

Agenda
Governing School Board
Wednesday, May 11, 2022 4:00 p.m.
Kashia School District

1. Call to Order Board and Staff/Establishment of Quorum

Glenda Antone	_____	Frances Johnson	_____
Rick Parrish	_____		
Charlene Pinola	_____	Patti Pomplin	_____

2. Approval of Agenda

3. Public Comment on Non Agenda Items (Limit 5 Minutes)

4. Communications

4.1 SCOE – Approval 2nd Interim

5. Consent Agenda

5.1 Approve April 20, 2022 Board Minutes

5.2 Approve April Vendor Warrants

6. Reports and Communications

6.1 Governing Board Members

6.2 Superintendent

6.3 Business Manager

6.4 PTO

7. Items Scheduled for Information and Discussion

7.1 Discuss Use of One-Time Funding

7.2 Review Updated Playground Materials/Equipment

7.3 Second Reading Board Policies

BP 4119.1 Civil & Legal Rights

BP 4119.11 Sexual Harassment

AR 4119.11 Sexual Harassment

BP 4119.21 Professional Standards

E 4119.21 Code of Ethics of the Education Profession

BP 4119.22 Dress & Grooming

BP 4119.23 Unauthorized Release of Confidential/Privileged Information

BP 4119.25 Political Activities of Employees

AR 4119.25 Political Activities of Employees

BP 4119.41 Employees with Infectious Disease

7.4 Review 2022-23 Preliminary Budget

8. Items Scheduled for Discussion and Action

8.1

Kashia School District

31510 Skaggs Spring Road
P.O. Box 129 Stewarts Point, CA 95480
707-785-9682 phone 707-785-2802 fax

9. Items Scheduled for Future Board Meetings

- 9.1 Board Policies**
- 9.2 Budget Updates**
- 9.3 Hire New Employees**
- 9.4 Adopt 2022-23 Budget**
- 9.5 Public Hearings**

10. Adjournment

Next Regular Meeting
Wednesday, June 8, 2022
Public Hearings

April 15, 2022

Frances Johnson, Superintendent
Kashia School District
31510 Skaggs Springs Road
Stewarts Point, CA 95480

Dear Ms. Johnson,

In accordance with Education Code Section 42131, a review of Kashia School District's (District) Second Interim Report for Fiscal Year 2021-22 has been completed by the Sonoma County Office of Education (County). The District self-certified its 2021-22 Second Interim Report as Positive. After a review of the financial data provided by the District, it appears that the District will meet its financial obligations for the current and two subsequent years. Therefore, the County concurs with the District's positive certification.

State Budget

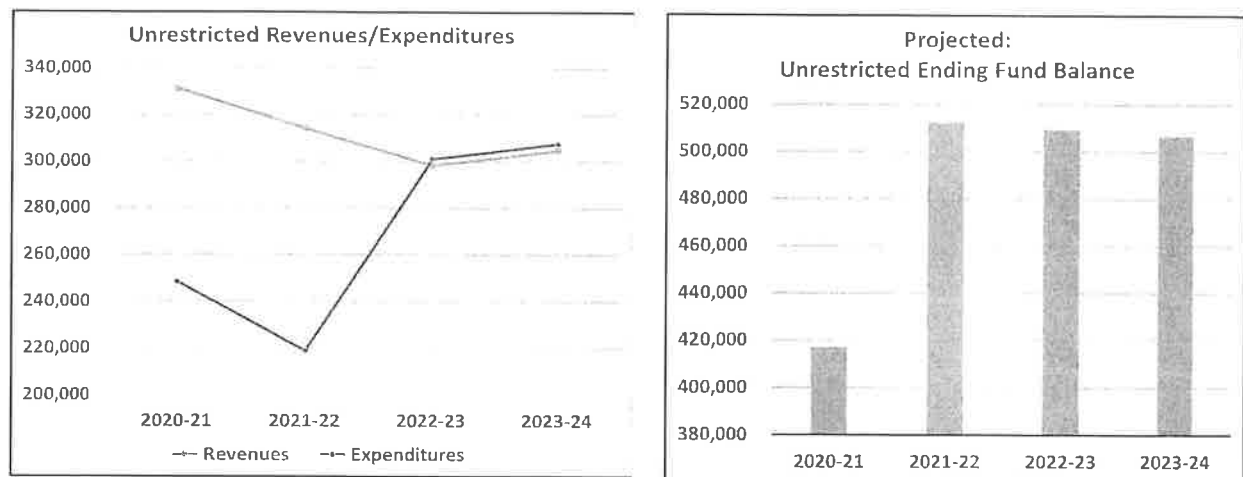
On January 10, 2022, the Governor released the proposed State Budget for the upcoming 2022-2023 fiscal year. Governor Newsom's State Budget proposal provides additional funding to education due to the robust economy California has experienced in the 2021-22 fiscal year, while offering fewer new initiatives than seen with the 2021-22 State Budget. Some of the major 2022-23 proposed budget components included a 5.33% statutory COLA for the LCFF base grants, additional \$3.4 billion ongoing for the Expanded Learning Opportunities Program, \$500 million in Prop 98 General Fund special education funds, plus \$140.6 million to fund the 5.33% COLA for special education. It also addressed the ADA cliff by proposing to fund school districts on the greater of: Current-Year ADA, Prior-Year ADA or Computed Average ADA using the prior year's ADA. Additionally, included is a deposit into the education rainy day fund, which triggers the Local Reserve Cap for 2022-23. Basic aid districts and districts with fewer than 2,501 ADA are exempt from the reserve cap.

Second Interim and Multi-Year Projection (MYP)

The District's Second Interim Report MYP projects an increase in unrestricted fund balance of \$95,191 in 2021-22 and unrestricted deficit spending of -\$2,727, and -\$2,853 in 2022-23 and 2023-24, with the State minimum reserve for economic uncertainty of 5% met in all years.

Based on the Second Interim Report, the District projects Average Daily Attendance (ADA) to decrease to 6.75 in 2021-22 before increasing to a projected 9.5 in 2022-23 and 2023-24. Per Education Code 35780, a school district must maintain six (6) ADA in grades 1 through 8 to avoid lapsation.

The graphs below depict the gap between projected revenues and expenditures; and projected unrestricted ending fund balances. The District is currently projecting that the unrestricted ending fund balance will decline by 1% by 2023-24.



Summary

Our Office appreciates the preparation and timely submittal of your Second Interim report. A technical review will be communicated to the Business Office. **Please see the attached for standard reminders.** If you have any questions, please feel free to call me at (707) 524-2635.

Sincerely,

Sarah Lampenfeld

Sarah Lampenfeld
Director, External Fiscal Services

c:

Patti Pomplin, District Chief Business Official
Steven D. Herrington, PhD., County Superintendent of Schools
Greg Medici, SCOE Deputy Superintendent, Business Services
Cindy Gordon, SCOE District Fiscal Management Advisor

April 15, 2022

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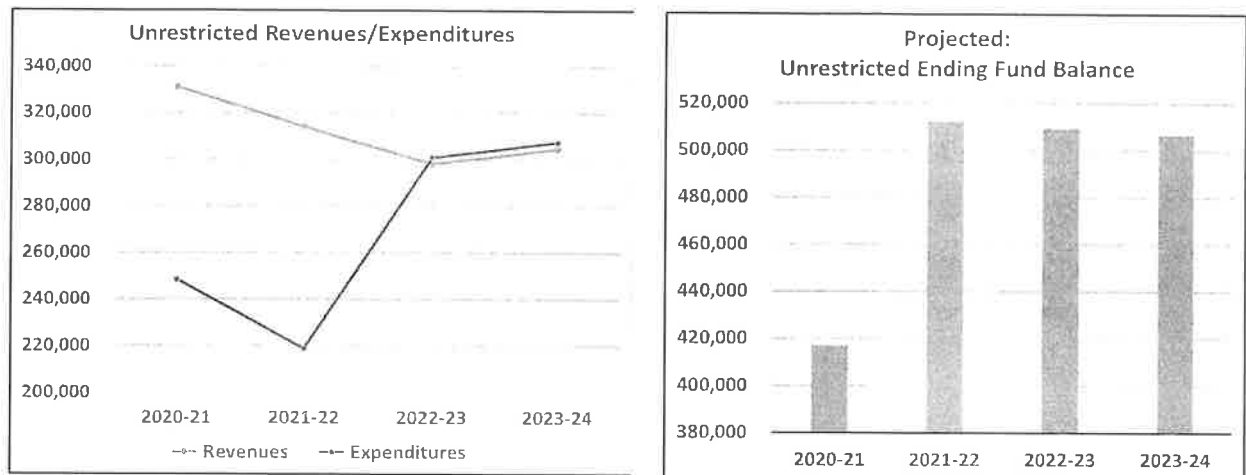
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Greg Medici, SCOE Deputy Superintendent, Business Services
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Kashia School District
Minutes
Board Meeting, April 20, 2022

1. Meeting called to order at 4:15 by Board President Charlene Pinola
Roll Call: Trustee Glenda Antone, Trustee Charlene Pinola
Absent: Trustee Rick Parrish
Staff: Frances Johnson
Community: None
2. Approval of Agenda: Moved by Trustee Pinola, seconded by Trustee Antone and passed unanimously by the Board to approve the agenda as presented.
3. Public Comment on Non Agenda Items - None
4. Communication - None
5. Consent Agenda
Moved by Trustee Pinola, seconded by Trustee Antone and passed unanimously by the Board to approve the consent agenda as presented.
 - 5.1 Approve March 16, 2022 Board Minutes
 - 5.2 Approve March Vendor Warrants
 - 5.3 Approve Williams Quarterly Report January to March 2022
6. Reports and Communications
 - 6.1 Governing Board – Asked how teacher search is going and was told not well; asked that SCOE assist in hiring a new teacher as well as a new superintendent/principal for the 2022-23 school year.
 - 6.2 Superintendent – Students took a field trip to Sonoma State University to view Dr. Erica Tong native American exhibit; steelhead hatched under student steelhead project; butterflies also hatched and will be released; attendance is good.
 - 6.3 Business Manager – home sick
 - 6.4 PTO – None
7. Items Scheduled for Information and Discussion
 - 7.1 Discuss Attendance Strategies
Under review and ideas are being discussed on how to support student attendance.
 - 7.2 Review Updated Playground Materials/Equipment
Looking at space and size of possible new structure with playground materials being replaced.
8. Items Scheduled for Discussion and Action
 - 8.1 Approve 2022-23 Master Calendar
Moved by Trustee Pinola, seconded by Trustee Antone and passed unanimously by the board to approve the 2022-23 master calendar which matches Point Arena High Schools calendar except for Native American and Staff Development days.

8.2 Approve 2022-23 Certificated Salary Schedule

Moved by Trustee Pinola, seconded by Trustee Antone and passed unanimously by the board to approve an updated 2022-23 certificated salary schedule as presented. Classified salary schedule for 2022-23 was approved in prior years and it was decided that if a new person came in, they might be placed on a higher step than step 1 to account for experience.

8.3 Approve Resolution for Additional Compensation for Superintendent/Principal

Moved by Trustee Pinola, seconded by Trustee Antone and passed unanimously by the board to approve an additional stipend of \$14,202 to the Superintendent/Principal for all the additional work in keeping the school open with no employees in any position on campus, this included their sincere thanks and appreciation.

9. Items Scheduled for Future Board Meetings.

- 9.1 Board Policies
- 9.2 Budget Updates
- 9.3 Hire New Employees
- 9.4 Public Hearings
- 9.5 Approve 2022-23 Budgets etc.

10. Meeting Adjourned at 5:27

Next Regular Meeting
Wednesday, May 11, 2022

Respectfully submitted: Patti Pomplin

Signed: _____

Glenda Antone, Clerk

Checks Dated 04/01/2022 through 04/30/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1888529	04/01/2022	Amerigas	01-5510	69840421		458.83
1888530	04/01/2022	Francis K Macias	01-5800	March meal delivery		240.00
1888531	04/01/2022	Wells Fargo Vendor Fin Serv	01-5632	3000927141		139.98
1889401	04/06/2022	Ally Technology Consulting	01-5840	monthly tech		1,000.00
1889402	04/06/2022	Employment Development Dept.	01-9555	94205275 22/1		80.32
1889403	04/06/2022	Office Depot	01-4310	markers	99.92	
			01-4350	stack boxes	132.36	
1889404	04/06/2022	Pacific Gas & Electric	01-5520	28343238771	136.34	
				93967066411	12.06	
				94383733055	62.14	
1892933	04/22/2022	Ray Morgan Company	01-5632	cn12373-03		210.54
1892934	04/22/2022	Sonoma County Office Of Ed	01-5838	2021-22		65.61
1892935	04/22/2022	SPG	01-5807	march speech		22,368.32
1893570	04/27/2022	Frontier Communications	01-5911	70778596821013815		1,950.00
1893571	04/27/2022	Gualala Supermarket	01-4310	school supplies		210.72
1893572	04/27/2022	Janet c/o AE Design	01-5800	rsp housing	300.00	
			01-5830	cultural studies	198.71	
1893573	04/27/2022	SCOE-Legal Services	01-5823	legal		498.71
1893574	04/27/2022	Stephen Roatch Accountancy	01-5821	2021-22 billing 1		58.00
						1,575.00
Total Number of Checks					15	29,159.33

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	15	29,159.33
Total Number of Checks		15	29,159.33
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			29,159.33

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.

046 - Kashia

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ESCAPE

ONLINE

Page 1 of 1

Resource Code Year	Grant Amount	Grant Title	Approved Expenditures	Spent	Available
2600 10/26/2021	\$50,000	Expanded Learning Opportunity Grant (Educator Effectiveness Block Grant) Received \$41,000 to date	1. ASES 2 9 hour day for students 3. Expanded day 4. Community Hub/tech 5. Training for staff 6. Learning Supports Balance	\$4,052 \$4,052	\$ 3,448 \$ 42,500 \$45,948
3216	\$3,696	ESSER II NOT Received	1. Extend learning time 2. Community hubs 3. Graduation 4. Staff training Balance	\$0	\$3,696
3217	\$848	GEER II NOT Received	1. Extend learning time 2. Community hubs 3. Graduation 4. Staff training Balance	\$0	\$848
3218	\$2,410	ESSER III NOT Received	1. Extend learning time 2. Community hubs 3. Academic services for students 4. Staff training Balance	\$0	\$2,410
3219	\$ 4,154	ESSER III NOT Received	1. Extend learning time 2. Community hubs 3. Academic services for students 4. Staff training Balance	\$0	\$4,154
6266	\$ 4,832	Educator Effectiveness Grant Received \$3,866 Need to update budget	1. Coaching/Mentoring 2. Standard Aligned instruction 3. Accelerated learning 4. Social/Emotional support 5. Positive school climate 6. Professional development 7. Ethnic studies 8. Early childhood development Balance	\$740	\$4,092

6537 8/24/2021	\$2,894	Special Ed Learning Recovery Received: \$2894 Need to update budget	1. Additional Support & Services (speech) 2. Positive behavior supports 3. Assessing academic needs of students 4. Social emotional needs 5. High quality instruction 6. supporting in person instruction 7. Child find 8. Assessing students waiting for IEPs 9. Complete overdue IEPs 10. Other impacted areas Balance	\$ 2,894
7420 7/13/2020	\$1,732	State Learning Loss Mitigation Received: \$1,732 COMPLETED	1. Learning loss 2. Extended school day/year 3. Academic services 4. Instructional materials 5. IT devices/programs 6. Counseling 7. Professional development 8. Meals 9. Trauma support 10. Testing (COVID), sanitation Balance	\$1,732 Completed
7422 4/5/2021	\$4,571	In Person Instruction Grant Received: \$4,571 Need to update budget	1. Emergency relief for impacts of COVID 2. In person instruction 3. Meals/snacks Balance	729 \$729 \$3,842
7425 4/15/2021	\$12,592	Expanded Opportunity Learning Grant (ELO) Received: \$12,592	1. Learning recovery/snacks/meals 2. Extended learning time/summer school 3. Tutoring 4. Materials 5. Professional development/IT support Balance	\$ 1,592 \$ 2,000 \$9,000 \$3,592
7426 4/5/2021	\$3,380	ELO Paraprofessionals Received: \$3,380	1. Expanded learning 2. Tech Supplies 3. Services Balance	\$ 1,411 \$ 1,969 \$ 3,380

as of May 11, 2022

Kashia ESD

Board Policy

Civil And Legal Rights

BP 4119.1

Personnel

The Board of Trustees believes that the personal life of an employee is not an appropriate concern of the district, except as it may directly relate to the employee's performance of his/her duties.

An employee's religious or political activities, or lack thereof, shall not be grounds for any discrimination or disciplinary action by the district, provided that these activities do not violate law, Board policy, or administrative regulation.

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)

A teacher shall have the right to refuse to submit to any evaluation or survey conducted by the district concerning personal values, attitudes, and beliefs; sexual orientation; political affiliations or opinions; critical appraisals of other individuals with whom the teacher has a family relationship; or religious affiliations or beliefs. (Education Code 49091.24)

Employees do not have a reasonable expectation of privacy with regards to district property under an employee's control including, but not limited to, desks, classrooms, offices, file cabinets, computers, or phones. As necessary to protect the health, welfare, or safety of students and staff, school officials may search such items in order to uncover evidence that the employee is violating the law, Board policy, administrative regulation, or other rules of the district or school.

(cf. 3515 - Campus Security)

(cf. 4040 - Employee Use of Technology)

Whistleblower Protection

An employee shall have the right to disclose to a Board member, a school administrator, a member of the County Board of Education, County Superintendent of Schools, or the Superintendent of Public Instruction any improper governmental activity by the district or a district employee that violates state or federal law, is economically wasteful, or involves gross misconduct, incompetency, or inefficiency. When the employee has reasonable cause to believe that the information discloses a violation of state or federal statute or a violation or noncompliance with a state or federal rule or regulation, he/she has the right to disclose such information to a government or law enforcement agency or to refuse to participate in any such activity. (Education Code 44112, 44113; Labor Code 1102.5)

The Superintendent/Principal or designee shall prominently display in lettering larger than size

terrorism for which the employee has been convicted in a court.

7. The misconduct involved a sexual offense for which the employee has been convicted in a court.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

7050-7058 Political activities of school officers and employees

44040 Discrimination based on employee's appearance before certain boards or committees

44110-44114 Reporting by school employees of improper governmental activity

49091.24 Teacher rights to refuse evaluation/survey of personal life

CIVIL CODE

51 Unruh Civil Rights Act

GOVERNMENT CODE

815.3 Intentional torts

820-823 Tort Claims Act

825.6 Indemnification of public entity

3540.1 Public employment definitions

3543.5 Interference with employee's rights prohibited

12940-12951 Discrimination prohibited; unlawful practices

LABOR CODE

1102.5-1106 Whistleblower protections

UNITED STATES CODE, TITLE 18

16 Crime of violence defined

UNITED STATES CODE, TITLE 20

6731-6738 Teacher liability protection

UNITED STATES CODE, TITLE 42

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

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

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

12101-12213 Americans with Disabilities Act

COURT DECISIONS

Garcetti v. Ceballos, (2006) 543 U.S. 1186

O'Conner v. Ortega, (1987) 480 U.S. 709

New Jersey v. T.L.O., (1985) 468 U.S. 325

Management Resources:

WEB SITES

California Attorney General: <http://caag.state.ca.us>

Policy KASHIA ELEMENTARY SCHOOL DISTRICT

adopted: June 2022 Stewarts Point, California

a complaint where the supervisor is the subject of the complaint.

(cf. 4031 - Complaints Concerning Discrimination in Employment)

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

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

12950.1 Sexual harassment training

LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

CODE OF REGULATIONS, TITLE 2

7287.8 Retaliation

7288.0 Sexual harassment training and education

CODE OF REGULATIONS, TITLE 5

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

UNITED STATES CODE, TITLE 42

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

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

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

CODE OF FEDERAL REGULATIONS, TITLE 34

106.9 Dissemination of policy

COURT DECISIONS

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

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

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

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

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

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

Management Resources:

Kashia ESD

Administrative Regulation

Sexual Harassment

AR 4119.11
Personnel

Definitions

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; 5 CCR 4916)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work or has the purpose or effect of creating an intimidating, hostile, or offensive work environment. The conduct is sufficiently severe, persistent, pervasive, or objectively offensive so as to create a hostile or abusive working environment or to limit the individual's ability to participate in or benefit from an education program or activity.
4. Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting him/her regarding benefits, services, honors, programs, or activities available at or through the district.

Other examples of actions that might constitute sexual harassment, whether committed by a supervisor, a co-worker, or a non-employee, in the work or educational setting, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors
2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit emails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking,

4. The district's complaint process available to the employee

(cf. 4031 - Complaints Concerning Discrimination in Employment)

5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)

6. Directions on how to contact DFEH and the EEOC

7. The protection against retaliation provided by 2 CCR 7287.8 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, DFEH's poster on discrimination in employment and the illegality of sexual harassment. (Government Code 12950)

Policy KASHIA ELEMENTARY SCHOOL DISTRICT
adopted: June 2022 Stewarts Point, California

and a student shall immediately report such conduct to the Superintendent/Principal or designee. An employee who has knowledge of or suspects child abuse shall file a report pursuant to the district's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Any employee who is found to have engaged in inappropriate conduct with a student in violation law or this policy shall be subject to disciplinary action.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

PENAL CODE

11164-11174.4 Child Abuse and Neglect Reporting Act

CODE OF REGULATIONS, TITLE 5

80331-80338 Rules of conduct for professional educators

Management Resources:

COUNCIL OF CHIEF STATE SCHOOL OFFICERS PUBLICATIONS

Standards for School Leaders, 1996

NATIONAL EDUCATION ASSOCIATION PUBLICATIONS

Code of Ethics of the Education Profession, 1975

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Department of Education: <http://www.cde.ca.gov>

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Council of Chief State School Officers: <http://www.ccsso.org>

Policy KASHIA ELEMENTARY SCHOOL DISTRICT

adopted: June 2022 Stewarts Point, California

- b. Deny benefits to any student
- c. Grant any advantage to any student
- 7. Shall not use professional relationships with students for private advantage
- 8. Shall not disclose information in the course of professional service unless disclosure serves a compelling professional purpose or is required by law

Principle II. Commitment to the Profession

The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to promote a climate that encourages the exercise of professional judgment, to achieve conditions that attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation of the profession, the educator:

- 1. Shall not in any application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications
- 2. Shall not misrepresent his/her professional qualifications
- 3. Shall not assist any entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute
- 4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position
- 5. Shall not assist a noneducator in the unauthorized practice of teaching
- 6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law
- 7. Shall not knowingly make false or malicious statements about a colleague
- 8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or action

Source: National Education Association, 1975

Policy KASHIA ELEMENTARY SCHOOL DISTRICT
adopted: June 2022 Stewarts Point, California

Kashia ESD

Board Policy

Unauthorized Release Of Confidential/Privileged Information

BP 4119.23

Personnel

The Board of Trustees recognizes the importance of keeping confidential information confidential. Staff shall maintain the confidentiality of information acquired in the course of their employment. Confidential/privileged information shall be released only to the extent authorized by law.

Disclosure of Closed Session Information

An employee shall not disclose confidential information acquired by being present during a closed session to a person not entitled to receive such information, unless the Board authorizes disclosure of that information. (Government Code 54963)

Confidential information means a communication made in a closed session that is specifically related to the basis for the Board to meet lawfully in closed session. (Government Code 54963)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

(cf. 9321 - Closed Session Purposes and Agendas)

An employee who willfully discloses confidential information acquired during a closed session may be subject to disciplinary action if he/she has received training or notice as to the requirements of this policy. (Government Code 54963)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

The Superintendent/Principal or designee shall provide all employees who attend closed sessions a copy of this policy. New employees who may attend closed sessions shall also receive a copy of this policy.

The district shall not take disciplinary action against any employee for disclosing confidential information acquired in a closed session, nor shall the disclosure be considered a violation of the law or Board policy, when the employee is: (Government Code 54963)

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a Board action that has been the subject of deliberation during a closed session

54950-54963 Brown Act
UNITED STATES CODE, TITLE 20
1232g Family Education Rights and Privacy Act

Management Resources:

WEB SITES

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

Policy KASHIA ELEMENTARY SCHOOL DISTRICT
adopted: June 2022 Stewarts Point, California

PERB RULINGS

California Federation of Teachers, Local 1931 v. San Diego Community College District (2001)
PERB Order #1467 (26 PERC 33014)

Management Resources:

CSBA PUBLICATIONS

Political Activities of School Districts: Legal Issues, 1998, revised 2001

WEB SITES

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

Office of the Attorney General, Dept. of Justice: <http://caag.state.ca.us/>

Public Employment Relations Board: <http://www.perb.ca.gov>

Policy KASHIA ELEMENTARY SCHOOL DISTRICT

adopted: June 2022 Stewarts Point, California

candidates during instructional time

However, teachers shall not be prohibited from wearing political buttons during noninstructional time, such as Back-to-School Night.

Nothing in Board policy or administrative regulation shall be construed to prevent employees from soliciting or receiving funds or contributions for political purposes during nonworking time, including before and after school, the lunch period or other scheduled work intermittency during the school day. (Education Code 7056)

Employee Organizations

Employee organizations may use district mailboxes and other means to communicate with employees, subject to reasonable regulation. Employee organizations may have access at reasonable times to areas in which employees work; may use institutional bulletin boards, mailboxes, and other means of communication and may use district facilities at reasonable times for the purpose of meetings. (Government Code 3543.1)

However, employee organizations shall not use district funds, services, supplies or equipment, such as the district mail system, to urge the passage or defeat of any ballot measure or candidate, including any candidate for election to the Board (Education Code 7054)

(cf. 4140/4240 - Bargaining Units)

Access to district communication channels shall be limited in cases where such access would be disruptive to district operations.

In the event of a concerted action or work stoppage, political activities by employee organizations and individual employees shall be restricted to peaceful informational picketing and other activities allowed by law.

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

Policy KASHIA ELEMENTARY SCHOOL DISTRICT
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2. The physical condition of the employee, including diagnosis, treatment, and prognosis of the condition
3. The actual requirements of the employee's job and the expected type of interaction with others in the school setting

This report shall be forwarded to the Board for confidential review and action.

The job assignment of an employee with a disabling infectious disease shall be reevaluated whenever there is a change in medical knowledge or in the employee's medical regimen or health which might affect his/her assignment.

Confidentiality

The Board and the Superintendent/Principal or designee shall ensure that employee rights to confidentiality are strictly observed. The district shall disclose medical record information only to the extent required or permitted by law. The medical records of any employee with a disabling infectious disease shall be held in strict confidence.

Legal Reference:

CIVIL CODE

56-56.37 Confidentiality of medical information

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act

HEALTH AND SAFETY CODE

120975-121020 Mandated blood testing and confidentiality to protect public health

CODE OF REGULATIONS, TITLE 2

7293.5 et seq.

UNITED STATES CODE, TITLE 29

701 et seq. Rehabilitation Act

UNITED STATES CODE, TITLE 42

12101-12213 Americans With Disabilities Act

COURT DECISIONS

School Board of Nassau County, Fla. v. Arline, 408 U.S. 273 (1987)

Policy KASHIA ELEMENTARY SCHOOL DISTRICT

adopted: June 2022 Stewarts Point, California

Model OB23-01 Original 2022-23

Fiscal Year 2022/23

Fund 01 General Fund

Revenue	Description	Amount	Percentage of Sources
8000	Revenue = LCFF + Taxes	241,185	24.73%
8100	Federal Reserves = Impact Aid/Spec Ed	77,497	7.95%
8200	Federal Revenue = REAP/Title 7	24,200	2.48%
8500	State = Lottery	19,148	1.96%
8600	Other Local Revenues = Interest/Donations	6,000	.62%
8700	SELPA Passthrough	95,087	9.75%
Total Revenue		463,117	47.49%

Expenditure	Description	Amount	Percentage of Sources
1000 Certificated Personnel Salary			
1100	Teachers' Salaries - Regular	96,521	9.90%
Total 1000		96,521	9.90%

2000 Classified Personnel Salaries			
2100	Instructional Aides' Salaries	16,483	1.69%
2300	Class Suprvsrs' & Admins' Sal	28,000	2.87%
2900	Other Classified Salaries	5,000	.51%
Total 2000		49,483	5.07%

3000 Employee Benefits			
3100	Benefits - Strs	18,672	1.91%
3200	Benefits - Pers	4,186	.43%
3300	Benefits - OASDI/Medicare	5,073	.52%
3400	Benefits - Health & Welfare	10,800	1.11%
3500	Benefits - Unemployment	717	.07%
3600	Benefits - Workers' Comp Ins	2,747	.28%
Total 3000		42,195	4.33%

4000 Books & Supplies			
4300	Materials & Supplies	18,357	1.88%
4700	Food Purchases For Food Servc	500	.05%
Total 4000		18,857	1.93%

5000 Svcs & Oth Oper Expenditures			
5200	Travel & Conferences	1,700	.17%
5300	Dues & Memberships	610	.06%
5400	Insurance	2,693	.28%
5500	Utilities & Housekeeping Svcs	13,300	1.36%
5600	Rentals And Leases	4,400	.45%
5800	Other Svcs & Oper Expenditures	208,709	21.40%
5900	Communications	2,550	.26%
Total 5000		233,962	23.99%
Total Expenditure		441,018	45.22%

Fund Balance	Description	Amount	Percentage of Sources
9789	Reserve economic Uncertainty	71,000	7.28%
9790	Undesignated/unappropriated	441,165	45.24%
Total Fund Balance		512,165	52.52%

Selection Grouped by Account Type, (Org = 46, Restricted? = Y, Control? = N, Fund = 01, Object Digit = 2)

ESCAPE ONLINE

Page 1 of 2

Model OB23-01 Original 2022-23

Fiscal Year 2022/23

Fund 01 General Fund

Starting Balance	512,152
+ Revenues	463,117
- Expenditures	441,018
- Budgeted Reserves & Fund Bal	512,165
= Unappropriated Balance	22,086

Starting Balance		512,152	
+ Total Revenues		463,117	
= Total Sources		975,269	
Expenditure	Description	Amount	Percentage of Sources
1000	Certificated Personnel Salary	96,521	9.90%
2000	Classified Personnel Salaries	49,483	5.07%
3000	Employee Benefits	42,195	4.33%
4000	Books & Supplies	18,857	1.93%
5000	Svcs & Oth Oper Expenditures	233,962	23.99%
6000			%
7000			%
- Total Expenditures		441,018	45.22%
- Total Budgeted Reserves and Fund Balance		512,165	52.52%
= Unappropriated Balance		22,086	2.26%

Budgeted:

- One Full Time Teacher
- One 2 day per week special Ed teacher
- One 1/2 time instructional aide

Note:
 Superintendent/Principal services are listed under services (\$800). SCOE will be helping hire a person who will most likely be a Kashia employee - not a SCOE employee. SCOE (it sounds like) would be expecting this person to provide additional teacher instruction part time as well as Supt/Principal duties.

All other potential employees are listed under

LCFF-Calculator kashia 2022-23 Summary - page 1 of 5
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LCAP PERCENTAGE TO INCREASE OR IMPROVE SERVICES																
Base Grant (Excludes add-ons for TILG and Transportation)	\$	166,381	\$	166,381	\$	183,495	\$	195,483	\$	197,949	\$	199,977	\$	207,208	\$	214,617
Supplemental and Concentration Grant funding in the LCAP year	\$	36,009	\$	36,009	\$	45,884	\$	44,920	\$	38,946	\$	40,856	\$	42,335	\$	43,853
Percentage to Increase or Improve Services		21.64%		21.64%		25.01%		22.98%		20.18%		20.43%		20.43%		20.43%

SUMMARY OF STUDENT POPULATION										
Unduplicated Pupil Population										
Enrollment	12	16	9	11	11	11	11	11	11	11
COE Enrollment	-	-	-	-	-	-	-	-	-	-
Total Enrollment	12	16	9	11	11	11	11	11	11	11
Unduplicated Pupil Count										
COE Unduplicated Pupil Count	12	16	8	10	10	10	10	10	10	10
-	-	-	-	-	-	-	-	-	-	-
Total Unduplicated Pupil Count	12	16	8	10	10	10	10	10	10	10
Rolling %, Supplemental Grant	100.0000%	100.0000%	97.3000%	94.4400%	90.3200%	90.9100%	90.9100%	90.9100%	90.9100%	90.9100%
Rolling %, Concentration Grant	100.0000%	100.0000%	97.3000%	94.4400%	90.3200%	90.9100%	90.9100%	90.9100%	90.9100%	90.9100%

SUMMARY OF LCFF ADA									
Prior Year ADA for the Hold Harmless - (net of current year charter shift)									
Grades TK-3									
Grades 4-6									
Grades 7-8									
Grades 9-12									
LCFF Subtotal									
NSS	9.59	10.19	10.19						
Combined Subtotal	9.59	10.19	10.19						
Current Year ADA									
Grades TK-3									
Grades 4-6									
Grades 7-8									
Grades 9-12									
LCFF Subtotal									
NSS	10.19	10.19	10.19						
Combined Subtotal	10.19	10.19	10.19						
Change in LCFF ADA (excludes NSS ADA)	No Change	No Change	No Change	Increase	Decline	No Change	No Change	No Change	No Change
Funded LCFF ADA for the Hold Harmless									
Grades TK-3									
Grades 4-6									
Grades 7-8									
Grades 9-12									
Subtotal	Current	Current	Current	Current	Prior	Current	Current	Current	Current
Funded NSS ADA									
Grades TK-3	7.12	7.12	7.12	7.12	5.00	5.00	5.00	5.00	5.00
Grades 4-6	2.28	2.28	2.28	2.28	4.00	4.00	4.00	4.00	4.00
Grades 7-8	0.79	0.79	0.79	0.79	1.00	1.00	1.00	1.00	1.00
Grades 9-12									
Subtotal	10.19	10.19	10.19	10.19	10.00	10.00	10.00	10.00	10.00
NPS, CDS, & COE Operated									
Grades TK-3									
Grades 4-6									
Grades 7-8									
Grades 9-12									
Subtotal									
ACTUAL ADA (Current Year Only)									
Grades TK-3	7.12	7.12	7.12	2.30	5.00	5.00	5.00	5.00	5.00
Grades 4-6	2.28	2.28	2.28	4.95	4.00	4.00	4.00	4.00	4.00
Grades 7-8	0.79	0.79	0.79	0.44	1.00	1.00	1.00	1.00	1.00

Grades 9-12	10.19	10.19	7.69	10.00	10.00	10.00	10.00
Total Actual ADA	10.19	10.19	7.69	10.00	10.00	10.00	10.00
TOTAL FUNDED ADA							
Grades TK-3	7.12	7.12	7.32	5.20	5.00	5.00	5.00
Grades 4-6	2.28	2.28	2.77	4.49	4.00	4.00	4.00
Grades 7-8	0.79	0.79	1.13	1.34	1.00	1.00	1.00
Grades 9-12	-	-	-	-	-	-	-
Total	10.19	10.19	11.22	11.03	10.00	10.00	10.00
<i>Funded Difference (Funded ADA less Actual ADA)</i>	-	-	3.53	1.03	-	-	-