

Alexander Valley Union School District

Board of Trustees Meeting

October 9th, 2023

AVS Library 5:30pm

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 Pledge**
- 3.0 Roll Call**
- 4.0 Approval of Agenda**
- 5.0 Students of the Month Celebrating “Passionate” Learners!**

Break

6.0 Comments from the Audience

In accordance with Board Bylaw 9323, visitors will be provided the opportunity to address the Board through public comment. Individuals wishing to address the Board shall keep their comments up to two minutes in length. The Board does not respond or take action on submitted comments. If you plan to attend the meeting in person and wish to speak, please submit an advanced email by 4:30pm to tmoore@alexandervalleyusd.org

7.0 Reports and Correspondence

- 7.1 Alexander Valley School Parents’ Club Report
- 7.2 Alexander Valley Union School District Trustees’ Reports
- 7.3 Alexander Valley School Faculty Report: Mrs. Hayman
- 7.4 Superintendent’s Report
 - Curriculum Committee Meeting Review
 - Safety Committee Meeting Review
 - Facility Committee Meeting Review
 - Schools for Sound Finance Regional Fall Meeting
 - 10/24/23 (Tu) 9:00-11:00am Healdsburg HS

8.0 Consent items

- 8.1 Current Enrollment Update
- 8.2 Williams Quarterly Report
- 8.3 Approval of Vendor Warrants
- 8.4 Approval of Sept. 11, 2023 Board meeting minutes

District Goals

2022-2028

Academic Excellence

Engage all students through a multi-tiered system of support that provides intervention, enrichment, and differentiation to meet the needs of our students.

Whole Child Success and Student Wellness

In partnership with parents, integrate a variety of learning experiences across multiple curricular areas designed to nurture students social and emotional well-being, self-advocacy, and character.

Staff Support

Attract, Retain and support high quality staff as a key component to our success, with an emphasis on maintaining wellness, supporting professional development, and fostering an inclusive school culture.

Safe and Accessible Facilities

Maintain high levels of Safety, Efficiency, and Accessibility of our physical structures and outdoor space to support learning, safety, and student growth.

Financial Stability

In partnership with AVSPC, ensure financial stability now and into the future through purposeful spending and the building of reserves over time.

9.0 Personnel and Fiscal

9.1 Action: Approve Budget Updates

The Board will consider approving updates to the current budget.

9.2 Action: Surplus dated/extras of library books to charitable organization

The Board will consider taking action on donating library books.

9.3 Action: Approve Annual Developer Fee Budget Report

The Board will consider approving the annual Developer Fee Report

9.4 Action: Increase After Care Aide time

The Board will consider approving an additional After Care aide support

10.0 Facilities

10.1 Discussion/ Possible Action: Fire Panel Replacement

The Board will consider taking action on replacing the outdated fire panel

10.2 Action: 2023-2024 AVS Safe Schools Plan

Mr. Reno will seek the annual approval of the AVS Safe Schools Plan, which was previously approved by the AVS Safety Committee on 9/26/23.

11.0 Governance

11.1 Action: Approval of Board Policy (BP), Administrative Regulation (AR), Board Bylaw (BB), and E (Exhibit): The Board will consider approving the following policies:

BP 1160	Political Processes
BP/AR 1330	Use of School Facilities
AR 3311	Bids
AR 3311.3	Design Build Contracts
BP 3312	Contracts
BP 3460	Financial Reports and Accountability
BP/AR 3551	Food Service Operations/Cafeteria Fund
BP 4151/4251/4351	Employee Compensation
AR 4217.3	Layoff/Rehire
BP 5131.9	Academic Honesty
BP 6154	Homework/Makeup Work
BP 6162.5	Student Assessment
AR 7140	Architectural and Engineering Services
BB 9124	Attorney

12.0 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.

November 13, 2023	Regular Meeting
	<ul style="list-style-type: none">• Set Organizational Annual Meeting Date• Complete E-Form 700 Statement of Economic Interests• CAASPP District, County, and State Assessment Data• Technology Committee Updates/Recommendations

13.0 Future Dates:

10/11	AVSPC Mtg	8:00am
10/9-10/12	Parent/Teacher Conferences	12:15pm Dismissal
10/13	Local Holiday: No School	
10/16	Emergency Day Non-Use	(Projected No School)
10/17	Disaster Drill	9:30am
10/17	Budget Committee Meeting	3:00pm Library
10/18	Picture Day	
10/24	Schools for Sound Finance Mtg	9am-11am HBG
10/31	Halloween Parade	1:00pm
NOVEMBER		
11/2	Technology Committee Meeting	3:00pm
11/3	End of Trimester 1	
11/8	AVSPC Mtg	8:00am
11/10	Veterans' Day/No School	
11/13	Board Meeting	5:30pm
11/14	Curriculum Committee Meeting	3pm
11/17	Hot Dog Day and Minimum Day	12:15pm Dismissal
11/17	Report Cards Sent Home	
11/20-11/24	Thanksgiving Break	

15.0 Report of Any Action Taken in Closed Session

16.0 Adjournment

AVS

CURRICULUM COMMITTEE MEETING: 9/19/23

COMMITTEE MEMBERS

Chris Bowen
Sarah Sheehy
Nadia Podesto
Mia Tiscareno
Alison Doran
Matt Reno

OTHER INFO

Next CA Adoption: Math 2025

AGENDA

1. Welcome
2. Review of Current AVS Adopted Curriculum
3. Staff Curriculum Survey Preview (feedback)
 - A. Where are the strengths of our curriculum?
 - B. Where are the needs?---What are we missing?

Initial Staff Feedback:

- A. Digital Citizenship
- B. Financial Literacy
- C. Math Framework and Impacts to AVS Curriculum

Next Steps of Action and Sub-Committee work list

- A.
- B.
- C.

9. Issues, Ideas, Problem Solving and Next Agenda Items?
Possible Reading Night?

Next Meeting Date: November 6th, 2023 (M) @3:05pm



EMAIL



TWITTER HANDLE



TELEPHONE



LINKEDIN URL

COMMITTEE MEMBERS

Laura, Yvonne,
Chris, Lorna,
Nadla, and Matt

LOCATION/TIME

Library 3:00 -
4:00pm

Next Meeting
Date
Feb. 6, @3:00pm

AVS SAFETY DRILLS

Three Fire (1/3)
Two Lockdown (1/2)
Two Earthquake (0/2)
One Disaster (0/1)

AGENDA

1. Welcome and Review Purpose
2. Review 2023/2024 Staff Training Completion (reviewed)
3. Current Safety Protocols (Fire/Lockdown/Earthquake/Disaster)
4. Lockdown: Attendance System via Text/Email
4. Safe Schools Plan and Recommended Items to Include
 - Draft to Committee for approval via email
 - To AVUSD Board for approval 11/13/23
5. Welcome Guests: Sheriff Parlato and Sheriff McGlaughlin
 - Tactical planning assessment (time to site)
 - Steps law enforcement will take in emergency
 - Direct Connect
 - Red Folder/Key
 - Sheriff/Office surveillance camera access
6. Next Steps : E-Bags prepped, Student Med lists, Test Home Alert System, Off Campus Staging: AV Hall, Hepa filters changed.

AVS STAFF

ANNUAL SAFETY CHECKLIST

- CPR Certified
- CPS Mandated Reporter Trained
- Active Intruder Trained
- First Responder Emergency Trained
- Earthquake, Fire, and Lockdown Safety Trained
- First Aid Trained
- Bloodborne Pathogen Exposure Training
- Sexual Harassment & abusive conduct prevention
- Disaster Drill and Student Evacuation Trained
- Anti-Bullying Prevention Trained

Threat Assessment & Active Shooter Preparedness/Response

Brought to you by



RESIG



When: Thursday, October 19th - 10 AM to 2 PM

Where: SCOE/Teacher Learning Center

RSVP: Kelly Cook, kcook@resig.org *limited space (lunch included)

TOPICS:

STOPit! What is this program and why is it important in our schools

Learn more about this FREE program that is making a difference in our schools. Just this school year alone we've had an increase in usage of 60% with more than 1,300 activations. Several probable, violent incidences have been averted due to utilization of the STOPit! app. Matthew Toth from STOPit! will discuss how to start utilizing this FREE program brought to you by RESIG.

Prevention of Targeted Mass Violence

Special Agent Greg Concepcion with the San Francisco FBI will discuss behavioral threat assessment and management and its application within the school setting. Topics will include a discussion of the pathway to violence, warning behaviors, importance of bystander reporting and barriers to reporting, and the importance of having multi-disciplinary teams incorporated into your school threat assessment teams. Special Agent Concepcion will also discuss how to work with law enforcement and the investigative process.

Active Shooter Preparedness and Response

This training is designed for all school personnel, superintendents, principals, teachers, and staff, with responsibilities for Emergency Preparedness and Response to address the threat of an active shooter and other violent critical incidents on school campuses. Presented by the **Sonoma County Sheriff's Office**, attendees will learn response techniques, a defensive classroom mindset, and the law enforcement response. The final 15 minutes will be devoted to audience Q&A.

**COMMITTEE
MEMBERS**

Steve, Shannon
Joe, and Matt

LOCATION/TIME

Matt's Office
3:00 - 4:00pm

NEXT MEETING

Feb. 5th 3:00 -
4:00pm, or
sooner as needed

AGENDA

1. Welcome
2. Review of past projects (Completed and In Progress)
Finalize MPR Chair Purchase: vendor feedback
3. Fire Panel Update: Recommend completing
4. Blacktop considerations (summer 2024) additional quote
Roof repairs (quotes)
4. Western Exterminator Quarterly Pest Management
5. Facilities Budget Review: Kincade \$ includes: \$90K to Fund 1 (Gen. Fund), \$100K to Fund 17 (Reserve), \$136K to Fund 40 (Cap.Reserve)
6. Next Steps and future projects long term: track/field, water tank landscape, develop "May have/Must have" list with staff.



Schools For Sound Finance

1121 L Street, Suite 1060 ♦ Sacramento, CA 95814 ♦ (916) 446-7517

2023-24 Board

Executive Committee

PRESIDENT

Anthony Ranii, Montecito Union SD

NORTHERN CALIFORNIA VICE PRESIDENT

Chris Vanden Heuvel, Healdsburg USD

CENTRAL CALIFORNIA VICE PRESIDENT

Michael Gallagher, Sunnyvale SD

SOUTHERN CALIFORNIA VICE PRESIDENT

Jill Vinson, Cardiff Elementary SD

Chief Financial Officer

Graham Clark, Fremont Union HSD

At-Large Board Members

ALEXANDER VALLEY UNION SD

Matt Reno

DEL MAR UNION ELEMENTARY SD

Holly McClurg

HOPE ESD

Anne Hubbard

KENWOOD ESD

Nathan Myers

LAGUNA BEACH USD

Jason Viloria

MOUNTAIN VIEW LOS ALTOS UNION HSD

Nellie Meyer

SOLANA BEACH ESD

Jodee Brentlinger

CONSULTANTS

SCHOOL SERVICES OF CALIFORNIA INC.

Leilani Aguinaldo

Dave Heckler

Kyle Hyland

Michelle McKay Underwood

(SF)² 2023 Fall Regional Meetings

ABOUT THE REGIONAL MEETINGS

These meetings will provide important information for community-funded districts on topics including State Budget implementation, Transitional Kindergarten mandate claim, legislative issues, an economic update, and other topics important to community-funded districts. The meeting will also provide a regional forum to discuss local community-funded district issues.

WHO SHOULD ATTEND?

Superintendents, Chief Business Officials, and Board Members of (SF)² member districts are encouraged to attend!

THE PRESENTERS

Michelle McKay Underwood and Leilani Aguinaldo, School Services of California Inc., and (SF)² consultants.

HOW DO I REGISTER?

Email Kelly Satterfield at KellyS@sscal.com or call (916) 446-7517. Please be sure to include your name, district, and the location you will be attending.

NORTH BAY AREA

OCTOBER 24, 9:00 A.M. – 11:00 A.M.

HEALDSBURG HIGH SCHOOL

1024 PRINCE AVENUE

HEALDSBURG, CA 95448

REGISTER BY: OCTOBER 17, 2023

SAN DIEGO AREA

NOVEMBER 7, 9:00 A.M. – 11:00 A.M.

CARDIFF SCHOOL (MULTIPURPOSE ROOM)

1888 MONTGOMERY AVENUE

CARDIFF, CA 92007

REGISTER BY: OCTOBER 31, 2023

SOUTH BAY AREA

OCTOBER 25, 9:00 A.M. – 11:00 A.M.

SUNNYVALE SCHOOL DISTRICT

(BOARD ROOM)

819 WEST IOWA AVENUE

SUNNYVALE, CA 94086

REGISTER BY: OCTOBER 17, 2023

SANTA BARBARA AREA

NOVEMBER 9, 9:00 A.M. – 11:00 A.M.

MONTECITO SCHOOL DISTRICT

385 SAN YSIDRO ROAD

SANTA BARBARA, CA 93108

REGISTER BY: NOVEMBER 2, 2023

VIRTUAL

OCTOBER 27, 9:00 A.M. – 11:00 A.M.

ZOOM LINK WILL BE EMAILED BY OCTOBER 26

REGISTER BY: OCTOBER 23, 2023

Alexander Valley Union School District

Enrollment Report 2023-24

teacher	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Axell	16	16	16								
Hausman	16	17	17								
Sheehy	16	16	16								
Flores	17	17	17								
Podesto	16	16	16								
Bowen	18	18	18								
Hayman	16	15	15								
Totals	115	115	115								
Transfers In	71	69									
District Residents	44	46									

* Mrs. Axell total includes 1 TK student



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

[Education Code 35186(d)]

District: ALEXANDER VALLEY SCHOOL DISTRICT

Person completing this form: Mr. Matt Reno Title: Superintendent/Principal

Quarterly Report Submission Date:(*check one*)

April 30, 2023 (Jan-Mar 2023) July 31, 2023 (Apr-Jun 2023)

October 31, 2023 (Jul-Sep 2023) January 31, 2024 (Oct-Dec 2023)

Date for information to be reported publicly at governing board meeting: January 23, 2023

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: 

Date 10/2/23

Checks Dated 09/08/2023 through 10/05/2023

Board Meeting Date October 9, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1983110	09/08/2023	Flores, Colleen T	01-4310	Recorders		165.75
1983111	09/08/2023	Hausman, Shannon H	01-4310	Class Materials		255.96
1983112	09/08/2023	Arreola, Maria	13-5200	Aug 2023 Mileage		82.53
1983113	09/08/2023	King, Christopher A	01-4310	Supplies for Enrichment		134.41
1983114	09/08/2023	Loarie, Anne C	01-4310	Supplies for Enrichment		178.72
1983115	09/08/2023	Smart, Gianna	01-4390	Library Materials		220.52
1983116	09/08/2023	Moore, Tina E	01-5865	Fingerprinting Services		129.00
1983117	09/08/2023	ADTS Inc	01-5800	Annual Random Testing		150.00
1983118	09/08/2023	Amazon Capital Services	01-4350	Office and Health Supplies	120.30	
			01-4390	Office and Health Supplies	125.19	245.49
1983119	09/08/2023	AT&T	01-5911	23-24 Phone connect Alarms		109.64
1983120	09/08/2023	Big John's Market	01-4390	Staff Development		241.00
1983121	09/08/2023	Denbeste Yard & Garden Inc	01-4380	Wood Chips (20 yard)		804.50
1983122	09/08/2023	Kahoot! ASA	01-4340	Kahoot! Learning games for 4-6 grade		432.00
1983123	09/08/2023	North Bay AVS Design	01-5806	Fire and Alarm Monitoring 23-24		362.00
1983124	09/08/2023	Office Depot	01-4310	Classroom Supplies and Paper		160.39
1983125	09/08/2023	Amazon Capital Services	01-4390	Bins for ELOP Program Materials		192.01
1983126	09/08/2023	Dan Bowen DBA D3G Consulting	01-4340	Pelican Site Manager		74.75
1983127	09/08/2023	Jess A Zimmerman Inc	01-4360	Bus Fuel 23-24		245.44
1983128	09/08/2023	Luther Burbank Center for the Arts	01-5800	1st Grade - Giraffes Cant Dance 1/19/24	165.00	
				LBC-Posada Navidena 12/8/23 3rd Grd	156.00	
				Posada Navidena 12/9/22 2nd Grd	156.00	477.00
1983129	09/08/2023	Pylon Communications LLC	01-5911	23-24 VoIP Phone Service		387.53
1983130	09/08/2023	Recology Sonoma Marin	01-5560	waste disposal 23-24		417.12
1983131	09/08/2023	U.S. Bank Equipment Finance	01-5632	Copier Lease Kyocera		546.96
1983132	09/08/2023	WholeChildOccupationalTherapy	01-5811	Occupational Therapy for 23-24		495.00
1983792	09/13/2023	Bowen, Christopher D	01-4310	Class Materials		29.80
1983793	09/13/2023	Amazon Capital Services	01-4340	ELOP Materials and 1st Grd Chrombooks	1,289.86	
			01-4390	ELOP Materials and 1st Grd Chrombooks	331.60	1,621.46
1983794	09/13/2023	CSBA c/o West America Bank	01-5300	CSBA Membership and GAMUT 2023-2024	2,913.00	
			01-5805	CSBA Membership and GAMUT 2023-2024	3,410.00	6,323.00
1983795	09/13/2023	Dan Bowen DBA D3G Consulting	01-5840	IT Services		2,500.00
1983796	09/13/2023	Ferrellgas	01-5510	Propane for 23-24		180.00
1983797	09/13/2023	Garrett Hardware & Plumbing	01-4380	Maintenance Supplies		248.38
1983798	09/13/2023	Grace Hudson Museum and Sun House	01-5800	Fieldtrip 3rd grade on 9/25/23		51.00
1983799	09/13/2023	Mobile Modular	01-5600	Modular Lease		620.00
1983800	09/13/2023	North Bay AVS Design	01-5806	Fire and Alarm Monitoring 23-24		271.50

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

Checks Dated 09/08/2023 through 10/05/2023

Board Meeting Date October 9, 2023

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1983801	09/13/2023	Office Depot	01-4310	Classroom Supplies and Paper		78.08
1983802	09/13/2023	Weeks Drilling & Pump Inc.	01-5802	Water System Service 23-24		475.00
1983803	09/13/2023	Westminster Woods	01-5800	Outdoor Education 9/26 to 9/29/23		4,843.00
1985100	09/20/2023	Anne Kopache	01-5950	Stamps for Office		330.00
1985101	09/20/2023	Adams, Barbara	01-4312	Art Enrichment Materials	334.87	
			01-4390	Aftercare Enrichment	436.36	771.23
1985102	09/20/2023	Flores, Colleen T	01-4390	Team Meeting		179.75
1985103	09/20/2023	Hayman, Lorna M	01-4310	Class Materials	116.58	
				Unpaid Sales Tax	1.87-	114.71
1985104	09/20/2023	Department of Justice Acctng Office Cashiering Unit	01-5865	Fingerprinting Apps 23-24		64.00
1986396	09/27/2023	Arreola, Victor M	01-4380	Grasshopper Belt and Blade		259.55
1986397	09/27/2023	Loarie, Anne C	01-4310	Garden Program plants	83.25	
			01-4380	Plants for Quad Area	214.29	297.54
1986398	09/27/2023	Reno, Matthew	01-4380	Battery Fire Panel	96.16	
			01-4390	School Yr start-up and Staff Dev	991.98	
			01-5800	Indeed Position posting	42.00	1,130.14
1986399	09/27/2023	Tejeda-Valencia, Janette	13-5200	Cafe Mileage Aug Sep 23		51.09
1986400	09/27/2023	Amazon Capital Services	01-4310	credit P24-00046	1.03-	
			01-4390	Office Laptop	393.02	
				Oral Temp Probe	86.11	
				Safety Vest	20.37	498.47
1986401	09/27/2023	Big John's Market	01-4390	Supplement Hot Dog Day		41.73
1986402	09/27/2023	Employment Development Department	01-9555	Qtr 3 2023 SUI		160.21
1986403	09/27/2023	North Bay AVS Design	01-5806	Fire and Alarm Monitoring 23-24		179.94
1986404	09/27/2023	Office Depot	01-4310	Classroom Supplies and Paper	161.22	
			01-4350	Office Supplies	39.04	200.26
1986405	09/27/2023	Petaluma Pumpkin Patch LLC	01-5800	Fieldtrip 10/19/23 K,1,2		588.00
1986406	09/27/2023	PG&E	01-5520	23-24 Electric Services (Annual NEM incl)		5,229.45
1986407	09/27/2023	Sonoma Proscan LLC	01-5865	Livescan services		455.00
1986408	09/27/2023	Vision Service Plan	01-9574	Vision Service Premium 23-24		279.28
1986409	09/27/2023	Zoom Video Communication Inc	01-5808	ZOOM Education Annual		1,800.00
1987400	10/04/2023	Arreola, Maria	13-5200	Sep 2023 Cafe Mileage		128.77
1987401	10/04/2023	Cronin, Hannah M	01-9515	Replace Stale Dated Warrant #5438127 1-31-23		1,150.40
1987402	10/04/2023	3P Learning	01-4140	Mathseeds Subscription		349.00
1987403	10/04/2023	Alpha Analytical Laboratories	01-5802	Drinking Fountain Testing 23-24		36.00
1987404	10/04/2023	Amazon Capital Services	01-4390	Tables for Stage Productions		72.67

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ESCAPE ONLINE

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Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1987405	10/04/2023	AT&T	01-5911	23-24 Phone connect Alarms		103.89
1987406	10/04/2023	Kyocera Document Solutions	01-5632	Copier Usage and Maint		431.34
1987407	10/04/2023	Office Depot	01-4310	Classroom Supplies and Paper	402.74	
			01-4350	Office Supplies	266.25	668.99
1987408	10/04/2023	Opperman & Sons Inc	01-5630	Bus Repair and Maintenance		483.15
1987409	10/04/2023	Recology Sonoma Marin	01-5560	waste disposal 23-24		417.12
1987410	10/04/2023	San Francisco Opera	01-5800	Opera Together/Sing a Story		900.00
1987411	10/04/2023	Sonoma County Regional Parks	01-5800	Fieldtrips - 1st Grade		85.00
1987412	10/04/2023	T-Mobile	01-5844	Mobile hotspots - tech loans		46.72
1987413	10/04/2023	U.S. Bank Equipment Finance	01-5632	Copier Lease Kyocera		546.96
Total Number of Checks					68	41,799.30

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	65	41,538.78
13	Cafeteria Fund	3	262.39
Total Number of Checks		68	41,801.17
Less Unpaid Sales Tax Liability			1.87
Net (Check Amount)			41,799.30

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 Union School District

Board of Trustees Meeting

September 11, 2023, at 5:30 PM in the Library

Minutes

1.0 Call to Order: President Smit called the meeting to order at 5:32

2.0 Roll Call: All Trustees are present

3.0 Pledge: Student Emma Anderson led those present and the Trustees in the Pledge of Allegiance.

4.0 Approval of the Agenda: On a motion from Trustee Kreck, Seconded by Trustee Macias with a vote of 5-0

5.0 Comments from the Audience: No public comments reported

6.0 Students of the Month: Celebrating "Inclusiveness" Superintendent offered congratulations and a certificate to the following students for demonstrating acts of 'Inclusiveness' on campus!

Brooks, Alex, Penelope, Baily, Arlo, Matilda, Nova, Alexandra, Gian, Avery, Jacob, Emma, Juanita, & Perla!!

7.0 Reports and Correspondence

7.1 Alexander Valley School Faculty Report: Teacher, Podesto gave the following Faculty report:

- Great start to the school year. The back-to-school night was well attended.
- 6th grade is going to camp on September 26th for four days and three nights
- 3rd to Grace Hudson Museum Sept 5th
- Mosquito vector was here this week- ticks and yellow jackets
- Opera auditions are happening
- Jog-a-thon pledge sheets went out, we have a new online option for pledges. Jog-a-thon is October 6th
- AVS is going to participate in the Read on Sonoma program again this year. We will have a kickoff assembly in October but students have already started working towards their goals.
- We had our first Family meeting with students. Students absolutely love their time in families
- Several classes have paired into buddy classes, it is great to build relationships outside of their grade level.
- Parent conferences weed of Oct 9-12
- Recology assembly planned for the entire school on Oct 11th
- A special assembly will be held to honor Ms. Jackie on Wednesday 9/13 at 9:20am-all invited

7.2 Alexander Valley Union School District Trustees' Reports: Trustee Smit commented how the Back to School night was very successful. The overall consensus was that with this continued success, these events help bolster family involvement and enrollment.

7.3 Alexander Valley School Parents' Club Report: Parent Club President, Rosie Monson reported that all volunteer roles are full because of the success of the open house.

Parent Club meeting will be held on the second Wednesday of each month at 8am.

The Jog-a-thon is using 99 pledges for service. The club is hoping for more pledge success by using the online app.

Hot Dog Day will begin again each month and will include ice cream and chips. Trustee Doran asked about the possibility of offering veggie dogs as well.

7.4 Superintendent's Report: Superintendent, Reno stated that in comparison with other schools, we are very fortunate to have our parent group. We have lots of parents helping and involved.

Superintendent, Reno, also presented the pamphlet that was created displaying our amazing enrichment program.

a. Current Enrollment Update: Enrollment is steady at the same count of 115

b. 2023-2024 Local Control Accountability Plan (LCAP): Superintendent, Reno and Anne Kopache received a letter commending AVS for passing the LPAC and all criteria has been met.

c. Jog-a-thon Event: This event will be held on October 6, 2023 from 9am-10am

8.0 Public Hearing:

8.1 Public Hearing Resolution #2023-01 on the Sufficiency of

Instructional Materials: Open, Discuss, Pause for Public Comment, and Close

Hearing The Board will hold a public hearing to certify that sufficient standard-based textbooks have been purchased for each student at Alexander Valley School.

8.2 Action: Approve Annual Sufficiency of Instructional Materials Resolution #2023-01

The Board will consider approval of a resolution, required by Education Code 60119, certifying that sufficient standards-based text books have been purchased for each student at Alexander Valley School. Motion was made by Trustee Kreck, seconded by Trustee Doran and carried by a 5-0 vote.

9.0 Consent items

9.1 Approval of Vendor Warrants

9.2 Approval of the minutes of the August 7, 2023, Regular meeting of the Board.

9.3 Acceptance of 22-23 Spring Consolidated Application & Reporting System Certification (CARS)

Motion was made by Trustee Duran, seconded by Trustee Stewart and carried by a vote of 5-0.

10.0 Students, Curriculum, and Instruction

10.1 Information: After Care ELOP Update: Mrs. Podesto, After Care Coordinator

Mrs. Podesto provided an After Care program update stating that ½ of the qualifying ELOP families attend aftercare. After is alternating art and science throughout the week. Hours were changed this year to have aftercare end at 5pm and although there some resistance by a few, it is running smoothly. All aftercare check-in and check-out as well as payments are going through a newly acquired app called ProCare. This new payment system is helpful in not only collecting fees but assists families in split households. Trustee Doran asked about families with out-standing aftercare debt and was assured that Kim Barnard and Monica Goetz did a great job of collecting at the end of the previous year.

10.2 Information: 2023-2024 Bell Schedule

Mr. Reno reviewed the 2023-2024 AVS Instructional Minute Bell Schedule that starting earlier has not increased truancy and AVS is liking the new schedule. Mrs. Podesto also shared that the new morning schedule is nice concerning retention in the early core classes.

11.0 Personnel and Fiscal

11.1 Action: Approve the Unaudited Actuals

CBO, Anne Kopache, gave a report on the unaudited actuals and announced that 2022-2023 school year ended on a high note and that AVS is in a great position. Trustee Smit commended Ms. Kopache and Superintendent Reno for spending in an efficient manner. A motion to approve was made by Trustee Doran, seconded by Trustee Kreck and carried by a vote of 5-0.

11.2 Action: Approve Gann Limit Resolution #2023-02

The Board will consider approving the annual Gann Limit Resolution #2023-02. Motion to approve was made by Trustee Kreck, seconded by Trustee Stewart and carried with a vote of 5-0.

11.3 Budget Updates

11.4 Action: Approve SISC Section 125 Flex Plan Resolution #2023-3

The Board will consider approving the SISC Section 125 Flex Plan Resolution. Motion to approve was made by Trustee Stewart, seconded by Trustee Macias and carried by a vote of 5-0.

12.0 Governance

12.1 Discussion: District Board Committee Assignments

The Board considered Trustee Committee assignments for 23/24 school year.

A. Technology Julie Axell, Trustee Macias

B. Curriculum (Podesto, Bowen, and Sheehy) Trustee Doran

C. Facilities (Hausman) Trustees Stewart and Smit

D. Budget (Sheehy, and Donau) Trustee Kreck

E. Safety (Bowen, Hayman, and Podesto) Trustee Kreck

12.2 Information/Discussion/Possible Action: Covid-19 Paid Sick Leave Guidance

Mr. Reno provided the Board with a Covid-19 update as it relates to staff paid sick leave guidance. Motion to approve was made by Trustee Stewart, seconded by Trustee Macias and carried by a vote of 5-0.

13.0 Future Agenda Items

October 9, 2023 @ 5:30pm	2023 Regular Meeting <ul style="list-style-type: none">• Committee Notes• Board Policy & Administrative Regulation• Approval as needed• Williams Quarterly report through September• Jog-a-thon Funding Projection Update• 2023-2024 Initial Math and ELA Benchmarks• Review Technology Budget• 2023-2024 AVS Safe Schools Plan Approval• 2023 CAASPP State and County Testing Data
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14.0 Future Meetings and Events

Curriculum Committee	September 19, 2023 3:05 PM
Safety Committee	September 26, 2023 3:05 PM
Outdoor Ed 6th grade camp	September 26-29, 2023
Facilities Committee	October 3, 2023 9:00 AM
AVS Jog-a-thon	October 6, 2023 3:05 PM
Technology Committee	TBD

15.0 Closed Executive Session

15.1 Goal Setting of the Superintendent-Principal (pursuant to Government Code 54957 and Board By Law 9321)

16.0 Report of Any Action Taken in Closed Session: No action taken.

17.0 Adjournment: Meeting adjourned at 7:12 pm.

Alexander Valley Union School District

2023-24 September 2023

Regular Board Meeting October 9, 2023

	Fund 01	Fund 13	Fund 14	Fund 17	Fund 20	Fund 25	Fund 40
	General Fund	Cafeteria Program	Deferred Maintenance	Special Reserve Fund	Post Employment Benefits	Capital Facilities	Capital Reserve
	Attached	Attached					
*Beginning Balance	1,382,070	463	9,264	5,389	66,195	14,649	32,244
Revenues	2,611,400	35,500	12,300	200	700	18,200	200
Expenses	2,796,065	35,242	12,000	-	11,500	-	1,000
Excess/Deficit	(184,665)	258	300	200	(10,800)	18,200	(800)
Projected Ending Balance	1,197,405	721	9,564	5,589	55,395	32,849	31,444

*Note all Beginning Balances have been updated to reflect actual cash rollover from prior fiscal year close

ALEXANDER VALLEY UNION SCHOOL DISTRICT BUDGET UPDATES 2023-24

9/30/2023

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 October 9, 2023	(Col A) 2023-24 Current Operating Budget	(Col B) Proposed Budget	Actual To Date	BUDGET CHANGES
UNAUDITED BEGINNING BALANCE	1,315,319	1,382,070	1,382,070	
Revenues				
LCFF/Property Tax Revenue	2,179,679	2,179,679	139,943	
Federal Revenue	46,996	46,996	(31,029)	
State Revenue	198,385	198,385	78,128	
Local Revenue	174,840	174,840	25,398	
Transfers In	11,500	11,500	0	
Total Revenues	2,611,400	2,611,400	212,440	
Expenditures				
Certificated Salaries	1,163,865	1,163,865	227,023	
Classified Salaries	496,071	496,071	122,518	
Benefits -Mandatory/Health	639,317	639,317	109,050	
Books and Supplies	100,407	100,407	29,598	
Services and Oper Exp	354,405	360,905	77,537	1
Capital Outlay	0	0	0	
Other Outgo	0	0	0	
Transfers Out	32,000	35,500	0	2
Total Expenditures	2,786,065	2,796,065	565,726	
NET REVENUE (EXPENDITURES)	(174,665)	(184,665)	(353,286)	
Net Ending Balance	1,140,654	1,197,405	1,028,784	
<u>Less Components of Ending Bal:</u>				
Revolving Cash	600	600	.	
Reserve for Economic Uncertainty(5%)	139,303	139,803		
Special Ed Extraordinary Costs	45,000	45,000		
Curriculum Adoption Reserve	50,000	50,000		
AVSPC Support-Enrich Prgm Transition	40,000	40,000		
Operating Cash Flow (Prop Tax deposits)	457,935	457,935		
Ending Balance				
Undesignated Amount	407,816	464,067		

Regular Board Meeting

October 9, 2023

General Fund 01

Proposed Budget Changes

Change to Revenues		<u><u>0</u></u>	
#1 Services and Operating Exp	6,500		Preschool Speech at NCC
	<u>2,900</u>	9,400	Library Software
#2 Transfers Out		3,500	Update for Cafeteria Fund 13
Change to Expenditures		<u><u>12,900</u></u>	
Total Proposed Change to Ending Balance		<u><u>(12,900)</u></u>	

**ALEXANDER VALLEY UNION SCHOOL DISTRICT
BUDGET UPDATES 2022-23
9/30/2023**

Cafeteria Fund 13

Regular Board Meeting October 9, 2023	(Col A) 2023-24 Current Operating Budget	(Col B) Proposed Budget	Actual To Date	BUDGET CHANGES
UNAUDITED BEGINNING BALANCE	1,930	463	463	
Revenues				
Federal Revenue			0	
Interest	0	0	0	
Transfer in from Gen Fund	32,000	35,500		1
Total Revenues	32,000	35,500	0	
Expenditures				
Classified Salaries	18,559	21,059	3,357	2
Benefits	7,933	8,683	1,333	3
Supplies	1,100	1,100	0	
Services and Oper Expenses	4,400	4,400	1,329	
Total Expenditures	31,992	35,242	6,019	
NET REVENUE (EXPENDITURES)	8	258	(6,019)	
Net Ending Balance	1,938	721	(5,556)	
<u>Proposed Budget Changes</u>				
#1 Transfers In		3500		
#2 Classified Salaries		2500		
#3 Benefits		750		
Change to Ending Fund Balance		<u><u>3,250</u></u>		



Alexander Valley Union School District

"A California Distinguished School"

Matt Reno
Superintendent-Principal

October 9, 2023

Re: Agenda Item 9.2 Action: Surplus dated/extras of library books to charitable organization

Dear Trustees,

According to Mrs. Smart we have approximately 100 books in our school library that are entering "surplus" status. These books are either extra copies in fairly good condition, or books that are in need of some repair. It is recommended these items be donated and to a local charity or educational center in need of used library books.

Staff recommends the Board take Action on surplus AVS dated/extra library books.

Thanks,
M.Reno

Alexander Valley Union School District Annual Developer Fee Report 2018-19 through 2022-23

	2018-19	2019-20	2020-21	2021-22	2022-23
Beginning Balance July 1	\$28,076	\$49,155	\$67,939	\$95,074	\$7,068
Audit Adjustment					-\$130
Adjusted Beginning Balance	\$28,076	\$49,155	\$67,939	\$95,074	\$6,938
Fees Collected	\$20,343	\$17,651	\$26,571	\$16,654	\$7,856
Interest	\$736	\$1,133	\$564	\$340	\$204
Fair Market Value Adj					-\$350
Total Revenue	\$21,079	\$18,784	\$27,136	\$16,994	\$7,710
Supplies					
Rentals/Leases					
Bid Advertising					
Architect Fees					
Construction Contractor				\$105,000	\$0
DSA Fees					
Inspection Services					
Building Delivery					
Total Expenditures	\$0	\$0	\$0	\$105,000	\$0
Ending Balance June 30	\$49,155	\$67,939	\$95,074	\$7,068	\$14,648

Presented at Oct 9, 2023 Board of Trustees Meeting

Government Code sections 66001(d) and 66006(b) require this District to make an annual accounting of the Fund and to make additional findings every five years if there are any funds remaining in the Fund at the end of the prior fiscal year;



Alexander Valley Union School District

"A California Distinguished School"

Matt Reno
Superintendent-Principal

October 9, 2023

Re: 9.4 Action: Increase After Care Aide time

Dear Trustees,

Over the past month we have seen an increase in the number of students participating in our After Care program. The August 2023 average daily attendance was 17, we are now currently averaging 23 students in the program. This student increase has created a need to increase the After Care aide position from 2 hours to 2.5 hours each day. The additional .30 minutes will include a .15 min prep and .15 min clean up. This means the employee hours will be from 2:45pm-5:15pm, with the program operating from 3-5pm.

In addition, we may have an additional employee assist for up to .15 min daily at the start to ensure students are managed during the check-in process.

Thank you for considering the additional aide support for our After Care program.

Fiscal impact: \$3500.00

Funding Source: ELOP Funding

Sincerely,
M. Reno



Alexander Valley Union School District

"A California Distinguished School"

Matt Reno
Superintendent-Principal

October 9, 2023

Dear Trustees,

Over the past 18 months, our fire alarm panel has been inadvertently triggered resulting in a false fire alarm. These false alarms have created problems for the local fire agencies, staffing, and has created a disruption to learning. The current fire panel was installed in 2012.

After careful assessment from our Fire Alarm Service provider, it was determined that we have an aging fire panel which is the contributing factor to the false alarms. After connecting with the Facility Committee on this topic, it was recommended to the Board that we consider replacing the existing fire panel with a new one. The estimated cost is \$6,000 for the replacement (see attached pdf).

Please see the estimate for the Fire Alarm Panel replacement. According to our Fire Alarm Servicer this is our best option. The Fire Alarm code states that if you replace the Fire Alarm with "Apples to Apples". No permit is needed. The team at North Bay Fire and alarm can have the panel installed in the next couple of weeks.

The other option is to replacement would be to bring the entire building up to the current code. That means that we would have to have DSA get involved and engineer a current code Fire Alarm system. This means that our building would need full voice evacuation upgrades. In other words, this could cost us up to \$200K depending on what needs upgraded.

Sincerely,
M.Reno

North Bay AVS
7 Voss Park Cir
CA 95403 US
jon@northbayavsdesign.com

Estimate

ADDRESS

Alexander Valley Union School
District
Attn: Matt Reno / Tina Moore
8511 California 128
Healdsburg, CA 95448

ESTIMATE # 1212

DATE 09/07/2023

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Sales	Firelite MS9200UDLS Fire Alarm Panel	1	4,250.00	4,250.00
	Sales	Allowance for Replacement of Firelite Modules	1	250.00	250.00
	Sales	Estimated Installation and Programing	8	181.00	1,448.00
				TOTAL	\$5,948.00

Accepted By

Accepted Date

DRAFT

**ALEXANDER VALLEY
ELEMENTARY
SCHOOL**

**SAFE SCHOOLS PLAN
2023-2024**

TABLE OF CONTENTS

1. SCHOOL MISSION STATEMENT & DATA SOURCES
2. COMPONENT #1 THE SCHOOL CLIMATE - PEOPLE AND PROGRAMS
3. COMPONENT #2 SAFE AND ORDERLY ENVIRONMENT
4. COMPONENT #3 ALEXANDER VALLEY UNION SCHOOL DISTRICT COMMUNICATIONS PLAN

AVUSD MISSION STATEMENT

Alexander Valley School is a challenging learning environment where high expectations for success are communicated, and developmentally appropriate instruction in academics and the arts is provided. Our school is a safe, orderly, caring and supportive environment where students are given the tools they need to thrive. Our parents, teachers and community members are partners, creating a setting where children flourish.

DATA SOURCES:

SAFETY COMMITTEE RELATED MEETINGS

AVS Site Safety Committee
Staff Meetings, AVSPC Meetings, Technology, Budget,
Curriculum, and Facilities Committee

CONCLUSIONS FROM DATA

Looking back, the 2022-2023 school year included all students and staff completing their required site safety drills. Although, student attendance continued above the 95% rate with zero expulsions and zero suspensions. Student academic assessment data over the course of this 2022-2023 school year was positive with the Alexander Valley School being named a “California Distinguished School” award winner. This honor was directly related to how our students performed on the CAASPP assessment. Our students have been steadily increased their Standard Met and Exceeded Standard Met in Math and ELA over the past several years. Committee work included teams looking at the 2023 Math Framework, and our overall budget. Our school district has been faced with many fiscal challenges due to the significant property tax decline which resulted from the Kincadee wildfire event that took place in November 2019. On a positive note, the students of our school have directly benefitted from the new MPR, Kindergarten classroom, and Science/Art Lab which were completed in late 2022.



Alexander Valley Union School District

Matt Reno
Superintendent-Principal

2023 AVS "DRAFT" CAASPP STATE TESTING DATA August 7, 2023 Board Mtg

ELA				
Grade Level	Exceeded	Met	Nearly Met	Not Met
6	5	5	4	0
5	6	6	2	1
4	7	3	4	2
3	9	2	4	0
2023 SCHOOL-WIDE Total Met/Exceeded: 43/60 72%			23%	5%
2023 SONOMA COUNTY: CA STATE: Release Date Nov:				

2022: 39/56: 70% (+2% in 2023)

MATH				
Grade Level	Exceeded	Met	Nearly Met	Not Met
6	6	5	2	1
5	3	7	4	1
4	5	4	4	2
3	6	4	5	0
2023 SCHOOL-WIDE Total Met/Exceeded: 40/58 70%			25%	5%
2023 SONOMA COUNTY: CA STATE: Release Date: Nov				

2022: 34/56: 61% (+9% in 2023)

SCIENCE				
Grade Level	Exceeded	Met	Nearly Met	Not Met
2023 Total Met/Exceeded:				
2023 SONOMA COUNTY: N/A				
2022: AVS 7/12 58%		CA STATE: Release Date Nov:?		

\ COMPONENT #1 The School Climate - People and Programs

GOAL #1 AVS will continue to be a place where all students, staff, and parents feel welcomed, safe, and valued at our school.

OBJECTIVE Students will take part in classroom mindfulness activities biweekly from our counseling staff. These interactive sessions are designed to promote student self-regulation and self-awareness through intentional social-emotional teaching and learning. In addition, students will be formally and informally recognized for positive behavioral choices and overall contributions to the school through our "AVS Students of the Month" program.
Through direct solicitation via our Tuesday Mail, parents will be encouraged to join AVSPC, volunteer in the classrooms, and attend school wide events.

RELATED ACTIVITIES

- a) Monthly Morning Award Assemblies
- b) Various Clubs (Spring Chess Club)
- c) Lunchtime Sport Activities
- d) Lunchtime structured activities
- e) Tutoring Sessions
- f) Music Program
- g) Drama Productions (Winter Performance)
- h) Mindfulness Activities
- i) Weekly Interactive Art Lessons
- j) Weekly Interactive Garden Lessons
- k) Weekly Interactive Science Lessons
- l) Parent/Student Conferences
- m) Student Leadership
- n) Cross Age Buddies
- o) Field Trips
- p) After School "Instructional" Program with Science/Art
- q) School Counseling & Support Groups
- r) Family Night Events
- s) School Recycling Program
- t) 6th grade Outdoor Ed Camp
- u) School "Families"

PERSONS RESPONSIBLE

Yard Supervisors
Teachers and Staff
Counselors
Principal
AVSPC

COMPONENT #2 Safe and Orderly Environment

GOAL #1 Maintain and improve a positive physical environment, which promotes school pride, and ensures social/emotional and academic success.

OBJECTIVE Work with the Student Leadership Club, AVSPC, and School Safety Committee and staff to plan activities that support a positive and safe school environment. Noon Duty positions will focus on keeping a safe playground by promoting students to be involved in a supervised game, teaching them the rules to play appropriately on a school playground. Student Leadership Sports Committee, faculty, and staff will help develop school- wide programs and activities that focus on creating a positive school climate. Faculty, students, and staff will monitor the incidents of misbehavior at school and develop strategies for reducing behavioral incidents. Our Leadership Club will plan school spirit days and school- wide events and assemblies to improve the school and community environment.

RELATED ACTIVITIES

- a) Office bulletin boards will reflect Enrichment Curriculum
- b) Enrichment Staff presents at Back to School Night
- c) School rules and procedures clearly outlined, understood, communicated, applied and enforced with annual handbook
- d) Leadership Club "Spirit Days" will be student led
- e) Ongoing inspection of school grounds to ensure facilities are safe
- f) Reno Report Weekly Newsletter/Calendar
- g) Tuesday Mail Newsletter
- h) School- wide emergency drills
- i) Annual review/modification of school safety plan and emergency plans via SAI/and local law enforcement: Sonoma County Sheriff's Office

RESOURCES

Leadership Club
AVS Staff & Principal
AVSPC & Parent Volunteers
Safe School Community
SAI
Sonoma County Sheriff's Office

PERSONS RESPONSIBLE

Principal
Student Leadership
AVSPC Volunteers
Faculty & Staff
School District Office Staff

TIMELINE: 2023-2024 School Year

Component #3 Communication Plan

GOAL #1

Maintain a clear and concise framework for communicating with the school and the community.

OBJECTIVE

Improve internal and external communications systems with the specific goal with the specific goal creating open, two-way communication between the Board of Education, administration, staff, students, parents, and the Alexander Valley Union School District Community.

RELATED ACTIVITIES

Supt/Principal Report AVUSD Board Meetings
Supt/Principal AVA Presentation in March
Monthly Board of Trustee Meetings
Staff Monthly Meetings (2)
Goal Setting Meetings with Staff (3 times per year)
District Website updates
Back to School Night
Reno Reports
AVS Parent handbook

PERSONS RESPONSIBLE

Supt/Principal
Faculty & Staff
School District Office Staff

TIMELINE: 2023-2024 School Year

2023-2024 AVS Safety Committee Review/Approval Date: September 26, 2023

2023- 2024 AVUSD Board of Trustees Projected Approval Date: October 9, 2023

AVS Child Abuse Identification & Reporting Guidelines

These guidelines are issued by the California Department of Education (CDE), in conjunction with the California Department of Social Services, to help all persons, particularly those persons who work in our children's schools, to be able to identify signs of suspected cases of child abuse and/or child neglect and to have the tools to know how to make a report to the proper authorities.

Identification of Child Abuse and Neglect

Child abuse is more than bruises or broken bones. While physical abuse often leaves visible scars, not all child abuse is as obvious, but can do just as much harm. It is important that individuals working with and around children be able to know what constitutes child abuse or child neglect and know how to identify potential signs.

Child Abuse and/or Child Neglect Can Be Any of the Following:

- A physical injury inflicted on a child by another person other than by accidental means.
- The sexual abuse, assault, or exploitation of a child.
- The negligent treatment or maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health or welfare. This is whether the harm or threatened harm is from acts or omissions on the part of the responsible person.
- The willful harming or endangerment of the person or health of a child, any cruel or inhumane corporal punishment or any injury resulting in a traumatic condition.

One does not have to be physically present or witness the abuse to identify suspected cases of abuse, or even have definite proof that a child may be subject to child abuse or neglect. Rather, the law requires that a person have a "reasonable suspicion" that a child has been the subject of child abuse or neglect. Under the law, this means that it is reasonable for a person to entertain a suspicion of child abuse or neglect, based upon facts that could cause a reasonable person, in a like position, drawing, when appropriate, on his or her training and experience, to suspect child abuse or neglect.

Warning Signs of Emotional Abuse in Children

- Excessively withdrawn, fearful, or anxious about doing something wrong.
- Shows extremes in behavior (extremely compliant or extremely demanding; extremely passive or extremely aggressive).
- Doesn't seem to be attached to the parent or caregiver.
- Acts either inappropriately adult-like (taking care of other children) or inappropriately infantile (rocking, thumb-sucking, throwing tantrums).

Warning Signs of Physical Abuse in Children

- Frequent injuries or unexplained bruises, welts, or cuts.
- Is always watchful and “on alert” as if waiting for something bad to happen.
- Injuries appear to have a pattern such as marks from a hand or belt.
- Shies away from touch, flinches at sudden movements, or seems afraid to go home.
- Wears inappropriate clothing to cover up injuries, such as long-sleeved shirts on hot days.

Warning Signs of Neglect in Children

- Clothes are ill-fitting, filthy, or inappropriate for the weather.
- Hygiene is consistently bad (unbathed, matted and unwashed hair, noticeable body odor).
- Untreated illnesses and physical injuries.
- Is frequently unsupervised or left alone or allowed to play in unsafe situations and environments.
- Is frequently late or missing from school.

Warning Signs of Sexual Abuse in Children

- Trouble walking or sitting.
- Displays knowledge or interest in sexual acts inappropriate to his or her age, or even seductive behavior.
- Makes strong efforts to avoid a specific person, without an obvious reason.
- Doesn't want to change clothes in front of others or participate in physical activities.
- A sexually transmitted disease (STD) or pregnancy, especially under the age of fourteen.
- Runs away from home.

Reporting Child Abuse or Neglect

Community members have an important role in protecting children from abuse and neglect. While not mandated by law to do so, if child abuse or neglect is suspected, a report should be filed with qualified and experienced agencies that will investigate the situation. Examples of these agencies are listed below. Parents and guardians of pupils have the right to file a complaint against anyone they suspect has engaged in abuse or neglect of a child. School volunteers, while not mandated reporters, should also be encouraged to report any suspected cases of abuse and neglect. Additionally, school volunteers are highly encouraged by the law to have training in the identification and reporting of child abuse and neglect. The training offered online to mandated reporters, is equally available to school volunteers.

Obligations of Mandated Reporters

A list of persons whose profession qualifies them as “mandated reporters” of child abuse or neglect is found in California Penal Code Section 11165.7. The list is extensive and continues to grow. It includes all school/district employees, administrators, and athletic coaches. All persons hired into positions included on the list of mandated reporters are required, upon employment, to be provided with a statement, informing them that they are a mandated reporter and their obligations to report suspected cases of abuse and neglect pursuant to California Penal Code Section 11166.5.

All persons who are mandated reporters are required, by law, to report all known or suspected cases of child abuse or neglect. It is not the job of the mandated reporter to determine whether the allegations are valid. If child abuse or neglect is reasonably suspected or if a pupil shares information with a mandated reporter leading him/her to believe abuse or neglect has taken place, the report must be made. No supervisor or administrator can impede or inhibit a report or subject the reporting person to any sanction.

To make a report, an employee must contact an appropriate local law enforcement or county child welfare agency, listed below. This legal obligation is not satisfied by making a report of the incident to a supervisor or to the school. An appropriate law enforcement agency may be one of the following:

- A Police or Sheriff’s Department (not including a school district police department or school security department).
- A County Probation Department, if designated by the county to receive child abuse reports.
- A County Welfare Department/County Child Protective Services.

The report should be made immediately over the telephone and should be followed up in writing. The law enforcement agency has special forms for this purpose that they will ask you to complete. If a report cannot be made immediately over the telephone, then an initial report may be made via e-mail or fax. A report may also be filed at the same time with your school district or county office of education (COE). School districts and COEs, however, do not investigate child abuse allegations, nor do they attempt to contact the person suspected of child abuse or neglect.

These policies do not take the place of reporting to an appropriate local law enforcement or county child welfare agency.

Questions: School Health and Safety Office | SHSO@cde.ca.gov | 916-319-0914
Last Reviewed: Monday, January 23, 2023

Regulation 5144.1: Suspension And Expulsion/Due Process

Status: ADOPTED

Original Adopted Date: 01/16/2018 | Last Revised Date: 06/12/2023 | Last Reviewed Date: 06/12/2023

Definitions

Suspension means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910, so long as removal from a particular class does not occur more than once every five school days.

Expulsion means removal of a student from the immediate supervision and control or the general supervision of school personnel. (Education Code 48925)

Notice of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980)

Grounds for Suspension and Expulsion: Grades K-12

Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows and in the sections "Additional Grounds for Suspension and Expulsion: Grades 4-12" and "Additional Grounds for Suspension and Expulsion: Grades 9-12" below:

1. Caused, attempted to cause, or threatened to cause physical injury to another person; willfully used force or violence upon another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury (Education Code 48900(a) and (t))
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence (Education Code 48900(b))
3. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance as defined in Health and Safety Code 11053-11059, alcoholic beverage, or intoxicant of any kind (Education Code 48900(c))
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11059, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the same as a controlled substance, alcoholic beverage, or intoxicant (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property (Education Code 48900(f))
7. Stole or attempted to steal school property or private property (Education Code 48900(g))
8. Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except

that this restriction shall not prohibit a student from using or possessing prescription products (Education Code 48900(h))

9. Committed an obscene act or engaged in habitual profanity or vulgarity (Education Code 48900(i))
10. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5 (Education Code 48900(j))
11. Knowingly received stolen school property or private property (Education Code 48900(l))
12. Possessed an imitation firearm (Education Code 48900(m))

Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))

13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 287, 288, 289, or former 288a, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n))
14. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness (Education Code 48900(o))
15. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (Education Code 48900(p))
16. Engaged in, or attempted to engage in, hazing (Education Code 48900(q))

Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))

17. Engaged in an act of bullying (Education Code 48900(r))

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student(s) in fear of harm to self or property; cause the student to experience a substantially detrimental effect on physical or mental health; or cause the student to experience substantial interferences with academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r))

Bullying includes any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in the section "Additional Grounds for Suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student.

Bullying also includes an act of cyber sexual bullying by a student through the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording that depicts a nude, semi-nude, or sexually explicit photograph or other visual recording of an identifiable minor, when such dissemination is to another student or to school personnel by means of an electronic act and has or can be reasonably predicted to have one or more of the effects of bullying described above. Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

Electronic act means the creation or transmission originated on or off the school site by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication including, but not limited to: (Education Code 48900(r))

- a. A message, text, sound, video, or image

- b. A post on a social network Internet web site, including, but not limited to, posting to or creating a burn page or creating a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above.

Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of the student's age, or for a person of the student's age and disability. (Education Code 48900(r))

Burn page means an internet web site created for the purpose of causing a reasonable student any of the effects of bullying described above. (Education Code 48900(r))

Credible impersonation means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that the student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated. (Education Code 48900(r))

False profile means a profile of a fictitious student or profile using the likeness or attributes of an actual student other than the student who created the false profile. (Education Code 48900(r))

An electronic act is not considered pervasive conduct solely on the basis that it has been transmitted to the internet or is currently posted on the internet. (Education Code 48900(r))

18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))
19. Made terrorist threats against school officials and/or school property (Education Code 48900.7)

A *terrorist threat* includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying out the crime. (Education Code 48900.7)

Additional Grounds for Suspension and Expulsion: Grades 4-12

A student in grades 4-12 shall be subject to suspension or recommendation for expulsion when it is determined that the student:

1. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2)

Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)

2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3)

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)

3. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment. (Education Code 48900.4)

Additional Grounds for Suspension and Expulsion: Grades 9-12

Any student in grades 9-12 may be suspended, but not expelled, for disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))

Suspension from Class by a Teacher

A teacher may suspend a student from class for the remainder of the day and the following day for any of the acts specified in Education Code 48900 and listed as Items #1-19 under "Grounds for Suspension and Expulsion: Grades K-12" above or for disruption or willful defiance at any grade level, including grades K-8. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, the student shall be appropriately supervised during the class periods from which the student has been suspended. (Education Code 48910)

As soon as possible after the teacher decides to suspend the student, the teacher shall ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (Education Code 48910)

A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which the student was suspended. (Education Code 48910)

A teacher may also refer a student, for any of the acts specified above in Education Code 48900, to the principal or designee for consideration of a suspension from school. (Education Code 48910)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

Suspension by Superintendent, Principal or Principal's Designee

To implement disciplinary procedures at a school site, the principal may, in writing, designate as the principal's designee another administrator or, if the principal is the only administrator at the school site, a certificated employee. As necessary, the principal may, in writing, also designate another administrator or certificated employee as the secondary designee to assist with disciplinary procedures when the principal and the principal's primary designee are absent from the school site.

The Superintendent, principal, or designee shall immediately suspend any student found at school or at a school activity away from school to have committed any of the acts listed in the Board policy under "Authority to Expel" for which a recommendation of expulsion is required. (Education Code 48915(c))

The Superintendent, principal, or designee may impose a suspension for a first offense if it is determined that the student violated any of Items #1-5 listed under "Grounds for Suspension and Expulsion: Grades K-12" above or if the student's presence causes a danger to persons. (Education Code 48900.5)

For all other offenses, a student may be suspended only when the Superintendent or principal has determined that other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

When other means of correction are implemented prior to imposing suspension upon a student, including supervised suspension, the Superintendent, principal, or designee shall document the other means of correction used and retain the documentation in the student's record. (Education Code 48900.5)

Length of Suspension

The Superintendent, principal, or designee may suspend a student from school for not more than five consecutive school days. (Education Code 48911)

A student may be suspended from school for not more than 20 school days in any school year. However, if a student enrolls in or is transferred to another regular school, an opportunity school or class, or continuation school or class for the purpose of adjustment, the student may be suspended for not more than 30 school days in a school year. The district may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year. (Education Code 48903, 48911, 48912)

These restrictions on the number of days of suspension shall not apply when the suspension is extended pending an expulsion. (Education Code 48911)

Due Process Procedures for Suspension

Suspensions shall be imposed in accordance with the following procedures:

1. **Informal Conference:** Suspension shall be preceded by an informal conference conducted by the Superintendent, principal, or designee with the student and, whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action, including the other means of correction that were attempted before the suspension as required pursuant to Education Code 48900.5, and the evidence against the student, and shall be given the opportunity to present the student's version and evidence in the student's defense. (Education Code 48911)

This conference may be omitted if the Superintendent, principal, or designee determines that an emergency situation exists involving a clear and present danger to the lives, safety, or health of students or school personnel. If a student is suspended without this conference, the student, the student's parent/guardian, or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or if the student is an Indian child, the Indian child's tribal social worker and, if applicable, county social worker, shall be notified of the student's right to a conference and the right to return to school for the purpose of the conference. The conference shall be held within two school days, unless the student waives the right to it or is physically unable to attend for any reason. In such a case, the conference shall be held as soon as the student is physically able to return to school for the conference. (Education Code 48911)

2. **Administrative Actions:** All requests for student suspension are to be processed by the principal or designee. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)
3. **Notice to Parents/Guardians:** At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian, or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or if the student is an Indian child, the Indian child's tribal social worker, and, if applicable, the county social worker, in person, by email, or by telephone. Whenever a student is suspended, the parent/guardian, or, if applicable, the foster youth's educational rights holder, attorney, and county social worker, or the Indian child's tribal social worker and, if applicable, the county social worker, shall also be notified in writing of the suspension. (Education Code 48911)

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

4. In addition, the notice may state the date and time when the student may return to school.
5. **Parent/Guardian Conference:** Whenever a student is suspended, school officials may conduct a meeting with the parent/guardian to discuss the cause(s) and duration of the suspension, the school policy involved, and any other pertinent matter. (Education Code 48914)

If school officials request to meet with the parent/guardian, a foster youth's educational rights holder, attorney, and county social worker, or an Indian child's tribal social worker, and, if applicable, the county social worker, the notice may state that the law requires such individuals to respond to the request without delay. However, the student shall not be penalized for the failure of the parent/guardian, a foster youth's educational rights holder, attorney, and county social worker, or an Indian child's tribal social worker, and, if applicable, the county social worker, to attend such a conference. The student may not be denied reinstatement solely

because such individuals failed to attend the conference. (Education Code 48911)

6. Extension of Suspension: If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the semester from continuation school, the Superintendent or designee may, in writing, extend the suspension until such time as the Board has made a decision, provided the following requirements are followed: (Education Code 48911)
 - a. The extension of the original period of suspension is preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard. This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension.
 - b. The Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process.
 - c. If the student involved is a foster youth or Indian child, the Superintendent or designee shall notify the district's educational liaison of the need to invite the foster youth's educational rights holder, attorney and county social worker, or the Indian child's tribal social worker or, if applicable, the county social worker, to attend the meeting. (Education Code 48853.5, 48911, 48918.1)
 - d. If the student involved is a homeless child or youth, the Superintendent or designee shall notify the district liaison for homeless students. (Education Code 48918.1)
 - e. In lieu of or in addition to suspending a student, the Superintendent, principal, or designee may provide services or require the student to participate in an alternative disciplinary program designed to correct the behavior and keep the student in school.

Suspension by the Board

The Board may suspend a student for any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12," "Additional Grounds for Suspension and Expulsion: Grades 4-12," and "Additional Grounds for Suspension and Expulsion: Grades 9-12" above and within the limits specified under "Suspension by Superintendent, Principal, or Designee" above. (Education Code 48912)

The Board may suspend a student enrolled in a continuation school or class for a period not longer than the remainder of the semester. The suspension shall meet the requirements of Education Code 48915. (Education Code 48912.5)

When the Board is considering a suspension, disciplinary action, or any other action (except expulsion) against any student, it shall hold a closed session if a public hearing would lead to disclosure of information that would violate a student's right to privacy under Education Code 49073-49079. (Education Code 35146, 48912)

The Board shall provide the student and parent/guardian with written notice of the closed session by registered or certified mail or personal service. Upon receiving this notice, the student or parent/guardian may request a public meeting, and this request shall be granted if made in writing within 48 hours after receipt of the Board's notice. However, any discussion that conflicts with any other student's right to privacy still shall be held in closed session. (Education Code 35146, 48912)

On-Campus Suspension

A student for whom an expulsion action has not been initiated and who poses no imminent danger or threat to the school, students, or staff may be assigned to on-campus suspension in a separate classroom, building, or site for the entire period of suspension. The following conditions shall apply: (Education Code 48911.1)

1. The on-campus suspension classroom shall be staffed in accordance with law.
2. The student shall have access to appropriate counseling services.
3. The on-campus suspension classroom shall promote completion of schoolwork and tests missed by the student

during the suspension.

4. The student shall be responsible for contacting the student's teacher(s) to receive assignments to be completed in the supervised suspension classroom. The teacher(s) shall provide all assignments and tests that the student will miss while suspended. If no such work is assigned, the person supervising the suspension classroom shall assign schoolwork.

At the time a student is assigned to an on-campus suspension classroom, the principal or designee shall notify the student's parent/guardian, or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or, if the student is an Indian child, the Indian child's tribal social worker and, if applicable, county social worker, in person, by email, or by telephone. When the assignment is for longer than one class period, this notification shall be made in writing. (Education Code 48911.1)

Superintendent or Principal's Authority to Recommend Expulsion

Unless the Superintendent or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, the Superintendent or principal shall recommend a student's expulsion for any of the following acts: (Education Code 48915)

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance as listed in Health and Safety Code 11053-11059, except for:
 - a. The first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis
 - b. The student's possession of over-the-counter medication for use by the student for medical purposes
 - c. Medication prescribed for the student by a physician
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

In determining whether to recommend the expulsion of a student, the Superintendent, principal, or designee shall act as quickly as possible to ensure that the student does not lose instructional time. (Education Code 48915)

Student's Right to Expulsion Hearing

Any student recommended for expulsion shall be entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within 30 school days after the Superintendent, principal, or designee determines that the student has committed the act(s) that form the basis for the expulsion recommendation. (Education Code 48918(a))

The student is entitled to at least one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing. Any subsequent postponement may be granted at the Board's discretion. (Education Code 48918(a))

If the Board finds it impractical during the regular school year to comply with these time requirements for conducting an expulsion hearing, the Superintendent or designee may, for good cause, extend the time period by an additional five school days. Reasons for the extension shall be included as a part of the record when the expulsion hearing is held. (Education Code 48918(a))

If the Board finds it impractical to comply with the time requirements of the expulsion hearing due to a summer recess of Board meetings of more than two weeks, the days during the recess shall not be counted as school days. The days not counted during the recess may not exceed 20 school days, as defined in Education Code 48925. Unless the student requests in writing that the expulsion hearing be postponed, the hearing shall be held not later than 20 calendar days prior to the first day of the next school year. (Education Code 48918(a))

Once the hearing starts, all matters shall be pursued with reasonable diligence and concluded without unnecessary delay. (Education Code 48918(a))

Stipulated Expulsion

After a determination that a student has committed an offense for which the student may be expelled, the Superintendent, principal, or designee shall offer the student, the student's parent/guardian, or, when applicable, other person holding the right to make educational decisions for the student, the option to waive a hearing and stipulate to the expulsion or to a suspension of the expulsion under certain conditions. The offer shall be made only after written notice of the expulsion hearing pursuant to Education Code 48918 has been given.

The stipulation agreement shall be in writing and shall be signed by the student, the student's parent/guardian, or, when applicable, the person holding the right to make educational decisions for the student. The stipulation agreement shall include notice of all the rights that the student is waiving, including the waiving of the right to have a full hearing, to appeal the expulsion to the County Board of Education, and to consult legal counsel.

A stipulated expulsion agreed to by the student, the student's parent/guardian, or, when applicable, the person holding the right to make educational decisions for the student, shall be effective upon approval by the Board.

Rights of Complaining Witness

An expulsion hearing involving allegations of sexual assault or sexual battery may be postponed for one school day in order to accommodate the special physical, mental, or emotional needs of a student who is the complaining witness. (Education Code 48918.5)

Whenever the Superintendent or designee recommends an expulsion hearing that addresses allegations of sexual assault or sexual battery, the Superintendent or designee shall give the complaining witness a copy of the district's suspension and expulsion policy and regulation and shall advise the witness of the right to: (Education Code 48918.5)

1. Receive five days' notice of the scheduled testimony at the hearing
2. Have up to two adult support persons present at the hearing at the time the witness testifies
3. Have a closed hearing during the time the witness testifies

Whenever any allegation of sexual assault or sexual battery is made, the Superintendent or designee shall immediately advise complaining witnesses and accused students to refrain from personal or telephone contact with each other during the time when an expulsion process is pending. (Education Code 48918.5)

Written Notice of the Expulsion Hearing

Written notice of the expulsion hearing shall be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. The notice shall include: (Education Code 48900.8, 48918(b))

1. The date and place of the hearing
2. A statement of the specific facts, charges, and offense upon which the proposed expulsion is based
3. A copy of district disciplinary rules which relate to the alleged violation
4. Notification of the student's or parent/guardian's obligation, pursuant to Education Code 48915.1, to provide information about the student's status in the district to any other district in which the student seeks enrollment

This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c).

5. The opportunity for the student or the student's parent/guardian to appear in person or be represented by legal counsel or by a nonattorney adviser

Legal counsel means an attorney or lawyer who is admitted to the practice of law in California and is an active member of the State Bar of California.

Nonattorney adviser means an individual who is not an attorney or lawyer, but who is familiar with the facts of the case and has been selected by the student or student's parent/guardian to provide assistance at the hearing.

6. The right to inspect and obtain copies of all documents to be used at the hearing
7. The opportunity to confront and question all witnesses who testify at the hearing
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses

Additional Notice of Expulsion Hearing for Foster Youth, Homeless Students, and Indian Children

If the student facing expulsion is a foster student or Indian child, the Superintendent or designee shall also send notice of the hearing to the foster youth's educational rights holder, attorney, and county social worker, or the Indian child's tribal social worker and, if applicable, county social worker, at least 10 calendar days prior to the hearing. (Education Code 48918.1)

If the student facing expulsion is a homeless student, the Superintendent or designee shall also send notice of the hearing to the district liaison for homeless students at least 10 calendar days prior to the hearing. (Education Code 48918.1)

Any notice for these purposes may be provided by the most cost-effective method possible, including by email or a telephone call. (Education Code 48918.1)

Conduct of Expulsion Hearing

1. **Closed Session:** Notwithstanding Education Code 35145, the Board shall conduct a hearing to consider the expulsion of the student in a session closed to the public unless the student requests in writing at least five days prior to the hearing that the hearing be a public meeting. If such a request is made, the meeting shall be public to the extent that privacy rights of other students are not violated. (Education Code 48918)
2. Whether the expulsion hearing is held in closed or public session, the Board may meet in closed session to deliberate and determine whether the student should be expelled. If the Board admits any other person to this closed session, the parent/guardian, the student, and the counsel of the student also shall be allowed to attend the closed session. (Education Code 48918(c))

If a hearing that involves a charge of sexual assault or sexual battery is to be conducted in public, a complaining witness shall have the right to testify in closed session when testifying in public would threaten serious psychological harm to the witness and when there are no alternative procedures to avoid the threatened harm, including, but not limited to, a videotaped deposition or contemporaneous examination in another place communicated to the hearing room by closed-circuit television. (Education Code 48918(c))

3. **Record of Hearing:** A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made. (Education Code 48918(g))
4. **Subpoenas:** Before commencing a student expulsion hearing, the Board may issue subpoenas, at the request of either the student or the Superintendent or designee, for the personal appearance at the hearing of any person who actually witnessed the action that gave rise to the recommendation for expulsion. After the hearing has commenced, the Board or the hearing officer or administrative panel may issue such subpoenas at the request of the student or the County Superintendent of Schools or designee. All subpoenas shall be issued in accordance with Code of Civil Procedure 1985-1985.2 and enforced in accordance with Government Code 11455.20. (Education Code 48918(i))

Any objection raised by the student or the Superintendent or designee to the issuance of subpoenas may be

considered by the Board in closed session, or in open session if so requested by the student, before the meeting. The Board's decision in response to such an objection shall be final and binding. (Education Code 48918(i))

If the Board determines, or if the hearing officer or administrative panel finds and submits to the Board, that a witness would be subject to unreasonable risk of harm by testifying at the hearing, a subpoena shall not be issued to compel the personal attendance of that witness at the hearing. However, that witness may be compelled to testify by means of a sworn declaration as described in Item #6 below. (Education Code 48918(i))

5. Presentation of Evidence: Technical rules of evidence shall not apply to the expulsion hearing, but relevant evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. The decision of the Board to expel shall be supported by substantial evidence that the student committed any of the acts pursuant to Education Code 48900 and listed in "Grounds for Suspension and Expulsion: Grades K-12," "Additional Grounds for Suspension and Expulsion: Grades 4-12," and "Additional Grounds for Suspension and Expulsion: Grades 9-12" above. (Education Code 48918(h))
6. Findings of fact shall be based solely on the evidence at the hearing. Although no finding shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm. (Education Code 48918(f))

In cases where a search of a student's person or property has occurred, evidence describing the reasonableness of the search shall be included in the hearing record.

7. Testimony by Complaining Witnesses: The following procedures shall be observed when a hearing involves allegations of sexual assault or sexual battery by a student: (Education Code 48918, 48918.5)
 - a. Any complaining witness shall be given five days' notice before being called to testify.
 - b. Any complaining witness shall be entitled to have up to two adult support persons, including, but not limited to, a parent/guardian or legal counsel, present during the testimony.
 - c. Before a complaining witness testifies, support persons shall be admonished that the hearing is confidential.
 - d. The person presiding over the hearing may remove a support person who is disrupting the hearing.
 - e. If one or both support persons are also witnesses, the hearing shall be conducted in accordance with Penal Code 868.5.
 - f. Evidence of specific instances of prior sexual conduct of a complaining witness shall be presumed inadmissible and shall not be heard unless the person conducting the hearing determines that extraordinary circumstances require the evidence to be heard. Before such a determination is made, the complaining witness shall be given notice and an opportunity to oppose the introduction of this evidence. In the hearing on the admissibility of this evidence, the complaining witness shall be entitled to be represented by a parent/guardian, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of a complaining witness shall not be admissible for any purpose.
 - g. In order to facilitate a free and accurate statement of the experiences of the complaining witness and to prevent discouragement of complaints, the district shall provide a nonthreatening environment.
 - i. The district shall provide a room separate from the hearing room for the use of the complaining witness before and during breaks in testimony.
 - ii. At the discretion of the person conducting the hearing, the complaining witness shall be allowed reasonable periods of relief from examination and cross-examination during which the complaining witness may leave the hearing room.
 - iii. The person conducting the hearing may:

- A. Arrange the seating within the hearing room so as to facilitate a less intimidating environment for the complaining witness
 - B. Limit the time for taking the testimony of a complaining witness to normal school hours, if there is no good cause to take the testimony during other hours
 - C. Permit one of the support persons to accompany the complaining witness to the witness stand
8. Decision: The Board's decision as to whether to expel a student shall be made within 40 school days after the student is removed from school, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))

Alternative Expulsion Hearing: Hearing Officer or Administrative Panel

Instead of conducting an expulsion hearing itself, the Board may contract with the county hearing officer or with the Office of Administrative Hearings of the State of California for a hearing officer. The Board may also appoint an impartial administrative panel composed of three or more certificated personnel, none of whom shall be members of the Board or on the staff of the school in which the student is enrolled. (Education Code 48918)

A hearing conducted by the hearing officer or administrative panel shall conform to the same procedures applicable to a hearing conducted by the Board as specified above in "Conduct of Expulsion Hearing," including the requirement to issue a decision within 40 school days of the student's removal from school, unless the student requests that the decision be postponed. (Education Code 48918(a) and (d))

The hearing officer or administrative panel shall, within three school days after the hearing, determine whether to recommend expulsion of the student to the Board. If expulsion is not recommended, the expulsion proceeding shall be terminated and the student shall be immediately reinstated and permitted to return to the classroom instructional program from which the referral was made, unless another placement is requested in writing by the student's parent/guardian. Before the student's placement decision is made by the student's parent/guardian, the Superintendent or designee shall consult with the parent/guardian and district staff, including the student's teachers, regarding other placement options for the student in addition to the option to return to the classroom instructional program from which the student's expulsion referral was made. The decision to not recommend expulsion shall be final. (Education Code 48918(e))

If expulsion is recommended, findings of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. (Education Code 48918(f))

In accordance with Board policy, the hearing officer or administrative panel may recommend that the Board suspend the enforcement of the expulsion. If the hearing officer or administrative panel recommends that the Board expel a student but suspend the enforcement of the expulsion, the student shall not be reinstated and permitted to return to the classroom instructional program from which the referral was made until the Board has ruled on the recommendation. (Education Code 48917, 48918)

Final Action by the Board

Whether the expulsion hearing is conducted in closed or open session by the Board, a hearing officer, or an administrative panel or is waived through the signing of a stipulated expulsion agreement, the final action to expel shall be taken by the Board in public. (Education Code 48918(j))

The Board's decision is final. If the decision is to not expel, the student shall be reinstated immediately. If the decision is to suspend the enforcement of the expulsion, the student shall be reinstated under the conditions of the suspended expulsion.

Upon ordering an expulsion, the Board shall set a date when the student shall be reviewed for readmission to a school within the district. For a student expelled for any "mandatory recommendation and mandatory expulsion" act

listed in the section "Authority to Expel" in the accompanying Board policy, this date shall be one year from the date the expulsion occurred, except that the Board may set an earlier date on a case-by-case basis. For a student expelled for other acts, this date shall be no later than the last day of the semester following the semester in which the expulsion occurred. If an expulsion is ordered during summer session or the intersession period of a year-round program, the Board shall set a date when the student shall be reviewed for readmission not later than the last day of the semester following the summer session or intersession period in which the expulsion occurred. (Education Code 48916)

At the time of the expulsion order, the Board shall recommend a plan for the student's rehabilitation, which may include: (Education Code 48916)

1. Periodic review, as well as assessment at the time of review, for readmission
2. Recommendations for improved academic performance, tutoring, special education assessments, job training, counseling, employment, community service, or other rehabilitative programs

With parent/guardian consent, students who have been expelled for reasons relating to controlled substances or alcohol may be required to enroll in a county-sponsored drug rehabilitation program before returning to school. (Education Code 48916.5)

Written Notice to Expel

The Superintendent or designee shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed above under "Grounds for Suspension and Expulsion: Grades K-12," "Additional Grounds for Suspension and Expulsion: Grades 4-12," or "Additional Grounds for Suspension and Expulsion: Grades 9-12" (Education Code 48900.8)
2. The fact that a description of readmission procedures will be made available to the student and parent/guardian (Education Code 48916)
3. Notice of the right to appeal the expulsion to the County Board (Education Code 48918)
4. Notice of the alternative educational placement to be provided to the student during the time of expulsion (Education Code 48918)
5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1 (Education Code 48918)

Decision to Suspend Expulsion Order

In accordance with Board policy, when deciding whether to suspend the enforcement of an expulsion order, the Board shall take into account the following criteria:

1. The student's pattern of behavior
2. The seriousness of the misconduct
3. The student's attitude toward the misconduct and willingness to follow a rehabilitation program

The suspension of the enforcement of an expulsion shall be governed by the following:

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class, or program appropriate for the student's rehabilitation. This rehabilitation program may provide for the involvement of the student's parent/guardian in the student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program. (Education Code 48917)

2. During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status. (Education Code 48917)
3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12," "Additional Grounds for Suspension and Expulsion: Grades 4-12," or "Additional Grounds for Suspension and Expulsion: Grades 9-12" above or violates any of the district's rules and regulations governing student conduct. (Education Code 48917)
4. When the suspension of enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order. (Education Code 48917)
5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school. Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings. (Education Code 48917)
6. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian. The notice shall inform the parent/guardian of the right to appeal the expulsion to the County Board, the alternative educational placement to be provided to the student during the period of expulsion, and the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1(b). (Education Code 48918(j))
7. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board. (Education Code 48917)

Appeal

If a student is expelled from school, the student or parent/guardian is entitled to file an appeal of the Board's decision with the County Board. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion order is suspended and the student is placed on probation. (Education Code 48919)

If the student submits a written request for a copy of the written transcripts and supporting documents from the district simultaneously with the filing of the notice of appeal with the County Board, the district shall provide the student with these documents within 10 school days following the student's written request. (Education Code 48919)

Notification to Law Enforcement Authorities

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance, or of any student acts involving the possession, sale, or furnishing of firearms, explosives, or other dangerous weapons in violation of Education Code 48915(c)(1) or (5) or Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate county or district law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering, or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

Placement During Expulsion

The Board shall refer expelled students to a program of study that is: (Education Code 48915, 48915.01)

1. Appropriately prepared to accommodate students who exhibit discipline problems
2. Not provided at a comprehensive middle, junior, or senior high school or at any elementary school, unless the

program is offered at a community day school established at any of these

3. Not housed at the school site attended by the student at the time of suspension

When the placement described above is not available and when the County Superintendent so certifies, students expelled for only acts described in Items #6-12 under "Grounds for Suspension and Expulsion: Grades K-12" and Items #1-3 under "Additional Grounds for Suspension and Expulsion: Grades 4-12" above may be referred to a program of study that is provided at another comprehensive middle, junior, or senior high school or at an elementary school. (Education Code 48915)

The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)

Readmission After Expulsion

Prior to the date set by the Board for the student's readmission:

1. The Superintendent or designee shall hold a conference with the student's parent/guardian, or other person holding the right to make educational decisions for the student, and the student. At the conference, the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and the student's parent/guardian or other person holding the right to make educational decisions for the student shall be asked to indicate in writing their willingness to comply with these regulations.
2. The Superintendent or designee shall transmit to the Board a recommendation regarding readmission. The Board shall consider this recommendation in closed session. If a written request for open session is received from the student's parent/guardian or other person holding the right to make educational decisions for the student, or adult student, it shall be honored to the extent that privacy rights of other students are not violated.
3. If the readmission is granted, the Superintendent or designee shall notify the student and the student's parent/guardian, or other person holding the right to make educational decisions for the student, by registered mail, of the Board's decision regarding readmission.
4. The Board may deny readmission only if it finds that the student has not satisfied the conditions of the rehabilitation plan or that the student continues to pose a danger to campus safety or to other district students or employees. (Education Code 48916)
5. If the Board denies the readmission of a student, the Board shall determine either to continue the student's placement in the alternative educational program initially selected or to place the student in another program that serves expelled students, including placement in a county community school.
6. The Board shall provide written notice to the expelled student and the student's parent/guardian, or other person holding the right to make educational decisions for the student, describing the reasons for denying readmittance into the regular program. This notice shall indicate the Board's determination of the educational program which the Board has chosen. The student shall enroll in that program unless the parent/guardian chooses to enroll the student in another school district.

No student shall be denied readmission into the district based solely on the student's arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other such contact with the juvenile justice system. (Education Code 48645.5)

Maintenance of Records

The district shall maintain a record of each suspension and expulsion, including its specific cause(s). (Education Code 48900.8)

Expulsion records of any student shall be maintained in the student's mandatory interim record and sent to any school in which the student subsequently enrolls upon written request by that school. (Education Code 48918(k))

Policy 5145.3: Nondiscrimination/Harassment

Status: ADOPTED

Original Adopted Date: 11/18/2014 | **Last Reviewed Date:** 11/18/2014

The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying of any student based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression or association with a person or group with one or more of these actual or perceived characteristics.

This policy shall apply to all acts related to school activity or to school attendance occurring within a district school. (Education Code 234.1)

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, includes physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also shall include the creation of a hostile environment when the prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any individual who files or otherwise participates in the filing or investigation of a complaint or report regarding an incident of discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent/Principal or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent/Principal or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion for behavior that is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

Policy 5144.1: Suspension And Expulsion/Due Process

Status: ADOPTED

Original Adopted Date: 01/16/2018 | Last Reviewed Date: 01/16/2018

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12," the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in an open session of a Board meeting.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.
