

**TWAIN HARTE SCHOOL DISTRICT
BOARD OF EDUCATION TRUSTEES**

BOARD MEETING AGENDA

Located At:
Twain Harte School
22974 Twain Harte Drive
Twain Harte, CA 95383
Board Room

Wednesday, December 11, 2019 at 4:00 p.m.

The Public Session will begin at 4:00 p.m.

PUBLIC SESSION

1. CALL TO ORDER

- 1.1 Pledge of Allegiance
- 1.2 Roll Call
- 1.3 Agenda Review & Adoption
Recommendation: For Approval

2. BOARD OF EDUCATION: CALENDAR

- 2.1 2020/21 Board Meeting Annual Calendar; Establish Dates, Time & Location for 2020/21 Board Meetings.
Recommendation: For Approval

3. COMMENTS FROM THE PUBLIC

(The public may address the Board on any matter pertaining to the district that is not on the agenda.)

4. REPORTS

- 4.1 Superintendent Report
 - Student of the Month for November 2019 Andrew Kepner
- 4.2 Board Member Reports
- 4.3 Principal Report
- 4.4 Staff Reports
- 5.5 Enrollment Report – Current Enrollment 278

5. CONSENT AGENDA

(The Board will consider all of the following items by a single vote unless any member of the Board or the public asks that an item be removed from the Consent Agenda and be considered separately.)

- 5.1 Minutes from November 13, 2019
- 5.2 Minutes from November 20, 2019, Special Board Meeting
- 5.3 Warrants up to November 21, 2019
- 5.4 Consideration of Snow Plow Agreement with Covers & Sons Inc.
- 5.5 Consideration of Agreement to accept a donation of \$250 from the Evan Walker Memorial Fund for Special Education Services.

6. EDUCATION

- 6.1 Consideration of Approval of **BP 3515/ AR 3515** Campus Security
Rationale: To support the needs and continuous improvement of campus security.
Recognizing the need for an environment that supports safety of students, staff and visitors to the school grounds.
Recommendation: For First Reading

6.2 Consideration of Approval of **BP 4116/ AR 4116** Probationary/Permanent Status

Rationale: To employ and retain highly qualified certificated personnel to implement the district's educational program. Newly hired certificated personnel shall serve a probationary period during which the Board shall determine their suitability for long-term district employment.

Recommendation: For First Reading

7. PERSONNEL

7.1 Consideration of Approval of **BP 4119.11,4219.11,4319.11/ AR 4119.11,4219.11,4319.11**
Sexual Harassment

Rationale: To assure the Board's commitment to providing a safe work environment that is free of harassment and intimidation.

Recommendation: For First Reading

8. FISCAL SERVICES

8.1 First Interim Report - Please see separate packet.

Recommendation: For Approval

8.2 5 Year Developer Fee Accounting

Recommendation: For Approval

10. CLOSED SESSION

10.1 Readmission of Expelled Student #E18-19-01-01

10.2 Conference with Labor Negotiator (Gov. Code 54957.6)

Agency Negotiator: Rick Hennes, Superintendent
THFT, Twain Harte Federation of Teachers

10.3 Conference with Labor Negotiator (Gov. Code 54957.6)

Agency Negotiator: Rick Hennes, Superintendent
CSEA, California Public School Employees Association

11. ADJOURNMENT

**Next Regular Meeting of the Board of Education
Wednesday, December 18, 2019 at 4:00 p.m.
Board Room, Twain Harte School**

**Agenda material may be reviewed at the District Office
22974 Twain Harte Drive, Twain Harte, CA 95383
between the hours of 7:30 a.m. - 4:00 p.m.**

Agenda posted by Robyn Moore on December 6, 2019 at 4:30 p.m. at the following locations: Twain Harte School, Twain Harte School District Office and Tuolumne County Schools Office. Agenda emailed to: the Union Democrat, Clark Broadcasting (93.5 KKBN) and all Board Members.

In compliance with the Americans with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the District Office at 209-586-3772 for assistance. Notification 48 hours prior to the start of the meeting will enable the staff to make reasonable arrangements to ensure accessibility to this public meeting.

TWAIN HARTE SCHOOL DISTRICT
Board of Education Trustees – Board Meeting Dates for 2020/21

Location:	Board Room-Upper Campus
Time:	4:00 p.m. – Open Session, Closed Session at the end of Open Session
Dates:	
January 8 th	Second Wednesday
February 12 th	Second Wednesday
March 11 th	Second Wednesday – Second Interim Budget Report (Due March 15 th) Possible layoff deadline.
April 8 th	Second Wednesday
May 13 th	Second Wednesday
June 23 rd	Fourth Tuesday Regular Meeting/Public Hearing/ Budget & LCAP (Due July 1 st)
June 24 th	Fourth Wednesday Special Meeting/Adoption of Budget & LCAP (Due July 1 st)
No July Meeting	
August 12 th	Second Wednesday
September 9 th	Second Wednesday – Unaudited Actuals (Due September 15 th)
October 14 th	Second Wednesday
November 11 th	Second Wednesday
December 9 th	Second Wednesday – First Interim Budget Report (Due December 15 th) Annual Board Meeting Calendar Approval
December 16 th	Third Wednesday – Annual Organizational Meeting: Oath of Office for Newly Elected Trustees and Board Reorganization (held within 15 days following the second Friday in Dec., AB 2449)
2021 Dates:	Adopted at December 2019 board meeting.
January 13 th	Second Wednesday
February 10 th	Second Wednesday
March 10 th	Second Wednesday – Second Interim Budget Report (Due March 15 th) Possible layoff deadline.
April 14 th	Second Wednesday
May 12 th	Second Wednesday
June 22 rd	Fourth Tuesday Regular Meeting/Public Hearing/ Budget & LCAP (Due July 1 st)
June 23 rd	Fourth Wednesday Special Meeting/Adoption of Budget & LCAP (Due July 1 st)



Twain Harte School District
District Office Located at: 22974 Twain Harte Drive, Room 21
Mailing: 18815 Manzanita Drive, Twain Harte, CA 95383
Phone: (209) 586-3772 Fax: (209) 586-9938
Rick Hennes, Superintendent

December 11, 2019

Andrew Kepner
P.O. Box 927
Mi Wuk, CA 95346

Dear Andrew:

The Governing Board of the Twain Harte School District would like to congratulate you on being recognized as the **Student of the Month** for the month of November, 2019.

This is a great honor for you, your family and your school. We are proud to see such a responsible citizen maturing in our community. Thank you for your dedication to becoming a person we can all be proud of by your actions, deeds and words. We would like to encourage you to keep up the fantastic work!

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Hennes", written in a cursive style.

Rick Hennes
Superintendent
Twain Harte School District

Twain Harte School

18815 Manzanita Dr
Twain Harte, CA 95383
(209) 586-3266

Grade Enrollment Count Totals On A Given Day - 12/05/2019

Twain Harte School

	Sp Ed.	Male	Female	Subtotal
Grade 01	4	16	13	29
Grade 02	6	20	11	31
Grade 03	3	13	9	22
Grade 04	4	10	19	29
Grade 05	1	18	16	34
Grade 06	3	20	13	33
Grade 07	3	18	11	29
Grade 08	0	20	14	34
Grade KN	3	15	11	26
Grade TK	0	5	6	11
Totals For School:		155	123	278
Totals For District:		155	123	278

**TWAIN HARTE SCHOOL DISTRICT
BOARD OF EDUCATION TRUSTEES**

BOARD MEETING MINUTES

Located At:

Twain Harte School
22974 Twain Harte Drive, Twain Harte, CA 95383
Board Room

Wednesday, November 13, 2019 at 4:00 p.m.

PUBLIC SESSION

1. CALL TO ORDER: Member Lisa Brady at 4pm.
 - 1.1 Pledge of Allegiance
 - 1.2 Roll Call: Member Rhonda Bailey Member Tim Hoffman-Brady
 Member Lisa Brady Member Chantal Fowler
 Chief Business Official Tonya Royce
 Superintendent Rick Hennes Administrative Specialist Robyn Moore
 - 1.3 Agenda Review & Adoption
 Recommendation: For Approval
 Motion to Approve: Member Hoffman-Brady
 Second: Member Fowler
 Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

2. DISCUSSION ITEM
 - 2.1 Pinecrest Expedition Academy- Special Meeting Scheduled for November 20, 2019 4:00pm
 Superintendent Hennes explained how the meeting will proceed. The board will be able to ask questions and make comments. Any additional public comments will be heard and the Board will vote on the PEA Petition.

3. COMMENTS FROM THE PUBLIC
 None

4. REPORTS
 - 4.1 Superintendent Report
 - Report cards are coming up.
 - Thank you to staff for a great start to the school year.
 - PG&E outages went as smoothly as possible.
 - We will be having school on Friday, June 5th.

 - 4.2 Board Member Reports
 - Member Hoffman-Brady asked about any updates on tech issues. Mr. Wingo said they are intermittent but getting better.

 - 4.3 Principal Report
 - Student of the Month for October-Autumn Pummil
 - California Assessment of Student Performance and Progress (CAASPP) Scores; unofficial scores show Twain Harte doing very well in Math and ELA. Mr. Wingo made the point that we will be targeting 8th grade to make sure they continue to be engaged in the testing process.
 - Writing assessments are in process and looking very good.
 - Attendance; chronic absenteeism is a big issue for us. We are looking for different ways to improve in this area, K-3 are the biggest challenge.

4.4 Staff Reports

- Mrs. Dahling shared information on field trips, the new lower grade art teacher, harvest carnival success, and yearbook cover contest.

4.5 Enrollment Report – 275

- Mr. Wingo believes we will be at 280 in the next month. The second grade is the most impacted at this time and we are working to support Ms. Berry as her class size grows.

5. CONSENT AGENDA

The Board considered all consent items by a single vote

- 5.1 Minutes from October 9, 2019
- 5.2 Minutes from October 12, 2019 Public Hearing
- 5.3 Warrants up to November 1, 2019
- 5.4 Consideration of Approval of Employment Confirmation of Ladd Brunner as Student Government Advisor, stipend position
- 5.5 Consideration of revised Cafeteria Coordinator Job Description
- 5.6 Consideration of revised Cafeteria Cook Job Description
- 5.7 Consideration of revised Cafeteria Substitute Job Description
- 5.8 Consideration of Appointment of Boys Basketball Coaches for the 2019-20 school year, \$1,230 Stipend per Team:
 - Boys Basketball 6th Grade-Noel Rathmel
 - Boys Basketball 7th Grade-Noel Rathmel/Griff Lowe
 - Boys Basketball 8th Grade-Griff Lowe
- 5.9 Establish, Wednesday, December 18, 2019- As a Regular Board Meeting for Annual Governing Board Reorganization/Oath of Office
- 5.10 Consideration of Employment Confirmation of Jasmine Rathmel as Cafeteria Cook Substitute
- 5.11 Consideration of Approval for Classified Leave of Absence Request, Kim Stanion
- 5.12 Consideration of Approval for Charis Hernandez as Art Instructor for TK-3 & 5

Motion to Approve: Member Hoffman-Brady
Second: Member Fowler
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

6. EDUCATION

- 6.1 Consideration of Approval of Resolution No. 2019-2020-11-01: California Climate Investments Fire Prevention Grant.

Rationale: CAL FIRE is offering support in the form of this grant to help maintain and/or improve fire resiliency for our schools. The funds would be used for adapting the grounds and environment on or near the school grounds to reduce fire fuel situations.

Motion to Approve: Member Hoffman-Brady
Second: Member Bailey
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

- 6.2 Consideration of Approval of BP 0520 Intervention for Underperforming Schools

Rationale: To support the needs and continuous improvement of student performance as defined in the District's LCAP and to enhance the achievement of low-performing student groups.

6.3 Consideration of Approval of BP 0520.1 Comprehensive and Targeted Support and Improvement
Rationale: To support the Districts commitment to enabling all students to meet state academic achievement standards. Especially if identified by CDE as in need of comprehensive support and improvement, targeted support and improvement or additional targeted support and improvement.

Recommendation: To Approve and Adopt (waive second reading) 6.2 and 6.3 together.

Motion to Approve: Recommendation Member Hoffman-Brady

Second: Member Bailey

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

7. PERSONNEL

7.1 Discussion of Food Service Worker’s Compensation Agreement with CSEA Chapter #818 and the revised 2018-2019 and 2019-2020 salary schedule.

7.2 Consideration to ratify agreement with CSEA Chapter #818 on Food Service Worker’s Compensation

Recommendation: For Approval of 7.1 and 7.2 together

Motion to Approve: Member Bailey

Second: Member Fowler

Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstentions

8. ADJOURNMENT meeting adjourned by Member Brady at 4:30pm.

Lisa Brady, President

Rick Hennes, Superintendent

Date

**Next Meeting of the Board of Education
Special Meeting
Pinecrest Expedition Academy Petition
Wednesday, November 20, 2019
22974 Twain Harte Drive, Twain Harte, CA
95383
Board Room
Agenda and PEA Charter Petition may be
reviewed at the District Office
between the hours of 7:30 a.m. - 4:00 p.m.**

**Next Regular Meeting of the Board of Education
Wednesday, December 11, 2019
22974 Twain Harte Drive, Twain Harte, CA
95383
Board Room
Agenda material may be reviewed at the
District Office
between the hours of 7:30 a.m. - 4:00 p.m.**

Agenda posted by Robyn Moore at the following locations on November 8, 2019 at 2:00 p.m. in 2 locations at Twain Harte School, the District Office and Tuolumne County Schools Office. Agenda emailed to: the Union Democrat and Clark Broadcasting (93.5 KKBN). Notice given to each Board Member.

In compliance with the Americans with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the District Office at 209-586-3772 for assistance. Notification 48 hours prior to the start of the meeting will enable the staff to make reasonable arrangements to ensure accessibility to this public meeting.

**TWAIN HARTE SCHOOL DISTRICT
BOARD OF EDUCATION TRUSTEES**

SPECIAL BOARD MEETING MINUTES

Called by the Board President Pursuant to Government Code Section 54956

Located At:

Twain Harte School
Board Room (Upper Campus)
22974 Twain Harte Drive, Twain Harte, CA 95383
Wednesday, November 20, 2019

Governing Board Members

Lisa Brady – President, Chantal Fowler – Clerk, Members: Tim Hoffman-Brady, Ronda Bailey, Eli Wingo

OPEN/PUBLIC SESSION

1. CALL TO ORDER by Member Lisa Brady at 4:00pm.
 - 1.1 Roll Call Member Lisa Brady Member Chantal Fowler
Member Rhonda Bailey Member Tim Hoffman-Brady
Member Eli Wingo Superintendent Rick Hennes
Chief Business Official Tonya Royce
Robyn Moore Administrative Specialist
 - 1.2 Pledge of Allegiance

2. COMMENTS FROM THE PUBLIC

Member Lisa Brady opened public comment.

John Lupo - spoke in favor of the Pinecrest Expedition Academy Charter

Laura De Mars - spoke in opposition to the Pinecrest Expedition Academy Charter

Lynn Groff - spoke in opposition to the Pinecrest Expedition Academy Charter

Member Lisa Brady closed public comments

Heidi Lupo Lead Petitioner for Pinecrest Expedition Academy Charter

We respectfully disagree with the Boards resolution and Findings of Fact. We believe the program is educationally viable, financially viable and meets all legal requirements for a charter school petition in the State of California. Our intention has never been to harm or insult anybody. The intent is to have an innovative school of choice in the Pinecrest area. We don't believe there is any fiscal impact to the School District since none of our students attend Twain Harte School. We are trying to find an equitable solution in the area. I appreciate your review and your time.

Rick Hennes Superintendent Twain Harte School District Supports the Boards resolution and Findings of Fact.

The 2019 Petition, which was submitted to the District on September 30, 2019 purports to fix the insurmountable issues that led to the 2019 Petition's repeated denials but the petition falls short of its intended purpose. The 2019 Petition fails to remedy the multiple deficiencies in the 2018 Petition, and based on a through and careful review of the 2019 Petition as well as public input received at the public hearing on October 23,2019, the District recommends that the Board deny the 2019 Petition.

The District has concluded that the 2019 Petition should be denied for the reasons summarized below, in keeping with the dictates of Education Code section 47605(b):

- The Charter School presents an unsound educational program for the pupils to be enrolled therein.

- The Petition does not address how academic development appropriate for each grade level will be accomplished in the context of the Charter School’s multi-grade classrooms.
 - The Petition does not provide for sufficient days of instruction.
 - The Petition is unsatisfactory in its discussion of the Charter School’s special education and independent study programs.
 - Petitioners are demonstrably unlikely to successfully implement the program set forth in the 2019 Petition. As discussed in the section V.B. of the Findings of Fact.
 - The School’s enrollment projections are problematic and its viability is premised on inaccurate revenue projections.
 - The 2019 Petition does not contain reasonably comprehensive descriptions of all 15 elements specified in Education Code section 47605(b)(5).
 - The Petition does not contain all the information regarding the proposed operation and potential effects of the Charter School as required by Education Code section 47605(g).
- Last year Twain Harte School District spent upwards of \$43000 out of its general fund for legal fees for the 2018 petition, we are just now getting bills for the current petition. That is money taken directly away from our students. Additionally, the District has repeatedly requested financial documentation on how the PEA Charter funds it’s lawyer costs but has never received any information.

3. ACTION ITEM

3.1 RESOLUTION OF THE BOARD OF EDUCATION OF THE TWAIN HARTE SCHOOL DISTRICT DENYING THE PINECREST EXPEDITION ACADEMY CHARTER PETITION AND ADOPTING WRITTEN FINDINGS OF FACT

Member Lisa Brady read the resolution.

Motion to Approve: Member Wingo

Second: Member Hoffman- Brady

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstentions

4. ADJOURNMENT- adjourned by Member Lisa Brady at 4:20

Next Regular Meeting of the Board of Education

Wednesday, December 11,2019 at 4:00 p.m.

Twain Harte School Board Room, Twain Harte School

Agenda material, minutes and recording of the meeting may be reviewed at the District Office

22974 Twain Harte Drive, Twain Harte, CA 95383

between the hours of 7:30 a.m. - 4:00 p.m.

Agenda was posted by Robyn Moore on Friday November 15, 2019 at the following locations: Twain Harte School Office, the Twain Harte School District Office and Tuolumne County Schools Office. Agenda emailed to: the Union Democrat and Clark Broadcasting (93.5 KKBN). All information available on Twain Harte School website. Notice given to each Board Member and Ms. Heidi Lupo.

Lisa Brady, President

Rick Hennes, Superintendent

Date

DISTRICT: 010 TWIN HARTE SCHOOL DISTRICT
 BATCH: 0017 WARRANTS FOR WEEK OF 11/7/19

COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 11/07/2019

WARRANT REQ#	VENDOR/ADDR REFERENCE LN	NAME (REMIT) Fd Resc Y Objt So	DEPOSIT TYPE Goal Func Dist Loc	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
77318126	000735/	ADVENTIST HEALTH SONORA				
	PV-200216	01-0933-0-5800-00-0000-3600-0000-100	WARRANT TOTAL	ACT#121689519	DMV PHY BUNOW	167.00 \$167.00
77318127	001465/	JOAN AMARO				
	PV-200207	01-9024-0-4300-00-1110-1000-0000-100	WARRANT TOTAL		CLASSROOM SUPP AMARO	95.32 \$95.32
77318128	003823/	KIMBERLIE BALLARD				
	PV-200206	01-0929-0-4300-00-1110-1000-2110-100	WARRANT TOTAL		CLASS SUPP BALLARD	29.20 \$29.20
77318129	000424/	CALIFORNIA DEPARTMENT OF ED				
	PV-200201	13-5310-0-4300-00-0000-3700-0000-100	WARRANT TOTAL		INV #20 SF-33533	99.75 \$99.75
77318130	027660/	HUNT & SONS INC.				
	PV-200212	01-0933-0-4300-40-0000-3600-0000-100	WARRANT TOTAL		INV #246492	515.33 \$515.33
77318131	000805/	ROBYN MOORE				
	PV-200215	01-0919-0-4300-93-1110-1000-0000-100	WARRANT TOTAL		KICK OFF LUNCH PIZZA	69.71 \$69.71
77318132	046779/	OFFICE DEPOT				
	PV-200200	01-0000-0-4300-00-0000-7200-0000-100	WARRANT TOTAL		INV 393737162001 OFFSUP	39.60 \$39.60
77318133	000706/	PACETPA INC				
	PV-200205	01-0000-0-5800-00-0000-7200-0000-100	WARRANT TOTAL		INV #56661	62.50 \$62.50
77318134	000549/	PROCLEAN SUPPLY				
	PV-200217	01-0000-0-4300-00-1110-1000-0000-100	WARRANT TOTAL		INV 531572	455.51 \$455.51
77318135	047930/	PRODUCERS DAIRY				
	PV-200204	13-5310-0-4700-00-0000-3700-0000-100	WARRANT TOTAL		INV #56907397	266.65

DISTRICT: 010 TWAIN HARTE SCHOOL DISTRICT
 BATCH: 0017 WARRANTS FOR WEEK OF 11/7/19

COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 11/07/2019

WARRANT REQ#	VENDOR/ADDR	NAME (REMIT)	LN	Fd	Resc	Y	Objt	So	Goal	Func	Dist	Loc	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
	PV-200214			01-	0000-	0-	4300-	00-	0000-	7200-	0000-	100			MOORE OFF SUPP	156.52
				01-	0000-	0-	4300-	00-	0000-	7200-	0000-	100			SUPP	14.71
				01-	0000-	0-	4300-	00-	1110-	1000-	0000-	100			WINGO WIPEBOOK	53.89
				01-	0000-	0-	4300-	00-	1110-	1000-	0000-	100			ADMINISTRATION COSTUME	54.26
				01-	0000-	0-	4300-	00-	1110-	1000-	0000-	100			ADMINISTRATION COSTUMES	217.49
				01-	0000-	0-	4300-	00-	1110-	1000-	0000-	100			CARD STOCK SCHOOL OFFICE	34.30
				01-	0000-	0-	4300-	00-	1110-	1000-	0000-	100			BATTERIES	14.98
				01-	0000-	0-	4300-	00-	1110-	1000-	0000-	100			STAFF LOUNGE	32.34
				01-	0000-	0-	5900-	60-	1110-	2700-	0000-	100			POSTAGE CERTIFIED LUPO	4.05
				01-	0008-	0-	4400-	93-	1110-	1000-	0000-	100			IPAD CART CABLES	472.33
				01-	0011-	0-	4200-	00-	1110-	1000-	0000-	100			LIBRARY DESK PIECE	60.37
				01-	0929-	0-	4300-	00-	1110-	1000-	2102-	100			ROOF WIPEBOOK	23.09
				01-	0929-	0-	4300-	00-	1110-	1000-	2112-	100			OLSEN CLS SUPP	8.99
				01-	0929-	0-	4300-	00-	1110-	1000-	2112-	100			OLSEN WHITE BOARDS	77.20
				01-	1100-	0-	4300-	00-	1110-	1000-	0000-	100			CABLES & APPLE ADAPTORS	132.91
				01-	1100-	0-	5300-	00-	1110-	1000-	0000-	100			READ LIVE LICENCES	210.80
				01-	7311-	0-	5200-	00-	1110-	1000-	0000-	100			CLEMENTS PARA CONF, FLIGHT	166.96
				01-	8150-	0-	4300-	00-	1110-	8110-	0000-	100			OFF SUPP	30.97
				01-	8150-	0-	4300-	00-	1110-	8110-	0000-	100			STAFF LOUNGE	33.96
				01-	8150-	0-	4300-	00-	1110-	8110-	0000-	100			STAFF LOUNGE	13.93
				01-	8150-	0-	4300-	00-	1110-	8110-	0000-	100			TAPE MAINTENANCE	6.22
				13-	5310-	0-	4300-	00-	0000-	3700-	0000-	100			CAFETEIA SUPPLIES	16.06
															WARRANT TOTAL	\$3,634.72
***	BATCH TOTALS	***													TOTAL NUMBER OF CHECKS:	15
															TOTAL ACH GENERATED:	0
															TOTAL EFT GENERATED:	0
															TOTAL PAYMENTS:	15
***	DISTRICT TOTALS	***													TOTAL NUMBER OF CHECKS:	15
															TOTAL ACH GENERATED:	0
															TOTAL EFT GENERATED:	0
															TOTAL PAYMENTS:	15
															TOTAL AMOUNT OF CHECKS:	\$7,830.37*
															TOTAL AMOUNT OF ACH:	\$.00*
															TOTAL AMOUNT OF EFT:	\$.00*
															TOTAL AMOUNT:	\$7,830.37*

Object	DESCRIPTION	AMOUNT
4200	BOOKS & OTHER REFERENCE MATER	112.07
4300	SUPPLIES	2,252.58
4400	NONCAPITALIZED EQUIPMENT	1,597.38
5200	TRAVEL & CONFERENCE	388.18
5300	DUES & MEMBERSHIPS	210.80
5500	OPERATION & HOUSEKEEPING SERV	2,163.29
5800	PROFES'L/CONSULTG SVCS/OP EXP	650.25
5900	COMMUNICATIONS	4.05
TOTAL Fund :		7,378.60

DL / [Signature]
11/12/19

DISTRICT: 010 TWIN HARTE SCHOOL DISTRICT
FOR WARRANTS DATED 11/14/2019

COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 11/14/2019

WARRANT VENDOR/ADDR NAME (REMIT)
REQ# REFERENCE LN Fd Resc Y Objt So Goal Func Dist Loc

ABA NUM ACCOUNT NUM
DESCRIPTION

AMOUNT

77318407 000876/ ✓ CALAVERAS BIG TREES STATE PARK

PV-200227 01-0000-0-5800-00-1110-1000-8107-100 CAL BIG TREES FT BRO 30.00
01-0000-0-5800-00-1110-1000-8114-100 CAL BIG TREES FT VAN 30.00
WARRANT TOTAL \$60.00

77318408 011480/ ✓ COLUMBIA COMMUNICATIONS INC

PV-200219 01-0933-0-5800-00-0000-3600-0000-100 INV 88511 105.00
WARRANT TOTAL \$105.00

77318409 014020/ ✓ GABRIELLA DAHLIN

PV-200223 01-0000-0-4300-00-1110-1000-0000-100 SUPP DAHLIN 10.15
01-0929-0-4300-00-1110-1000-2108-100 SUPP DAHLIN 159.42
WARRANT TOTAL \$169.57

77318410 016040/ ✓ DUNLAP PLUMBING INC

PV-200229 01-8150-0-5600-00-1110-8110-0000-100 INV #6263 313.00
WARRANT TOTAL \$313.00

77318411 000875/ ✓ GARY DIAMOND

PV-200230 01-0919-0-5800-93-1110-1000-0000-100 INV #100 360.00
WARRANT TOTAL \$360.00

77318412 000537/ ✓ LINDA GNIPP

PV-200225 01-1100-0-5200-76-1110-1000-0000-100 HOTEL REIMBURSEMENT 203.13
WARRANT TOTAL \$203.13

77318413 046779/ ✓ OFFICE DEPOT

PV-200220 01-0000-0-4300-00-1110-1000-0000-100 INV 394739707001 263.58
01-0000-0-5500-00-1110-8200-0000-100 INV 393549865001 61.54
WARRANT TOTAL \$325.12

77318414 049800/ ✓ PERMA-BOUND

PO-200029 1. 01-0011-0-4200-00-1110-1000-0000-100 INV# 1838326-00 12.48
WARRANT TOTAL \$12.48

77318415 050801/ ✓ PITNEY BOWES

PV-200224 01-0000-0-5900-60-1110-2700-0000-100 ACCT REF 20674446 1,000.00

DISTRICT: 010 TWAIN HARTE SCHOOL DISTRICT
BATCH: 0018 WARRANTS FOR WEEK OF 11/7/19

WARRANT VENDOR/ADDR NAME (REMIT) DEPOSIT TYPE ABA NUM ACCOUNT NUM AMOUNT
REQ# REFERENCE LN Fd Resc Y Objt So Goal Func Dist Loc DESCRIPTION

77318416 047930/ ✓ PRODUCERS DAIRY
PV-200221 13-5310-0-4700-00-0000-3700-0000-100 INV #56914045 207.71
WARRANT TOTAL \$207.71

77318417 066976/ ✓ SYSCO FOOD SERVICES OF
PV-200222 13-5310-0-4300-00-0000-3700-0000-100 INV #284220055 91.79
13-5310-0-4300-00-0000-3700-0000-100 INV #284220055 4.73
13-5310-0-4700-00-0000-3700-0000-100 INV #284220055 832.96
WARRANT TOTAL \$929.48

77318418 067010/ ✓ T.C.S.S.F.
PV-200228 01-0000-0-5900-54-1110-2700-0000-100 INV #200047 441.00
WARRANT TOTAL \$441.00

77318419 000841/ ✓ TUCCI LEARNING SOLUTIONS INC
PV-200226 01-0000-0-5800-00-1110-1000-4568-100 INV#199707407TP 2,000.00
WARRANT TOTAL \$2,000.00

77318420 070990/ ✓ TWAIN HARTE MARKET INC
PV-200231 13-5310-0-4700-00-0000-3700-0000-100 CAFETERIA FOOD 33.67
WARRANT TOTAL \$33.67

77318421 074785/ ✓ WASTE MANAGEMENT OF CAL SIERRA
PV-200218 01-0000-0-5500-00-1110-8200-0000-100 INV 1501056-0544-1 657.98
WARRANT TOTAL \$657.98

*** BATCH TOTALS *** TOTAL NUMBER OF CHECKS: 15 TOTAL AMOUNT OF CHECKS: \$6,818.14*
TOTAL ACH GENERATED: 0 TOTAL AMOUNT OF ACH: \$.00*
TOTAL EFT GENERATED: 0 TOTAL AMOUNT OF EFT: \$.00*
TOTAL PAYMENTS: 15 TOTAL AMOUNT: \$6,818.14*

*** DISTRICT TOTALS *** TOTAL NUMBER OF CHECKS: 15 TOTAL AMOUNT OF CHECKS: \$6,818.14*
TOTAL ACH GENERATED: 0 TOTAL AMOUNT OF ACH: \$.00*
TOTAL EFT GENERATED: 0 TOTAL AMOUNT OF EFT: \$.00*
TOTAL PAYMENTS: 15 TOTAL AMOUNT: \$6,818.14*

DISTRICT: 010 TWIN HARTE SCHOOL DISTRICT
 COMMERCIAL WARRANT REGISTER
 BATCH: 0019 WARRANTS FOR WEEK OF 11/21/19

WARRANT	VENDOR/ADDR	NAME (REMIT)	REQ#	REFERENCE LN	Fd Resc Y	Objt	So Goal	Func	Dist	Loc	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
77318663	000568/	✓ AT&T												
	PV-200239				01-0000-0-5900-53-1110-2700-0000-100						INV #13874541			6.27
					01-0000-0-5900-53-1110-2700-0000-100						INV #13874543			105.84
					01-0000-0-5900-53-1110-2700-0000-100						INV #13874542			209.30
					WARRANT TOTAL									\$321.41
77318664	010970/	✓ CLOVIS UNIFIED SCH DIST												
	PV-200232				01-0000-0-5800-00-1110-1000-8104-100						INV #200242			7,272.00
					WARRANT TOTAL									\$7,272.00
77318665	000559/	✓ JACK SCHREDER & ASSOCIATES INC												
	PV-200241				40-0000-0-5800-00-0000-8100-0000-100						INV #30416			453.75
					WARRANT TOTAL									\$453.75
77318666	000506/	✓ JS WEST PROPANE												
	PV-200234				01-0000-0-5500-40-1110-8200-0000-100								PROPANE GAS OCT	1,891.86
					WARRANT TOTAL									\$1,891.86
77318667	000874/	✓ LEGO EDUCATION												
	PO-200034		1.		01-1100-0-4300-00-1110-1000-5454-100								ROBOTICS KITS	1,325.45
					WARRANT TOTAL									\$1,325.45
77318668	047930/	✓ PRODUCERS DAIRY												
	PV-200237				13-5310-0-4700-00-0000-3700-0000-100						INV #56921090			239.78
					WARRANT TOTAL									\$239.78
77318669	058080/	✓ SCHOOL SERVICES OF CALIF												
	PV-200233				01-0000-0-5300-00-0000-7110-0000-100						INV #0122802-IN			305.00
					WARRANT TOTAL									\$305.00
77318670	000870/	✓ SOFT CHOICE CORP.												
	PO-200032		1.		01-1100-0-4300-00-1110-1000-0000-100								SOFTWARE FOR COMPUTERS	2,725.47
					WARRANT TOTAL									\$2,725.47
77318671	066976/	✓ SYSCO FOOD SERVICES OF												
	PV-200236				13-5310-0-4300-00-0000-3700-0000-100						INV #284223165			59.06

DISTRICT: 010 TWIN HARTE SCHOOL DISTRICT
BATCH: 0019 WARRANTS FOR WEEK OF 11/21/19

COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 11/21/2019

WARRANT REQ#	VENDOR/ADDR REFERENCE	LN	Fd Resc Y	Objt	So Goal	Func Dist	Loc	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
77318672	067010/										\$59.06
	✓ T.C.S.S.F.										
		PV-200242			01-0000-0-5800-84-0000-7200-0000-100				INV #200088		80.00
					01-0000-0-5800-84-0000-7200-0000-100				INV #200073		80.00
											\$160.00
77318673	070479/										
	✓ TUOLUMNE JPA										
		PV-200238			01-0000-0-95569-00-0000-0000-0000-0000					2018-19 WORKERS' COMP	1,290.00
					01-0000-0-95569-00-0000-0000-0000-0000					DEC 2019 WORKERS' COMP	4,336.00
											\$5,626.00
77318674	070970/										
	✓ TWIN HARTE SCHOOL CLEARING										
		PV-200243			01-0000-0-5800-00-0000-7200-0000-100					OCTOBER BANK FEE	5.00
											\$5.00
77318675	000823/										
	✓ W.C. MALONEY INC										
		PV-200235			01-0933-0-5600-00-0000-3600-0000-100					INV #17090 BUS 12	336.28
					01-0933-0-5600-00-0000-3600-0000-100					INV #17091 BUS 17	331.87
					01-0933-0-5600-00-0000-3600-0000-100					INV # 17089 BUS 15	280.78
					01-0933-0-5600-00-0000-3600-0000-100					INV #17092 BUS 14	463.03
					01-0933-0-5600-00-0000-3600-0000-100					INV #17095 KUBOTA	1,565.36
											\$2,977.32
77318676	000562/										
	✓ RON WURZ										
		PV-200240			01-0933-0-4300-00-0000-3600-0000-100					REGISTRATION FEE BUS #11	22.00
											\$22.00
***	BATCH TOTALS ***										
					TOTAL NUMBER OF CHECKS:		14			TOTAL AMOUNT OF CHECKS:	\$23,384.10*
					TOTAL ACH GENERATED:		0			TOTAL AMOUNT OF ACH:	\$.00*
					TOTAL EFT GENERATED:		0			TOTAL AMOUNT OF EFT:	\$.00*
					TOTAL PAYMENTS:		14			TOTAL AMOUNT:	\$23,384.10*
***	DISTRICT TOTALS ***										
					TOTAL NUMBER OF CHECKS:		14			TOTAL AMOUNT OF CHECKS:	\$23,384.10*
					TOTAL ACH GENERATED:		0			TOTAL AMOUNT OF ACH:	\$.00*
					TOTAL EFT GENERATED:		0			TOTAL AMOUNT OF EFT:	\$.00*
					TOTAL PAYMENTS:		14			TOTAL AMOUNT:	\$23,384.10*

Joe Cover & Sons Inc.

Twain Harte School District,

Joe Cover and Sons agrees to supply Twain Harte School District snow removal on school property for the snow season of 2019-2020 for the below rates:

\$100 per hour / pick-up plow

\$130 per hour / heavy equipment

Per Matthew Cover

Evan Walker Memorial Poker Run

PO Box 1151, Soulsbyville, Ca 95372

November 25, 2019

Dear Twain Harte School,

On behalf of the Evan Walker Memorial Fund we would like to gift to you the enclosed \$250.00 check for use in your special education programs.

We realize that budget cuts affect every school district, but when budget cuts hit, sometimes those who need extra help most pay the price; especially when special education programs are cut or reduced due to lack of funding. With the Evan Walker Memorial Poker Run we strive to make a positive difference in the lives of those with special needs by providing some extra funding for the much needed programs and aide.

The run is named after Evan Walker Pilson, a one-time student at both Soulsbyville Elementary and Summerville High School who suffered for years with ADD. Expelled from multiple schools before his 8th birthday he was finally diagnosed with ADD and placed on life changing medication. He quickly began to excel in school and sports and was on the fast track to NASCAR fame earning local and state championship titles along the way.

At the age of 19 he dreamed of enlisting in the United States Army. Concern over passing his medical while taking medications Evan took himself off his medication without his parents' knowledge and subsequently made an irrational decision that took his life.

Evan Walker passed away September 13, 2003 as a result of a high speed motorcycle accident without a helmet. His family does not want this to happen to any other parent.

In the last four years the Evan Walker Memorial Poker Run has raised and donated more than \$13,000.00 for special needs children and programs for and to schools in Tuolumne and Calaveras counties.

We trust you will follow our wishes and use these funds for special education purposes only as that is the sole reason for our donation.

May you all have a blessed day, year and life.

Sincerely,



Michael Pilson

WESTAMERICA BANK
1108 FIFTH AVENUE, SAN RAFAEL, CA 94915
1-800-848-1088

CASHIER'S CHECK

0625217

90-4021/211
189920008

DATE 11/22/2019

2500

BRANCH Sonoma

PAY TO
THE
ORDER OF

TWIN HARTE SCHOOL

\$ *250.00*

\$250.00

DOLLARS

Drawer: WESTAMERICA BANK

Evan Walker Memorial Fund

REMITTER

Evan Walker
AUTHORIZED SIGNATURE

MP
10/20/19
10/20/19

005-067

⑈0625217⑈ ⑆12140218⑆ 1899200008⑈

TWAIN HARTE SCHOOL DISTRICT

Business and Noninstructional Operations

Campus Security

The Governing Board is committed to providing a school environment that promotes the safety of students, staff, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

(cf. 4158/4258/4358 - Employee Security)

(cf. 5131.5 - Vandalism and Graffiti)

(cf. 5142 - Safety)

The Superintendent or designee shall develop campus security procedures, which may be included in the district's comprehensive safety plan and/or site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

(cf. 0450 - Comprehensive Safety Plan)

Surveillance Systems

In consultation with the district's safety planning committee, other relevant stakeholders, and staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

(cf. 5131.1 - Bus Conduct)

(cf. 5145.12 - Search and Seizure)

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous and targeted locations around school buildings and grounds. These signs shall state that the facility uses video surveillance equipment for security purposes and that the equipment may or may not be actively monitored at any time. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where surveillance may occur and that the recordings may be used in disciplinary proceedings and/or referred to local law enforcement, as appropriate.

(cf. 5144 - Discipline)

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

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Business and Noninstructional Operations

Campus Security

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 5125 - Student Records)
(cf. 5125.1 - Release of Directory Information)

Legal Reference:

EDUCATION CODE

17070.10-17079.30 Leroy F. Greene School Facilities Act, especially:

17075.50 Classroom security locks, new construction projects

17583 Classroom security locks, modernization projects

32020 Access gates

32211 Threatened disruption or interference with classes

32280-32289 School safety plans

35160 Authority of governing boards

35160.1 Broad authority of school districts

38000-38005 Security departments

49050-49051 Searches by school employees

49060-49079 Student records

PENAL CODE

469 Unauthorized making, duplicating or possession of key to public building

626-626.11 Disruption of schools

CALIFORNIA CODE OF REGULATIONS, TITLE 24

1010.1.9 Door operations

1010.1.11 Lockable doors from the inside

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.3 Definition of education records

COURT DECISIONS

Brannum v. Overton County School Board (2008) 516 F. 3d 489

New Jersey v. T.L.O. (1985) 469 U.S. 325

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Business and Noninstructional Operations

Campus Security

ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 257 (2000)

75 Ops.Cal.Atty.Gen. 155 (1992)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

NATIONAL INSTITUTE OF JUSTICE PUBLICATIONS

The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies, rev. 2005

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs on Photos and Videos under FERPA

WEB SITES

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

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/l/s/ss>

National Institute of Justice: <http://www.ojp.usdoj.gov/nij>

National School Safety Center: <http://www.schoolsafety.us>

U.S. Department of Education, Protecting Student Privacy: <http://studentprivacy.ed.gov>

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Business and Noninstructional Operations

Campus Security

The Superintendent or designee shall develop a campus security plan which contributes to a positive school climate, fosters social and emotional learning and student well-being, and includes strategies to:

1. Secure the campus perimeter and school facilities in order to prevent criminal activity

These strategies include a risk management analysis of each campus' security system, lighting system, and fencing. Procedures to ensure unobstructed views and eliminate blind spots caused by doorways and landscaping shall also be considered. In addition, parking lot design may be studied, including methods to discourage through traffic.

2. Secure buildings and interior spaces from outsiders and discourage trespassing

These strategies may include installing locks, requiring visitor registration, providing staff and student identification tags, and patrolling places used for congregating and loitering.

(cf. 1250 - Visitors/Outsiders)

(cf. 3515.2 - Disruptions)

(cf. 5112.5 - Open/Closed Campus)

3. Discourage vandalism and graffiti

These strategies may include plans to immediately cover graffiti and implement campus beautification.

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 5131.5 - Vandalism and Graffiti)

(cf. 5137 - Positive School Climate)

(cf. 6142.4 - Service Learning/Community Service Classes)

4. Control access to keys and other school inventory

(cf. 3440 - Inventories)

5. Detect and intervene with school crime

These strategies may include creating a school watch program, increasing adult presence and supervision, establishing an anonymous crime reporting system, analyzing school crime incidents, and collaborating with local law enforcement agencies, including providing for law
Adopted:

TWAIN HARTE SCHOOL DISTRICT

Business and Noninstructional Operations

Campus Security

enforcement presence.

- (cf. 3515.3 - District Police/Security Department)
- (cf. 3515.7 - Firearms on School Grounds)
- (cf. 3516.2 - Bomb Threats)
- (cf. 5116.2 - Involuntary Student Transfers)
- (cf. 5131.2 - Bullying)
- (cf. 5131.7 - Weapons and Dangerous Instruments)
- (cf. 5141.52 - Suicide Prevention)
- (cf. 5138 - Conflict Resolution/Peer Mediation)
- (cf. 5145.9 - Hate-Motivated Behavior)
- (cf. 6164.2 - Guidance/Counseling Services)

All staff shall receive training in building and grounds security procedures and emergency response.

- (cf. 4131 - Staff Development)
- (cf. 4231 - Staff Development)
- (cf. 4331 - Staff Development)

Locks

All state-funded new construction and modernization projects shall include locks that allow doors to classrooms and any room with an occupancy of five or more persons to be locked from the inside. Student restrooms and doors that lock from the outside at all times are not required to have locks that can be locked from the inside. (Education Code 17075.50, 17583; 24 CCR 1010.1.9, 1010.1.11)

Keys

All keys used in a school shall be the responsibility of the principal or designee. Keys shall be issued only to authorized employees who regularly need a key in order to carry out their job responsibilities.

The principal or designee shall create a key control system with a record of each key assigned and room(s) or building(s) which the key opens.

Keys shall never be loaned to students, parents/guardians, or volunteers, nor shall the master key ever be loaned.

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Business and Noninstructional Operations

Campus Security

Any person issued a key shall be responsible for its safekeeping. The duplication of school keys is prohibited. If a key is lost, the person responsible shall immediately report the loss to the principal or designee and shall pay for a replacement key.

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Personnel

Probationary/Permanent Status

The Governing Board desires to employ and retain highly qualified certificated personnel to implement the district's educational program. Newly hired certificated personnel shall serve a probationary period during which the Board shall determine their suitability for long-term district employment.

Certificated employees who satisfactorily complete the probationary period shall be granted permanent status.

A probationary employee who has been employed by the district in position(s) requiring certification for two complete consecutive school years and is then reelected for the next succeeding school year shall become a permanent employee at the beginning of the third year. (Education Code 44929.21, 44929.23)

During the probationary period, employees shall receive professional development and assistance which may consist of inservice training and/or meetings with the employee's evaluator to discuss areas of strength and areas requiring improvement. Inservice training may be provided during school hours as part of a comprehensive staff development program.

(cf. 4131 - Staff Development)

The performance of each probationary employee shall be evaluated and assessed at least once every school year.

(cf. 4115 - Evaluation/Supervision)

Dismissal/Nonreelection of Probationary Employees

During the school year, a probationary employee may be suspended or dismissed only for cause and in accordance with district procedures. (Education Code 44948.3)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

With proper notice, the Board may, without cause, elect not to reemploy a probationary employee for the subsequent year. (Education Code 44929.21, 44929.23)

(cf. 4117.3 - Personnel Reduction)

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Personnel

Probationary/Permanent Status

The Superintendent or designee shall annually provide the Board with recommendations regarding the reelection or nonreelection of probationary certificated personnel for the ensuing school year.

At any time during a probationary employee's first year of employment in the district, the Board may give written notice to the employee of the Board's decision not to reelect the employee for a second school year. If the Board does not give written notice, the employee shall be deemed reelected for the next succeeding school year.

During the final year of the probationary period, the Board may decide not to reelect the employee for the following year, and shall so notify the employee in writing on or before March 15. If the Board does not give written notice on or before March 15, the employee shall be deemed reelected for the next succeeding school year. (Education Code 44929.21, 44948.5)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Such notices shall be delivered through personal service upon the employee, certified mail with return receipt, email, or another method which documents actual receipt of the notice by the employee.

Legal Reference:

EDUCATION CODE

- 44466 Status of university interns
- 44850.1 No tenure in administrative or supervisory position
- 44885.5 Status of district interns
- 44908 Complete year for probationary employees
- 44909 Classification of certificated employees in categorically funded projects
- 44910-44913 Service not computed in eligibility for permanent status
- 44915 Classification of probationary employees
- 44917-44921 Status of substitute or temporary employees
- 44929.20 Continuing contracts (not to exceed four years - ADA under 250)
- 44929.21 Districts of 250 ADA or more
- 44929.23 Districts with less than 250 ADA
- 44929.28 Employment by another district
- 44930-44988 Resignations, dismissals and leaves of absence, especially:
- 44948.2 Election to use provisions of Section 44948.3

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Personnel

Probationary/Permanent Status

44948.3 Dismissal of probationary employees

44948.5 Nonreelection procedures, districts under 250 ADA

44949 Cause, notice and right to hearing required for dismissal of probationary employee

44955 Reduction in number of permanent employees

COURT DECISIONS

Grace v. Beaumont Unified School District (2013) 216 Cal. App. 4th 1325

Stockton Teachers Association CTA/NEA v. Stockton Unified School District (2012) 203 Cal. App. 4th 1552

Sullivan v. Centinela Valley Union High School District (2011) 194 Cal. App. 4th 69

California Teachers Assn. v. Vallejo City Unified School District (2007) 149 Cal. App. 4th 135, 146

Hoschler v. Sacramento City Unified School District (2007) 149 Cal. App. 4th 258

Bakersfield Elementary Teachers Assn. v. Bakersfield City School District (2006) 145 Cal. App. 4th 1260, 1280

Fischer v. Los Angeles Unified School District (1999) 70 Cal.App.4th 87

Bellflower Education Assn. v. Bellflower Unified School District (1991) 228 Cal.App.3d 805

Fontana Teachers Assn. v. Fontana Unified School District (1988) 201 Cal.App.3d 1517

Grimsley v. Board of Trustees (1987) 189 Cal.App.3d 1440

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Personnel

Probationary/Permanent Status

Eligibility for Permanent Status

A probationary employee who, in any one school year, has served for at least 75 percent of the number of days maintained by regular district schools shall be deemed to have served a complete school year. (Education Code 44908)

The following shall not be included for purposes of computing the service required as a prerequisite to classification as a permanent employee:

1. Service as an instructor in classes conducted at regional occupational centers or programs (Education Code 44910)
2. Service under a provisional credential other than a one-year emergency credential (Education Code 44911)
3. Service only as a teacher of basic military drill in high school cadet companies (Education Code 44912)
4. Employment in summer school (Education Code 44913)

Interns

A person employed as a district or university intern shall be classified as a probationary employee. Following completion of the internship, if reelected by the district to serve in a position requiring certification qualifications for the next succeeding school year, the employee shall continue to be classified as a probationary employee during that year. (Education Code 44466, 44885.5)

(cf. 4112.21 - Interns)

An employee who has completed an internship and at least one complete school year in a position requiring certification qualifications within the district shall be granted permanent status when the employee is reelected for the next succeeding school year to a position requiring certification qualifications. (Education Code 44466, 44885.5)

Adopted:

TWAIN HARTE SCHOOL DISTRICT

Personnel

Sexual Harassment

Note: Pursuant to Government Code 12940, employers may be held liable for sexual harassment committed against their workers by clients, customers, or other third parties if they knew or should have known of the harassment and failed to take immediate and appropriate corrective action to stop the harassment.

The Governing Board is committed to providing a safe work environment that is free of harassment and intimidation. The Board prohibits sexual harassment against district employees and retaliatory behavior or action against any person who complains, testifies, or otherwise participates in the complaint process established for the purpose of this policy.

Sexual harassment includes, but is not limited to, harassment that is based on the gender, gender identity, gender expression, or sexual orientation of the victim.

This policy shall apply to all district employees and to other persons on district property or with some employment relationship with the district, such as interns, volunteers, contractors, and job applicants.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)

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

(cf. 4117.7/4317.7 - Employment Status Reports)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

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

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and disseminating the district's sexual harassment policy to employees and others to whom the policy may apply

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Revised:

TWAIN HARTE SCHOOL DISTRICT

Personnel

Sexual Harassment

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

The Superintendent or designee shall periodically evaluate the effectiveness of the district's strategies to prevent and address harassment. Such evaluation may involve conducting regular anonymous employee surveys to assess whether harassment is occurring or is perceived to be tolerated, partnering with researchers or other agencies with the needed expertise to evaluate the district's prevention strategies, and using any other effective tool for receiving feedback on systems and/or processes. As necessary, changes shall be made to the harassment policy, complaint procedures, or training.

Sexual Harassment Reports and Complaints

Any district employee who feels that he/she has been sexually harassed in the performance of his/her district responsibilities or who has knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to his/her direct supervisor, another supervisor, the district's coordinator for nondiscrimination, the Superintendent, or, if available, a complaint hotline or an ombudsman. A supervisor or administrator who receives a harassment complaint shall promptly notify the coordinator.

Complaints of sexual harassment shall be filed and investigated in accordance with the complaint procedure specified in AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. (2 CCR 11023)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

Revised:

TWAIN HARTE SCHOOL DISTRICT

Personnel

Sexual Harassment

12940 Prohibited discrimination

12950 Sexual harassment; distribution of information

12950.1 Sexual harassment training

LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

CODE OF REGULATIONS, TITLE 2

11009 Employment discrimination

11021 Retaliation

11023 Harassment and discrimination prevention and correction

11024 Sexual harassment training and education

11034 Terms, conditions, and privileges of employment

CODE OF REGULATIONS, TITLE 5

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

UNITED STATES CODE, TITLE 20

1681-1688 Title IX prohibition against discrimination

UNITED STATES CODE, TITLE 42

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

CODE OF FEDERAL REGULATIONS, TITLE 34

106.1-106.9 Nondiscrimination on the basis of sex in education programs or activities

106.51-106.61 Nondiscrimination on the basis of sex in employment in education program or activities

COURT DECISIONS

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

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

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

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

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

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

Management Resources:

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Promising Practices for Preventing Harassment, November 2017

WEB SITES

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

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

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

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

Revised:

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

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

~~(cf. 0410—Nondiscrimination in District Programs and Activities)
(cf. 4030—Nondiscrimination in Employment)~~

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

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

~~(cf. 4112.9/4212.9/4312.9—Employee Notifications)~~

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

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

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

~~A supervisor, principal or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.~~

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

~~(cf. 4031—Complaints Concerning Discrimination in Employment)~~

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

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

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

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

12950.1 Sexual harassment training

LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

~~CODE OF REGULATIONS, TITLE 2~~

~~7287.8 Retaliation~~

CODE OF REGULATIONS, TITLE 5

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

UNITED STATES CODE, TITLE 42

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

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

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

CODE OF FEDERAL REGULATIONS, TITLE 34

106.9 Dissemination of policy

COURT DECISIONS

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

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

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

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

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

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

Management Resources:

~~OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL~~

~~Protecting Students from Harassment and Hate Crime, January, 1999~~

WEB SITES

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

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

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR>

(11/01 3/04) 7/05

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

This administrative regulation shall apply to all allegations of sexual harassment involving employees, interns, volunteers, and job applicants, but shall not be used to resolve any complaint by or against a student.

Definitions

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; Government Code 12940; 2 CCR 11034)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting the individual.
3. Submission to or rejection of the conduct is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the district.

Prohibited sexual harassment also includes conduct which, regardless of whether or not it is motivated by sexual desire, is so severe or pervasive as to unreasonably interfere with the victim's work performance or create an intimidating, hostile, or offensive work environment.

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

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

TWAIN HARTE-LONG BARN USD**Personnel**Sexual Harassment

Training

The Superintendent or designee shall ensure that all employees receive training regarding the district's sexual harassment policies when hired and periodically thereafter. The training shall include how to recognize prohibited or harassing conduct, the procedures for reporting and/or filing complaints involving an employee, employees' duty to use the district's complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee. The training shall also include information about processes for employees to informally share or obtain information about harassment without filing a complaint.

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 5145.7 - Sexual Harassment)

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted employees shall receive training within six months of their assumption of the new position. (Government Code 12950.1)

A supervisory employee is any employee having the authority, in the interest of the district, to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or the responsibility to direct them, adjust their grievances, or effectively recommend such action, when the exercise of the authority is not of a merely routine or clerical nature, but requires the use of independent judgment. (Government Code 12926)

(cf. 4300 - Administrative and Supervisory Personnel)

The district's sexual harassment training and education program for supervisory employees shall be aimed at assisting them in preventing and effectively responding to incidents of sexual harassment, as well as implementing mechanisms to promptly address and correct wrongful behavior. The training shall include, but is not limited to, the following: (Government Code 12950.1; 2-CCR 11024)

1. Information and practical guidance regarding federal and state laws on the prohibition, prevention, and correction of sexual harassment, the remedies available to sexual harassment victims in civil actions, and potential district and/or individual exposure or liability
2. The types of conduct that constitute sexual harassment and practical examples which illustrate sexual harassment, discrimination, and retaliation using training modalities such as role plays, case studies, and group discussions, based on factual scenarios taken from case law, news and media accounts, and hypotheticals based on workplace situations and other sources

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

3. A supervisor's obligation to report sexual harassment, discrimination, and retaliation of which he/she becomes aware and what to do if the supervisor himself/herself is personally accused of harassment
4. Strategies for preventing harassment, discrimination, and retaliation and appropriate steps to ensure that remedial measures are taken to correct harassing behavior, including an effective process for investigation of a complaint
5. The essential elements of the district's anti-harassment policy, including the limited confidentiality of the complaint process and resources for victims of unlawful sexual harassment, such as to whom they should report any alleged sexual harassment, and how to use the policy if a harassment complaint is filed
6. A copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received
7. The definition and prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance
8. Practical examples of harassment based on gender identity, gender expression, and sexual orientation

The Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11024)

Notifications

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted
2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

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Personnel

Sexual Harassment

3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

Note: Government Code 12950 requires the Department of Fair Employment and Housing (DFEH) to develop an information sheet on employment discrimination and the illegality of sexual harassment. This document is available on DFEH's web site.

All employees shall receive a copy of an information sheet prepared by the California Department of Fair Employment and Housing (DFEH) or the district that contains, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law
3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 11021 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted
2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

Note: Government Code 12950 requires the Department of Fair Employment and Housing (DFEH) to develop an information sheet on employment discrimination and the illegality of sexual harassment. This document is available on DFEH's web site.

All employees shall receive a copy of an information sheet prepared by the California Department of Fair Employment and Housing (DFEH) or the district that contains, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law
3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 11021 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

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

- ~~1. Submission to the conduct is made expressly or implicitly a term or condition of the individual's employment~~
- ~~2. Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her~~
- ~~3. The conduct has the purpose or effect of unreasonably interfering with the other individual's work performance; creating an intimidating, hostile, or offensive work environment; or adversely affecting the other individual's evaluation, advancement, assigned duties, or any other condition of employment or career development~~
- ~~4. Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting him/her regarding benefits, services, honors, programs, or activities available at or through the district~~

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

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

~~Prohibited sexual harassment may also include any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.~~

~~Training~~

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

~~Every two years thereafter, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All newly hired or promoted supervisory employees shall receive training within six months of their assumption of the supervisory position. (Government Code 12950.1)~~

~~The district's training and education program for supervisory employees shall include information and practical guidance regarding the federal and state statutory law on the prohibition against and the prevention and correction of sexual harassment and the remedies available to the victims of sexual harassment in employment. The training shall also include practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation. (Government Code 12950.1)~~

~~In addition, the Superintendent or designee shall ensure that all employees receive periodic training regarding the district's sexual harassment policy, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures.~~

Notifications

~~A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)~~

- ~~1. Be displayed in a prominent location in the main administrative building or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted~~
- ~~2. Be provided to each faculty member, all members of the administrative staff, and all members of the support staff at the beginning of the first quarter or semester of the school year or whenever a new employee is hired~~

~~(cf. 4112.9/4212.9/4312.9 – Employee Notifications)~~

- ~~3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct~~

~~All employees shall receive either a copy of information sheets prepared by the California Department of Fair Employment and Housing (DFEH) or a copy of district information sheets that contain, at a minimum, components on: (Government Code 12950)~~

- ~~1. The illegality of sexual harassment~~
- ~~2. The definition of sexual harassment under applicable state and federal law~~

TWAIN HARTE-LONG BARN USD

Personnel

Sexual Harassment

~~3. A description of sexual harassment, with examples~~

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

~~(cf. 4031 - Complaints Concerning Discrimination in Employment)~~

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

~~6. Directions on how to contact DFEH and the EEOC~~

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

~~(11/01 - 3/04) 7/05~~

TWIN HARTE SCHOOL DISTRICT
5-YEAR DEVELOPER FEE ACCOUNTING

	<u>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>	<u>2018/2019</u>
BEGINNING FUND BALANCE	\$ 145,297.68	\$ 159,335.06	\$ 119,163.90	\$ 53,138.21	\$ 32,766.28
INTERFUND TRANSFER IN FROM THE GENERAL FUND	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
INTEREST	\$ 1,219.83	\$ 1,198.33	\$ 846.21	\$ 812.28	\$ 869.44
MITIGATION/DEVELOPER FEES	<u>\$ 19,341.53</u>	<u>\$ 15,154.49</u>	<u>\$ 33,128.10</u>	<u>\$ 18,815.79</u>	<u>\$ 23,203.17</u>
TOTAL Current year revenue	\$ 70,561.36	\$ 16,352.82	\$ 33,974.31	\$ 19,628.07	\$ 24,072.61
TOTAL Beginning Balance + Revenue	\$ 215,859.04	\$ 175,687.88	\$ 153,138.21	\$ 72,766.28	\$ 56,838.89
<u>EXPENSE</u>					
OUTSIDE SERVICES/CONSULTANTS/OPERATING EXPENSES					
DEBT SERVICE PAYMENTS					
UMPQUA BANK LEASING (Black Oak Property Payment) & Repay					
General Fund Loan	<u>\$ 56,523.98</u>	<u>\$ 56,523.98</u>	<u>\$ 100,000.00</u>	<u>\$ 40,000.00</u>	<u>\$ 30,000.00</u>
TOTAL EXPENSE	\$ 56,523.98	\$ 56,523.98	\$ 100,000.00	\$ 40,000.00	\$ 30,000.00
ENDING FUND BALANCE	\$ 159,335.06	\$ 119,163.90	\$ 53,138.21	\$ 32,766.28	\$ 26,838.89

*The general fund transfer-in inflated the ending balance by \$100K from 2011 forward, \$50K from 2013/14, and the \$50K from 2014/2015. \$70,000 of the transfer was paid back to the general fund by 2018/2019. The pure ending balance in 2018/2019 would be overdrawn by -\$3,161.11 if the remaining \$30,000 on loan from the general fund were repaid. The balance of the borrowed funds will be paid back in 2019/2020.