



Sacramento County Board of Education

Regular Meeting

Tuesday / February 21, 2017 / 6:30 P.M.

10474 Mather Boulevard
P.O. Box 269003
Sacramento, CA 95826-9003
916.228.2410

SACRAMENTO COUNTY BOARD OF EDUCATION
10474 Mather Boulevard
P.O. Box 269003
Sacramento, California 95826-9003

TO: Members, County Board of Education

FROM: David W. Gordon, Secretary to the Board

SUBJECT: Agenda – Regular Meeting – Tuesday, February 21, 2017

Regular Session: 6:30 p.m.

NOTE: The Sacramento County Office of Education encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, contact the Superintendent's Office at 916.228.2410 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132).]

- I. Call to Order and Roll Call
- II. Pledge of Allegiance
- III. Approval of the Minutes of the Regular Board Meeting of February 7, 2017
- IV. Adoption of Agenda
- V. Official Correspondence
- VI. Visitor Presentations
 - A. General Public
 - B. Employee Organizations

NOTE: Anyone may address the Board on any item that is within the Board's subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.

Anyone may appear at the Board meeting to testify in support of or in opposition to any item being presented to the Board for consideration. If possible, notify the Board President or Board Secretary in writing prior to the meeting if you wish to testify.

- VII. Superintendent's Report
 - A. Recognition of the March 2017 Employees of the Month

Classified Employee: Cheryl Roberts, Program Analyst, School of Education/Leadership Institute Program

NOTICE: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Sacramento County Office of Education – Reception Desk, located at 10474 Mather Boulevard, Mather, CA. For more information, please call 916.228.2410.

Certificated Employee: Bobbie Pike, SH Teacher, Special Education Department

VIII. New Business

A. Adoption of Consent Agenda – David W. Gordon

1. Accept Report on Personnel Transactions – Effie Crush
2. Award Diplomas to Court and Community School Students – Dr. Matt Perry/Dr. Robin Pierson
3. Approval of the 2015-2016 School Accountability Report Cards for Court and Community Schools and Special Education Programs – Dr. Matt Perry/Dr. Robin Pierson
4. Declaration of Equipment Listed as Surplus Property and Authorization to Dispose of Equipment Pursuant to Education Code (Technology) – Tammy Sanchez
5. Notice of Intent to Dispose of Surplus or Undistributed Obsolete Instructional Materials – Tammy Sanchez
6. Accept Donation to the Sacramento County Academic Decathlon – Dr. Al Rogers

B. Approval of Contracts – Tammy Sanchez

C. No Grant Applications/Service Contracts

D. Adoption of Resolutions Nos. 17-02 – Authorization for Funding for School Facility Program Projects, 17-03 – Authorization for Temporary Interfund Borrowing for Constructions Project(s), and 17-04 – Authorization to Submit Applications for Eligibility Determination and Funding in the School Facility Program When Bond Authority is Exhausted and Authorization for Staff to Complete Necessary Requirements for Construction of a New Community School – Tammy Sanchez

E. Second Reading and Adoption of New Board Policy 5146 – Married/Pregnant/Parenting Pupils – Policy Committee

F. Second Reading and Adoption of Revisions to Board Policy 5117 – Interdistrict Transfer Appeals – Policy Committee

G. Informational Item – Revisions to Administrative Rules and Regulations 5117 – Interdistrict Transfer Appeals Handbook – Policy Committee

H. Second Reading and Adoption of Revisions to Board Policy 6173 – Homeless Education – Policy Committee

Agenda – Regular Meeting – February 21, 2017

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- I. Informational Item – Revisions to Administrative Rules and Regulations 6173
– Homeless Education – Tracy Stinson
- J. Approval of Out-of-State Travel for Trustee Fong to attend the 2017 National School Boards Association Annual Conference in Denver, CO – David W. Gordon
- K. Board Report – Sly Park Outdoor Environmental Education Center – Mark Vigario
- IX. Board Reports, Comments, and Ideas
 - A. Board Members
 - B. Board President
 - C. Committees
- X. Items for Distribution
 - A. February/March Events
 - B. February/March Site Visits
- XI. Schedule for Future Board Meetings
 - A. March 7, 2017 – Capital Adult Education Regional Consortium (CAERC)
 - B. March 21, 2017 – Foster Youth
- XII. Adjournment

SACRAMENTO COUNTY BOARD OF EDUCATION

Minutes of the Regular Meeting of February 7, 2017

Agenda

- I. Call to Order and Roll Call
 - II. Pledge of Allegiance
 - III. Approval of the Minutes of the Regular Board Meeting of January 17, 2017
 - IV. Adoption of Agenda
 - V. Official Correspondence
 - VI. Visitor Presentations
 - A. General Public
 - B. Employee Organizations
 - VII. Superintendent's Report
 - VIII. New Business
 - A. Adoption of Consent Agenda
 1. Accept Report on Personnel Transactions
 2. Award Diplomas to Court and Community School Students
 3. Accept Donations to Mock Trial/Moot Court Competition and Placer County Day Reporting Center
 - B. Approval of Contracts
 - C. Authorization to Submit Grant Applications/Service Contracts and Accept Funding if Awarded; and Approval of Contracts, Positions, and Other Expenditures Associated with the Grants as Outlined in the Proposed Budgets
 1. \$5,000 FNL Underage Drinking Prevention grant from the California Friday Night Live Partnership for the period February 8, 2017 through September 30, 2017
 - D. Adoption of the College Readiness Block Grant Plan
 - E. Court and Community School Local Accountability System Update
 - F. Board Report – Governor's Proposed 2017-2018 State Budget
 - G. First Reading of Revisions to Board Policy 6173 – Homeless Education
 - H. First Reading of Revisions to Board Policy 5117 – Interdistrict Transfer Appeals
 - I. First Reading of New Board Policy 5146 – Married/Pregnant/Parenting Pupils
 - J. Board Report – Mobility Opportunities Via Education (MOVE)
 - IX. Board Reports, Comments, and Ideas
 - A. Board Members
 - B. Board President
 - C. Committees
 - X. Items for Distribution
 - A. February/March Events
 - B. February/March Visits
 - XI. Schedule for Future Board Meetings
 - A. February 21, 2017 – Sly Park Outdoor Environmental Education Center
 - B. March 7, 2017 – Capital Adult Education Regional Consortium (CAERC)
 - XII. Adjournment
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I. President Levy called the meeting to order at 6:30 p.m. in the Board Room of the David P. Meaney Education Center, Sacramento County Office of Education, 10474 Mather Boulevard, Mather, California. Board members present were Joanne Ahola, Alfred Brown, Heather Davis, Harold Fong, Greg Geeting, Jackie Levy, and Brian Rivas. Also present were David W. Gordon, Superintendent and Secretary to the Board; Al Rogers, Deputy Superintendent; Teresa Stinson, General Counsel; Matt Perry, Robin Pierson, Tammy Sanchez, and Mark Vigario, Assistant Superintendents; Effie Crush, Chief Administrator-Human Resources; Jerry Jones, Executive Director of Technology; Tim Herrera, Director of Communications; other staff and visitors; and Carla Miller, Recording Secretary.

II. Mr. Rivas led the Pledge of Allegiance.

III. On a motion by Mr. Geeting and seconded by Mr. Brown, the minutes of the Regular Board Meeting of January 17, 2017 were approved. Motion carried unanimously (7 ayes).

IV. Mr. Fong moved to adopt the agenda. Mr. Geeting seconded the motion, which carried unanimously (7 ayes).

V. There was no official correspondence.

VI.A. There were no requests for visitor presentations from the general public.

VI.B. There were no requests for presentations from employee organizations.

VII. Superintendent Gordon reported on the following:

- The Sacramento County School Boards Association dinner meeting last Wednesday evening drew the biggest crowd on record. He thanked everyone who attended with a special thanks to the keynote speaker, Sacramento Mayor Darrell Steinberg. The next meeting is scheduled for October 4, 2017. More details to follow.
- Last Wednesday, it was an honor for him to join Board Vice President Greg Geeting at the State Capitol to speak at the African American Achievement Summit sponsored by the Fortune School and the California Charter Schools Association. The topic of the panel was Countywide Authorizing Strategies: How Charters and County Boards of Education are Closing the Achievement Gap in Sacramento.
- Saturday's Academic Decathlon competition at Inderkum High School in Natomas, was as loud and exciting as ever. The topic this year was World War II. There were 25 teams participating this year, including three from Placer County. Thanks to Paul Robins, from FOX 40 News, for serving as Quiz Master once again. He thanked Inderkum High and Natomas Unified for hosting the event. Who won? We will find out tomorrow night during the

awards dinner at 6:30 p.m. in the Sac State grand ballroom. A special thanks to sponsor SAFE Credit Union for once again providing \$10,000 in college scholarships for the top performing students. Shout out to Craig Irish and our SCOE team who once again put on a very quality event.

- This is a reminder that on Thursday, February 9, 2017, SCOE is hosting the Sacramento County Poetry Out Loud competition beginning at 12:30 p.m. at Rosemont High School. For information, please see Tim Herrera.
- It is Mock Trial and Moot Court season. The Moot Court finals – and the awards ceremony – will be on Thursday, February 23, 2017 from 5:45 p.m. to 8:30 p.m. at the Third District Court of Appeal. The Mock Trial finals are on Monday, February 27, 2017. The final trial is from 4:45 p.m. to 7:15 p.m. at the US District Court. The awards ceremony follows from 8:00 p.m. to 9:00 p.m. at the downtown Sacramento Holiday Inn.
- SCOE offices will be closed on February 13 and February 20 in observance of the President Lincoln and President Washington holidays.
- A report was released from the Legislative Analyst Office regarding Court and Community School students who are now being served by COEs. One of the proposals was that the funding be shifted from COEs to school districts and to allow districts to procure services for education and incarcerated students and community school students through COEs or other entities. This proposal was a surprise to SCOE and we do not believe the districts want this approach to funding. This proposal would cause a change in statute, which means it would need to go through the legislature. The county superintendents' association is carefully analyzing the proposal. The proposal does not save any money; it is redistributing the money. There is a misinterpretation in the report of what the COEs are doing with the money. We will keep the Board posted.

VIII.A. Mr. Geeting moved and Mr. Brown seconded adoption of the consent agenda. Motion carried unanimously (7 ayes). By such action, the Board:

1. Accepted report on Personnel Transactions
2. Awarded diplomas to Court and Community School Students
3. Accepted donations to Mock Trial/Moot Court Competition and Placer County Day Reporting Center

Dr. Matt Perry, Assistant Superintendent, announced that the following students will be awarded a diploma: 1 Candidate from El Centro Jr./Sr. High School; Randal Harvey from Gerber Jr./Sr. High School; and Kijah Makaela Cann, Russell Nicholas Charley IV, Joelle Eric Cry, Amber Renee Fernandez, Carlos Jose Gonzalez, Jr., Kamal Singh Mann, Luis Gerardo Mondragon, and Sean Peter Redoble from North Area Community School.

VIII.B. Mr. Rivas moved the approval of the contracts as listed.

Mr. Rivas withdrew his motion.

Mr. Fong moved to approve the contract for Steven M. Berg-Smith; Mr. Rivas seconded the motion. Motion carried unanimously (7 ayes).

Mr. Fong moved to approve the contract for School Business Solutions, LLC; Mr. Rivas seconded the motion. Mr. Fong stated that we should renew contracts like this one in the same manner we do for our auditor; rotating between auditors after three years. Mr. Rivas stated that he asked the same question of the Superintendent and was satisfied because of Ms. Heim's expertise in this field and her knowledge of the Fortune charter. Mr. Brown stated that he doesn't see the need to change anything, but if we do, we should go through the Policy Committee. President Levy stated she is very satisfied with the performance of Ms. Heim. Motion carried 6 ayes, 1 no (Fong).

VIII.C. On a motion by Mr. Rivas, seconded by Ms. Ahola, and carried unanimously (7 ayes), the Board authorized staff to submit grant applications/service contracts and accept funding if awarded; and approved contracts, positions, and other expenditures associated with the grants as outlined in the proposed budgets as follows:

1. \$5,000 FNL Underage Drinking Prevention grant from the California Friday Night Live Partnership for the period February 8, 2017 through September 30, 2017

VIII.D. Mr. Geeting moved and Ms. Davis seconded the motion to adopt the revised College Readiness Block Grant Plan. Motion carried unanimously (7 ayes).

VIII.E. Dr. Matt Perry, Assistant Superintendent, provided an update on the revised Court and Community Schools Local Accountability System to the Board.

VIII.F. Tammy Sanchez, Assistant Superintendent, provided a report on the Governor's Proposed 2017-2018 State Budget to the Board.

VIII.G. First Reading of Revisions to Board Policy 6173 – Homeless Education – see Item VIII.I.

VIII.H. First Reading of Revisions to Board Policy 5117 – Interdistrict Transfer Appeals – see Item VIII.I.

VIII.I. First Reading of New Board Policy 5146 – Married/Pregnant/Parenting Pupils

Chair Brian Rivas of the Policy Committee recommended that the revisions to Board Policies on items VIII.G., VIII.H., and VIII.I. move forward to Second Reading at a future Board Meeting.

VIII.J. Dr. Robin Pierson, Assistant Superintendent, introduced Principal Siobhan Dill, who presented the report on MOVE (Mobility Opportunities Via Education).

IX.A. Mr. Rivas thanked President Levy and Carla Miller for all the work on the SCSBA dinner.

President Levy thanked Mr. Rivas who suggested we begin meeting with the SCSBA again.

Ms. Ahola reported that she attended the African American Achievement Summit on February 1. She had an opportunity to hear Assemblymember Shirley Weber speak. She enjoyed the SCSBA dinner and collaboration with Superintendent Kent Kern and Trustee McKibbin. She requested that a copy of the LAO report be sent to all Board members. She thanked Dr. Perry for the tour at El Centro. She was very impressed. She appreciated Dr. Perry being cognizant of her personal experience as a teen mother. She will follow up with some information about what programs are offered in the county regarding teen pregnancy.

Ms. Davis thanked SCOE for updating the Board on the Gerber facility. She enjoyed attending the SCSBA dinner; thought Mayor Steinberg did an excellent job. She thanked President Levy and SCOE staff for the hard work coordinating the event. The people at her table had great ideas of future speakers and topics. She attended the Fortune School hearings at the State Capitol on February 1. She commended Superintendent Gordon for his leadership, and President Levy and Vice President Geeting for their foresight on the issue. She believes that county boards of education have a contribution to make in closing the achievement gap by exercising our chartering authority. There is potential for legislation to allow for a pilot program for a small number of county boards of education to expand authority to charter achievement gap closing schools. She is interested in learning more about this and the possibility of having SCOE being part of the conversation.

Mr. Fong reported that this is his third request for a resolution regarding safe haven schools for students. He would like to have a discussion at a Board meeting to make a decision. Regarding the LAO's report, this may be a good time to think about a Legislative Committee and/or Lobbyist. We may want to look at collaborating with other COEs to get our voice heard. He asked for a presentation on the Adult Education Consortium.

Mr. Brown reported he has had an opportunity to visit all SCOE programs in the county. He was very impressed. He thanked Superintendent Gordon for his position with protecting undocumented students. He attended several conferences and meetings where he had an opportunity to learn about the ten state priorities for county offices of education and the Williams Act. He also received more information on what county boards are supposed to be doing with expelled youth and foster youth. He will provide a more comprehensive statement at a later time.

Mr. Geeting thanked Superintendent Gordon for his memo to school districts regarding undocumented students' protection. He attended the African American Student Achievement Rally and Summit that was held February 1 as a collaborative between Fortune School and the California Charter Schools Association. Many thanks to all of the school board members who attended the Sacramento County School Boards Association dinner meeting on February 1. Special thanks to our keynote speaker, Sacramento

Mayor Darrell Steinberg, who provided some very thoughtful and insightful comments, the SCOE executive staff who facilitated small group discussions, and of course to our Culinary Arts students and Chef Jeff who provided a lovely dinner. It was a pleasure to join President Levy at the Academic Decathlon Super Quiz on Saturday afternoon. President Levy – along with the many volunteers who made our County Academic Decathlon possible – deserves special thanks for spending the whole day at the event judging a number of the student presentations. The Super Quiz master of ceremonies, Fox 40's Paul Robins, did his usual outstanding job. And, among other things, brought to the audience's attention the special relationship between this year's Academic Decathlon topic – World War II – and the founding of the Aca Deca competition.

Mr. Brown stated that Folsom Cordova Unified School District Superintendent mentioned at the SCSBA dinner that beginning the fall of 2017, all high school students that graduate will attend Folsom Lake College for free.

Ms. Ahola echoed what Mr. Fong stated on the safe haven resolution; it's a great idea to have a discussion. She also supported Ms. Davis's request to learn more about the pilot charter authorizer proposal.

IX.B. President Levy reported that she was a speech judge and they are always looking for judges.

IX.C. There were no committee reports.

X.A. There was no distribution of the February/March Events item.

X.B. There was no distribution of the February/March Site Visits item.

XI. Schedule for Future Board Meetings

- A. February 21, 2017 – Sly Park Outdoor Environmental Education Center
- B. March 7, 2017 – Capital Adult Education Regional Consortium (CAERC)

XII. Mr. Brown moved to adjourn the meeting. Ms. Ahola seconded the motion, which carried unanimously (7 ayes). The meeting adjourned at 8:37 p.m.

Respectfully submitted,

David W. Gordon
Secretary to the Board

Date approved:

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: March 2017 Employees of the Month	Agenda Item No.: VII.A. Enclosures: 1
Reason: Action	From: David W. Gordon Prepared By: Tim Herrera Board Meeting Date: 02/21/17

BACKGROUND:

CLASSIFIED

Cheryl Roberts, Program Analyst, has been nominated by SCOE School of Education Executive Director L. Steven Winlock, Ed.D., for her contributions to the Sacramento County Office of Education. Ms. Roberts assists with the implementation of the Leadership Institute and Teacher Intern programs. She is responsible for management of budgets, preparations for staff development trainings, registration processes, and ongoing support to participants in programs, which includes providing technical guidance on the use of the Learning Management Systems and registration process for workshops and coursework. Says her supervisor, "Ms. Roberts is one of the reasons we have such high-quality professional development for our teachers and leaders. In many cases, she is the first point of contact for those entering our programs. She is instrumental in answering questions or explaining the application process." He goes on to state, "Ms. Roberts is always professional and friendly when responding to questions or assisting with an issue. Her service-oriented approach and support are appreciated and noted by all members of the School of Education team and program." Ms. Roberts is highly regarded to her willingness to provide ideas and suggest processes that will in providing high-quality professional development. Concludes her supervisor, "Cheryl Roberts is dedicated to the success of the School of Education and her exemplary work is one of the main reasons that the School of Education is as successful as it is today." Ms. Roberts, who was named SCOE Classified Employee of the Month in May 2004, has been a SCOE employee since April 1997.

CERTIFICATED

Bobbie Pike, Special Education Teacher (SH) has been nominated by Principal Carmen Walker for her contributions to the Sacramento County Office of Education. Ms. Pike serves students in grades K-6 at Sunrise Elementary School, an Elk Grove Unified School District campus. She implements the MOVE (Movement Opportunities Via Education) Program to benefit those of her students needing that system of support. Her supervisor says, "Ms. Pike effectively teaches students having a wide range of abilities and ages using the Unique Learning Systems curriculum, a standards-based interactive curriculum specifically designed for students with special needs. Her

students have demonstrated great gains in their ability to learn classroom routines and have had numerous academic and social achievements.” Ms. Pike has trained her para-educators to facilitate small groups so that all students are engaged, and she has worked to integrate her staff and students seamlessly into the comprehensive campus. Her class participates in campus activities as well as hosts special activities for campus classrooms and staff. She has partnered with a second grade class and a sixth grade class to provide peer tutors who assist students as reading buddies and art project partners. An art project that has become an annual project is her yearly Student Handprint Calendar given to families during the holiday season. Her student artwork is regularly selected for inclusion in SCOE’s annual Student Expressions art calendar. Ms. Pike is a certified Unique Learning Systems coach and was nominated in 2016 by one of her colleagues as Teacher of the Year. Concludes her supervisor, “Bobbie has an excellent rapport with her families, classroom staff, school site colleagues, and district and SCOE providers. Ms. Pike has been a Sacramento County Office of Education employee since August 2008.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board approve commendation of the individuals named as Sacramento County Office of Education Classified and Certificated Employees of the Month for March 2017, and that the Board present Certificates of Recognition to these employees.

SACRAMENTO COUNTY OFFICE OF EDUCATION
PERSONNEL TRANSACTIONS – FOR YOUR INFORMATION
Board Meeting – February 21, 2017

SUBSTITUTES/TEMPORARY APPOINTMENTS

<u>Group (Mgmt/Cert/Class)</u>	<u>Dept./ Program</u>	<u>Name</u>	<u>Status</u>	<u>Classification</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary Placement</u>
Certificated	Special Education	Cameron, Laura	Sub	Vision Specialist	Special Education	02/08/17	\$280.50/day
Classified	Support Operations	Cox, Tamarus	L/Term	Custodian	As needed	01/30/17	\$16.29/hour
Classified	Support Operations	Hernandez, Mario	L/Term	Custodian	As needed	02/02/17	\$16.29/hour

LEAVES OF ABSENCE

<u>Group (Mgmt/Cert/Class)</u>	<u>Type</u>	<u>Name</u>	<u>Status</u>	<u>Classification</u>	<u>Location</u>	<u>Effective Date</u>
Classified	Parental	Lal, Krishneel	Perm.	Para-Educator, SH	Wilson C. Riles	01/30/17-02/10/17
Classified	Unpaid	Manker, Nicole	Perm.	Staff Secretary	Special Education	01/25/17-01/27/17

R E C A P

	<u>Management</u>	<u>Certificated</u>	<u>Classified</u>	<u>Total</u>
Substitutes/Temporary Appointments	0	1	2	3
Leaves of Absence	0	0	2	2
TOTAL	0	1	4	5

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
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Subject: Award of Diplomas	Agenda Item No.: VIII.A.2. Enclosures: 0
Reason: Approval	From: David W. Gordon Prepared By: Dr. Matt Perry Dr. Robin Pierson Board Meeting Date: 02/21/17

BACKGROUND:

The following students are scheduled to graduate from each of their respective schools and they have completed all requirements for high school graduation:

El Centro Jr./Sr. High School

2 Candidates

Gerber Jr./Sr. High School

Wilbert Jacobs

North Area Community School

Jared E. Brown
Tyler Brown
Arturo Antonio Parra
Reymundo Rios

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends the Board approve the issuance of a high school diploma to the students listed above who have completed all requirements for graduation.

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
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Subject: 2015-2016 School Accountability Report Cards for Court and Community Schools and Special Education Programs	Agenda Item No.: VIII.A.3. Enclosures: Separate Enclosure
Reason: Approval	From: David W. Gordon Prepared By: Dr. Matt Perry Dr. Robin Pierson Board Meeting Date: 02/21/17

BACKGROUND:

This is to inform you that the annual School Accountability Report Cards (SARCs) for the 2015-2016 school year have been updated for your review. Since November 1988, state law has required all public schools receiving state funding prepare and distribute a SARC. A similar requirement is also contained in the federal Every Student Succeeds Act (ESSA). The purpose of the report card is to provide parents/guardians and the community with important information about each public school. The public may also use a SARC to evaluate and compare schools on a variety of indicators.

State law requires that the SARC contain information in the following categories:

- School mission, goals, and accomplishments
- Enrollment and demographics
- School safety and climate for learning
- Teaching staff
- School finances
- Curriculum and instruction
- Student performance
- State and federal accountability
- School completion and postsecondary preparation information

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent concurs with the recommendation of the Court and Community Schools and Special Education Programs, that the 2015-2016 School Accountability Report Cards be submitted to the Board of Education for consideration and approval.

VIII.A.3.1.

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
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Subject: Surplus Property-Technology	Agenda Item No.: VIII.A.4.
	Enclosures: 1
Reason: Declaration of Equipment Listed as Surplus Property and Authorization to Dispose of Equipment Pursuant to Education Code	From: David W. Gordon
	Prepared By: Tamara Sanchez
	Board Meeting Date: 02/21/17

BACKGROUND:

Education Code sections 35160, 35160.2, 17545, and 17546 allow for disposal of property no longer needed or that is determined not suitable for school use. The equipment listed below has been identified to be in a condition considered unsuitable for school use and of insufficient value to defray the costs of arranging a sale. It would be in the Sacramento County Office of Education’s best interest to deem these items obsolete and dispose of them.

SCOE Tag Number	Item Description	SCOE Tag Number	Item Description
0035410	ADTRAN TSU	0178772	Apple Monitor
0040733	Cisco 2514	0199372	Apple iMac
0071936	HP 2524	0202101	Apple iMac
0200683	Cisco 2800	0200543	Apple iMac
0173229	HP 6108	0210013	Apple iMac
0933335	3COM Network Hub	0176115	Dell Monitor
0016642	Livingston Portmaster	0213660	Dell 1350cnw Printer
0884879	HP 3400 CL	0199315	HP Compaq dc7800
0175505	HP 2848	0202606	Dell Latitude E6500
0172122	Avocent KVM	0200444	Dell Latitude E5500
0175265	Avocent KVM	0071720	HP LaserJet 2100
0177733	HP 4108G	0210310	Dell FX100 Remote Device
0193912	HP 2848	0188839	Apple Mac Mini
0182303	HP 2848	0196204	HP Compaq dc7800
0184671	HP 3400 CL	0183335	Dell Optiplex GX620
0200873	Dell Network Switch	0198846	HP Color LaserJet 3600n
0200865	Dell Network Switch	0190009	Apple iMac
0200899	Dell Network Switch	0200287	Dell Monitor
0200881	Dell Network Switch	0201004	HP Color LaserJet CP3525n
0210989	APC Battery Pack	190579	HP Color LaserJet 3800DN

SCOE Tag Number	Item Description	SCOE Tag Number	Item Description
0186296	Dell Server	0129999	Citrix Access Gateway
0190306	APC Battery Pack	0194431	Dell Server

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends the Board declare this equipment unsuitable for school use and of insufficient value to defray the cost of arranging a sale and authorizes the Procurement Department to dispose of it as authorized under Education Code sections 35160, 35160.2, 17545, and 17546.

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
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Subject: Obsolete Instructional Materials	Agenda Item No.: VIII.A.5.
	Enclosures: 1
Reason: Notice of Intent to Dispose of Surplus or Undistributed Obsolete Instructional Materials	From: David W. Gordon
	Prepared By: Tamara Sanchez
	Board Meeting Date: 02/21/17

BACKGROUND:

Education Code section 60510 allows for the donation or sale of surplus or undistributed obsolete instructional materials that are usable for education purposes. The Sacramento County Office of Education (SCOE) is hereby providing official notice of its intent to dispose of instructional materials that are obsolete because the items are no longer aligned to the current state content standards or the current state framework. California has had three cycles of textbook adoptions since the materials were published between 1997 and 2005. The materials will be on display during an open house at our Bradview Drive warehouse no sooner than 60 days after this agenda is publicly posted. All materials will be donated on a first come-first served basis to those entities specified in section 60510, including Sacramento County Public Libraries, Private Schools, Charter Schools, Governing Boards, or other Public Entities.

Item Description			Publisher
2004	Everything Phonics Kit GR K	ELA	SRA/Open Court
2004	Everything Phonics Kit GR k	ELA	SRA/Open Court
2004	Everything Phonics Kit GR 1	ELA	SRA/Open Court
2004	Everything Phonics Kit GR 2	ELA	SRA/Open Court
2004	Everything Phonics Kit GR 3	ELA	SRA/Open Court
2005	Elements of Reading Level A Kit	ELA	Harcourt
2005	Elements of Reading Level B Kit	ELA	Harcourt
2005	Elements of Reading Level C Kit	ELA	Harcourt
2005	Elements of Reading Level K Kit	ELA	Harcourt
1998	Earobics Literacy Launch Kit	ELA	Oxford University Press
2004	Language! Comprehension Kit Book A	ELA	Sopris West
2004	Language! Comprehension Kit Book C x 3 each	ELA	Sopris West
2004	Language! Comprehension Kit Book E x 2 each	ELA	Sopris West
2001	Language! Speaking and Listening Kit x 4 each	ELA	Sopris West
2003	Reading Mastery Fast Cycle Kit Level I/II x 2 each	ELA	McGraw-Hill
2003	Reading Mastery Fast Cycle Kit Level II	ELA	McGraw-Hill
2003	Reading Mastery Fast Cycle Kit Level I	ELA	McGraw-Hill
2007	Fletchers Place Reading and Spelling Kit	ELA	Sonan Enterprises
2004	Breakthrough to Literacy Phonemic Awareness to Phonics Kit	ELA	McGraw-Hill

Item Description			Publisher
2000	Read Well Spelling Kit x 3 each	ELA	Sopris West
1994	Collections for Young Scholars Teacher Toolbox Grade 5	ELA	Open Court
1994	Collections for Young Scholars Teacher Toolbox Grade 6	ELA	Open Court
1994	Collections for Young Scholars Teacher Toolbox Grade 3	ELA	Open Court
1994	Collections for Young Scholars Teacher Toolbox Grade 2	ELA	Open Court
1994	Collections for Young Scholars Teacher Toolbox Grade 4	ELA	Open Court
2000	Teacher Edition Grade K Book A x 5 each	ELA	Open Court
2000	Teacher Edition Grade K Book B x 4 each	ELA	Open Court
2000	Teacher Edition Grade K Book C x 5 each	ELA	Open Court
2000	Teacher Edition Grade K Book D x 4 each	ELA	Open Court
2000	Teacher Edition Grade K Book E x 4 each	ELA	Open Court
2000	Teacher Edition Grade 1 Level 1 x 4 each	ELA	Open Court
2000	Teacher Edition Grade 1 Level 2 x 7 each	ELA	Open Court
2000	Teacher Edition Grade 1 Level 3 x 2 each	ELA	Open Court
2000	Teacher Edition Grade 2 Level 1 x 3 each	ELA	Open Court
2000	Teacher Edition Grade 2 Level 2 x 3 each	ELA	Open Court
2000	Teacher Edition Grade 3 Level 1 x 4 each	ELA	Open Court
2000	Teacher Edition Grade 3 Level 2 x 4 each	ELA	Open Court
2000	Teacher Edition Grade 4 Level 1 x 5 each	ELA	Open Court
2000	Teacher Edition Grade 4 Level 2 x 3 each	ELA	Open Court
2000	Teacher Edition Grade 5 Level 1 x 4 each	ELA	Open Court
2000	Teacher Edition Grade 5 Level 2 x 2 each	ELA	Open Court
2000	Teacher Edition Grade 6 Level 1 x 2 each	ELA	Open Court
2000	Teacher Edition Grade 6 Level 1 x 1 each	ELA	Open Court
2000	Incomplete Sample Publisher Kits Grade K x 6	ELA	Open Court
2000	Incomplete Sample Publisher Kits Grade 1 x 6	ELA	Open Court
2000	Incomplete Sample Publisher Kits Grade 2 x 6	ELA	Open Court
2000	Incomplete Sample Publisher Kits Grade 3 x 6	ELA	Open Court
2000	Incomplete Sample Publisher Kits Grade 4 x 6	ELA	Open Court
2000	Incomplete Sample Publisher Kits Grade 5 x 6	ELA	Open Court

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board authorize the Support Services Department to donate these usable undistributed obsolete instructional materials by way of an open house on April 28, 2017 at SCOE’s Bradview warehouse between 9:00 a.m. and 11:00 a.m. as authorized under Education Code section 60510, and if unable to donate the instructional materials, to dispose of them pursuant to Education Code section 60530.

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Donation to the Sacramento County Academic Decathlon	Agenda Item No.: VIII.A.6. Enclosures: 0
Reason: Acceptance	From: David W. Gordon Prepared By: Dr. Al Rogers Board Meeting Date: 02/21/17

BACKGROUND:

SAFE Credit Union would like to once again sponsor the Sacramento County Academic Decathlon for the 2015-2016 year. SAFE's VP of Marketing has pledged \$10,000 on behalf of SAFE to be used to provide award scholarships to decathletes and funding of program costs.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends the Board accept the above-mentioned cash donation on behalf of the GDS Mock Trial/Moot Court.

**SACRAMENTO COUNTY BOARD OF EDUCATION
CONTRACTS FOR COUNTY BOARD OF EDUCATION APPROVAL
February 21, 2017**

TECHNOLOGY SERVICES

Expenditure

Carmazzi Global Solutions

Contractor will collaborate with the Capital Adult Education Regional Consortium to expand marketing and outreach in multiple languages for adult learners. Services include evaluation of source material, translation and editing by professional target language editors, and providing proofs and final files.

New

Dates of Service: 02/22/17 – 06/30/17

Source of Funds: Capital Adult Education Regional Consortium

\$10,000.00

RECAP

	<u>Expenditure</u>
Technology Services	10,000.00
TOTAL	10,000.00

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Construction of New Community School Resolution Nos. 17-02, 17-03, and 17-04	Agenda Item No.: VIII.D. Enclosures: 6
Reason: Adoption of Resolutions and Authorization for Staff to Complete Necessary Requirements for Construction of New Community School	From: David W. Gordon Prepared By: Tamara Sanchez Board Meeting Date: 02/21/17

BACKGROUND:

The Sacramento County Office of Education (SCOE) has need for a facility to operate a community school within the Elk Grove Unified School District (EGUSD). Staff has been working with realtors on possible location options for this purpose.

Currently, the strongest option is Parcel #75 (2.39 acres) and Parcel #76 (1.44 acres) which are offered together and are located at 8128 Gerber Road near Power Inn Road (see attached map). The asking price is \$8 per square foot for an estimated 167,000 square feet. Staff will negotiate the best possible final sales price. Facility need, i.e. number of students to be served, grade levels of students to be served, and/or special education needs, has yet to be determined. However, this site offers a closer proximity to transportation and other services than our current site, and there is the potential for student job opportunities nearby. Should this site not be viable, staff will continue to research other options.

Staff has also worked with a consultant on SCOE's eligibility for state bond funding for new construction of a site. It has been determined that SCOE has sufficient new construction funding eligibility to be reimbursed by the state for most of the construction costs for a new community school. The amount of funding will be based on facility need.

This project will require SCOE to contract with consultants in the following areas:

1. Appraisals
2. Eligibility for State Bond Funding
3. Environmental and Geological Hazards Report
4. CEQA Report
5. Completion of Phase One Environmental Site Assessment (POESA)
6. Site work as needed
7. Other specialized studies and reports as needed

SCOE must also solicit requests for proposals for an architect and design team. For this project, staff must have the authority to proceed with the acquisition of the proposed site

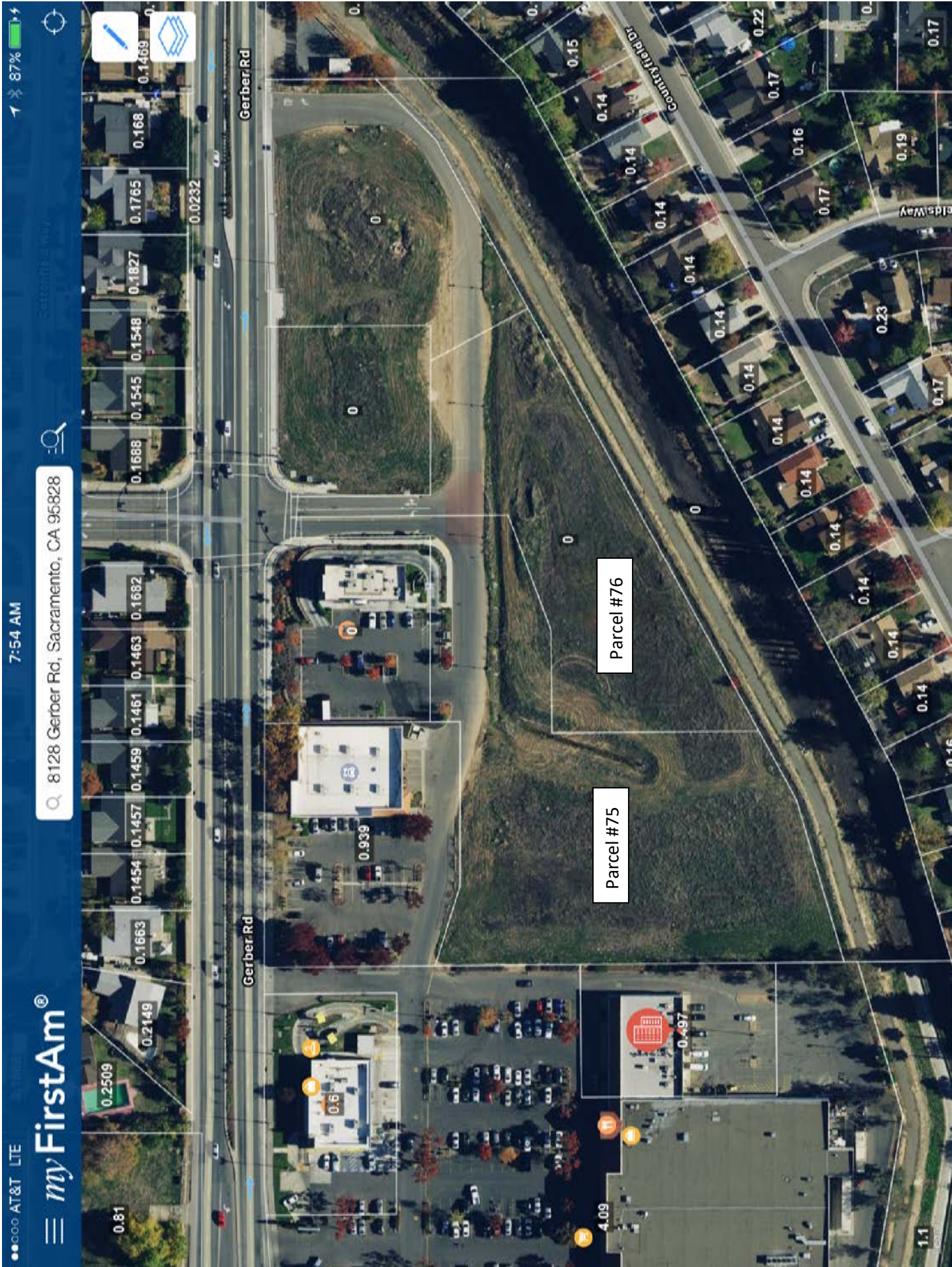
or continue to research and then acquire the site deemed most suitable, should the proposed option not be feasible.

Furthermore, to obtain state hardship funding, the following resolutions are required:

1. Authorization for Funding for School Facilities Program Projects – to Establish County Office Representatives to the Office of Public School Construction (OPSC) and the State Allocation Board (SAB) and approve the filing of necessary applications to the State.
2. Authorization for Temporary Interfund Borrowing for Construction Project(s) – authorizing a temporary interfund transfer of funds from the County School Service Fund with the goal of obtaining grant assistance from the SAB and OPSC. Grant monies will be used to reimburse the County School Service Fund.
3. Authorization to Submit Application for Eligibility Determination and Funding in the School Facility Program When Bond Authority is Exhausted – acknowledges that if there is a lack of bond authority, applications will not undergo any substantial review. Also recognized is the possibility that the state funding program may change, that County Office construction activities are at its own discretion, and that the state cannot guarantee any funding for future applications. Even though the passage of Prop. 51 has resulted in the replenishment of bond authority for the School Facility Program, the SAB has not amended its regulations to no longer require this resolution.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends the Board authorize staff to conduct business as required to obtain state agency approvals for receipt of hardship funding to construct a new community school facility, hire necessary consultants, including an architect and design team, and complete the research, negotiations, and purchase of the property required for this project. The Superintendent further recommends the Board adopt Resolution No. 17-02 – authorizing funding in the School Facility Program; adopt Resolution No. 17-03 – authorizing temporary interfund borrowing; and adopt Resolution No. 17-04 – authorizing the application for eligibility determination and funding in the School Facility Program when bond authority is exhausted.



VIII.D.3.

SACRAMENTO COUNTY BOARD OF EDUCATION

Authorization for Funding for School Facilities Program Projects

Resolution No. 17-02

WHEREAS, the Sacramento County Board of Education will be requesting funding of one or more School Facility Program (SFP) projects pursuant to Chapter 12.5, Part 10, Division 1, commencing with section 17070.10, et seq. of the Education Code; and

WHEREAS, the Sacramento County Board of Education is required to identify the County Office Representatives that will certify documents and act as liaison with the Office of Public School Construction and State Allocation Board; and

WHEREAS, the Sacramento County Board of Education has identified the following positions as the County Office Representatives:

- 1. Deputy Superintendent
- 2. Assistant Superintendent of Business Services

WHEREAS, the County Office Representatives have been directed to review all school sites for modernization eligibility and update the eligibility when applicable;

WHEREAS, the County Office Representatives have been directed to review the County Office’s new construction eligibility and update the eligibility when applicable;

WHEREAS, the County Office plans to file applications for state new construction and/or modernization grant funding, among other projects if able; and

WHEREAS, the County Office has established, in accordance with Education Code section 17070.75(e) and beginning with the 2005-2006 fiscal year, a facilities inspection system to ensure that each of its schools is maintained in good repair;

NOW, THEREFORE, BE IT RESOLVED that the Sacramento County Board of Education authorizes the County Office Representatives to execute documents as necessary to carry out the provisions of this resolution for any projects it deems necessary under Chapter 12.5, Part 10, Division 1, commencing with section 17070.10, et seq. of the Education Code.

PASSED AND ADOPTED by the Sacramento County Board of Education during its regular board meeting on the 21st day of February 2017 by the following vote:

AYES	_____	_____
NOES	_____	_____
ABSENT	_____	_____
ABSTAIN	_____	_____

Jacquelyn Levy, Board President

David W. Gordon, Board Secretary

SACRAMENTO COUNTY BOARD OF EDUCATION

Authorization for Temporary Interfund Borrowing for Construction Project(s)

Resolution No. 17-03

WHEREAS, the Sacramento County Board of Education (Board) has determined that facilities within the Sacramento County Office of Education (County Office) boundary lines may need to be constructed and/or modernized; and

WHEREAS, in order to address these possible new construction and modernization needs within the County Office, the Board must borrow funds from its County School Service Fund on a temporary basis as there are insufficient capital facilities funds available; and

WHEREAS, the funds to be borrowed from the County School Service Fund on a temporary basis are done so with the goal of receiving state grant assistance from the State Allocation Board (SAB) and Office of Public School Construction (OPSC) which will then be used to reimburse the County School Service Fund; and

WHEREAS, the SAB and OPSC require that in order to protect the County Office's right to financial hardship assistance from the state, a board resolution must be adopted authorizing the interfund borrowing.

NOW, THEREFORE, BE IT RESOLVED pursuant to OPSC's Bridge Financing/Interfund Borrowing Policy for Financial Hardship Districts dated January 16, 2009, the Sacramento County Board of Education hereby acknowledges the following:

- The Board will be required to provide a copy of this board resolution authorizing the interfund transfer.
- The amount borrowed shall not exceed the sum of the State's School Facility Program estimated grants and the Financial Hardship grant approval.
- The Board must provide copies of the detailed General Ledger transactions which detail both the transfer out of the County School Service Fund and the transfer into the fund in which these monies were/will be deposited.
- The Board understands that it shall repay the County School Service Fund within 60 calendar days upon receipt of state funding.
- The Board acknowledges that the State of California is not expected nor obligated to provide funding for the project(s) and the acceptance of the applications does not provide a guarantee of future state funding.
- The Board is electing to commence any pre-construction or construction activities at its own discretion and that the state is not responsible for any pre-construction or construction activities should bond authority not be available.

- The Board acknowledges that, if bond authority becomes available for the SAB to provide funding for the submitted applications, the County Office must apply for financial hardship status if necessary and applicable at the time.

THEREFORE, BE IT FURTHER RESOLVED that the Sacramento County Board of Education is in support and approves of the interfund borrowing under the conditions described above.

PASSED AND ADOPTED by the Sacramento County Board of Education during its regular board meeting on the 21st day of February 2017 by the following vote:

AYES	_____	_____
NOES	_____	_____
ABSENT	_____	_____
ABSTAIN	_____	_____

Jacquelyn Levy, Board President

David W. Gordon, Board Secretary

SACRAMENTO COUNTY BOARD OF EDUCATION

Authorization to Submit Applications for Eligibility Determination and Funding in the School Facility Program When Bond Authority is Exhausted

Resolution No. 17-04

WHEREAS, the Sacramento the County Board of Education (Board) has determined that school facilities within the boundaries of the Sacramento County Office of Education (County), within the County of Sacramento, need to be constructed and/or modernized; and

WHEREAS, the State Allocation Board (SAB) has established an “Applications Received Beyond Bond Authority List” for projects that have been received. Pursuant to Title 2, Code of California Regulations section 1859.95.1, the Sacramento County Board of Education hereby acknowledges the following:

1. The Board acknowledges that the remaining School Facility Program bond authority is currently exhausted for the funds being requested on the applications filed with the SAB after the acceptance of this Resolution.
2. The Board acknowledges that the State of California is not expected nor obligated to provide funding for the projects and the acceptance of the applications does not provide a guarantee of future State funding.
3. The Board acknowledges that any potential future State bond measures for the School Facility Program may not provide funds for the applications being submitted.
4. The Board acknowledges that criteria (including, but not limited to, funding, qualifications, and eligibility) under a future State school facilities program may be substantially different than the current School Facility Program. The County’s Approved Applications may be returned.
5. The Board acknowledges that they are electing to commence any pre-construction or construction activities at the County’s discretion and that the State is not responsible for any pre-construction or construction activities.
6. The Board acknowledges that, if bond authority becomes available for the SAB to provide funding for the submitted applications, the County must apply for financial hardship status if necessary and applicable at the time.

NOW, THEREFORE, BE IT RESOLVED that the Sacramento County Board of Education is in support of submitting these eligibility and funding applications under the School Facility Program or any future State school facilities program under the conditions described above.

PASSED AND ADOPTED by the Sacramento County Board of Education during its regular board meeting on the 21st day of February 2017 by the following vote:

AYES	_____	_____
NOES	_____	_____
ABSENT	_____	_____
ABSTAIN	_____	_____

Jacquelyn Levy, Board President

David W. Gordon, Board Secretary

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: New Board Policy 5146 – Married/Pregnant/Parenting Pupils	Agenda Item No.: VIII.E. Enclosures: 4
Reason: Second Reading and Adoption of New Board Policy	From: Policy Committee Prepared By: Teresa Stinson Board Meeting Date: 02/21/17

BACKGROUND:

Attached is the proposed Board Policy 5146 – Married/Pregnant/Parenting Pupils.

A brief summary of the rationale and basis for the new proposed policy follows:

- This policy is proposed to reflect recently enacted statutory requirements.

The Policy Committee reviewed Board Policy 5146 – Married/Pregnant/Parenting Pupils on January 17, 2017, and recommended that the new policy be presented to the Board for First Reading. The First Reading of the new policy occurred at the February 7, 2017 meeting.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board of Education hear the Second Reading and adopt the New Board Policy 5146 – Married/Pregnant/Parenting Pupils.

DRAFT

5000 – STUDENTS

MARRIED/PREGNANT/PARENTING PUPILS

BP 5146
(Page 1 of 4)

The Sacramento County Office of Education (SCOE) shall not discriminate against any pupil on the basis of the pupil's marital status, pregnancy, or a condition related to pregnancy, i.e., childbirth, false pregnancy, termination of pregnancy, or related recovery (“related condition”).

For school-related purposes, a pupil under the age of 18 years who enters into a valid marriage shall have all the rights and privileges of pupils who are 18 years old, even if the marriage has been dissolved.

Education and Support Services for Pregnant and Parenting Pupils

Pregnant and parenting pupils shall retain the right to participate in any SCOE program for which they are otherwise eligible. The classroom setting shall be the preferred instructional setting unless an alternative is necessary to meet the needs of the pupil and/or the pupil’s child.

If SCOE offers an alternate education program to pregnant pupils, it shall have educational programs, activities, and courses equal to those offered in the regular program. A pupil's participation in such programs shall be voluntary. SCOE may offer educational and related support services alone or in collaboration with community agencies and organizations to meet the needs of pregnant and parenting pupils and their children.

SCOE schools may require a pupil, based on pregnancy or a related condition to obtain certification from a physician indicating that the pupil is physically and emotionally able to participate in an educational program or activity if such a certification is required of all pupils with physical or emotional conditions or temporary disabilities requiring the attention of a physician.

Absences

SCOE schools shall grant a pupil a leave of absence due to pregnancy or a related condition for as long as it is deemed medically necessary by a physician. At the conclusion of the leave, the pupil shall be reinstated to the status held when the leave began.

Absences related to confidential medical appointments for pregnant or parenting pupils are excused absences. A parenting pupil may request exemption from attendance because of personal services that must be rendered to a dependent.

DRAFT

5000 – STUDENTS

MARRIED/PREGNANT/PARENTING PUPILS

BP 5146
(Page 2 of 4)

Reasonable Accommodations

When necessary, SCOE shall provide reasonable accommodations to pregnant and parenting pupils to enable them to access the educational program.

A pupil who is pregnant or has a related condition shall have access to any services available to other pupils with temporary disabilities or medical conditions.

SCOE schools shall provide reasonable accommodations to any lactating pupil to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A pupil shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to:

- 1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child;**
- 2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk;**
- 3. Access to a power source for a breast pump or any other equipment used to express breast milk;**
- 4. Access to a place to store expressed breast milk safely;**
- 5. A reasonable amount of time to accommodate the pupil's need to express breast milk or breastfeed an infant child.**

Complaints

Any complaint of discrimination on the basis of pregnancy, marital or parental status, or reasonable accommodations shall be addressed through SCOE's Uniform Complaint Procedures (BP/ARR 1312.3). A complainant who is not satisfied with SCOE's decision may appeal the decision to the California Department of Education (CDE). If SCOE or the CDE finds merit in an appeal, SCOE will provide a remedy to the affected pupil.

DRAFT
5000 – STUDENTS

MARRIED/PREGNANT/PARENTING PUPILS

BP 5146
(Page 3 of 4)

Legal Reference:

EDUCATION CODE

222 Reasonable accommodations; lactating pupils

230 Sex discrimination

8200-8498 Child Care and Development Services Act

48205 Excused absences

48220 Compulsory education requirement

48410 Persons exempted from continuation classes

49553 Nutrition supplements for pregnant/lactating pupils

51220.5 Parenting skills and education

51745 Independent study

52610.5 Enrollment of pregnant and parenting pupils in adult education

FAMILY CODE

7002 Description of emancipated minor

HEALTH AND SAFETY CODE

104460 Tobacco prevention services for pregnant and parenting pupils

TITLE 5, CODE OF REGULATIONS

4600-4687 Uniform complaint procedures

4950 Nondiscrimination, marital and parental status

TITLE 22, CODE OF REGULATIONS

101151-101239.2 General licensing requirements for child care centers

101351-101439.1 Infant care centers

TITLE 20, UNITED STATES CODE

1681-1688 Title IX, Education Act Amendments

TITLE 42, UNITED STATES CODE

1786 Special supplemental nutrition program for women, infants, and children

TITLE 7, CODE OF FEDERAL REGULATIONS

246.1-246.28 Special supplemental nutrition program for women, infants, and children

TITLE 34, CODE OF FEDERAL REGULATIONS

106.40 Marital or parental status

DRAFT
5000 – STUDENTS

MARRIED/PREGNANT/PARENTING PUPILS

BP 5146
(Page 4 of 4)

COURT DECISIONS

***American Academy of Pediatrics v. Lungren* (1997) 16 Cal.4th 307**

01/17/17 **Reviewed by Policy Committee**

02/07/17 **First Reading**

02/21/17 **Second Reading and Adoption**

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Revisions to Board Policy 5117 – Interdistrict Transfer Appeals	Agenda Item No.: VIII.F. Enclosures: 3
Reason: Second Reading and Adoption of Board Policy Revisions	From: Policy Committee Prepared By: Teresa Stinson Board Meeting Date: 02/21/17

BACKGROUND:

Attached are proposed revisions to Board Policy 5117 – Interdistrict Transfer Appeals. All proposed revisions are indicated by strikeouts and bold underlined additions.

A brief summary of the rationale and basis for the proposed revisions follows:

- Policy changes are proposed to reconcile the language of the policy with recent amendments to the Interdistrict Transfer Appeals Handbook.

The Policy Committee reviewed Board Policy 5117 – Interdistrict Transfer Appeals on January 17, 2017, and recommended that the revised policy be presented to the Board for First Reading. The First Reading of the revised policy occurred at the February 7, 2017 meeting.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board of Education hear the Second Reading and adopt the proposed revisions to Board Policy 5117 – Interdistrict Transfer Appeals.

DRAFT

5000 - STUDENTS

INTERDISTRICT ATTENDANCE TRANSFER APPEALS

BP 5117

(Page 1 of 3)

Pursuant to Education Code (EC) section 46601 et seq., the Sacramento County Board of Education (Board) shall hear and resolve interdistrict ~~attendance~~ **transfer** appeals for pupils in grades K-12, ~~that~~ **which** involve districts in Sacramento County. The Board shall also hear and resolve interdistrict ~~attendance~~ **transfer** appeals that involve a school district located in a different county if the Board has jurisdiction over the district that denied or refused to issue an ~~interdistrict attendance~~ a permit **allowing the interdistrict transfer**. If both school districts deny the permit or refuse or fail to enter into an agreement, the Board shall have jurisdiction over the appeal if the school district within the county is the pupil's district of residence.

The appeal shall be filed in writing, by a person having legal custody of the pupil, within 30 calendar days of the district's failure or refusal to issue a permit or to enter into an agreement allowing the interdistrict ~~attendance~~ **transfer** of a pupil in grades K-12. Failure to appeal within the required time will result in denial of the appeal unless good cause is shown. The appeal shall be accepted only upon verification of the Sacramento County Superintendent of Schools (Superintendent) or designee that all district remedies in the matter have been exhausted.

In an effort to make interdistrict ~~attendance~~ **transfer** appeal procedures understandable to parents, guardians, pupils and school districts, the Superintendent shall establish criteria and procedures to govern interdistrict ~~attendance~~ **transfer** appeals through Administrative Rules and Regulations (ARR).

Although the law allows discretion by the Board to determine whether to grant or deny an interdistrict ~~attendance agreement~~ **transfer request** on appeal, the Board's decision will be guided by the criteria set forth in the Interdistrict Transfer Appeal Handbook (ARR 5117). It is the responsibility of the person filing the appeal to provide facts which meet one or more of the criteria. Even if such facts are submitted, the Board will also consider any adverse impacts to the school districts in question and balance the competing factors.

If the written appeal is complete and appropriate, the appeal will be placed on the Board's agenda for a regular or special meeting to be held within the time period required by law. The Board or the Superintendent may extend this time period an additional five school days for good cause. The person filing the appeal or school district may request a postponement of the hearing for good cause. This request must be filed in writing at least five calendar days prior to the hearing date, except for an emergency.

The Superintendent or designee shall provide adequate notice to the person filing the appeal and the applicable school districts of the date and time of the appeal hearing as well as the opportunity to submit written statements and documentation.

DRAFT

5000 - STUDENTS

INTERDISTRICT ATTENDANCE TRANSFER APPEALS

BP 5117

(Page 2 of 3)

The Board will render its decision within three school days of the hearing, unless the person filing the appeal requests a postponement. On a motion to grant the appeal, at least four members of the County Board must vote in favor for the appeal to be granted. Unless at least four members vote to grant the appeal, the appeal is denied.

If the Board grants the appeal, the pupil shall be admitted to school in the requested district without delay. The Board will not determine the specific school within the requested district where the pupil will be enrolled. This authority is reserved for the school district of attendance, after the Board grants the appeal.

Written notice of the Board's decision shall be delivered to the person filing the appeal and to the governing boards of the districts.

Legal Reference:

EDUCATION CODE

46600 et seq. Interdistrict Attendance Computation

48204 Residency Requirements for School Attendance

05/12/89	Draft of Board Policy
06/20/89	Revision
09/12/89	First Reading
10/17/89	Second Reading
10/17/89	Approval
10/16/01	Proposed Revision
10/16/01	Reviewed by Legal Counsel
01/15/02	Reviewed by Policy Committee
02/05/02	First Reading
03/19/02	Second Reading
03/20/02	Approval
03/21/02	Distribution
01/23/03	Proposed Draft Revisions
03/04/03	Policy Committee
04/11/03	Input from District Superintendents
04/23/03	Additional Revisions
05/20/03	Final Review by Policy Committee
06/03/03	First Reading

DRAFT
5000 - STUDENTS

INTERDISTRICT ATTENDANCE TRANSFER APPEALS

BP 5117

(Page 3 of 3)

06/17/03	Second Reading/Approval
06/24/03	Distribution
05/01/12	Reviewed ed by Policy Committee
06/26/12	Reviewed ed by Policy Committee
10/02/12	Reviewed ed by Policy Committee
12/11/12	Reviewed ed by Policy Committee
01/15/13	First Reading
02/05/13	Reviewed ed by Policy Committee
03/05/13	Reviewed ed by Policy Committee
05/07/13	First Reading
06/04/13	Second Reading and Adoption (formerly BP 5100)
06/25/13	Distribution
<u>01/17/17</u>	<u>Reviewed by Policy Committee</u>
<u>02/07/17</u>	<u>First Reading</u>
<u>02/21/17</u>	<u>Second Reading and Adoption</u>

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Revisions to Administrative Rules and Regulations 5117 – Interdistrict Transfer Appeal Handbook	Agenda Item No.: VIII.G. Enclosures: 24
Reason: Informational	From: David W. Gordon Prepared By: Teresa Stinson Board Meeting Date: 02/21/17

BACKGROUND:

The Sacramento County Office of Education (SCOE) and the Sacramento County Superintendent of Schools have revised the attached Administrative Rules and Regulations (ARR) 5117 – Interdistrict Transfer Appeal Handbook. These revisions clarify the procedures for bringing an interdistrict transfer appeal to the Board.

This item is provided for information, and no action is required by the Board.

**INTERDISTRICT
~~ATTENDANCE~~
TRANSFER
APPEAL HANDBOOK**

*AN INFORMATIONAL GUIDE TO ASSIST INTERESTED
PARTIES IN UNDERSTANDING THE APPEAL PROCESS*

Revised
~~September~~
February 2013

The Sacramento County Office of Education serves the following districts:

Arcohe Union School District (K-8)

Center Joint Unified School District (K-12)

Elk Grove Unified School District (K-12)

Elverta Joint School District (K-8)

Folsom Cordova Unified School District (K-12)

Galt Joint Union Elementary School District (K-8)

Galt Joint Union High School District (9-12)

Natomas Unified School District (K-12)

River Delta Unified School District (K-12)

Robla School District (K-6)

Sacramento City Unified School District (K-12)

San Juan Unified School District (K-12)

Twin Rivers Unified School District (K-12)

Prepared by the Sacramento County Office of Education as authorized by Board Policy 5117



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Introduction

The Sacramento County Office of Education (SCOE) has prepared this Handbook to provide direction and information to pupils and/or their parents/guardians who wish to appeal a school district's decision not to grant an interdistrict attendance transfer ~~permit or enter into an interdistrict attendance agreement~~ **request** for a pupil in grades K-12. It may be used only after you have exhausted your appeal rights within your local school district.

This Handbook constitutes the official criteria and procedures adopted by the Sacramento County Superintendent of Schools (County Superintendent) for conducting interdistrict attendance transfer appeals. *Particular attention should be paid to issues noted in italics.*

The Sacramento County Board of Education (County Board) is committed to an objective review and consideration of appeals for pupils denied interdistrict attendance permits from local school districts.

Interdistrict attendance permits, interdistrict attendance agreements, and interdistrict attendance transfer appeals are found in and governed by *California Education Code sections 46600-46611*, and local school district policies and administrative regulations, as well as the County Board's policies, and the provisions of this Handbook.

What is the Purpose of an Appeal?

The County Board has legal authority to review the procedures and reasoning followed by the school district(s) after the school district(s) has rejected or failed to rule on a K-12 pupil's interdistrict attendance transfer request. The County Board will determine whether to grant or deny an interdistrict attendance transfer appeal ~~permit~~ after reviewing the relevant facts from the pupil, parent/guardian, and local school district(s) involved.

Note: Before filing your appeal, you must check the policies of the local school districts to determine whether there are any internal appeal procedures that you must follow (e.g., whether a decision by the district superintendent must be appealed to the district school board). If there are district appeal procedures, you must follow those procedures before you file an appeal with the County Board.

~~If you are under consideration for expulsion or have been expelled, you may not appeal the denial of interdistrict attendance [Education Code section (EC) 4660(c)(5)].~~

County Board Authority

There are limits on the types of appeals the County Board can hear. For example, the County Board has no authority to consider the following attendance appeals or issues:

- ~~1. To determine t~~The specific school within the requested school district where the pupil will be enrolled. This determination will be made by the school district of attendance where the pupil attends school.
2. Denial of an interdistrict transfer request by a pupil under consideration for expulsion or who has been expelled while expulsion proceedings are pending, or during the term of the expulsion. [~~EC~~ Ed. Code, § 46601(c)(5).]
3. Denial of an interdistrict transfer between schools within the same district. [~~EC~~ Ed. Code, § 35160.5(b).]
4. A dispute over a special education placement or over the special education services provided to a pupil pursuant to an Individualized Education Plan. Such a dispute will be handled through special education procedures. [~~EC~~ Ed. Code, § 56500 et seq.; 20 U.S.C. S. Code section 1415(f).]
5. A determination by a school district regarding the validity or invalidity of a caregiver affidavit. [~~EC~~ Ed. Code, § 48204(a)(45) and Family Code sections § 6550 et seq..]
6. A school district's denial of an "Allen Bill" residency requirement request is ~~not a denial of an interdistrict attendance request subject to appeal to the County Board. The County Board does not accept appeals from the original denial of attendance based upon parent employment or a denial of attendance in a later year after originally accepting a pupil based upon parent employment. The parent's optional remedy is to seek legal action~~

against the district within the district boundaries. [EG Ed. Code, § 48204(b).]

County Board Authority in Appeals Involving Two Counties

If the interdistrict ~~attendance~~ transfer involves school districts located in different counties, the appeal will be heard by the County Board for the district denying a permit, or refusing or failing to enter into an agreement. If both districts in the different counties deny the permit, or refuse or fail to enter into an agreement, the County Board for the district of residence shall hear the appeal. If the appeal is granted, the County Board for the requested district will be asked to agree. If the two County Boards do not then agree, the pupil's appeal is denied.

Actions the County Board May Take

The County Board may take the following actions:

1. Grant the interdistrict ~~attendance~~ transfer appeal;
2. Deny ~~or fail to grant~~ the appeal, in which case the pupil is ordered to return to the school district of residence; or
3. In some cases, return the case to the school district of residence for further consideration if new evidence or new grounds for the request for interdistrict ~~attendance~~ transfer are introduced.

When May an Appeal be Filed with the County Board?

In general, you must request an appeal hearing *within 30 calendar days* of the date that the interdistrict ~~attendance~~ transfer request ~~was denied~~ *was denied* by the school district. However, there are other circumstances that could trigger the 30 calendar day timeline. Listed below are three different situations and a description of when the 30 calendar day timeline starts:

1. District Denies Request

In most situations, a school district will act on an interdistrict ~~attendance~~ transfer request ~~either orally or~~ in writing. You must file your appeal with the County Board within 30 calendar days from the date ~~you are advised by~~ either school district ~~that your request was rejected~~ makes its final written decision denying your request.

2. District Fails to Act on Request for Next School Term

If you have requested an interdistrict attendance permit at least 30 days ~~prior to the commencement~~ **before the beginning** of a new academic year, the school district(s) must respond to your request within 14 calendar days after ~~both~~ **each** school district's new terms begins. If the school districts fail to act within 14 calendar days of the new term, you must file your appeal with the County Board within 30 calendar days (i.e., your appeal must be filed within 44 calendar days of the new term). A new term starts on the first day of classes in the school district. If the school districts have different start dates, the 14 calendar days shall run from the later of the two.

3. District Fails to Act on Request Filed During the School Term

If you have asked for an interdistrict attendance permit for the current school term and the school district(s) fail to respond to your request, you must wait 30 calendar days from the date of your request for a response from the school district(s). If you do not get a response within the 30 calendar days after making your request, then you have 30 calendar days to file an appeal with the County Board.

Submitting the Interdistrict Transfer Appeal Request

The appeal process begins with completing and filing a written form called "Interdistrict attendance Transfer Appeal and Request for Hearing." This form is located in Appendix B of this Handbook. The form must be received by the appeal deadline. You may deliver the form in person, send it by mail, or fax it to:

Assistant Superintendent, Court/Community Schools & ROP/CTE Office of the General Counsel

Sacramento County Office of Education

10474 Mather Boulevard, Mather, CA 95655
(Physical location)

P.O. Box 269003, Sacramento, CA 95826-9003
(Mailing address)

Telephone: (916) 228-2341652 Fax: (916) 228-2403233

This form must be completed, signed, and returned within the applicable time limits (refer to pages 3-4). *Please complete all sections of the form legibly.*

We suggest that you read the entire Handbook before completing the form, paying special attention to the section "Factors That Support Granting an Appeal" on pages 8-9 before completing the section of the form entitled "Reason for Appeal."

Documentation to Support Your Appeal

Adequate documentation is helpful when presenting your appeal. Pupils and/or their parents/guardians have the right to review and obtain copies of pupil records from the school district. You will find that evidence is most effective when it is provided in writing, is related to the issue(s), and is the type of evidence upon which reasonable persons can rely in the conduct of serious affairs. Some examples of documentary evidence include:

1. A copy of your original request for an interdistrict transfer and any written denial(s).
2. Documents to support your request for an interdistrict transfer. For example, when you review the factors that the County Board may consider, certain documents may support your position. Those documents could be professional recommendations by doctors, educators, psychologists, or others. Verifications of participation or non-availability of child care providers, transportation providers, teachers, or others could be helpful. Brochures or written information about special programs in the requested school district or its surrounding community may also be supportive evidence.

~~*Your completed appeal form should be accompanied by (1) a copy of your original request for an interdistrict attendance permit; (2) any letters from your district of residence regarding your request; (3) any letters from the denying district regarding your request; and (4) any other supporting documentation you want the County Board to consider.*~~

Your completed appeal form should be accompanied by

- *a copy of your original request for an interdistrict attendance permit;*
- *any letters to and from your district of residence regarding your request;*
- *any letters to and from the district of requested attendance regarding your request; and*
- *any other supporting documentation you want the County Board to consider.*

The County Board will accept a date-stamped copy of your request for an interdistrict attendance permit filed with the district as evidence that you have complied with district procedures in the event that the district fails to act on your original request.

The reason(s) for your appeal must be the same as those stated on your original request for an interdistrict permit. If the reasons on the appeal are substantially different, you may be asked to reapply for an interdistrict transfer with ~~your~~ the school district(s) of residence. Also, if new evidence is submitted, the County Board may also ask you to reapply to the school district(s) for further consideration.

If you have any questions about completing the form, you may contact the Assistant Superintendent, ~~Court/Community Schools & ROP/CTE~~ Office of the General Counsel at (916) 228-2344652.

The effective filing date of the appeal is the date the completed and signed appeal document and supporting documents are received by the County Superintendent.

What if the Appeal is Filed Late?

Failure to appeal within the required time will result in denial of your appeal unless you can show “good cause” for filing the appeal after the 30 calendar day time period has elapsed. The explanation of “good cause” must be filed with the appeal.

How is My Request for an Interdistrict Appeal Hearing Processed?

SCOE Will Verify Information

After receiving your appeal request, SCOE will review the appeal in order to verify certain information before a hearing date is scheduled. In addition to other information, SCOE will verify whether the pupil is subject to expulsion. The denial of an interdistrict attendance permit cannot be appealed if the pupil is being considered for expulsion or is currently serving an expulsion term. [~~EG~~ Ed. Code, § 46601(c)(5).]

SCOE will verify whether you have exhausted all appeal processes in the local school district(s). If you have not used all of the local appeal options, you will be asked to complete the local appeal process before going forward with your request for an interdistrict appeal hearing before the County Board. [~~EG~~ Ed. Code § 46601(c)(1).] SCOE will also verify that all timelines have been honored prior to setting a hearing. Misinformation and/or falsification of information may cause rejection of an appeal. As stated above, if new evidence or grounds for the request are introduced, the County Board may send the matter back to the district(s).

Setting a Hearing Date

If the written appeal is complete and appropriate, the County Superintendent will place the matter on the County Board’s agenda for a regular or special meeting to be held no later than 40 school days following the effective date of the appeal.¹ The County Board or the County Superintendent may extend this period up to an additional five school days for good cause. [~~EG~~ Ed. Code, § 46601(c).] ~~The County Board or County Superintendent, or designee, has discretion to approve a request for~~ You or the school district may request a postponement ~~filed by you or by the school district~~ of the hearing for good cause. ~~provided the request is~~ This request must be

¹ These time requirements apply until July 1, 2015~~8~~. After July 1, 2015~~8~~, the appeal will be heard within the time period required by applicable law at that time.

filed in writing at least five (5) calendar days ~~prior~~ before to the hearing date, except in an emergency.

Notification of Hearing Date

SCOE will notify you and the district(s) involved of the date, time, and place of the appeal hearing. When possible, the notice will be sent at least 10 calendar days before the date of the hearing. ~~If the circumstances dictate notice of fewer than 10 calendar days, the timelines for written argument will also be adjusted.~~

Other Issues

After you have filed your appeal, you may also be contacted by SCOE for the following:

1. To explain your rights and the procedures for your case.
2. To request that you make certain documents available to assist the County Board in making its determination.

District(s)' Written Response

The school district(s) denying the transfer may submit a written ~~reply argument~~ statement in response to your appeal. The school district(s) will be notified of the deadline for submitting the written ~~argument~~ response. Each school district electing to submit a written ~~argument~~ response shall deliver a copy of the ~~written argument~~ response to the person filing the appeal and the other district on the same date ~~the~~ it is filed with the County Board.

Preparing for ~~the~~ The Interdistrict Appeal Hearing

Filing a Written Argument

~~The parent/guardian or representative may file a prehearing written statement with the County Board. (Please submit a typewritten argument, if possible.) You will be notified of the deadline for submitting the written argument. You must also send or deliver copies of your argument to the school district of residence and the requested school district when you file your written argument with the County Board. You may employ an attorney or other advocate at your expense.~~

District(s)' Written Response

~~The school district(s) denying the transfer may submit a written reply argument. The school district(s) will be notified of the deadline for submitting the written argument. Each school district electing to submit a written argument shall deliver a copy of the written argument to the person filing the appeal and the other district on the same date the argument is filed with the County Board.~~

Documentation to Support Your Appeal

Adequate documentation is helpful when presenting your case. Pupils and/or their parents/guardians have the right to review and obtain copies of pupil records from the school district. You will find that evidence is most effective when it is provided in writing, is related to the issue(s), and is the type of evidence upon which reasonable persons can rely in the conduct of serious affairs.

Some examples of documentary evidence include:

3. A copy of your original request for an interdistrict transfer and any written denial(s).
4. Documents to support your request for an interdistrict transfer. For example, when you review the factors that the County Board will consider, certain documents may support your position. Those documents could be professional recommendations by doctors, educators, psychologists, or others. Verifications of participation or non-availability of child care providers, transportation providers, teachers, or others could be helpful. Brochures or written information about special programs in the requested school district or its surrounding community may also be supportive evidence.

Waiver of Privacy of Documents Provided

There are numerous laws that protect the release of confidential records. For example, there are certain laws regarding the privacy and confidentiality of pupil records. (See EC 49060 et seq.) There are also laws regarding the confidentiality of juvenile court records and medical records. *If you wish to have the County Board consider material from confidential records, you must understand that turning these records over to the County Board for the purpose of the interdistrict attendance hearing is a waiver of the privacy rights for those records. In other words, you consent for the County Board to review and comment on the records in a public meeting. You may wish to consult legal counsel regarding such records or documents prior to submission.*

Closed Session Hearing

The appeal hearing will be held in closed session to protect the privacy of the pupil's records, unless the parents/guardians submit a written request to be heard in a public meeting. (Ed. Code, § 35146.) After receiving the appeal, SCOE will notify the parents/guardians of the deadline to submit a request for a public meeting.

Closed session means that the appeal hearing is closed to the public, and only County Board members, necessary SCOE staff, the parents/guardians, pupil, and school district(s) are present at the hearing. A public meeting (open session) means that anyone may attend the appeal hearing. If a timely request for a public meeting is requested, the appeal hearing will be public, except that any discussion

that might conflict with the right to privacy of any pupil, other than the pupil on whose behalf the public meeting is requested, will be in closed session.

Multiple Appeals

Families with multiple appeals may, in the County Board's discretion, have the appeals heard together or separately. If all of the appeals are heard as one, there will be a separate vote on each child, but only one written decision from the County Board.

Legal Advocate at the Hearing

Although the hearing is informal, you may bring legal counsel or a legal advocate. The use of any legal counsel will be at your expense.

A Brief Verbal Presentation

The County Board will mostly rely on the written information that you and the school districts provide before the hearing. However, you should prepare a brief verbal presentation that focuses on the factors that the County Board will consider in deciding the appeal.

What Factors ~~Will~~ May the County Board Consider?

In its discussion and deliberations on your appeal, the County Board will consider the reasons for your transfer request.

In deciding whether to grant or deny an appeal, the County Board weighs factors that support granting an appeal against factors that support denying an appeal. ~~If you are unable to present sufficient evidence to justify a transfer, the County Board may rule against the appeal without considering any evidence of an adverse impact.~~ The County Board has discretion to decide the appeal based upon the evidence presented.

~~If you are able to submit sufficient evidence to justify a transfer, the school district will have an opportunity to rebut the evidence and submit evidence of an adverse impact. You will then have an opportunity to respond and offer evidence as to how some or all of the adverse impacts on the school district(s) could be alleviated.~~

Misinformation and/or falsification of information provided by either party shall be good cause for deciding against that party.

Factors That May Support Granting an Appeal

1. The pupil's desire to remain in his/her school of current attendance for the balance of the semester or school year despite his/her or parent's change of residence. ~~The pupil's desire may be based on his/her anticipated graduation from the school of current attendance at the end~~

of the semester or school year, or on a need for educational continuity for the remainder of the semester or school year.

2. To allow a pupil to remain in his/her current school within two years of graduation or promotion from that school.
- ~~3.~~ 2. The pupil's plan to move in the near future and desire to begin the semester or school year in his/her new school district. The person filing the appeal You must offer written proof of the plan to move into the district of proposed attendance. Such written proof may be a rental agreement, a contract to purchase new property, or a similar document.
- ~~4.~~ 3. The acceptance of a sibling of the pupil for attendance at the requested district for the current school year, requiring the pupils to attend different districts ~~and causing a hardship on the family.~~ The pupil and/or parent You must submit written documentation of the sibling's enrollment and demonstrate a hardship based upon child care needs, transportation issues, employment location, or other significant factors.

~~4. The pupil's psychological or physical well being will be seriously adversely impacted by remaining in the district of residence.~~ Problems with a pupil's psychological or physical well being must be supported by the written statement of a qualified medical or behavioral professional having a professional relationship with the pupil.
5. To address the child care needs of a pupil in grades TK-8. You must offer written evidence of the pupil's child care arrangement.
- ~~6.~~ 5. ~~A substantial danger exists by remaining in the district of residence~~ to meet the pupil's special mental, physical, educational, health or safety needs. A danger to the pupil's health or safety This must be supported by the written statement of a qualified health expert, by police reports, by school records, or by other documentation physician, school psychologist, or other appropriate school, medical, or law enforcement personnel. Substantial danger based upon ~~that~~ Transportation issues that impact the pupil's safety needs may be included under this criterion.
- ~~7.~~ 6. A pupil has been determined by personnel of either the district of residence or the requested district to have been the victim of an act of bullying committed by a pupil of the district of residence. You must provide written documentation or school records to demonstrate that district personnel have determined that the pupil was a victim of bullying, as defined by Education Code section ~~EG~~ 48900(r). (Ed. Code, § 46600(b).)
- ~~8.~~ 7. ~~A specialized and specific district academic program or service in grades 9-12 is un~~ The pupil is enrolled or accepted in a program not available in the district of residence, and is essential to the pupil's career or academic objectives. Such a distinct program or service must be directly related to and be essential to achieve the pupil's career

objectives or academic advancement and not based solely on the pupil's interests or desires, or on extracurricular activities or athletics. An academic program is defined as a series of classes in a single subject or in related subjects extending over more than one (1) year in grades 9-12, which has a specific occupational or educational objective. You must provide written documentation of acceptance or enrollment in the program.

- ~~9.~~ **8.** A need to change the pupil's social environment, as recommended by juvenile authorities (e.g., School Attendance Review Board, county child welfare, probation, and/or social services agency staff). You must provide written documentation from a social services agency/staff or a law enforcement agency/staff evidence that, due to documented cases of serious home or community problems, it is inadvisable for the pupil to remain in the school district of residence.

- ~~10.~~ **9.** By reason of transfer of territory between districts, the residence of the pupil is no longer in the district that maintains the school where the pupil has previously attended. You must show location of residence and the negative impact, if any, due to the transfer of territory.

- ~~11.~~ **10.** The location of the pupil's residence requires travel through the district of requested attendance, and by virtue of topography, street pattern, and locations of homes in the neighborhood, the area is land-locked. You must provide written documentation of the land-locked residence and how such a situation makes a change in the school districts advisable.

- ~~12.~~ **11.** Other exceptional or extraordinary circumstances that would weigh heavily in favor of the pupil. You must specify and describe the type of exceptional or extraordinary circumstance and its effect on the pupil.

The County Board, in its discretion, may determine that evidence of adverse impacts provided by the affected school district(s) outweighs factors that support granting the appeal.

Factors That May Support Denying an Appeal

- ~~1.~~ **2.** The pupil's demonstrated failure to meet reasonable standards relating to behavior, attendance, or diligence to studies. ~~The~~ This demonstration of such failure by the district of proposed attendance must be based on a written explanation of the district of residence's previous experience with the pupil under an interdistrict attendance agreement, or on other documented evidence of the pupil's behavior, or attendance, or grades in the district of residence.

- ~~2.~~ **7.** A comparable program is available in the district of residence. The school district must describe how the program is comparable.

- ~~3.~~ **4.** The negative financial impact of educating the pupil (district of proposed attendance) or of losing the pupil (district of residence). The

impacted districts must demonstrate that the pupil's transfer would place a hardship on the district's operations, and/or resident pupils in terms of costs, reduced services, or other unacceptable outcomes.

- 4. ~~3.~~ Overcrowding or lack of space for the pupil in the requested district.** The district of proposed attendance must demonstrate ~~in writing~~ that the pupil's transfer would result in an undue hardship on the district's resident pupils in regards to overcrowding or priority for enrollment in a specific program and/or would be a violation of law, district policy, or a collective bargaining agreement regarding class sizes or facilities use.
- 5. ~~4.~~ The negative impact of the pupil's transfer on a court ordered or voluntary desegregation plan of either district.** The district must provide details about the court ordered or voluntary desegregation plan and provide written evidence of the anticipated negative impact of the pupil's transfer.
- 6. ~~5.~~ The transfer of the pupil would violate the Education Code, a state regulation, or other law governing school districts.** The district(s) must provide written documentation of the specific law that would be violated and how it would be violated.
- 7. ~~6.~~ Other exceptional or extraordinary circumstances that would weigh heavily in favor of the affected school district.** The school district must specify and describe the type of exceptional or extraordinary circumstance.

Conducting the Appeal Hearing

Hearings are conducted in ~~open~~ closed session during regular or special County Board meetings, unless the parent/guardian requests a hearing in public. A closed session hearing is open only to the parent/guardian, pupil, school district(s), County Board, and necessary staff. An open session hearing is open to the public.

County Board meetings ~~that~~ are generally held at the Sacramento County Office of Education (Board Room) located at 10474 Mather Boulevard, Mather, CA 95655.

It is the intent of the County Board to conduct the hearing in a fair and informal manner to encourage open communication and understanding of the system process. The hearing will ~~also~~ be conducted in such a manner that no special legal expertise is necessary and all parties have the opportunity to present their case fairly ~~and~~ completely. You may have legal counsel, an advocate, or an interpreter present if you wish. A record of the hearing will be made.

During the appeal hearing, the person filing the appeal, the pupil (optional), and the representatives of the district(s) will take seats in front of the County Board.

The hearing is conducted as follows:

1. At least four members of the County Board must be present to establish a quorum and conduct the hearing.

2. After introduction of all parties, the County Board President will conduct the proceedings.
3. The pupil, the parent/guardian, or a representative of the pupil may present the reasons for requesting the pupil's transfer to the district of requested attendance. The speaker will have a specified amount of time (normally five ~~(5)~~ minutes) to summarize his/her position based upon the written ~~argument~~ documents previously submitted. The speaker will also respond to questions from the County Board, if any.
4. A representative of the district of residence will be given the opportunity (normally five ~~(5)~~ minutes) to describe its position and the action(s) taken by that district. The district representative will respond to questions from the County Board, if any.
5. A representative of the district of requested attendance will be given the opportunity (normally five ~~(5)~~ minutes) to describe its position and the action(s) taken by that district. The district representative will respond to questions from the County Board, if any.
6. You will be given an additional two ~~(2)~~ minutes to ~~present any evidence of how to alleviate or mitigate any of the problems raised by~~ respond to the school district(s) statements and give any closing remarks. Each district will also have an additional two ~~(2)~~ minutes for response and/or closing.
7. Members of the County Board may ask questions to clarify the issues, and may ask questions of ~~the~~ staff and/or legal counsel as necessary.
8. The County Superintendent or designee may, ~~at this time,~~ present any factual information or legal consideration not already covered by others present.
9. The hearing will be closed.
10. Following the closing of the hearing, the County Board will publicly deliberate the matter.
11. When the County Board President determines that deliberations are complete, he/she will call for a vote regarding the appeal.

On a motion to grant the appeal, at least four ~~(4)~~ members of the County Board must vote in favor for the appeal to be granted. Unless at least four ~~(4)~~ members vote to grant the appeal, the appeal is denied.

What Happens at the Conclusion of the Appeal Hearing?

Following action by the County Board, a written decision ~~incorporating the County Board's rationale~~ will be mailed to all parties. If the County Board grants the appeal, the pupil will be admitted to the school district of requested attendance without delay. (~~EC~~ Ed. Code, § 46602.) The ~~requested~~ of requested attendance will determine the specific school the pupil is to attend.

APPENDIX A

Sacramento County Board of Education
Board Policy 5117 -
Interdistrict ~~Attendance~~ Transfer Appeals

SACRAMENTO COUNTY BOARD OF EDUCATION

INTERDISTRICT ATTENDANCE APPEALS

BOARD POLICY 5117

Pursuant to Education Code (EC) section 46601 et seq., the Sacramento County Board of Education (Board) shall hear and resolve interdistrict ~~attendance~~ **transfer** appeals for pupils in grades K-12, ~~that~~ **which** involve districts in Sacramento County. The Board shall also hear and resolve interdistrict ~~attendance~~ **transfer** appeals that involve a school district located in a different county if the Board has jurisdiction over the district that denied or refused to issue ~~an interdistrict attendance~~ **a permit allowing the interdistrict transfer.** If both school districts deny the permit or refuse or fail to enter into an agreement, the Board shall have jurisdiction over the appeal if the school district within the county is the pupil's district of residence.

The appeal shall be filed in writing, by a person having legal custody of the pupil, within 30 calendar days of the district's failure or refusal to issue a permit or to enter into an agreement allowing the interdistrict ~~attendance~~ **transfer** of a pupil in grades K-12. Failure to appeal within the required time will result in denial of the appeal unless good cause is shown. The appeal shall be accepted only upon verification of the Sacramento County Superintendent of Schools (Superintendent) or designee that all district remedies in the matter have been exhausted.

In an effort to make interdistrict ~~attendance~~ **transfer** appeal procedures understandable to parents, guardians, pupils and school districts, the Superintendent shall establish criteria and procedures to govern interdistrict ~~attendance~~ **transfer** appeals through Administrative Rules and Regulations (ARR).

Although the law allows discretion by the Board to determine whether to grant or deny an interdistrict ~~attendance agreement~~ **transfer request** on appeal, the Board's decision will be guided by the criteria set forth in the Interdistrict Transfer Appeal Handbook (ARR 5117). It is the responsibility of the person filing the appeal to provide facts which meet one or more of the criteria. Even if such facts are submitted, the Board will also consider any adverse impacts to the school districts in question and balance the competing factors.

If the written appeal is complete and appropriate, the appeal will be placed on the Board's agenda for a regular or special meeting to be held within the time period required by law. The Board or the Superintendent may extend this time period an additional five school days for good cause. The person filing the appeal or school district may request a postponement of the hearing for good cause. This request must be filed in writing at least five calendar days prior to the hearing date, except for an emergency.

The Superintendent or designee shall provide adequate notice to the person filing the appeal and the applicable school districts of the date and time of the appeal hearing as well as the opportunity to submit written statements and documentation.

SACRAMENTO COUNTY BOARD OF EDUCATION

INTERDISTRICT ATTENDANCE APPEALS

BOARD POLICY 5117

The Board will render its decision within three school days of the hearing, unless the person filing the appeal requests a postponement. On a motion to grant the appeal, at least four members of the County Board must vote in favor for the appeal to be granted. Unless at least four members vote to grant the appeal, the appeal is denied.

If the Board grants the appeal, the pupil shall be admitted to school in the requested district without delay. The Board will not determine the specific school within the requested district where the pupil will be enrolled. This authority is reserved for the school district of attendance, after the Board grants the appeal.

Written notice of the Board's decision shall be delivered to the person filing the appeal and to the governing boards of the districts.

Legal Reference:

EDUCATION CODE

46600 et seq. Interdistrict Attendance Computation

48204 Residency Requirements for School Attendance

05/12/89 Draft of Board Policy
06/20/89 Revision
09/12/89 First Reading
10/17/89 Second Reading
10/17/89 Approval
10/16/01 Proposed Revision
10/16/01 Review by Legal Counsel
01/15/02 Review by Policy Committee
02/05/02 First Reading
03/19/02 Second Reading
03/20/02 Approval
03/21/02 Distribution
01/23/03 Proposed Draft Revisions
03/04/03 Policy Committee
04/11/03 Input from District Superintendents
04/23/03 Additional Revisions
05/20/03 Final Review by Policy Committee
06/03/03 First Reading
06/17/03 Second Reading/Approval
06/24/03 Distribution
05/01/12 Review by Policy Committee
06/26/12 Review by Policy Committee
10/02/12 Review by Policy Committee
12/11/12 Review by Policy Committee
01/15/13 First Reading
02/05/13 Review by Policy Committee
03/05/13 Review by Policy Committee

SACRAMENTO COUNTY BOARD OF EDUCATION

INTERDISTRICT ATTENDANCE APPEALS

BOARD POLICY 5117

05/07/13 First Reading

06/04/13 Second Reading and Adoption (Formerly BP 5100)

06/25/13 Distribution

01/17/17 Reviewed by Policy Committee

02/07/17 First Reading

02/21/17 Second Reading and Adoption

APPENDIX B

Interdistrict ~~Attendance~~ Transfer Appeal and Request for
Hearing

INTERDISTRICT ~~ATTENDANCE~~ TRANSFER APPEAL AND REQUEST FOR HEARING

In accordance with Education Code section 46601 and Sacramento County Board of Education Policy 5117, I/we hereby request a hearing for the purpose of an Appeal of an Interdistrict Transfer Denial.

Date: _____

Name of Person Filing Appeal: _____

Relationship to Pupil(s): _____

Residence Address: _____

Residence Telephone: _____ Business or Cell Phone: _____

Email Address: _____

School District of Residence: _____

Attorney or Representative (if applicable): _____ Telephone: _____

I am/we are requesting that the Sacramento County Board of Education hear an appeal of the denial by _____ School District of an interdistrict attendance transfer request for the following pupil(s) to attend school in the _____ School District.

Pupil: _____ Age: ____ Grade: ____ Current School: _____

Pupil: _____ Age: ____ Grade: ____ Current School: _____

Pupil: _____ Age: ____ Grade: ____ Current School: _____

Pupil: _____ Age: ____ Grade: ____ Current School: _____

1. Date Interdistrict Transfer Permit was requested:

2. How many other children are at home? ____

Give ages: ____ ____ ____ ____

3. ~~Do they attend school in the district of residence (current or last term)?~~ Yes No

If "No," please explain: Schools & Districts where your other children attend school: _____

Did the District deny the request?
 Yes No

Date of Denial? (Attach copy)

Did the District fail to respond?
 Yes No

4. Is this the first time **you requested** an interdistrict attendance agreement for the pupil(s) ~~has been requested~~ from the district? Yes No

5. If an interdistrict ~~attendance~~ transfer was approved in prior years for the pupil(s), please indicate the first year the agreement was granted and provide a copy of the prior interdistrict attendance agreement(s): _____

a. Pupil's grade level during the first year the agreement was granted: _____

b. Reason that you requested interdistrict attendance the first year the agreement was approved: _____

~~6. Have you been required to submit new interdistrict attendance requests since the first year? Yes No~~

~~7. 6.~~ Does the pupil have any brothers or sisters who are attending school in the requested district this year on an approved Interdistrict Transfer permit? Yes No

~~8. 7.~~ Explain your understanding of the reason(s) for denial of permit. *(Please attach a copy of the notice of denial from the district.)*

9. 8. Reason for Appeal

[Note: The appeal will not be accepted without a complete statement of reasons. Please attach additional pages if more space is needed to complete this item. See pages ~~8~~ 9 through ~~10~~ 12, "Factors That Support Granting an Appeal."]

[Note: The County Board has no authority to determine the specific school within the school district where the pupil will be enrolled. This authority is reserved for the school district of requested attendance.]

I/we understand that the County Board will rely upon this information to decide my/our appeal. I/we are the educational rights holder(s) for the pupil(s). I/we consent for the County Board to review ~~and comment in a public meeting on~~ material submitted from confidential records for purposes of this appeal. ~~I/we hereby waive any privacy rights in these records.~~ I/we hereby certify that this information is true and correct to the best of my/our knowledge.

Signature of Person Filing Appeal

Date

Signature of Person Filing Appeal

Date

Please attach the following items to this "Interdistrict ~~Attendance~~ Transfer Appeal and Request for Hearing" form:

- (1) Your transfer request;
- (2) Any letters to and from your district of residence regarding your request;
- (3) Any letters to and from the ~~denying~~ district of requested attendance regarding your request; and
- (4) Any relevant supporting documentation that you want the County Board to consider.

PLEASE RETURN IN PERSON, BY MAIL, OR BY FAX TO:

~~Assistant Superintendent, Court/Community Schools & ROP/CTE~~ General Counsel

Sacramento County Office of Education

10474 Mather Boulevard, Mather, CA 95655
(Physical location)

P.O. Box 269003, Sacramento, CA 95826-9003
(Mailing address)

Telephone: (916) 228-2341652 Fax: (916) 228-2403233

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Revisions to Board Policy 6173 – Homeless Education	Agenda Item No.: VIII.H. Enclosures: 4
Reason: Second Reading and Adoption of Board Policy Revisions	From: Policy Committee Prepared By: Teresa Stinson Board Meeting Date: 02/21/17

BACKGROUND:

Attached are proposed revisions to Board Policy 6173 – Homeless Education. All proposed revisions are indicated by strikeouts and bold underlined additions.

A brief summary of the rationale and basis for the proposed revisions follows:

- Policy changes are proposed to reflect recent changes to the McKinney-Vento Homeless Assistance Act.

The Policy Committee reviewed Board Policy 6173 – Homeless Education on November 15, 2016 and January 17, 2017, and recommended that the revised policy be presented to the Board for First Reading. The First Reading of the revised policy occurred at the February 7, 2017 meeting.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board of Education hear the Second Reading and adopt the proposed revisions to Board Policy 6173 – Homeless Education.

DRAFT

6000 – INSTRUCTION

HOMELESS EDUCATION

BP 6173

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Sacramento County Office of Education (SCOE) shall provide opportunities for pupils experiencing homelessness to meet the same challenging academic standards that all pupils are expected to meet. The Superintendent or designee shall identify and remove any barriers to the identification and enrollment of homeless pupils and the retention of homeless pupils including those due to absences or outstanding fees or fines.

~~The Superintendent or designee shall designate a person as the Sacramento County Office of Education (SCOE) liaison for homeless children and youth to assist with access to SCOE's education and services. The liaison will ensure that public notice is disseminated regarding the rights of pupils experiencing homelessness.~~

Enrollment

Education placement decisions for SCOE pupils experiencing homelessness shall be based on a pupil's best interest as defined by law.

SCOE pupils experiencing homelessness shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way. **However, the Superintendent or designee may separate homeless pupils on school grounds for short periods of time for health and safety emergencies and to provide temporary, special, and supplementary services to meet the unique needs of homeless pupils.**

They **Pupils experiencing homelessness have a right to continue at or** enroll in SCOE's community schools and at other SCOE school sites if they are otherwise eligible. **A school site will enroll the homeless child or youth, even if the child or youth: 1) is unable to produce records normally required for enrollment, such as previous academic records, records of immunization, and other required health records, or other documentation; or (2) has missed application or enrollment deadlines during any period of homelessness.**

Information about a homeless pupil's living situation shall be considered part of a pupil's educational record, subject to the Family Educational Rights and Privacy Act, and shall not be deemed to be directory information under the Act.

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HOMELESS EDUCATION

BP 6173

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Transfer of Coursework/Graduation Requirements

Pupils in homeless situations shall be entitled to the transfer of credits for coursework successfully completed, including partial credits, consistent with BP 6173.1 and BP 6146.3. When a homeless pupil who may qualify for an exemption from SCOE's graduation requirements transfers into a SCOE program, SCOE will within 30 calendar days of the pupil's transfer notify the pupil, educational rights holder, and SCOE homeless liaison of the availability of the exemption and whether the pupil qualifies for it. (See BP 6146.1 – Graduation Requirements.)

SCOE will use its Uniform Complaint Procedures (ARR 1312.3) to investigate and resolve complaints that SCOE has not complied with requirements regarding the transfer of credits or the exemption of local graduation requirements for homeless youth.

Services

Each homeless pupil shall be provided services that are comparable to services offered to other pupils in the school, including, but not limited to, transportation, educational programs for which the pupil meets the eligibility criteria (such as federal Title I services or similar state or local programs, programs for pupils with disabilities, and educational programs for English learners), career and technical education programs, and school nutrition programs.

When a parent or guardian of a pupil who becomes homeless requests that transportation be provided, SCOE shall arrange for transportation for a pupil to a SCOE school for the duration of homelessness to the extent required by law. ~~When appropriate, SCOE will arrange transportation~~ in consultation with the school district(s) in which the pupil is located.

The Superintendent or designee shall coordinate with other agencies and entities to ensure that homeless pupils are promptly identified, ensure that homeless pupils have access to and are in reasonable proximity to available education and related support services, and raise the awareness of school personnel and service providers of the effects of short-term stays in a shelter and other challenges associated with homelessness.

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HOMELESS EDUCATION

BP 6173

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The Superintendent or designee shall collaborate with local social services agencies, other agencies or entities providing services to homeless children and youth, and, if applicable, transitional housing facilities. In addition, the Superintendent or designee shall coordinate transportation, transfer of school records, and other activities with other local educational agencies. When a person who is experiencing homelessness also has a disability, the Superintendent or designee shall coordinate services as required by law within the SCOE programs and with other involved local educational agencies.

~~Pupils enrolled in a SCOE program who become homeless have the right to continue at the same program site as long as they are eligible for the program.~~

Liaison

The Superintendent shall designate a staff person as the SCOE liaison for homeless children and youth to assist with access to SCOE's education and services. The liaison shall fulfill the duties specified in 42 USC § 11432 to assist in identifying and supporting homeless pupils to succeed in school.

Liaisons and other appropriate staff shall participate in professional development and other technical assistance to assist them in identifying and meeting the needs of homeless pupils and in understanding the definitions of terms related to homelessness as used in applicable laws.

Board Reports

Annually, the Superintendent or designee shall report to the Board on outcomes for pupils experiencing homelessness, which may include, but are not limited to, school attendance, achievement test results, promotion and retention rates, graduation rates, suspension/expulsion rates, and other outcomes related to any goals and specific actions identified in the Local Control and Accountability Plan.

Dispute Resolution Process

SCOE shall assist in resolving school district disputes regarding school selection and enrollment of homeless children and youth pursuant to the resolution process developed by the California Department of Education. SCOE's procedures for resolving such disputes are in Administrative Rule and Regulation 6173.

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Legal Reference:

EDUCATION CODE

1980-1986 County community schools
39807.5 Payment of transportation costs by parents and exemptions
48645.5 Acceptance of coursework
48850 Educational opportunities for children who are homeless or in foster care
48852.7 Education of homeless child in school of origin
48915.5 Suspension and expulsion
51225.1 Exemption from district graduation requirements
51225.2 Pupils in foster care/homeless youth; coursework and credits

TITLE 20, UNITED STATES CODE

6311 Title I state plan; state and local educational agency report cards

TITLE 42, UNITED STATES CODE, ~~TITLE 42~~

11431-11435 McKinney-Vento Homeless Assistance Act

01/25/06	First Reading
02/22/06	Second Reading and Adoption
07/15/14	Reviewed by Policy Committee
10/07/14	Reviewed by Policy Committee
11/18/14	Reviewed by Policy Committee
12/16/14	First Reading
01/13/15	Second Reading and Adoption
01/16/15	Distribution
02/16/16	Reviewed by Policy Committee
03/15/16	First Reading
04/19/16	Second Reading and Adoption
04/25/16	Distribution
<u>11/15/16</u>	<u>Reviewed by Policy Committee</u>
<u>01/17/17</u>	<u>Reviewed by Policy Committee</u>
<u>02/07/17</u>	<u>First Reading</u>
<u>02/21/17</u>	<u>Second Reading and Adoption</u>

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Revisions to Administrative Rules and Regulations 6173 – Homeless Education	Agenda Item No.: VIII.I. Enclosures: 3
Reason: Informational	From: David W. Gordon Prepared By: Teresa Stinson Board Meeting Date: 02/21/17

BACKGROUND:

The Sacramento County Office of Education (SCOE) and the Sacramento County Superintendent of Schools have revised the attached Administrative Rules and Regulations (ARR) 6173 – Homeless Education. These revisions reflect recent changes to the McKinney-Vento Homeless Assistance Act.

This item is provided for information, and no action is required by the Board.

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HOMELESS EDUCATION

ARR 6173

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Homeless pupils means pupils who lack a fixed, regular, and adequate nighttime residence as defined in 42 USC 11434a. (Education Code (EC) 48852.7; 42 USC 11434a)

Unaccompanied youth includes homeless youth who are not in the physical custody of a parent or guardian. (42 USC 11434a)

Homeless Liaison

The Superintendent has designated a staff person as the Sacramento County Office of Education's (SCOE) homeless liaison who can be contacted at:

Homeless Liaison
PO Box 269003, Sacramento, CA 95826
916-228-2542

The homeless liaison will perform the duties required by law, including helping to identify, enroll, and provide support services to homeless pupils. (42 USC 11432.) In addition, the homeless liaison may participate in expulsion proceedings for homeless pupils, including those for pupils with exceptional needs. (EC 48918.1, 48915.5)

Enrollment

Academic placement decisions for youth experiencing homelessness shall be based on the pupil's best interest. SCOE shall consider student-centered factors related to the pupil's best interest, including those related to the impact of mobility on achievement, education, health, and safety, giving priority to the request of the pupil's parent/guardian or, in the case of an unaccompanied youth, the youth. (42 USC 11432)

Pupils experiencing homelessness will be immediately enrolled even if the pupil is missing records normally required for enrollment. The homeless liaison can assist in obtaining necessary records, including those regarding immunizations or academics.

The parent/guardian or unaccompanied youth shall be provided with a written explanation of any decisions related to eligibility, school selection, or enrollment and of the right of the parent/guardian or unaccompanied youth to appeal such decisions. (42 USC 11432)

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HOMELESS EDUCATION

ARR 6173

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If a dispute arises over school eligibility, selection, or enrollment the matter will be referred to SCOE's homeless liaison, who shall gather all relevant documents and carry out the dispute resolution process, as set forth below, as expeditiously as possible. (42 USC 11432)

Dispute Resolution Process

~~These Administrative Rules and Regulations establish a Sacramento County Office of Education (SCOE) process to consider parent, guardian or student appeals of a local educational agency (LEA) decision concerning the school selection and enrollment of children and youths experiencing homelessness.~~

~~Pursuant to the requirements of federal law and the California Department of Education's implementation guidance, if a dispute arises over school selection or enrollment, the school must refer the student, parent or guardian to the LEA homeless liaison to carry out the dispute resolution process as expeditiously as possible. The LEA liaison must ensure that the dispute resolution process is also followed for unaccompanied youth. Federal law provides that the child or youth must be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. (42 USC 11432(g)(3)(E)(i) and (iv)).~~

Pursuant to a process established by the California Department of Education (CDE), Local Educational Agencies (LEAs) appeal unresolved school eligibility, selection, and enrollment matters regarding homeless pupils to SCOE.

~~If the dispute remains unresolved at the LEA level or is appealed, **When a dispute is unresolved or is appealed,** then the LEA's **homeless** liaison, with the approval of the parent, guardian or unaccompanied youth, shall forward all written documentation and related paperwork to the homeless liaison at SCOE. **Upon receipt of a dispute, SCOE will utilize the following dispute resolution process:** pursuant to the following process:~~

- The SCOE liaison will review the materials submitted by the involved LEA and determine the school selection or enrollment decision within five (5) working days of receipt of the materials. The SCOE liaison will notify the LEA and parent, guardian or unaccompanied youth of the decision.
- The SCOE liaison will provide a written explanation of the decision regarding school selection or enrollment to the LEA and the parent, guardian or unaccompanied youth. The written explanation shall include information regarding the right of the parent, guardian or unaccompanied youth to appeal the SCOE liaison's decision to the State Homeless Coordinator. The written explanation shall be complete, as brief as possible, simply stated, and provided in a language that the parent, guardian or unaccompanied youth can understand.

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HOMELESS EDUCATION

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- If the dispute remains unresolved or is appealed, the SCOE liaison shall forward all written documentation and related paperwork to the State Homeless Coordinator who will notify the parent, guardian or unaccompanied youth of the final school selection or enrollment decision within ten (10) working days of receipt of materials.

02/16/10	Review by Policy Committee
03/02/10	Provided to Board for review and comment
05/14/10	Distribution
12/10/14	Reviewed by Cabinet
01/13/15	Reviewed by Board of Education
01/16/15	Distribution
01/31/17	Reviewed by Cabinet
02/21/17	Reviewed by Board of Education

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Out of State Travel – Trustee Fong to attend National School Boards Association 2017 Annual Conference	Agenda Item No.: VIII.J. Enclosures: 1
Reason: Authorization	From: David W. Gordon Prepared By: Carla Miller Board Meeting Date: 02/21/17

BACKGROUND:

Per Board Bylaw 8261 (attached), County Board Members are authorized to claim necessary travel expenses incurred while attending a national, state or local school board association sponsored function. This authorization includes other education-related meetings that are pertinent to the mission and goals of the Sacramento County Office of Education except that out-of-state travel to said functions must be approved by the County Board of Education in advance.

Trustee Fong is requesting approval to attend the 2017 Annual Conference of the National School Boards Association (NSBA) in Denver, Colorado from March 25 – 27, 2017.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board consider and decide upon Trustee Fong’s request to be reimbursed for his expenses to attend the NSBA Conference in Denver, Colorado.

8000 - BYLAWS OF THE BOARD

PAYMENT OF EXPENSES INCURRED BY BOARD MEMBERS
WHILE ON OFFICIAL BUSINESS

BB 8261

County Board Members are authorized to claim necessary travel expenses incurred while attending a national, state or local school board association sponsored function.

This authorization includes other education-related meetings that are pertinent to the mission and goals of the Sacramento County Office of Education except that out-of-state travel to said functions must be approved by the County Board of Education in advance.

10/31/89	Draft
11/8/89	BPC
11/21/89	First Reading
12/5/89	Second Reading
12/5/89	Approved