group and individualized instruction.
- d. Assist students to develop reasoning and problem solving capabilities.

At the beginning of each school year, parents/guardians shall receive a copy of the district policy regarding access by students to the Internet and online sites (Education Code). This information shall be contained within the District Acceptable Use Agreement form.

The Superintendent or designee shall oversee the maintenance of the District's technological resources and may establish guidelines and limits on their use. In addition, the Superintendent or designee shall conduct an annual review of the District's resources and use of technology in instruction. This review shall include consultation with the District Technology Committee and shall result in annual revision of the District Technology Plan.

The Superintendent or designee shall establish procedures governing student access to technology that is age appropriate. These procedures shall include the use of age-appropriate filtering software to block perceived inappropriate Internet sites from students. These procedures shall prohibit access to harmful matter on the Internet which may be obscene or pornographic and preclude other misuses of the system. In addition, these procedures shall establish the fact that users have no expectation of privacy and that District staff may monitor or examine all system activities to ensure proper use of the system. Students who fail to abide by District rules and procedures shall be subject to disciplinary

action, revocation of use, and legal actions as appropriate. (Penal Code, Discipline Policy).

Because the Internet contains an unregulated collection of resources, the District cannot guarantee the accuracy of the information or the appropriateness of any material that a student may encounter. Therefore, before using the District online resources, each student and his/her parent/guardian shall sign and return an Acceptable Use Agreement. This agreement shall specify user obligations and materials acquired by this student on the system, for violations by the student of copyright restrictions, users mistakes or negligence or any costs incurred by users (U.S. Code, Title 20, Education Code).

Student shall be supervised by staff while using the Internet and online services.

Alexander Valley Union School District

Board adopted: October 20, 2004

Computer/Internet- ACCEPTABLE USE CONTRACT

Computer and Internet access is available to the Alexander Valley Union School District. The Internet offers vast, diverse, and unique resources to our school community. Our goal in providing this service to students is to promote educational excellence in our school through resource sharing and communication that is curriculum based.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. The Alexander Valley Union School District has taken reasonable precautions to restrict access to controversial materials including the use of Internet filtering software. However, on a global network it is impossible to control all materials in an industrious user may discover inappropriate information. The District firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may obtain unsuitable material.

TERMS AND CONDITIONS

Network and Internet Etiquettes

All users are expected to abide by the generally accepted rules of network etiquette:

1. Be polite. Never send or encourage others to send abusive messages or encourage cyber-bullying.
2. Use appropriate language.
3. Do not monopolize the system.

4. Do not download or print large files without authorization.
5. Do not give out personal information about yourself or others, including name, address, or telephone number.
6. Do not call attention to inappropriate material. Remove such material from the screen immediately.

Unacceptable use

The use of the school computers and the Internet must be in support of education and research consistent with the educational objectives of the Alexander Valley Union School District. The following represents inappropriate uses and may violate state or federal law:

1. Using the network for commercial purposes.
2. Using the network for political lobbying.
3. Using the network to inappropriately obtain or use personal information about others.
4. Using the network for destructive purposes (destroying or damaging property directly or via viruses or deleting software).
5. Using the network for stealing from others (data, passwords, software programs, accounts, copyrighted materials, etc.).
6. Using the network for gaining unauthorized access to any network or database.
7. Using the network to send/receive a message with someone else's name on it.
8. Using the network to send/receive a message that is inconsistent with the school's code of conduct.
9. Downloading, uploading or transmission of copyrighted material (including but not limited to music, videos, software, text, graphics, etc.) and material protected by trade secret.
10. Transmission of threatening, harassing, racist, or obscene material.
11. Using the network to access chat rooms, personal email, instant messaging, and other instant communication services.

District Responsibilities/Limits

The Alexander Valley Union School District makes no warranties of any kind, whether expressed or implied, for the service it is providing and assumes no liability or responsibility for damages of any kind which the user may sustain as a result of using the service. This includes, but is not limited to, losses relating to delays in transmission, receipt, or interruptions in service. The Alexander Valley Union School District assumes no liability for the use or misuse of any information received or obtained via the network or the Internet. The user assumes all risk of such use or misuse. That Alexander Valley Union School District in no way assumes any

liability for the accuracy or quality of any and all information received or obtained through the network or the Internet.

This contract is provided so that you are aware of the responsibilities that you are about to accept. The use of the Internet and other information technology is a privilege, not a right, and inappropriate use can result in removal of this privilege. If an Alexander Valley Union School District user violates any of these provisions, the District reserves the right to discipline the user including the suspension, limitation or denial of future access. In addition, the user will be held financially responsible for any damages resulting from misuse of the system.

A signature below is binding, and indicates that the party who signs it has carefully read and understood the significance of this contract's terms and conditions. No user has permission to access the Internet or use school district computers without this signed and dated contract on file with the district. I understand and will abide by the above Computer/Internet Acceptable Use contract. I further understand that any violation of the regulation is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or appropriate legal action may be taken.

As the parent/guardian of this user, I have read this agreement. I understand that this access is designed for educational purposes only. I recognize that the Alexander Valley Union School District has taken reasonable precautions to limit access to harmful material or material that is not approved for use within the public school system, I also recognize it is impossible for Alexander Valley Union School District to restrict access to all harmful or unapproved materials, and I will not hold the District responsible for such materials acquired by my child on the network. Further, I accept full responsibility for any such material acquired by my child.

Uniform Complaint Procedures

Admin. Regulation 1312.3

Community Relations

Except as the Governing Board may otherwise specifically provide in other Board policies, the uniform complaint procedures shall be used only to investigate and resolve complaints alleging violations of federal or state laws or regulations governing specific educational programs, the prohibition against requiring students to pay fees, deposits, or other charges for participating in educational activities, and unlawful discrimination,

harassment, intimidation, or bullying, as specified and accompanying board policy.

(cf. 1312.1 – Complaints Concerning District Employees)
(cf. 1312.2 – Complaints Concerning Instructional Materials)
(cf. 1312.4 – Williams Uniform Complaint Procedures)
(cf. 4031 – Complaints Concerning Discrimination in Employment)

The district's uniform complaint procedures policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. If 15 percent or more of students enrolled in a particular school district speaks a single primary language other than English, the district's policy, regulation, forms, and notices concerning uniform complaint procedures shall be translated into that language. (Education Code 234.1, 48985)

(cf. 5145.6 – Parental Notifications)

Compliance Officers

The following compliance officer(s) shall receive and investigate complaints and shall ensure district compliance with law:

Superintendent – Principal
8511 Highway 128
Healdsburg, CA 95448
(707) 433 – 1375

The Superintendent-Principal or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Designated employees may have access to legal counsel as determined by the Superintendent-Principal or designee.

(cf. 9124 – Attorney)

Notifications

The Superintendent-Principal or designee shall annually provide written notification of the district's uniform complaint procedures to students, employees, parents/guardians, the district advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. (Education Code 262.3, 49013; 5 CCR 4622)

(cf. 0420 – School Plans/Site Councils)
(cf. 1220 – Citizen Advisory Committees)
(cf. 3260 – Fees and Charges)
(cf. 4112.9/4212.9/4312.9 – Employee Notifications)
(cf. 5145.6 – Parental Notifications)

The notice shall:

1. Identify the person(s), position(s), or unit(s) for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal discrimination laws, if applicable.
3. Advise the complainant of the appeal process, including, if applicable, the complainant's right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies
4. Include statements and that:
 - a. The District has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs.
 - b. The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline.
 - c. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying must be filed no later than six months from the date it occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying.
 - d. The complainant has a right to appeal the district's decision to the CDE by filing a written appeal within 15 calendar days of receiving the district's decision
 - e. The appeal to the CDE must include a copy of the complaint filed with the district and a copy of the district's decision.
 - f. Copies of the district's uniform complaint procedures are available free of charge.

Procedures

All complaints shall be investigated and resolved within 60 calendar days of the district's receipt of the complaint. (5 CCR 4631)

Compliance officers shall maintain a record of each complaint and subsequent related actions, including all information required for compliance with 5 CCR 4631 and 4633.

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled, and when a decision or ruling is made.

Step 1: Filing of Complaint

Any individual, public agency or organization may file a written complaint of the districts of alleged noncompliance with federal or state laws or regulations governing educational programs. (5 CCR 4630)

A complaint concerning unlawful discrimination, harassment, intimidation, or bullying may be filed only by a person who alleges that he/she personally suffered a unlawful discrimination, harassment, intimidation, or bullying or by a person who believes that an individual or any specific class of individuals has been subjected to it. The complaint shall be initiated no later than six months from the date when the alleged discrimination, harassment, intimidation, or bullying occurred, or six months from the date when the complaint first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying. However upon written request by the complainant, the Superintendent-Principal or designee may extend the filing period for up to 90 calendar days. (5 CCR 4630)

A complaint alleging noncompliance with the law regarding the prohibition against requiring students to pay student fees, deposits, and charges may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance. (Education Code 49013)

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number in a date stamp.

If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint. (5 CCR 4600)

Step 2: Mediation

Within three business days of receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging discrimination, harassment, intimidation, or bullying, the compliance officer shall ensure that all parties agree to make the mediator a party to related confidential information.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. (5 CCR 4631)

Step 3: Investigation of Complaint

Within 10 calendar days of receiving the complaint, the compliance officer shall provide the complainant and/or his/her representative an opportunity to present the complaint and any evidence, or information leading to evidence, to support the allegations in the complaint. The compliance officer also shall collect all documents and interview all witnesses with information pertinent to the complaint.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, or their refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in the dismissal of the complaint because of the lack of evidence to support the allegation. (5 CCR 4631)

In accordance with law, the district shall provide the investigator with access to records and other information related to the allegation in the complaint and shall not in any way obstruct the investigation. Failure or refusal of the district to cooperate in the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complaint. (5 CCR 4631)

Step 4: Response

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant a written report of the district's investigation and decision, as described in Step #5 below, within 60 calendar days of the district's receipt of the complaint. (5 CCR 4631)

Step 5: Final Written Decision

The district's decision shall be in writing and sent to the complainant. (5 CCR 4631)

The district's decision shall be written in English and when required by Education Code 48985, in the complainant's primary language.

For all complaints, the decision shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered
2. The conclusion(s) of law
3. Disposition of the complaint
4. Rationale for such disposition
5. Corrective actions, if any are warranted
6. Notice of the complainant's right to appeal the district's decision within 15 calendar days to the CDE and procedures to be followed for initiating such an appeal

In addition, any decision concerning a discrimination, harassment, intimidation, or bullying complaint based on state law shall include a notice that the complainant must wait until 60 calendar days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies. (Education Code 262.3)

If investigation of a complaint results in discipline to a student or an employee, the decision shall simply state that effective action was taken and that the student or employee was informed of district expectations. The report shall not give any further information as to the nature of the disciplinary action.

If a complaint alleging the noncompliance with the laws regarding student fees, deposits, and other charges is found to have merit, the district shall provide a remedy to all affected students and parents/guardians, which, where applicable, shall include reasonable efforts to ensure full reimbursement to them. (Education Code 49013)

Appeals to the California Department of Education:
If dissatisfied with the district's decision, the complainant may appeal in writing to the CDE. (Education Code 49013; 5 CCR 4632)

The complainant shall file his/her appeal within 15 calendar days of receiving the district's decision and the appeal shall specify the basis for the appeal of the decision and whether the facts are incorrect and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of the district's decision. (5 CCR 4632)

Upon notification by the CDE that the complainant has appealed the district's decision, the Superintendent-Principal or designee shall forward the following documents to the CDE: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the decision
3. A summary of the nature and extent of the investigation conducted by the district, if not covered by the decision
4. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
5. A report of any action taken to resolve the complaint
6. A copy of the district's uniform complaint procedures
7. Other relevant information requested by the CDE

The CDE may directly intervene in a complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists, including when the district has not taken action within 60 calendar days of the date the complaint was filed with the district. (5 CCR 4650)

Civil Law Remedies

A complainant may pursue available civil law remedies outside of the district's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders.

For complaints alleging discrimination, harassment, intimidation, and bullying based on state law, a complainant shall wait until 60 calendar days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies, provided the district has appropriately and in a timely manner apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4622. The moratorium does not apply to injunctive relief and to discrimination complaints based on federal law. (Education Code 262.3)

Regulation ALEXANDER VALLEY UNION SCHOOL DISTRICT

Approved: February 12, 2013

Healdsburg,
California

Sexual Harassment

Board Policy 4119.11

Personnel

The Governing Board prohibits sexual harassment of district employees and job applicants. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify or otherwise participate in the complaint process established pursuant to this policy and administration regulation.

(cd. 0410 – Nondiscrimination in District Programs and Activities)

(cf. 4030 – Nondiscrimination in Employment)

The Superintendent/Principal or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and disseminating the district's sexual harassment policy to staff (cf.

4112.9/4212.9/4312.9 – Employee Notifications)

3. Ensuring prompt, thorough, and fair investigation of complaints
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. (5 CCR 4964)

Any district employee or job applicant who feels that he/she has been sexually harassed or who has knowledge of any incident of sexual harassment by or against another employee, a job applicant or a student, shall immediately report the incident to his/her supervisor or the Superintendent.

A supervisor or other district administrator who receives a harassment complaint shall promptly notify the Superintendent/Principal or designee.

Complaints of sexual harassment shall be filed in accordance with AR 4031 - Complaints Concerning Discrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint. (cf. 4031 – Complaints Concerning Discrimination in Employment)

Any district employee who engages or participates in sexual harassment or aids, abets, incites, compels, or coerces another to commit sexual harassment against a district employee, job applicants, or student is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

TITLE IX: PROHIBITING SEX-BASED

DISCRIMINATION

Title IX of the Education Amendments of 1972 (“Title IX”) is a federal law that prohibits sex-based discrimination in all educational programs and activities, including athletic programs. No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity operated by the Alexander Valley Union School District. Title IX protects all participants in the Alexander Valley Union School District's educational programs and activities, including students, parents, employees, and job applicants. The Alexander Valley Union School District does not discriminate on the basis

of sex. Discrimination on the basis of sex can include sexual harassment and sexual violence.

In addition to Title IX, the California Education Code prohibits discrimination on the basis of sex in schools. (California Education Code §§ 220-221.1.) Other state and federal laws also prohibit discrimination and ensure equality in education.

Questions or for more information regarding Title IX, please contact our Title IX Site Coordinator Mr. Matt Reno, Superintendent/Principal of the Alexander Valley School District. mreno@alexandervalleyusd.org

- (cf. 4117.4 – Dismissal)
- (cf. 4118 – Suspension/Disciplinary Action)
- (cf. 4218 – Dismissal/ Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200.262.4 Prohibition of discrimination on the basis of sex

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

12950.1 Sexual harassment training

LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

CODE OF REGULATIONS, TITLE 2

7287.8 Retaliation

7288.0 Sexual harassment training and education

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX, 1972 Education Act

Amendments

CODE OF FEDERAL REGULATIONS, TITLE 34

106.9 Dissemination of policy

COURT DECISIONS

Department of Health Services v. Superior Court of California, (2003) 31 Cal. 4th 1026

Faragher v. City of Boca Raton, (1998) 118 S. Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S. Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S. Ct. 1989

Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S. Ct. 998

Meritor Savings Bank, FSB v. Vinson et. Al., (1986) 447 U.S. 57

Management Resources

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL

Protecting Students from Harassment and Hate Crime, January, 1999

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/index.html>

Policy ALEXANDER VALLEY UNION SCHOOL DISTRICT

Adopted: April 23, 2009 Healdsburg, California

Bullying

Board Policy 5131.2
Students

The Governing Board recognizes the harmful effects of bullying on student learning in school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

(cf. 5131 Conduct)

(cf. 5136 – Gangs)

(cf. 5145.3 – Nondiscrimination/Harassment)

(cf. 5145.7 – Sexual Harassment)

(cf. 5145.9 – Hate-Motivated Behavior)

Cyber bullying includes the transmission of harassing communications, direct threats, or other harmful text, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyber bullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

(cf. 5145.2 – Freedom of Speech/Expression)

Strategies for bullying prevention and intervention shall be developed with involvement of key stakeholders in accordance with law, Board policy, and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such plans.

(cf. 0420 – School Plans/Site Councils)

(cf. 0450 – Comprehensive Safety Plan)

(cf. 1220 – Citizen Advisory Committees)

(cf. 1400 – Relations Between Other Governmental Agencies and the Schools)

(cf. 6020 – Parent Involvement)

Bullying Prevention

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

(cf. 5137 – Positive School Climate)

(cf. 6164.2 – Guidance/Counseling Services)

The district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and inappropriate online behavior.

(cf. 6142.8 – Comprehensive Health Education)

(cf. 6142.94 – History-Social Science Instruction)

(6163.4 Student Use of Technology)

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

(cf. 4131 – Staff Development)

(cf. 4231 – Staff Development)

(cf. 4331 – Staff Development)

Based on an assessment of bullying incidents at school, the Superintendent-Principal or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restaurants, and cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect another student is being victimized. In addition, the Superintendent-Principal or other designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Ed. Code 234.1)

When appropriate, the Superintendent-Principal or his/her designee shall notify the parents/guardians of the victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

Complaints and investigation

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with the District's uniform complaint procedures specified in AR 1312.3 – Uniform Complaint Procedures.

(cf. 1312.3 – Uniform Complaint Procedures)

When a student is reported to be engaging in bullying off campus, the Superintendent-Principal or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

When a student uses a social networking site, or service agency to bully or harass another student, the Superintendent-Principal or designee shall file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

Discipline

Any student who engages in bullying on school premises, or off campus in a manner that causes or is

likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

(cf. 5138 – Conflict Resolution/Peer Mediation)

(cf. 5144 – Discipline)

(cf. 5144.1 – Suspension and Expulsion/Due Process)

(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 – Behavioral Interventions for Special Education Students)

Legal Reference:

EDUCATION CODE

200 – 262.4 Prohibition of discrimination

32282 Comprehensive safety plan

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

48900-48925 Suspension or expulsion

48985 Translation of notices

PENAL CODE

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

COURT DECISIONS

J.C. v. Beverly Hills Unified School District, (2010) 711 F. Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources

CSBA PUBLICATIONS

Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten through Grade Twelve, 2008

Bullying at School, 2003

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: harassment and Bullying, October 2010

WEB SITES

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

California Cybersafety for Children:

<http://www.cybersafety.ca.gov>

California Department of Education, Safe Schools Office:

<http://www.cde.ca.gov/lr/ss>

Center for Safe and Responsible Internet Use:

<http://cyberbully.org>

National School Boards Association:

<http://www.nsba.org>

National School Safety Center:

<http://www.schoolsafety.us>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr>

Policy ALEXANDER VALLEY UNION SCHOOL DISTRICT
adopted: August 13, 2013 Healdsburg, California

Visitors/Outsiders

Board Policy 1250

Community Relations

The Governing Board believes that is important for parents/guardians and community members to take an active interest in the issues affecting school districts and students. Therefore, the Board encourages interested parents/guardians and community members to visit the schools and participate in educational programs.

(cf. 1240 Volunteer Assistance)

(cf. 5020 Parent Rights and Responsibilities)

(cf. 6020 – Parent Involvement)

To ensure the safety of students and staff and minimize interruption of the instructional program, the Superintendent/Principal or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be arranged with the Principal or designee. When a visitor involves a conference with the teacher or Principal, an appointment should be scheduled during on instructional time.

(cf. 6116 – Classroom Interruptions)

Any person who is not a student or staff member shall register immediately upon entering any school building our grounds when school is in session.

(cf. 1112 – Media Relations)

The Superintendent-Principal or designee may provide a visible means of identification for all individuals were are not students or staff members while on school premises.

No electronic listening and recording device may be used by any person in the classroom without the teacher's and Superintendent/Principal's permission. (Education Code 51512)

The board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the districts complaint process if they have concerns with any district program or employee. In accordance with Penal Code 626.7, the Superintendent/Principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

(cf. 1312.1 – Complaints Concerning District Employees)

(cf. 1312.2 – Complaints Concerning Instructional Materials)

(cf. 1312.3 – Uniform Complaint Procedures)

(cf. 1312.4 – Williams Uniform Complaint Procedures)

(cf. 3515.2 – Disruptions)

Presence of Sex Offender on Campus

Any person who is required to register as a sex offender pursuant to Penal Code 290, including a parent/guardian of a district student, shall request written permission from the Superintendent/Principal before entering the school campus grounds. As necessary, the Superintendent/Principal shall consult with the local law enforcement authorities before allowing the presence of any such person at school or other school activity.

Legal Reference:

EDUCATION CODE

32210 Willful disturbance of public school or meeting

32211 Threatened disruption or interference with classes; misdemeanor

32212 Classroom interruptions

35160 Authority of governing boards

35292 Visits to schools (board members)

49091.10 Parental right to inspect instructional materials and observe school activities

51101 Parent Rights Act of 2002

51512 Prohibited use of electronic listening or recording device

EVIDENCE CODE

1070 Refusal to disclose news source

LABOR CODE

230.9 Discharge or discrimination for taking time off to participate in child's educational activities

PENAL CODE

290 Sex offenders

626-626.10 Schools

627-627.10 Access to school premises, especially:

627.1 Definitions

627.2 Necessity of registration by outsider

627.7 Misdemeanors; punishment

COURT DECISIONS

Reeves v. Rocklin Unified School District, (2003) 109

Cal.App.4th 652

ATTORNEY GENERAL OPINIONS

95 Ops.Cal.Atty.Gen.509 (1996)

ALEXANDER VALLEY UNION SCHOOL DISTRICT

Adopted: June 20, 2012 Healdsburg, California

FURTHER INFORMATION

As the year progresses, more information will be shared in the Tuesday mail sent home each week. Look for an emailed copy sent electronically, or a hard copy is available in the office. Please feel free to contact your child's teacher or the school office at any time for questions or concerns. We are here to make this school year a success for you and your child.

ALEXANDER VALLEY UNION SCHOOL DISTRICT
2020-2021 SCHOOL CALENDAR

Month	M	T	W	T	F	Workdays/Holidays	Days of Instruction
July 2020			1	2	3	July 3 Independence Day Holiday	0
	6	7	8	9	10		
	13	14	15	16	17		
	20	21	22	23	24		
	27	28	29	30	31		
August	3	4	5	6	7	Aug 11 & 12 Staff Development Day(Certificated) 13 First Day of School Min Day	13
	10	11	12	13	14		
	17	18	19	20	21		
	24	25	26	27	28		
	31						
September			1	2	3	Sept 7 Labor Day Holiday 25 Local Holiday	20
	7	8	9	10	11		
	14	15	16	17	18		
	21	22	23	24	25		
	28	29	30				
October				1	2	Oct 6 Parent Conferences 30 Halloween Carnival	22
	5	6	7	8	9		
	12	13	14	15	16		
	19	20	21	22	23		
	26	27	28	29	30		
November	2	3	4	5	6	Nov 6 End of Trimester 1 11 Veterans' Day Holiday 20 Minimum Day 23-27 Thanksgiving Day Break	15
	9	10	11	12	13		
	16	17	18	19	20		
	23	24	25	26	27		
	30						
December		1	2	3	4	Dec 17 Holiday Program 18 Minimum Day 21-31 Winter Break	14
	7	8	9	10	11		
	14	15	16	17	18		
	21	22	23	24	25		
	28	29	30	31			
January 2021					1	Jan 1 Winter Break 4 Emergency Day/Professional Dev Day 5 School Resumes 18 Martin Luther King Jr. Day	18
	4	5	6	7	8		
	11	12	13	14	15		
	18	19	20	21	22		
	25	26	27	28	29		
February	1	2	3	4	5	Feb 8 Lincoln's Observance 12 Local Holiday 15 Presidents Day 26 End of Trimester 2	17
	8	9	10	11	12		
	15	16	17	18	19		
	22	23	24	25	26		
March	1	2	3	4	5	Mar 16-18 Parent Conferences (minimum days) 19 Minimum Day 22-26 Spring Break	18
	8	9	10	11	12		
	15	16	17	18	19		
	22	23	24	25	26		
	29	30	31				
April				1	2	April 1 Minimum Day 2 & 5 Emergency Make up Days	20
	5	6	7	8	9		
	12	13	14	15	16		
	19	20	21	22	23		
	26	27	28	29	30		
May	3	4	5	6	7	May 27 Minimum Day 28 FFA Day – Non Student Day 31 Memorial Day Holiday	19
	10	11	12	13	14		
	17	18	19	20	21		
	24	25	26	27	28		
	31						
June		1	2	3	4	June 4 Last Day of School (Min Day) 6th Grade Promotion 9:00 AM	4
	7	8	9	10	11		
	14	15	16	17	18		
	21	22	23	24	25		
	28	29	30				
CAL 2020-21						TOTAL	180

**Starting Date for
Students August 13, 2020**

Potential Emergency Make-Up Days
January 4, 2021
April 2 & 5, 2021

Thanksgiving Break
November 23-27, 2020

Winter Break
December 21, 2020–January 1, 2021

Spring Break
March 22 -26, 2021

Trimester End Dates
End of 1st Trimester 11/6/2020
End of 2nd Trimester 2/26/2021
End of 3rd Trimester 6/4/2021

Staff Development Days
August 11 & 12, 2020
January 4, 2021

Teacher Work Days
3 days worked between July 1
and the first day of school

Instructional Days 180

**Board Approved
March 9, 2020**

**Alexander Valley School
After-School Program 2020-2021
Regular Day Pick Up Times and Charges**

By	3:30	3:45	4:00	4:15	4:30	4:45	5:00	5:15	5:30	5:45	6:00
1 child	\$2.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00	\$18.00	\$20.00	\$22.00
2 children	\$3.50	\$7.00	\$10.50	\$14.00	\$17.50	\$21.00	\$24.50	\$28.00	\$31.50	\$35.00	\$38.50
3 children	\$4.50	\$9.00	\$13.50	\$18.00	\$22.50	\$27.00	\$31.50	\$36.00	\$40.50	\$45.00	\$49.50

Minimum Day Pick Up Times and Charges

By	12:30	12:45	1:00	1:15	1:30	1:45	2:00	2:15	2:30	2:45	3:00
1 child	\$2.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00	\$18.00	\$20.00	\$22.00
2 children	\$3.50	\$7.00	\$10.50	\$14.00	\$17.50	\$21.00	\$24.50	\$28.00	\$31.50	\$35.00	\$38.50
3 children	\$4.50	\$9.00	\$13.50	\$18.00	\$22.50	\$27.00	\$31.50	\$36.00	\$40.50	\$45.00	\$49.50

By	3:15	3:30	3:45	4:00	4:15	4:30	4:45	5:00	5:15	5:30	5:45	6:00
1 child	\$24.00	\$26.00	\$28.00	\$30.00	\$32.00	\$34.00	\$36.00	\$38.00	\$40.00	\$42.00	\$44.00	\$46.00
2 children	\$42.00	\$45.50	\$49.00	\$52.50	\$56.00	\$59.50	\$63.00	\$66.50	\$70.00	\$73.50	\$77.00	\$80.00
3 children	\$54.00	\$58.50	\$63.00	\$67.50	\$72.00	\$76.50	\$81.00	\$85.50	\$90.00	\$94.50	\$99.00	\$103.50

Kindergarten Wednesday

By	1:45	2:00	2:15	2:30	2:45	3:00	3:15
1 child	\$2.00	\$4.00	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00
2 children	\$3.50	\$7.00	\$10.50	\$14.00	\$17.50	\$21.00	\$24.50
3 children	\$4.50	\$9.00	\$13.50	\$18.00	\$22.50	\$27.00	\$31.50

- The program ends promptly at 6:00 pm each day. Penalty for pickup after 6:00 is \$1.00 per minute per child.
- Students still on campus after the expected pickup time will be sent to the After-School Program.
 - **On regular school days, students are expected to be picked up by 3:15pm.**
 - **On minimum days, students are expected to be picked up by 12:15pm.**
- Parents are strongly encouraged to prepay for use of the After School Program. However, upon the receipt of an invoice, please pay promptly.
- Non-payments will result in a loss of services for your family.
- A nutritious snack will be provided after 4:00 on regular days.
- Students who have qualified for free or reduced lunch are eligible for a discount with the Superintendent's approval.

Alexander Valley School
Media Usage & Consent Form

Pictures, video and audio recordings are taken of your child on and off campus and can be used or posted in various places. **Please check boxes where you AGREE** to have your child's photos and name possibly used/posted. Also please check **AVS School Directory** box if you **agree** to have your contact information included for only the school community.

- AVS School Directory-contact information only

- AVS Yearbook
- AVS School Newspaper

- AVS School Website
- AVSPC Website
- Local Paper(s)

- AVS Facebook Page
- AVSPC Facebook Page
- Staff Member's Personal Facebook Page

I consent to my child's name being included on a classroom list that is available to the public.
I consent to receiving official communications by telephone, text, and/or email from Alexander Valley School District. regarding School/District related issues. (Circle those that apply.)

Student's name(s) _____

Parent Signature _____ Date: _____

ACKNOWLEDGEMENT OF PARENT OR GUARDIAN OF
ANNUAL RIGHTS NOTIFICATION

The annual notification is available in an electronic format at www.alexandervalleyusd.org or a copy can be provided to you upon request if you do not have access to an electronic copy.

Student's Name: _____ Grade: _____

I hereby acknowledge receipt of information regarding my rights, responsibilities, and protections.

Signature of Parent or Guardian: _____ Date: _____

Sign, and return this page to your child's school indicating
that you have been notified.

Alexander Valley School
Regulation and Policy Information Agreement Form
2020-2021

My signature below signifies I have read, understood, and received a copy of the following documents.

Initial

- _____ 1. Emergency Card Information
- _____ 2. School District Handbook
- _____ 3. Computer/Internet- Acceptable Use Contract
- _____ 4. Student Use of Technology Board Policy
- _____ 5. Library Book Permission
- _____ 6. Textbook & Digital Device Responsibilities
- _____ 7. Pesticide List

I wish to receive notification regarding pesticide application.

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____

Tuesday Mail:

_____ YES, I wish to receive Tuesday Mail via email.

Parent Email Address: _____

2nd Parent Email Address: _____

_____ No, I would rather receive a hard copy of Tuesday mail sent home with my child each week,

It is understood that effort shall be made to contact the undersigned prior to rendering treatment to the student, but that any of the above treatment will not be withheld if the undersigned or authorized adults cannot be reached.

_____ is the hospital I/we prefer for emergency medical treatment of my/our child.

I/we understand that the school district does not provide accident / medical insurance for students, and I/we further understand that all costs related to medical treatment may be my/our responsibility and not that of the school district.

Parent Initial

Date

EPI-PEN

In the event of a life threatening allergic reaction, I authorize trained school personnel to give emergency treatment.

Parent Initial

Date

Alexander Valley Union School District

Resolution Declaring Instructional Method for 2020-2021 School Year

Resolution No. 2020-01

WHEREAS, Section 34 of Senate Bill 98 (“SB 98”), signed by the Governor on June 29, 2020, addresses the ability of Local Educational Agencies (“LEAs”) to offer distance learning in the 2020-2021 school year; and

WHEREAS, Education Code Section 43503 subparagraph (2) of subdivision (a) was added by SB 98 to allow LEAs to offer distance learning under either of the following circumstances:

“(A) On a local educational agency or schoolwide level as a result of an order or guidance from a state public health officer or a local public health officers.

(B) For pupils who are medically fragile or would be put at risk by in-person instruction, who are self-quarantining because of exposure to COVID-19.”; and

WHEREAS, on June 26, 2020, both the State Senate and Assembly issued letters to the Senate Journal for the purpose of clarifying the intent of SB 98, as it relates to distance learning (“Clarifying Letters”); and

WHEREAS, the Clarifying Letters state that Section 34 of SB 98 was intended to provide LEAs with flexibility in determining how K-12 instruction would be provided to meet the needs of students, families and the community during the COVID-19 pandemic such that LEAs would have discretion to adopt a distance learning, hybrid, or mixed-delivery instructional model; and

WHEREAS, both the State Senate and Assembly acknowledged in the Clarifying Letters that while the intent of the Legislature was for LEAs to offer in-person instruction in the 2020-2021 school year to the greatest extent possible, Education Code Section 43503(a)(2)(A) was not intended to require an LEA to seek out or receive approval from a state or local public health officer prior to adopting a distance learning model, but to simply consult and collaborate with state or local public health officials in making this determination; and

WHEREAS, the Clarifying Letters also stated that it was not the Legislature’s intention to prevent an LEA from adopting a distance learning, hybrid or mixed-delivery instructional model to ensure safety, but rather to give LEAs flexibility to determine what instructional model the LEA will adopt during the COVID-19 pandemic, taking into account the needs of their students and staff, and their available infrastructure, provided the model adheres to an applicable state or local public health order or guidance; and

WHEREAS, the June 12, 2020, Sonoma County Roadmap to Reopening Schools incorporates the state and local public health guidance that Sonoma County LEAs must follow; and

WHEREAS, the Governing Board of the Alexander Valley Union School District has reviewed the Sonoma County Roadmap to Reopening Schools in determining which instructional model

best meets the needs of the District, its students and staff, in light of the District’s available infrastructure and safety concerns.

NOW THEREFORE, BE IT RESOLVED THAT, the Governing Board of the Alexander Valley Union School District has determined that at this time in-person direct instruction cannot be provided in compliance with the Sonoma County Roadmap to Reopening Schools.

BE IT FURTHER RESOLVED THAT, the Governing Board of the Alexander Valley Union School District has determined at this time that in-person direct instruction will not be offered as an available instructional model at this time.

BE IT FURTHER RESOLVED THAT, the Governing Board of the Alexander Valley Union School District will be offering the following instructional methods during the 2020-2021 school year:

Model 1 “In-Person” Learning Plan (when appropriated to do so) and Model 2 “Distance Learning” (starting the school year in this model)

Both Model 1 and Model 2 Plans were Board approved on July 20th, 2020 at the Special Meeting of the Board as documented through “The Safe & Sustainable Road to Reopening” AVS FALL 2020.

PASSED AND ADOPTED by the Governing Board of the _____ School District as its meeting on the ___ day of _____, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Laura Hawkes or designee
Clerk, Governing Board
Alexander Valley Union School District

RESOLUTION NO. 2020-02

DATED 8/10/2020

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
Alexander Valley Union DISTRICT, COUNTY OF SONOMA
STATE OF CALIFORNIA, ORDERING AN ELECTION TO
BE HELD AND REQUESTING CONSOLIDATION
WITH THE NOVEMBER 3, 2020,
CONSOLIDATED DISTRICT ELECTION

WHEREAS, an election will be held on NOVEMBER 3, 2020, in the
Alexander valley Union DISTRICT for the purpose of electing
District Directors to fill positions that will expire in 2024;

BE IT RESOLVED THAT, the District Directors of said district hereby request consolidation with any
election that may be held on the same day, in the same territory or in territory that is in part the same.

THE FOREGOING RESOLUTION was introduced by Director _____,
who moved its adoption, seconded by Director _____ and then adopted on
roll call by the following vote:

Director _____ Aye _____ No _____ Abstain _____
Director _____ Aye _____ No _____ Abstain _____
Director _____ Aye _____ No _____ Abstain _____
Director _____ Aye _____ No _____ Abstain _____
Director _____ Aye _____ No _____ Abstain _____

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

WHEREUPON, the Chairperson declared the foregoing resolution adopted and SO ORDERED



District Administrator/Secretary

MEMORANDUM

TO: DEVA MARIE PROTO, COUNTY CLERK & REGISTRAR OF VOTERS
FROM: Alexander Valley Union School DISTRICT
SUBJECT: NOTICE OF DISTRICT BOUNDARIES/STATEMENT IN LIEU OF MAP
DATE: 8/10/20

Pursuant to Elections Code Section 10522 (which requires notification prior to the 125th day before the election (July 1, 2020) regarding district boundaries in the above named district), we are hereby notifying the Registrar of Voters Office that:

- As of this date, there has been no change in the boundaries of this district since the date of the last election. A map of the district is already on file with your office; therefore this notice is in lieu of providing a duplicate map.
- A map of the above district, with all annexations and detachments shown thereon, is attached to this notification and incorporated for reference herein.
- There have been changes in the boundaries of this district since the date of the last election. A verified map of the above district containing all recent annexations and details shown thereon, is already on file with your office.

Submitted by


District Administrator/Secretary

SEAL