

Rescue Union School District

08.11.16

	GREEN VALLEY	JACKSON	LAKE FOREST	LAKEVIEW	RESCUE	MARINA VILLAGE	PLEASANT GROVE	Tot.
TR. KDG	20	17	17	19	22	0	0	95
KDG.*	69	65	61	69	55	0	0	319
FIRST	64	66	56	79	71	0	0	336
SECOND	73	75	67	76	69	0	0	360
THIRD	65	73	67	101	64	0	0	370
FOURTH	68	69	96	103	77	0	0	413
FIFTH	82	78	94	100	81	0	0	435
SIXTH	0	0	0	0	0	233	150	383
SEVENTH	0	0	0	0	0	260	202	462
EIGHTH	0	0	0	0	0	279	197	476
SDC		16					26	
*COOL School			0			9	2	11
TOTAL	441	459	458	547	439	772	575	3706
Ending 15-16	446	453	437	538	435	795	609	3733
Difference	-5	6	21	9	4	-23	-34	-27

**Low Housing Projection 2016-17	Variance
100	-5
329	-10
336	0
344	16
366	4
391	22
395	40
359	24
427	35
447	29
0	42
0	11
3494	212

*COOL School numbers are not counted in individual school counts only in district total

**Projected enrollment is from Table 10 of the Demographic Study

NPS	4
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ENROLLMENT HISTORY

	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
2016/2017	3706										
2015/2016	3666	3658	3673	3673	3676	3686	3707	3717	3734	3740	3733
2014/2015	3690	3697	3699	3702	3712	3735	3753	3771	3772	3775	N/A
2013/2014	3797	3775	3770	3776	3774	3797	3804	3821	3823	3825	N/A
2012/2013	3889	3902	3895	3900	3893	3885	3912	3919	3920	3929	N/A
2011/2012	3984	3984	3989	3995	3995	4002	4019	4024	4032	4038	N/A
2010/2011	4124	4088	4070	4071	4074	4083	4092	4099	4097	4095	N/A
2009/2010	4173	4123	4115	4116	4113	4119	4122	4121	4112	4115	4110
2008/2009	4176	4105	4104	4106	4115	4110	4095	4091	4097	4099	4117
2007/2008	4093	4079	4090	4094	4091	4097	4110	4096	4101	4085	4082
2006/2007	3916	3905	3918	3927	3934	3933	3952	3967	3964	3972	3973
2005/2006	3777	3771	3788	3776	3768	3784	3780	3783	3786	3785	3785
2004/2005	3670	3658	3653	3661	3661	3698	3703	3712	3717	3707	N/A

Diff 2015-16 2016-17 40

Avg Diff

ITEM#: 5
DATE: August 16, 2016

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: **2016-17 Budget Update**

BACKGROUND:

The Assistant Superintendent of Business Services will provide an update on the District's Fiscal Year 2016-17 Budget.

STATUS:

The District's adopted budget was approved in June and became effective on July 1, 2016. The Assistant Superintendent of Business Services and staff are regularly monitoring the budget to ensure the fiscal solvency of the District.

FISCAL IMPACT:

This is an information item only.

BOARD GOAL:

Board Focus Goal II – FISCAL ACCOUNTABILITY:

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

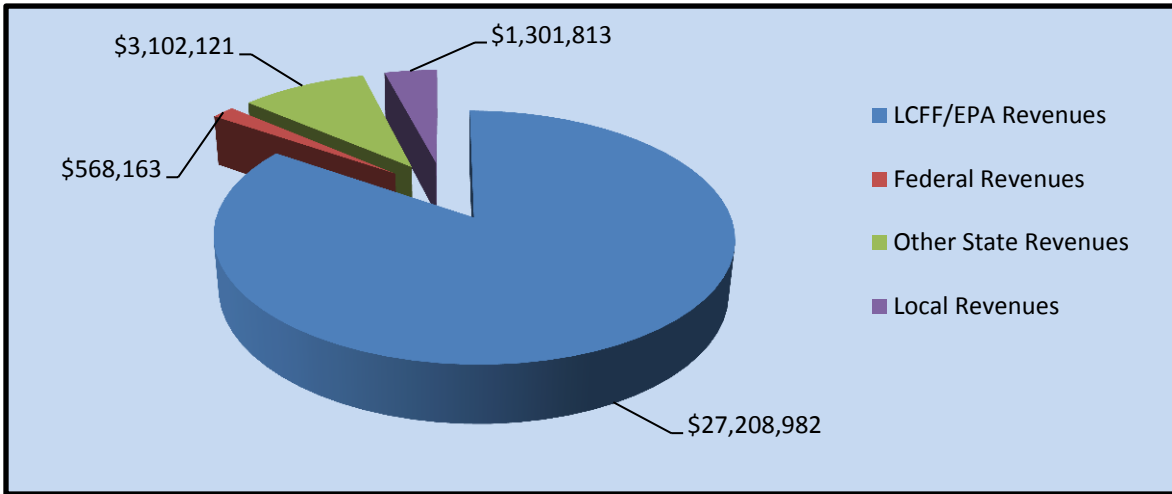
RECOMMENDATION:

N/A

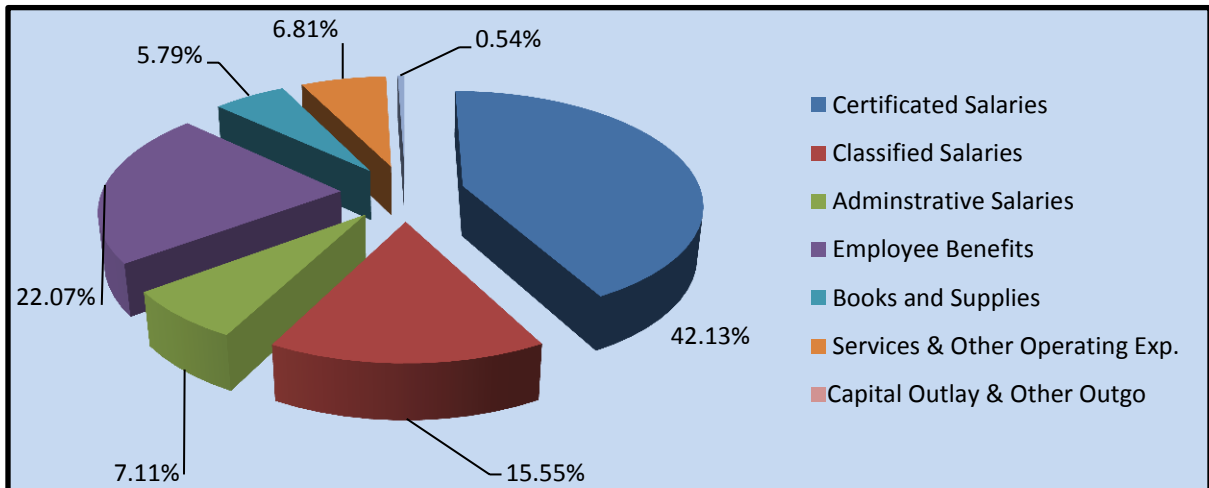
RESCUE UNION SCHOOL DISTRICT
Budget Summary - August 16, 2016

	2016-17 Budget	2016-17 Budget Update 08.16.16
Projected Beginning Fund Balance	\$ 6,322,350	\$ 6,824,250
Projected Revenues - All Sources	\$ 32,181,079	\$ 32,181,079
Total Projected Revenue	\$ 32,181,079	\$ 32,181,079
Projected Certificated Expenditures	\$ 13,784,745	\$ 14,144,745
Projected Classified Expenditures	\$ 5,220,524	\$ 5,220,524
Projected Administrative Expenditures	\$ 2,388,446	\$ 2,388,446
Projected Benefits	\$ 7,314,698	\$ 7,407,914
Projected Books and Supplies	\$ 1,944,299	\$ 1,943,591
Projected Services & Other Operating Exp.	\$ 2,235,457	\$ 2,284,940
Capital Outlays, Other Outgo and Transfers	\$ 181,019	\$ 181,019
Total Projected Expenditures	\$ 33,069,189	\$ 33,571,179
Net Change	\$ (888,110)	\$ (1,390,100)
Projected Total Ending Balance	\$ 5,434,240	\$ 5,434,150
<i>Fund Balance as a Percent of Expenditures</i>	<i>16%</i>	<i>16%</i>

Revised Budget – Revenues in Dollars

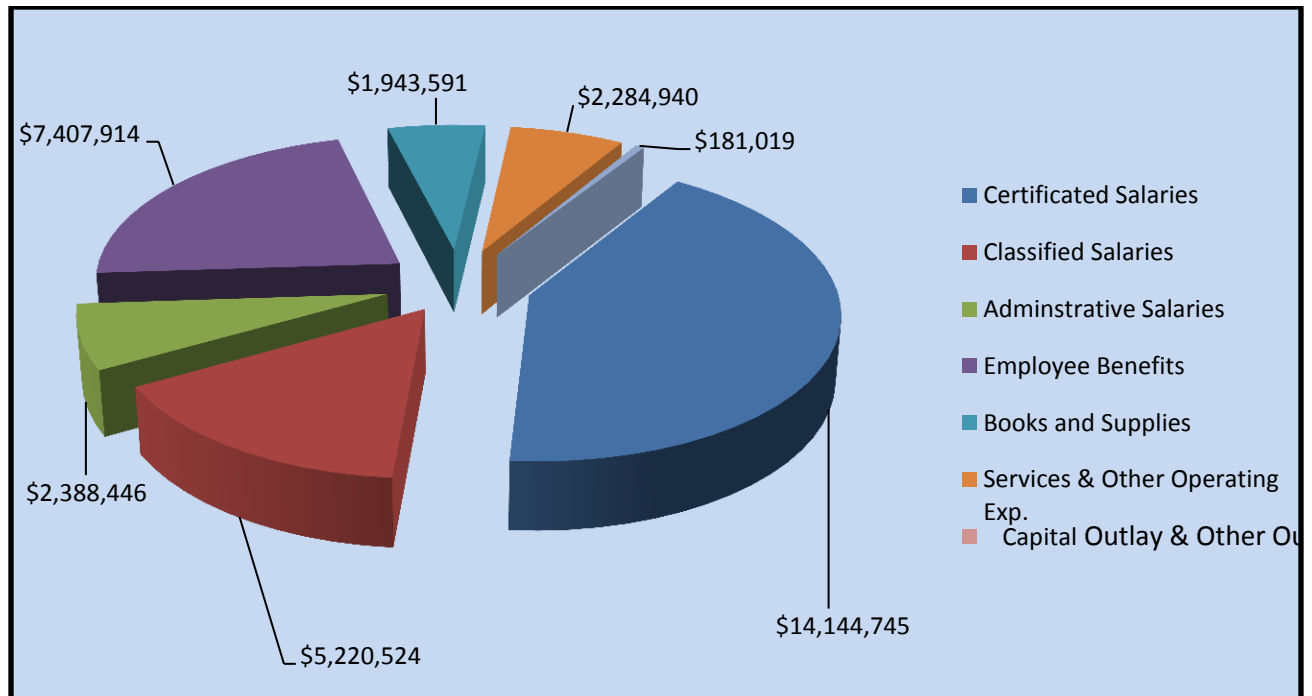


Revised Budget – Expenditures as a Percent of Budget



**Salaries and Benefits comprise nearly 87% of the operating budget.*

Revised Budget – Expenditures in Dollars



ITEM #: 6

DATE: August 16, 2016

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: Public Hearing - Surplus Instructional Materials

BACKGROUND:

Board Policy 3270 allows staff to identify District property that is unusable, obsolete, or no longer needed by the District to be declared surplus so disposal and/or public sale can proceed. At least 60 days before disposing of these instructional materials, the Board shall notify the public of its intention to do so and permit members of the public to address the Board regarding the distribution of these materials.

STATUS:

The enclosed Report of Surplus District Instructional Materials lists instructional materials that are unusable or obsolete. The estimated values of materials are of insufficient value to defray the costs of arranging a sale. The property may be donated to a charitable organization or disposed of as required. Public notice was published as required.

FISCAL IMPACT:

N/A

BOARD GOAL:

Board Focus Goal I – STUDENT NEEDS:

- B. Curriculum and Instruction - Provide a meaningful, innovative learning environment using Common Core, and other student content standards and researched-based, progressive, effective instructional methodology, instructional materials, staff development and technology that will ensure student success in career and college.

RECOMMENDATION:

The Board of Trustees hold a public hearing to hear comments from the public regarding the distribution of surplus instructional materials and approve the attached declaration of surplus instructional material and proposed donation/disposal of those materials.

Rescue Union School District
Report of Surplus Equipment


Date: 5/11/2016

School / Department Data

District Use Only

Name of School / Department: Marine Village and Pleasant Grove Middle Schools	Type of Disposition:
Name / Title of Person to Contact for Further Information: Dave Scroggins	Board Approval Date:
Building / Room Number Which Equipment Was Assigned: Language Arts Teachers	Disposition Contact:

Inventory Number*	Condition Code	Description	Total Units	Estimated Value (Per Unit)	Estimated Cost of Disposition	Estimated Total Price	DISTRICT USE ONLY	
							Asset Number	Disposition Code
		Holt Literatures and Language Arts, 2003:						
	B	6th GR. Textbooks	851	0	0			
	B	7th GR. Textbooks	758	0	0			
	B	8th GR. Textbooks	680	0	0			
	B	6th GR. Handbooks	308	0	0			
	B	7th GR. Handbooks	698	0	0			
	B	8th GR. Handbooks	440	0	0			
	B	6th GR. Teacher Resource Packages	16	0	0			
	B	7th GR. Teacher Resource Packages	10	0	0			
	B	8th GR. Teacher Resource Packages	10	0	0			


 Principal / Supervisor Signature

Code	Description
A	Fair Equipment that is usable without repairs, but is somewhat worn or deteriorated and soon may require repair.
B	Poor Equipment that is usable but is considerably worn or deteriorated. The remaining utility is limited or major repairs will be required.
C	Unusable, cannot be repaired.

* If there is no inventory number on the equipment, please record the serial number or model number in its place.

**Rescue Union School District
Report of Surplus Equipment**

Date: 6/7/2016

School / Department Data

District Use Only

Name of School / Department: Green Valley School Library	Type of Disposition:
Name / Title of Person to Contact for Further Information: Sandra Villalovoz Library Media Coordinator	Board Approval Date:
Building / Room Number Which Equipment Was Assigned: Library	Disposition Contact:

Inventory Number*	Condition Code	Description	Total Units	Estimated Value (Per Unit)	Estimated Cost of Disposition	Estimated Total Price	DISTRICT USE ONLY	
							Asset Number	Disposition Code
N/A	B & C	Library Books: Damaged, outdated, or uncirculated. Please see attached list.	517	0.00	N/A			

OK
[Signature]

Kathy Miracle
Principal / Supervisor Signature

Code	Description
A	Fair Equipment that is usable without repairs, but is somewhat worn or deteriorated and soon may require repair.
B	Poor Equipment that is usable but is considerably worn or deteriorated. The remaining utility is limited or major repairs will be required.
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* If there is no inventory number on the equipment, please record the serial number or model number in its place.

Call Number	Copy/Item	Title/Description
398.2 SCH	T 12712	Scary stories 3 : more tales to chill your bones
398.2 SCH	T 31632	More scary stories to tell in the dark
741.5 SMI	T 35611	Bone. [4], The dragonslayer
743 AME	T 30109	Draw 50 cars, trucks, and motorcycles
812.5 BEH	T 3801	The Christmas magic-wagon.
812.5 THA	T 3805	The first day of school : a play
821 LAR	T 3820	Poetry for holidays
821 NOR	T 3880	Merlin and the snake's egg.
910 MCC	T 3859	Treasures in the sea
917.3 FIS	T 5590	Still waters, white waters.
917.8 TRA	T 3837	Trails West
973.3 KNI	T 8088	Boston Tea Party : rebellion in the colonies
979.403 WAL	T 31037	Bear Flag rising : the conquest of California, 1846
92 ADA	T 8065	Abigail Adams, an American woman
92 COL	T 4730	Where do you think you're going, Christopher Columbus?
E FIC SEU	T 13373	One fish, two fish, red fish, blue fish
FIC ADL	T 2025	Jeffrey's ghost and the leftover baseball team
FIC BON	T 9183	Truth to tell
FIC BRU	T 35595	Bad kitty meets the baby
FIC BUL	T 8186	A lion to guard us
FIC CHR	T 2131	Johnny No Hit
FIC CLI	T 10197	The rocking chair rebellion
FIC COH	T 2165	Yussel's prayer.
FIC FLE	T 2263	Phoebe Danger, detective, in The case of the two-minute cough
FIC FLE	T 2269	The Bloodhound Gang in the case of the secret message
FIC HUG	T 2323	Chips and Jessie
FIC KAR	T 9540	Gideon and the Mummy Professor
FIC KIN	T 14873	Diary of a wimpy kid : Greg Heffley's journal
FIC KRO	T 32324	John Quincy Adams : letters from a southern planter's son
FIC LEV	T 9511	Daisy
FIC MCI	T 2470	Judge Benjamin : the superdog rescue
FIC MEY	T 8036	P.J. Clover, private eye--the case of the borrowed baby
FIC MOR	T 2489	Nicki & Wynne
FIC ORL	T 10033	Lydia, queen of Palestine
FIC PRY	T 8039	Rats, spiders, & love
FIC PRY	T 8235	Seth of the Lion People
FIC RHO	T 5990	The king boy
FIC ROB	T 6457	Angela, private citizen
FIC ROB	T 11593	Countess Veronica
FIC ROU	T 2575	Mr. Yowder and the windwagon
FIC ROU	T 2576	The morning the sun refused to rise : an original Paul Bunyan tale
FIC ROW	T 12572	Harry Potter and the Chamber of Secrets
FIC SCH	T 8057	Upchuck summer
FIC VER	T 35573	Dragonbreath. [3], Curse of the were-wiener
FIC VER	T 36043	Dragonbreath : curse of the were-wiener.

FIC WIL	T 8351	The good little Christmas tree
FIC YOL	T 3278	Shirlick Holmes and the case of the wandering wardrobe
PB 973.7 COX	T 6474	Undying glory.
PB 92 CLI	T 6507	Our president, Bill Clinton
PB 92 CLI	T 7542	Our president, Bill Clinton
PB 92 CLI	T 7789	Our president, Bill Clinton
PB Fic Kin	T 15968	Diary of a wimpy kid : dog days
PB J FIC OSB	T 14905	Hour of the Olympics
PNF 591.3 POD T	1978	Baby animals
PNF 591.56 PO T	2003	Animal homes
PNF 591.90 RO T	2010	Underground life
PNF 595.7 ARM T	3292	Insects all around us
PNF 598 FRI	T 3345	Birds we know
PNF 599.74 RO T	3381	Bears
PNF 621.042 PCT	3489	Energy
PNF 636.752 RC T	31313	Life cycle of a dog
567.9 LES	T 30577	Dinosaur worlds : new dinosaurs, new discoveries
FIC KES	T 14172	Kidnapped
FIC PEA	T 6352	The spy code caper
FIC PEE	T 7159	Uptime, downtime
FIC PET	T 9086	The stinky sneakers contest
FIC SAX	T 2566	Panky in the saddle
FIC SAX	T 2567	Panky and William
FIC SCH	T 2557	Efan the great.
FIC SCH	T 2568	Why Christmas trees aren't perfect
FIC SCH	T 13181	A journey to the center of the Earth
FIC SHR	T 9282	Warts
FIC SHR	T 11752	Warts
FIC SHR	T 12409	Warts
FIC SHR	T 13762	What's happening to grandpa?
FIC SHR	T 30088	Zoe & Columbo
FIC SHR	T 30171	Warts
FIC SIM	T 2546	Chip Rogers, computer whiz
FIC SIM	T 8467	The boy of the bells
FIC SIM	T 31700	Space race
FIC SIN	T 7176	The hoax on you
FIC SKI	T 9289	The wrecker
FIC SMI	T 7188	The turkeys' side of it : Adam Joshua's Thanksgiving
FIC SMI	T 8654	The turkeys' side of it : Adam Joshua's Thanksgiving
FIC SPI	T 30946	The magic of Merlin
FIC STA	T 32861	Wedding cookies
FIC STE	T 30075	Terror on Cemetery Hill : a Sarah Capshaw mystery
FIC STI	T 15871	Night of the Living Dummy II
FIC STO	T 8031	Midnight in the dollhouse
FIC STR	T 30060	Nova command
FIC SUS	T 6124	Hanukkah : eight lights around the world

FIC TAL.	T 8208	An orphan for Nebraska
FIC THI	T 8042	Shadow shark
FIC VOG	T 13168	The three musketeers
FIC VOG	T 14915	The hunchback of Notre Dame
FIC VOG	T 15893	Frankenstein
FIC WAR	T 13175	The last of the Mohicans
FIC WAT	T 11595	The mysterious horseman.
FIC WEB	T 11320	The same sun was in the sky
FIC WEI	T 30485	Old Ironsides : Americans build a fighting ship
FIC WIL	T 31341	How I survived the Irish famine : the journal of Mary O'Flynn
FIC WRI	T 6358	The ghost of Ernie P.
FIC YAM	T 13165	Great expectations
FIC YAM	T 13183	The call of the wild
FIC YAM	T 13184	Dr. Jekyll and Mr. Hyde
FIC YEP	T 6077	Tongues of jade
FIC YOL	T 10196	Spaceships & spells.
FIC YOL	T 32002	The wolf girls : an unsolved mystery from history
FIC YOU	T 32750	Dragonsong : a fable for the new millennium
J FIC SHA	T 10021	Genghis Khan : a dog star is born
PB FIC PUR	T 32463	Nesuya's basket
PB FIC SCH	T 14607	Alligator Alley : A Wodland Mystery.
PB FIC SCH	T 14608	Alligator Alley : A Wodland Mystery.
PB FIC SCH	T 14609	Alligator Alley : A Wodland Mystery.
PB FIC SCH	T 14610	Alligator Alley : A Wodland Mystery.
PB FIC STE	T 14246	Disney's Enter if you dare! : scary tales from the Haunted Mansion
PB J FIC OSB	T 14908	Sunset of the sabertooth
PNF 625.2 BIG	T 34057	Big book of trains
PNF 636.76 ST	T 60092	Chihuahuas
920 HOO	T 8575	Chinese portraits
92 ALE	T 8572	Alexander the Great
92 AUD	T 8612	John James Audubon : artist of the wild
92 BAC	T 30383	Introducing Bach
92 BAN	T 6349	Benjamin Banneker : scientist and mathematician.
92 BET	T 4703	Mary McLeod Bethune
92 BLY	T 8620	Making headlines : a biography of Nellie Bly
92 BON	T 30351	Barry Bonds
92 BOO	T 4710	Daniel Boone : taming the wilds
92 BOO	T 32048	Daniel Boone and the exploration of the frontier
92 BUD	T 30400	The prince who became a beggar
92 BUS	T 32437	George W. Bush : the war on terrorism
92 CHE	T 32934	Dick Cheney : a life in public service
92 CLI	T 33070	William Jefferson Clinton
92 COB	T 9099	Ty Cobb
92 COC	T 4726	Jacqueline Cochran: first lady of flight
92 COL	T 8511	The man who loved books
92 CRO	T 8479	Davy Crockett : an American hero

92 DAV	T 8609	Jefferson Davis
92 DIC	T 6359	Emily Dickinson : poet.
92 DUV	T 31305	David Duval
92 EAR	T 9406	Wyatt Earp
92 ERI	T 30385	John Ericsson : and the inventions of war
92 FLE	T 30393	The life of Alexander Fleming
92 FRA	T 30405	Saint Francis
92 FRE	T 8265	Under a strong wind : the adventures of Jessie Benton Frémont
92 FRI	T 5397	Betty Friedan, a voice for women's rights.
92 FUL	T 4761	Robert Fulton, steamboat builder.
92 FUL	T 33947	Robert Fulton
92 GAR	T 31642	Nomar Garciaparra : non-stop shortstop
92 GEH	T 9052	Lou Gehrig
92 GER	T 4763	The story of Geronimo
92 GER	T 4764	America, I hear you : a story about George Gershwin
92 GLE	T 4765	John Glenn : around the world in 90 minutes
92 GOD	T 30403	Robert H. Goddard
92 GOO	T 4768	Dwight Gooden
92 GOR	T 10061	Al gore.
92 GOR	T 31351	Jeff Gordon
92 HAW	T 34098	Tony Hawk : skateboarding legend
92 HOW	T 33948	Ron Howard
92 HUG	T 30372	Free to dream : the making of a poet : Langston Hughes
92 JOB	T 32691	Steve Jobs
92 JOH	T 15592	Lyndon B. Johnson
92 JON	T 4793	Casey Jones
92 KEN	T 4801	John F. Kennedy
92 LAV	T 30347	Antoine Lavoisier : founder of modern chemistry
92 LEE	T 6363	Robert E. Lee, hero of the South
92 LEE	T 9328	Antoni van Leeuwenhoek : first to see microscopic life
92 LEO	T 30391	Leonardo da Vinci
92 LES	T 34078	Lisa Leslie : slam dunk queen
92 LEW	T 9376	The man who created Narnia : the story of C.S. Lewis
92 LIM	T 8270	West coast Chinese boy
92 LIN	T 4814	Abraham Lincoln.
92 LON	T 8501	Jack London : a life of adventure
92 LOU	T 6368	Joe Louis : heavyweight champion
92 MAN	T 4823	Winnie Mandela : the soul of South Africa
92 MAN	T 15934	Mickey Mantle
92 MAR	T 8495	Guglielmo Marconi
92 MCK	T 30558	Can you imagine?
92 RIC	T 33120	Condoleezza Rice
92 ROB	T 15932	Frank Robinson
92 ROO	T 4855	Don't you dare shoot that bear!.
92 ROO	T 31447	Young Teddy Roosevelt
92 ROO	T 32202	Theodore Roosevelt and the exploration of the Amazon basin

92 RUS	T 30339	Along the Santa Fe Trail : Marion Russell's own story
92 SAB	T 30370	Florence Sabin
92 SAG	T 32282	Carl Sagan : astronomer
92 SAM	T 31387	Pete Sampras : strokes of genius
92 SAU	T 30396	Maria de Sautuola : the bulls in the cave
92 SER	T 8629	Never turn back : Father Serra's mission
92 SER	T 8647	The story of Junipero Serra, brave adventurer
92 SHE	T 4866	Alan Shepard, the first American in space
92 SIT	T 30415	To see with the heart : the life of Sitting Bull
92 SMI	T 4869	Samantha Smith, young ambassador
92 SMI	T 4870	Samantha Smith, young ambassador
92 SQU	T 9396	The story of Squanto first friend to the pilgrims
92 STE	T 10109	Robert Louis Stevenson.
92 STE	T 31360	Kordell Stewart : Steelers sensation
92 STU	T 4874	Old Silver Leg takes over! : a story of Peter Stuyvesant
92 TER	T 4877	Mother Teresa : caring for all God's children
92 THO	T 8611	Jim Thorpe, world's greatest athlete
92 THO	T 30384	Jim Thorpe : legendary athlete
92 TUR	T 4883	Nat Turner
92 TUT	T 4884	Archbishop tutu of south Africa.
92 TWA	T 4885	Mark twain? what kind of name is that?.
92 TWA	T 8623	Mark Twain
92 TWA	T 10182	Mark twain? what kind of name is that?.
92 VAL	T 30406	Saint Valentine
92 VER	T 9044	Jules Verne : the man who invented tomorrow
92 VIL	T 30399	Pancho Villa
92 WAS	T 6361	Booker T. Washington
92 WAS	T 8282	The world of young George Washington
92 WEB	T 4896	What do you mean? a story about Noah webster.
92 WEB	T 30564	Chris Webber : star forward
92 WEB	T 31074	Chris Webber : star forward
92 WES	T 9354	George Westinghouse : a genius for invention
92 WHE	T 32466	Phillis Wheatley
92 WHI	T 9346	E.B. White : some writer!
92 WHI	T 30422	Walt Whitman
92 WHI	T 33397	Eli Whitney
92 WOO	T 33046	Sports great Tiger Woods
E B	T 1142	The magic of Johnny Readingseed
E C	T 7164	Don't tell the whole world!
E C	T 10019	Granny Greenteeth and the noise in the night
E C	T 10565	Bossyboots
E C	T 12953	Truelove
E C	T 14200	Grandfather counts
E C	T 31336	Happy Birthday, America!
E CHR	T 15348	The desperate dog writes again
E D	T 8532	Rosie & the yellow ribbon

E E	T 30872	Color farm
E F	T 31892	Lizzy and Skunk
E G	T 1481	Sir Cedric
E G	T 6444	Ten little rabbits
E G	T 8401	The bed who ran away from home
E G	T 9280	Wagons west!
E G	T 12681	Ten oni drummers
E G	T 12685	The moon was at a fiesta
E G	T 12849	The Raggedy Andy stories ; introducing the Little Rag Brother of Raggedy Ann
E G	T 12850	The Raggedy Ann stories
E G	T 30777	Presenting Tanya, the Ugly Duckling
E G	T 33234	Stella : fairy of the forest
E G	T 33465	Grandparents are the greatest because--
E GOL	T 12680	The twenty-five Mixtec cats
E H	T 1549	Stay, Fang
E H	T 1633	Blackberry ramble
E H	T 1634	Mama don't allow---
E H	T 7204	Dream peddler
E H	T 9088	Then the troll heard the squeak
E H	T 10611	Outrageous, bodacious Boliver Boggs!
E H	T 11754	Just look
E H	T 11963	Little pink pig
E H	T 30321	Sweet Clara and the freedom quilt
E H	T 31078	The country bunny and the little gold shoes
E H	T 31113	Hiawatha passing
E H	T 32011	26 letters and 99 cents
E H	T 32262	The adventures of Frank the friendly frogasaurus and family
E H	T 32344	Molly and Emmett's camping adventure
E H	T 33166	It's raining, Yancy & Bear
E H	T 33265	Yancy & Bear
E H	T 33874	Horace and Morris join the chorus (but what about Dolores?)
E J	T 1673	Where can it be?
E J	T 8510	Mama, do you love me?
E J	T 30294	The morning chair
E J	T 31549	The fishing summer
E J	T 32233	If the shoe fits
E J	T 32778	I love you the purplest
E J	T 33051	Sunsets of the West
E J	T 33878	I dream of trains
E Joh	T 15910	The iguana brothers.
E JOH	T 33775	Alien & Possum hanging out
E L	T 1835	On the day Peter Stuyvesant sailed into town.
E L	T 7527	There's a cow in the road!
E L	T 31087	The dwarf giant
E L	T 32806	Not the piano, Mrs. Medley!
E M	T 1866	Wjil's mammoth

E M	T 1867	Amy goes fishing
E M	T 1868	Jed's junior space patrol : a Science fiction easy to read.
E M	T 1880	Liverwurst is missing
E M	T 1885	Whinnie the lovesick dragon
E M	T 1915	Captain Toad and the motorbike
E M	T 1948	Look out, it's April Fools' Day
E M	T 9522	Perrywinkle's magic match
E M	T 11122	Ship of dreams.
E M	T 30794	The ugly duckling
E M	T 31209	Three stories you can read to your cat
E M	T 31225	Why the leopard has spots
E M	T 31906	Moo in the morning
E M	T 33096	Another perfect day
E M	T 33313	The water gift and the pig of the pig
E M	T 33523	Hurry up, Molly = Dépêche-toi, Molly
E M	T 50190	When dinosaurs go visiting
E MAS	T 33054	That bad, bad cat!
E MCC	T 15552	Daddy will you miss me?
E MCL	T 33925	Outback adventure : Australian vacation
E N	T 32973	It's Vladimir!
E N	T 32974	Jack Quack
E N	T 33414	Please do feed the bears
J FIC BER	T 31042	The Berenstain Bears and the G-rex bones
J FIC BER	T 31044	The Berenstain Bears go Hollywood
J FIC CIE	T 33184	Lost City
J FIC GIF	T 32520	Adiós, Anna
J FIC HAR	T 15170	I barfed on Mrs. Kenly
J FIC OSB	T 33716	Carnival at candlelight
J FIC PET	T 33609	One smooth move
PB 92 ALD	T 12343	John Alden; steadfast pilgrim.
PB 92 CAP	T 6316	Jennifer Capriati
PB 92 GOO	T 6404	Dwight Gooden : strikeout king
PB 92 GRE	T 6400	Wayne Gretzky : hockey great
PB 92 KEN	T 11154	John Fitzgerald Kennedy, America's 35th president
PB 92 LEM	T 6402	Greg Lemond : premier cyclist
PB 92 WIL	T 6222	West from home.
PB E FIC COS	T 11699	The meanest thing to say
PB FIC BAL	T 13931	Beware of dog
PB FIC COV	T 8929	Aliens ate my homework
PB FIC STI	T 14857	The ghost next door
PB J FIC BEN	T 15768	A new friend.
PB J FIC KEE	T 13087	The crazy key clue
PB J FIC LOB	T 15443	Frog and Toad are friends
PB PNF 629.45	T 12481	Spacebusters : the race to the moon
PB PNF 741.5 FT	16116	Smurfs graphic novel. [1], The purple Smurfs
E A	T 1059	Juḡa and the magic jinn

E A	T 1062	All in a day
E A	T 6210	Dear brother
E A	T 6510	Here comes the cat!
E A	T 32389	Dancing in my bones
E ACK	T 1011	Araminta's Paintbox.
E ACK	T 30809	By the Dawn's Early Light
E ADL	T 1018	My Dog and the Green Sock Mystery
E AHL	T 31808	The Bravest Ever Bear
E ALB	T 11906	It's the Bear!
E ALB	T 31863	Hug
E AST	T 15576	The moon over Star
E B	T 1137	Fuzzy Rabbit
E B	T 1212	The true Francine
E B	T 1227	The big sneeze
E B	T 11226	Belinda's balloon
E B	T 11599	Hannah's new boots
E B	T 12651	Grandmother's bell and the wagon train, 1849
E B	T 12654	The little green frog and other poems.
E B	T 13889	The little green dragon steps out
E B	T 30073	The sweet touch
E B	T 30508	Sweet dried apples : a Vietnamese wartime childhood
E B	T 31098	Franklin goes to the hospital
E B	T 31362	The littlest matryoshka
E B	T 31859	The hidden forest
E C	T 1272	Sleep out
E C	T 1275	Harald and the giant knight
E C	T 6215	Norman fools the tooth fairy
E C	T 9068	Nothing at all!
E C	T 9097	Tsugele's broom
E C	T 12838	Hotter than a hot dog!
E C	T 30961	Melanie
E C	T 31154	Mothers are like that
E C	T 32405	Perfect puppy
E P	T 4069	Once when I was scared
E P	T 5407	The tiny patient
E P	T 30135	Katy no-pocket
E P	T 30920	Ice cream Larry
E P	T 31277	Bongo Larry
E P	T 32860	The warlord's puzzle
E P	T 33822	The complete adventures of Big Dog and Little Dog
E PIT	T 14943	Just One More Swim
FIC ADO	T 31666	The return of Rex and Ethel
FIC AND	T 8199	The nightingale.
FIC AND	T 8274	A Williamsburg household
FIC APP	T 15578	Tom Swift, young inventor
FIC ART	T 31912	The mystery of the green ghost

FIC ART	T 31913	The mystery of the silver spider
FIC ASI	T 2041	Norby finds a villain : 7.
FIC ASI	T 30059	Norby and the court jester
FIC ASI	T 30979	Norby and the terrified taxi
FIC BAD	T 32441	Golden quest
FIC BAK	T 31662	Pride of Green Mountains the story of a trusty Morgan horse and the girl who turns to him for help
FIC BAN	T 30051	The magic hare
FIC BAS	T 7723	The sign of the seahorse.
FIC BAS	T 31842	The eleventh hour : a curious mystery
FIC BAS	T 33918	My grandma lived in Gooligulch
FIC BAY	T 2082	Moon song.
FIC BAY	T 2083	Moon song.
FIC BER	T 34079	Magic by the book
FIC BIG	T 5616	The big book for peace
FIC BOG	T 13170	Moby Dick
FIC BOG	T 13182	The prince and the pauper
FIC BOG	T 31300	Colorado summer
FIC BOG	T 32370	The time machine
FIC BOR	T 32221	The day Eddie met the author
FIC BUF	T 6182	Trouble dolls
FIC BUN	T 2057	The traveling men of Ballycoo
FIC BUR	T 2045	Valentine and Orson.
FIC BUR	T 12648	Katie's rose : a tale of two late bloomers
FIC BUR	T 12649	Katie's rose : a tale of two late bloomers
FIC CAM	T 8174	Julia and the hand of God
FIC CAP	T 33858	Ghost train
FIC CHA	T 8046	Snakes are nothing to sneeze at
FIC CHR	T 9196	Zero's slider
FIC CHR	T 31838	The dog that stole football plays
FIC CLE	T 8221	Queen of hearts
FIC COL	T 7528	The coming of the Surfman
FIC CON	T 5403	Mysteries of Sherlock Holmes.
FIC COO	T 2168	The winning of Miss Lynn Ryan
FIC CRE	T 7091	The adventures of robin hood.
FIC DIC	T 13537	David Copperfield : adapted for young readers
FIC DOY	T 50001	The adventures of Sherlock Holmes
FIC DRA	T 13759	Dr. Ernest Drake's Dragonology Handbook : A Practical Course in Dragons
FIC DUF	T 2221	The Christmas gang : a May Gray mystery
FIC DUF	T 8619	Lucky in left field
FIC DUN	T 2220	Brave Janet Reachfar.
FIC ELI	T 9042	Jason and the baseball bear
FIC ELL	T 8025	King Tut's game board
FIC ENR	T 9108	Zeee
FIC EST	T 12708	The witch family
FIC EVA	T 12123	The Christmas candle
FIC FAB	T 12153	Clara rounds Cape Horn

FIC FOX	T 9107	With love, at Christmas
FIC FOX	T 11232	With love, at Christmas
FIC GAU	T 7631	Thunder at Gettysburg.
FIC GIL	T 2301	Dial Leroi Rupert.
FIC GIP	T 2296	Little Arliss
FIC GOR	T 8383	Wanted, UFO
FIC GOR	T 11588	Please do not touch : a collection of stories
FIC GRE	T 8050	Star shine
FIC HAR	T 32438	Ghosts of the Civil War
FIC HAY	T 9284	Welcome to alien inn
FIC HEN	T 2349	Peter Lundy and the medicine hat stallion.
FIC HEN	T 2352	The little fellow
FIC HER	T 12330	Jurassic Park : the junior novelization
FIC HIS	T 31519	Coyote and badger : desert hunters of the Southwest
FIC HON	T 31839	Don't pat the wombat!
FIC HOP	T 32212	Bluebird summer
FIC HUT	T 2311	Rats!
FIC HUT	T 2411	The three and many wishes of Jason Reid
FIC HYN	T 11803	Meeting trees
FIC HYN	T 12232	Meeting trees
FIC IBB	T 33339	The haunting of Granite Falls
FIC ICA	T 12646	Super salads
FIC ICA	T 12647	Picnic on a cloud
FIC IMP	T 2370	Scare yourself to sleep
FIC IRV	T 50112	The legend of Sleepy Hollow ; and, Rip Van Winkle
FIC JAN	T 2372	Noelle of The nutcracker
FIC JON	T 33364	The ogre downstairs
FIC JON	T 33553	Charmed life
FIC JOO	T 9114	Anna and the cat lady
FIC KEL	T 14917	Dracula
FIC KES	T 13169	The merry adventures of Robin Hood
FIC KES	T 13178	The mutiny on board HMS Bounty
FIC KES	T 14916	The mutiny on board HMS Bounty
FIC KIR	T 7685	The pagemaster
FIC KLI	T 9161	Orp and the FBI
FIC KOR	T 31886	Liar, liar, pants on fire
FIC LAI	T 13164	The Adventures of Tom Sawyer
FIC LAI	T 13167	The wizard of Oz
FIC LAI	T 13172	The adventures of Huckleberry Finn
FIC LAI	T 13173	Black Beauty
FIC LAI	T 13538	Treasure Island
FIC LAW	T 2422	How to survive Thrid grade.
FIC LEI	T 12730	Around the world in 80 days
FIC LEI	T 13171	Oliver Twist
FIC LEI	T 13179	Around the world in 80 days
FIC LEI	T 50005	Around the world in 80 days

FIC LEL	T 33218	Sallie Fox : the story of a pioneer girl
FIC LEM	T 14639	Captured off guard : the attack on Pearl Harbor
FIC LEN	T 31723	There's a kangaroo in my soup!
FIC LEV	T 8455	All the lights in the night
FIC LEV	T 31195	Something queer in the Wild West
FIC LIS	T 9533	Angela's aliens
FIC LOC	T 2441	Family farm
FIC LOC	T 2442	Washington Irving's Rip Van Winkle
FIC LOR	T 8055	Today's special : Z.A.P. and Zoe
FIC MAC	T 11594	Hostilities: nine bizarre stories.
FIC MAN	T 2460	The great gerbil roundup
FIC MAR	T 8062	Young Indiana Jones and the secret city
FIC MAR	T 9101	A very speical Flinstones' family Christmas
FIC MAZ	T 8002	B, my name is Bunny
FIC MCC	T 8061	Young Indiana Jones and the circle of death
FIC MCC	T 9194	Young Indiana Jones and the curse of the ruby cross
FIC MCC	T 9195	Young Indiana Jones and the ghostly riders
FIC MEN	T 2474	Amahl and the night visitors
FIC MON	T 11195	Against the odds : tales of achievement
FIC MON	T 13180	Little women
FIC MON	T 50004	Anne of Green Gables
FIC MOO	T 7189	Maggie among the Seneca
FIC MOR	T 33359	The moon robber
FIC MOR	T 34019	The winter king
FIC MOS	T 6446	Bob and jack.
FIC NAY	T 2493	Bernie and the Besseldorf ghost.
FIC NIX	T 7908	Land of promise
FIC ODE	T 8456	The amethyst ring
FIC PAN	T 2517	Miss Pickerell and the lost world
FIC PAR	T 2520	Winter barn
FIC RIC	T 2542	Praire night before Christmas.
FIC SAL	T 9476	Shark bait
FIC SAN	T 9058	More rootabagas
FIC SCO	T 31921	Old Jake's skirts
FIC SER	T 8645	Stinker's return
FIC TUR	T 9253	One brave summer
FIC YOL	T 7147	Spaceships & spells.
J FIC KID	T 15587	The pirate chase
PB FIC EDW	T 14224	The last of the really great whangdoodles
PB FIC GIF	T 6988	The great shamrock disaster
PB FIC GLE	T 14231	Toad heaven
PB FIC GRA	T 14506	Grand Canyon : the tail of the scorpion
PB FIC HAP	T 13777	Tale of the Toa
PB FIC HOP	T 5406	The camp fire mystery
PB FIC KID	T 14890	City of gold
PB FIC KID	T 14891	The age of bronze

PB FIC KIN	T 7137	The fox busters
PB FIC KIN	T 13422	Mr. Ape
PB FIC KNU	T 14620	Raymond and Graham rule the school
PB FIC KNU	T 14621	Raymond and graham dancing dudes
PB FIC MAR	T 6168	Bummer summer.
PB FIC MAR	T 10215	Poor Mallory!
PB FIC MAR	T 11235	Karen's island adventure.
PB FIC MAR	T 12284	Baby-sitters beware
PB FIC MOO	T 6441	Crazy mixed-up valentines
PB FIC PAU	T 7430	Culpepper's cannon
PB FIC PAU	T 8891	Cowpokes and desperados.
PB FIC SAN	T 6209	The legend of Sleepy Hollow

Rescue Union School District
Report of Surplus Equipment

Date: 6/7/16

School / Department Data

District Use Only

Name of School / Department: <i>Lake Forest</i>	Type of Disposition:
Name / Title of Person to Contact for Further Information: <i>Cindy Carpenter</i>	Board Approval Date:
Building / Room Number Which Equipment Was Assigned: <i>Library</i>	Disposition Contact:

Inventory Number*	Condition Code	Description	Total Units	Estimated Value (Per Unit)	Estimated Cost of Disposition	Estimated Total Price	DISTRICT USE ONLY	
							Asset Number	Disposition Code
*		<i>Weeded library books. Titles are outdated, damaged, no longer meet standards or have not been circulated in the past 10 years.</i>	<i>721</i>					
		<i>* Please see attached listing.</i>						
		<i>OK</i>						
		<i>[Signature]</i>						

[Signature]
Principal / Supervisor Signature

Code	Description
A	Fair Equipment that is usable without repairs, but is somewhat worn or deteriorated and soon may require repair.
B	Poor Equipment that is usable but is considerably worn or deteriorated. The remaining utility is limited or major repairs will be required.
C	Unusable, cannot be repaired.

* If there is no inventory number on the equipment, please record the serial number or model number in its place.

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title		
	5/24/2017	001.942 HER	T 37511	Aliens		
	5/24/2017	031 GUI	T 37359	Guinness World Records, 2010		
	5/24/2017	031 RIP	T 35122	Ripley's believe it or not!. Strikingly true / [text Geoff Tibballs ; additional text, James Proud].		
	5/24/2017	031 RIP	T 35472	Ripley's Believe it or not! : Special Edition 2013.		
	5/24/2017	398.2 SCH	T 32508	Scary stories to tell in the dark		
	5/24/2017	508 FRA	T 7436	On the day you were born		
	5/24/2017	598 HAR	T 8058	Birds of the world-eyewitness handbooks.		
	5/24/2017	600 MAC	T 11153	The way things work		
	5/24/2017	641.5 FRA	T 36490	The Star Wars cookbook II : Darth Malt and more galactic recipes		
	5/24/2017	709 REA	T 32884	African art		
	5/24/2017	709 SCO	T 33204	Mexican, Central and South American Art.		
	5/24/2017	709 TUR	T 11007	North American art since 1900.		
	5/24/2017	709.02 COL	T 8124	The renaissance-eyewitness art.		
	5/24/2017	720.3 EYE	T 7476	The visual dictionary of buildings.		
	5/24/2017	743 SCH	T 2397	How to draw fairy-tale characters		
	5/24/2017	782.42162 LAN	T 31410	Oh, a-hunting we will go		
	5/24/2017	793.5 CON	T 877	Detective tricks you can do.		
	5/24/2017	974.1 FRA	T 7169	From sea to shining sea, Maine.		
	5/24/2017	974.2 FRA	T 881	From sea to shining sea. new Hampshire.		
	5/24/2017	974.3 FRA	T 4086	From sea to shining sea. Vermont.		
	5/24/2017	974.4 FRA	T 893	From sea to shining sea. Massachusetts.		
	5/24/2017	974.6 FRA	T 7174	From sea to shining sea, Connecticut.		
	5/24/2017	974.7 FRA	T 7165	From sea to shining sea, New York.		
	5/24/2017	974.8 FRA	T 7176	From sea to shining sea, Pennsylvania.		
	5/24/2017	974.9 FRA	T 4084	From sea to shining sea, new jersey.		
	5/24/2017	975 FRA	T 7173	From sea to shining sea, west Virginia.		
	5/24/2017	975.2 FRA	T 7172	From sea to shining sea, Maryland.		
	5/24/2017	975.3 FRA	T 883	From sea to shining sea. Washington D.c.		
	5/24/2017	975.5 FRA	T 885	From sea to shining sea, Virginia.		
	5/24/2017	975.6 FRA	T 889	From sea to shining sea. north Carolina.		
	5/24/2017	975.7 FRA	T 888	From sea to shining sea. South Carolina.		

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000				
Library Materials	Due	Call Num.	Barcode	Title		Est. Fine
	5/24/2017	975.8 FRA	T 895	From sea to shining sea. Georgia.		
	5/24/2017	975.9 FRA	T 891	From sea to shining sea, Florida.		
	5/24/2017	976.1 FRA	T 4083	From sea to shining sea, Alabama.		
	5/24/2017	976.4 FRA	T 886	From sea to shining sea, Texas.		
	5/24/2017	976.7 FRA	T 7162	From sea to shining sea, Arkansas.		
	5/24/2017	976.8 FRA	T 887	From sea to shining sea. Tennessee.		
	5/24/2017	976.9 FRA	T 4082	From sea to shining sea, Kentucky.		
	5/24/2017	977.1 FRA	T 4085	From sea to shining sea, Ohio.		
	5/24/2017	977.3 FRA	T 894	From sea to shining sea. Illinois.		
	5/24/2017	977.4 FRA	T 892	From sea to shining sea. Michigan.		
	5/24/2017	977.5 FRA	T 884	From sea to shining sea. Wisconsin.		
	5/24/2017	977.7 FRA	T 7163	From sea to shining sea, Iowa.		
	5/24/2017	977.8 FRA	T 7171	From sea to shining sea, Missouri.		
	5/24/2017	978.4 FRA	T 7164	From sea to shining sea, north Dakota.		
	5/24/2017	978.6 FRA	T 882	From sea to shining sea. Montana.		
	5/24/2017	978.7 FRA	T 7168	From sea to shining sea, Wyoming.		
	5/24/2017	978.8 FRA	T 7177	From sea to shining sea, Colorado.		
	5/24/2017	978.9 FRA	T 7170	From sea to shining sea, new Mexico.		
	5/24/2017	979.1 FRA	T 7178	From sea to shining sea, Arizona.		
	5/24/2017	979.2 FRA	T 4087	From sea to shining sea, Utah.		
	5/24/2017	979.4 BLU	T 1214	The great American gold rush		
	5/24/2017	979.4 Fra	T 12669	California		
	5/24/2017	979.4 THO	T 2363	California		
	5/24/2017	979.7 FRA	T 7175	From sea to shining sea, Washington.		
	5/24/2017	979.8 FRA	T 7167	From sea to shining sea, Alaska.		
	5/24/2017	92 AND	T 31367	What I had was singing : the story of Marian Anderson		
	5/24/2017	92 ARM	T 36274	Lance Armstrong : the race of his life		
	5/24/2017	92 Bar	T 4261	Clara Barton : founder of the American Red Cross		
	5/24/2017	92 COS	T 7444	Bill Cosby - junior world biographies.		
	5/24/2017	92 SAC	T 2073	Sacagawea : Indian interpreter to Lewis and Clark		
	5/24/2017	E A	T 1287	Juma and the magic jinn		
	5/24/2017	E A	T 1347	Moongame		
	5/24/2017	E A	T 2975	Each peach pear plum		
	5/24/2017	E A	T 3219	McGraw's Emporium		

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard	P 1000				Est. Fine
<i>Library Materials</i>	<i>Due</i>	<i>Call Num.</i>	<i>Barcode</i>	<i>Title</i>	
	5/24/2017	E A	T 4755	Hugh can do.	
	5/24/2017	E A	T 8676	We hide, you seek.	
	5/24/2017	E A	T 13838	Bingleman's Midway.	
	5/24/2017	E A	T 30109	Barn	
	5/24/2017	E A	T 30365	Very last first time	
	5/24/2017	E A	T 30512	Black is brown is tan	
	5/24/2017	E A	T 31387	By the Dawn's Early Light	
	5/24/2017	E A	T 31406	Mooncake	
	5/24/2017	E A	T 31973	Ziggy piggy and the three little pigs	
	5/24/2017	E A	T 32141	Right Here on This Spot	
	5/24/2017	E A	T 32870	Dancing in my bones	
	5/24/2017	E A	T 33876	Watermelon Day	
	5/24/2017	E B	T 293	Hide and snake.	
	5/24/2017	E B	T 1013	Anna Banana and me	
	5/24/2017	E B	T 1122	A dark, dark tale : story and pictures	
	5/24/2017	E B	T 1261	If you are a hunter of fossils	
	5/24/2017	E B	T 1301	Leo and Emily	
	5/24/2017	E B	T 1302	Leo and Emily's big ideas	
	5/24/2017	E B	T 1353	Mr. Gumpy's outing.	
	5/24/2017	E B	T 1405	Pickles have pimples, and other silly statements	
	5/24/2017	E B	T 1418	Poinsettia & her family	
	5/24/2017	E B	T 1462	A snake is totally tail	
	5/24/2017	E B	T 1538	The truth about the moon	
	5/24/2017	E B	T 1697	Doodlebug	
	5/24/2017	E B	T 1841	Old Henry	
	5/24/2017	E B	T 2038	Little Rabbit's loose tooth	
	5/24/2017	E B	T 2154	The important book	
	5/24/2017	E B	T 2339	The skate patrol	
	5/24/2017	E B	T 2855	A perfect Father's Day	
	5/24/2017	E B	T 3012	The man who could call down owls	
	5/24/2017	E B	T 3045	Summer's end	
	5/24/2017	E B	T 4176	The Escape of Marvin the ape /.	
	5/24/2017	E B	T 4686	Bub or the very best thing /.	
	5/24/2017	E B	T 4704	Home by five.	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E B	T 4706	Hawk, I'm your brother	
	5/24/2017	E B	T 4744	Rosebud.	
	5/24/2017	E B	T 4747	Someday a tree.	
	5/24/2017	E B	T 4846	Amigo	
	5/24/2017	E B	T 6214	The paper crane	
	5/24/2017	E B	T 6343	The pain and the great one	
	5/24/2017	E B	T 6451	The mother's day mice	
	5/24/2017	E B	T 7075	Peppe the lamplighter	
	5/24/2017	E B	T 7265	The table where rich people sit	
	5/24/2017	E B	T 7421	Daley B. /.	
	5/24/2017	E B	T 7681	The Land of the blue flower /.	
	5/24/2017	E B	T 8068	Dandelions.	
	5/24/2017	E B	T 8665	Hannah's new boots	
	5/24/2017	E B	T 11031	Little Rabbit's first word book.	
	5/24/2017	E B	T 11780	Fanny's dream	
	5/24/2017	E B	T 12437	Time traveler : children through time	
	5/24/2017	E B	T 13016	Katie's rose : a tale of two late bloomers	
	5/24/2017	E B	T 13399	Tales of Tutu Nene and Nele.	
	5/24/2017	E B	T 13839	The mouse party : an open-the-door book	
	5/24/2017	E B	T 13936	Snowmen at night	
	5/24/2017	E B	T 30073	The Berenstain bears' Christmas tree	
	5/24/2017	E B	T 30122	A day's work	
	5/24/2017	E B	T 30153	Maybelle, the cable car	
	5/24/2017	E B	T 30447	The desert is theirs	
	5/24/2017	E B	T 30615	Jeremiah learns to read	
	5/24/2017	E B	T 30837	Beef stew	
	5/24/2017	E B	T 30848	The Bionic Bunny show	
	5/24/2017	E B	T 30894	Dinosaurs, dinosaurs	
	5/24/2017	E B	T 30916	Fly away home	
	5/24/2017	E B	T 30946	Hey! Get off our train	
	5/24/2017	E B	T 31038	The one in the middle is the green kangaroo	
	5/24/2017	E B	T 31042	One small blue bead	
	5/24/2017	E B	T 31048	Our teacher's having a baby	
	5/24/2017	E B	T 31396	The goat in the rug	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard	P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/24/2017	E B	T 31474	Another important book	
	5/24/2017	E B	T 31550	Can you do this, Old Badger?	
	5/24/2017	E B	T 31995	The best town in the world	
	5/24/2017	E B	T 32220	Mouse in the house	
	5/24/2017	E B	T 32453	Calico, the wonder horse : or, The saga of Stewy Stinker	
	5/24/2017	E B	T 32647	The grey lady and the strawberry snatcher	
	5/24/2017	E B	T 32754	Pie's in the oven	
	5/24/2017	E B	T 32877	A. Lincoln and me	
	5/24/2017	E B	T 33072	Good luck, Mrs. K!	
	5/24/2017	E B	T 33200	The memory string	
	5/24/2017	E B	T 33322	Riding the tiger	
	5/24/2017	E B	T 33331	Rudi's pond	
	5/24/2017	E B	T 36033	Thump, thump, rat-a-tat-tat	
	5/24/2017	E Bal	T 34986	The Lucky Skates/Barbie : Barbie	
	5/24/2017	E BES	T 36390	Pelle's new suit	
	5/24/2017	E BRE	T 35286	Mossy	
	5/24/2017	E BRI	T 36292	Wanda's roses	
	5/24/2017	E BRI	T 36748	Benny's pennies	
	5/24/2017	E BRO	T 5433	Piggybook	
	5/24/2017	E BRO	T 32725	My dad	
	5/24/2017	E BRU	T 32137	The Quilt Maker's gift	
	5/24/2017	E Bru	T 50042	Miss Hunnicutt's hat	
	5/24/2017	E BUN	T 5112	Wednesday surprise.	
	5/24/2017	E BUN	T 7259	Smoky Night /.	
	5/24/2017	E BUN	T 30515	The blue and the gray	
	5/24/2017	E BUR	T 32705	Messenger, messenger	
	5/24/2017	E BUR	T 32890	Amelia's fantastic flight	
	5/24/2017	E BUS	T 36690	Banjo granny	
	5/24/2017	E C	T 1105	Clyde Monster	
	5/24/2017	E C	T 1270	Island boy	
	5/24/2017	E C	T 1395	Patrick's dinosaurs	
	5/24/2017	E C	T 2547	Gus the bus	
	5/24/2017	E C	T 2574	Messy Marcy MacIntyre	
	5/24/2017	E C	T 2612	Walt Disney presents The little mermaid, Ariel above the sea	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E C	T 2666	The UFO mystery	
	5/24/2017	E C	T 2765	Tsugele's broom	
	5/24/2017	E C	T 2964	Bony-legs	
	5/24/2017	E C	T 3210	It takes a village	
	5/24/2017	E C	T 4354	High-wire Henry	
	5/24/2017	E C	T 5513	My grandmother's journey.	
	5/24/2017	E C	T 6361	Ben and the porcupine	
	5/24/2017	E C	T 7146	Herbert Binns and the flying tricycle /.	
	5/24/2017	E C	T 8142	Trupp; a fuzzhead tale.	
	5/24/2017	E C	T 30131	Halmoni and the picnic	
	5/24/2017	E C	T 30260	Big old bones : a dinosaur tale	
	5/24/2017	E C	T 30936	The growing-up feet	
	5/24/2017	E C	T 30966	Janet's thingamajigs	
	5/24/2017	E C	T 31067	The real hole	
	5/24/2017	E C	T 31077	The robbery at the Diamond Dog Diner	
	5/24/2017	E C	T 31126	Two dog biscuits	
	5/24/2017	E C	T 31127	Up north at the cabin	
	5/24/2017	E C	T 31144	You hold me and I'll hold you	
	5/24/2017	E C	T 31391	Clean your room, Harvey Moon!	
	5/24/2017	E C	T 31537	Bright star	
	5/24/2017	E C	T 31697	Happy Birthday, America!	
	5/24/2017	E C	T 31722	I want a pet	
	5/24/2017	E C	T 31998	Bonaparte	
	5/24/2017	E C	T 32042	The grandad tree	
	5/24/2017	E C	T 32129	Pig and Crow	
	5/24/2017	E C	T 32966	Clarice Bean, guess who's babysitting?	
	5/24/2017	E C	T 33650	Look out kindergarten, here I come!	
	5/24/2017	E C	T 33753	Buttons	
	5/24/2017	E C	T 33760	Country kid, city kid	
	5/24/2017	E C	T 33773	Ella Sarah gets dressed	
	5/24/2017	E C	T 33816	My family plays music	
	5/24/2017	E C	T 36071	The train ride	
	5/24/2017	E CAI	T 36796	I need a lunch box	
	5/24/2017	E CAR	T 32446	The basketball player	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard	P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/24/2017	E COE	T 30843	The big balloon race	
	5/24/2017	E COL	T 290	Alpha and the dirty baby	
	5/24/2017	E CUN	T 36707	For you are a Kenyan child	
	5/24/2017	E D	T 228	Home place	
	5/24/2017	E D	T 236	Carl's afternoon in the park.	
	5/24/2017	E D	T 633	Agatha's feather bed /.	
	5/24/2017	E D	T 2360	Bonjour, Mr. Satie	
	5/24/2017	E D	T 2548	Haircuts for the Woolseys	
	5/24/2017	E D	T 2859	Seven sillies	
	5/24/2017	E D	T 2861	Ten out of bed	
	5/24/2017	E D	T 2941	The unicorn and the moon	
	5/24/2017	E D	T 3377	The bunny slipper mystery	
	5/24/2017	E D	T 4831	The real pretend.	
	5/24/2017	E D	T 7953	Kit and Kat	
	5/24/2017	E D	T 12092	Aladdin : Walt Disney.	
	5/24/2017	E D	T 30664	Miss Viola and Uncle Ed Lee	
	5/24/2017	E D	T 31320	Papa Lucky's shadow	
	5/24/2017	E D	T 31399	Half a moon and one whole star	
	5/24/2017	E D	T 31739	Jamela's dress	
	5/24/2017	E D	T 31925	The trow-wife's treasure	
	5/24/2017	E D	T 32956	Casey in the bath	
	5/24/2017	E D	T 33118	I walk at night	
	5/24/2017	E D	T 33620	The gruffalo	
	5/24/2017	E D	T 36032	Ten little mice	
	5/24/2017	E DEL	T 35280	Nathan's fishing trip	
	5/24/2017	E Dia	T 50047	The magic gourd	
	5/24/2017	E DOR	T 37389	Papá and me	
	5/24/2017	E E	T 1199	Gilberto and the wind	
	5/24/2017	E E	T 1443	Sam Johnson and the blue ribbon quilt	
	5/24/2017	E E	T 7035	When Bluebell sang	
	5/24/2017	E E	T 7725	Parents in the pigpen, pigs in the tub.	
	5/24/2017	E E	T 13942	Forever friends	
	5/24/2017	E E	T 31581	The clumsy crocodile	
	5/24/2017	E E	T 32759	Play with me	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E F	T 1277	Jambo means hello : Swahili alphabet book	
	5/24/2017	E F	T 1576	Where does the teacher live?	
	5/24/2017	E F	T 1832	Nanny Noony and the magic spell	
	5/24/2017	E F	T 2161	Koala Lou	
	5/24/2017	E F	T 2958	The angel and the child : an incidental incident in twelve scenes	
	5/24/2017	E F	T 2993	How my parents learned to eat	
	5/24/2017	E F	T 4992	The king's commissioners	
	5/24/2017	E F	T 5849	Sailboat lost	
	5/24/2017	E F	T 6491	Weslandia	
	5/24/2017	E F	T 7019	A cloak for the dreamer	
	5/24/2017	E F	T 8047	Caterpillar, caterpillar	
	5/24/2017	E F	T 8268	Miss Malarkey doesn't live in room 10 (Donated in : memory of Riky Forsberg).	
	5/24/2017	E F	T 30008	Boo to a goose	
	5/24/2017	E F	T 30775	Under the lemon moon	
	5/24/2017	E F	T 33519	Lizzy and Skunk	
	5/24/2017	E F	T 36011	Feast for 10	
	5/24/2017	E FOX	T 2862	Tough Boris	
	5/24/2017	E FOX	T 3294	Guess what?.	
	5/24/2017	E FOX	T 7397	Shoes from grandpa.	
	5/24/2017	E Fox	T 7947	Wilfrid Gordon McDonald Partridge	
	5/24/2017	E G	T 1002	Across the stream	
	5/24/2017	E G	T 1195	Georgia music	
	5/24/2017	E G	T 1230	Harry and the terrible whatzit	
	5/24/2017	E G	T 1234	Henny Penny	
	5/24/2017	E G	T 1242	The hole in the dike	
	5/24/2017	E G	T 1315	Little Toot : pictures and story	
	5/24/2017	E G	T 1316	Little Toot : pictures and story	
	5/24/2017	E G	T 1339	Me and Neesie	
	5/24/2017	E G	T 1490	The sun's asleep behind the hill	
	5/24/2017	E G	T 2568	The magician's visit : a Passover tale	
	5/24/2017	E G	T 2663	There was magic inside	
	5/24/2017	E G	T 2711	Jeremy's dreidel	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard	P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/24/2017	E G	T 3019	My mama had a dancing heart	
	5/24/2017	E G	T 3051	A three hat day	
	5/24/2017	E G	T 4664	The wizard next door	
	5/24/2017	E G	T 5707	Tommy at the grocery store	
	5/24/2017	E G	T 6197	Me and Neesie	
	5/24/2017	E G	T 7395	A country far away.	
	5/24/2017	E G	T 7422	Rose meets Mr. Wintergarten.	
	5/24/2017	E G	T 8135	The summer sands.	
	5/24/2017	E G	T 12167	The Dinosaur's new clothes : Diane Goode.	
	5/24/2017	E G	T 13120	The moon was at a fiesta	
	5/24/2017	E G	T 13125	Ten oni drummers	
	5/24/2017	E G	T 13841	Muriel and Ruth	
	5/24/2017	E G	T 13844	Bernard's nap	
	5/24/2017	E G	T 30191	With love from Gran	
	5/24/2017	E G	T 30459	Miss Tizzy	
	5/24/2017	E G	T 30464	One rainy night	
	5/24/2017	E G	T 30579	Granddaddy and Janetta	
	5/24/2017	E G	T 30841	Beyond the ridge	
	5/24/2017	E G	T 30896	Dog for a day	
	5/24/2017	E G	T 30983	Laura Charlotte	
	5/24/2017	E G	T 33041	Feelings	
	5/24/2017	E G	T 33574	Big Dog	
	5/24/2017	E G	T 33601	The father who had 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 children	
	5/24/2017	E GAR	T 33514	Casey's new hat	
	5/24/2017	E GOL	T 13124	The Jazz Fly : with CD.	
	5/24/2017	E GRE	T 2954	Albert's nap	
	5/24/2017	E GRE	T 36423	Traction Man is here!	
	5/24/2017	E H	T 221	The moon is following me.	
	5/24/2017	E H	T 491	The day the teacher went bananas.	
	5/24/2017	E H	T 661	Julius, the baby of the world	
	5/24/2017	E H	T 1003	The adventure of Charlie and his wheat-straw hat : a memorat	
	5/24/2017	E H	T 1244	A house is a house for me	
	5/24/2017	E H	T 1350	Moss gown	
	5/24/2017	E H	T 1391	Ox-cart man	

Checked Out Materials, Overdue Materials, Unpaid Fines.

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Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E H	T 2935	There's a dragon in my sleeping bag : by James Howe ; illustrated by David S. Rose.	
	5/24/2017	E H	T 3030	The purple coat	
	5/24/2017	E H	T 4350	Amazing grace.	
	5/24/2017	E H	T 4568	Dream peddler	
	5/24/2017	E H	T 4748	Jamaica's find.	
	5/24/2017	E H	T 5444	My prairie Christmas	
	5/24/2017	E H	T 5862	Why not?	
	5/24/2017	E H	T 6040	Birdsong : story and pictures	
	5/24/2017	E H	T 7097	The Christmas drum	
	5/24/2017	E H	T 7341	Owen.	
	5/24/2017	E H	T 7801	My cats nick & Nora.	
	5/24/2017	E H	T 8048	A piece of string is a wonderful thing	
	5/24/2017	E H	T 8051	This is the bear and the bad little girl.	
	5/24/2017	E H	T 8267	Boundless Grace (Donated in memory of Riky Forsberg).	
	5/24/2017	E H	T 11021	Jamaica Louise James.	
	5/24/2017	E H	T 13836	The animals' song	
	5/24/2017	E H	T 30108	Aunt Flossie's hats (and crab cakes later)	
	5/24/2017	E H	T 30312	Hans Christian Andersen's The little mermaid	
	5/24/2017	E H	T 30339	Sato and the elephants	
	5/24/2017	E H	T 30475	Wilson sat alone	
	5/24/2017	E H	T 30497	A band of angels : a story inspired by the jubilee singers	
	5/24/2017	E H	T 30884	Dad's dinosaur day	
	5/24/2017	E H	T 30892	The dinosaur who lived in my backyard	
	5/24/2017	E H	T 31084	Sami and the time of the troubles	
	5/24/2017	E H	T 31250	Horace and Morris but mostly Dolores	
	5/24/2017	E H	T 31430	Treasure nap	
	5/24/2017	E H	T 31654	Farmer's garden : rhymes for two voices	
	5/24/2017	E H	T 31791	Maria's comet	
	5/24/2017	E H	T 32043	The great wonder	
	5/24/2017	E H	T 32171	Virgie goes to school with us boys	
	5/24/2017	E H	T 32194	Horace and Morris but mostly Dolores	
	5/24/2017	E H	T 32257	Bluebird summer	
	5/24/2017	E H	T 32458	A country mouse in the town house	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard	P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/24/2017	E H	T 32516	102 Dalmatians : where's Oddball?	
	5/24/2017	E H	T 32551	Bernard on his own	
	5/24/2017	E H	T 32573	Cat up a tree	
	5/24/2017	E H	T 33137	Jamaica and the substitute teacher	
	5/24/2017	E H	T 33598	The Empress and the silkworm	
	5/24/2017	E H	T 36015	How many feet in the bed?	
	5/24/2017	E H	T 36016	How many stars in the sky?	
	5/24/2017	E HAR	T 36758	The chicken-chasing queen of Lamar County	
	5/24/2017	E HIL	T 30450	Evan's corner	
	5/24/2017	E HOB	T 1059	Bread and jam for Frances.	
	5/24/2017	E HOL	T 36612	Waiting for Gregory	
	5/24/2017	E HOL	T 37357	Garmann's summer	
	5/24/2017	E HON	T 8571	Two of everygning.	
	5/24/2017	E HOP	T 35103	Sweet Clara and the freedom quilt	
	5/24/2017	E HOW	T 2395	Harold & Chester in hot fudge	
	5/24/2017	E HOW	T 5132	I wish I were a butterfly.	
	5/24/2017	E I	T 4344	The snow country prince.	
	5/24/2017	E I	T 6007	Albert the running bear gets the jitters	
	5/24/2017	E I	T 32550	Ben's trumpet	
	5/24/2017	E I	T 33798	La La Rose	
	5/24/2017	E ICH	T 224	Nora's duck	
	5/24/2017	E ICH	T 7137	Nora's roses.	
	5/24/2017	E ICH	T 60011	My pig Amarillo	
	5/24/2017	E J	T 371	Bently & egg	
	5/24/2017	E J	T 2411	Mama, do you love me?	
	5/24/2017	E J	T 2713	Julius	
	5/24/2017	E J	T 3528	Flashlight	
	5/24/2017	E J	T 4698	Grandpa's song.	
	5/24/2017	E J	T 6443	An island Christmas	
	5/24/2017	E J	T 7683	Alice Nizzy Nazy the witch of Santa Fe.	
	5/24/2017	E J	T 7949	The quilt story.	
	5/24/2017	E J	T 8757	The Wagon.	
	5/24/2017	E J	T 12249	Lost : Paul Brett Johnson.	
	5/24/2017	E J	T 30320	The morning chair	

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Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E J	T 30504	Big lips and hairy arms : a monster story	
	5/24/2017	E J	T 31041	One of three	
	5/24/2017	E J	T 31054	Perfect the pig	
	5/24/2017	E J	T 31660	The fishing summer	
	5/24/2017	E J	T 32596	Desert song	
	5/24/2017	E J	T 32652	Hannah's collections	
	5/24/2017	E J	T 32923	Bird talk	
	5/24/2017	E J	T 33136	It's my birthday, too!	
	5/24/2017	E JON	T 33418	The trek	
	5/24/2017	E K	T 1226	The happy day	
	5/24/2017	E K	T 1657	Charlie drives the stage	
	5/24/2017	E K	T 2463	The wild horses of Sweetbriar	
	5/24/2017	E K	T 2999	King Teddy	
	5/24/2017	E K	T 4705	Pet show!	
	5/24/2017	E K	T 5368	Whistle for Willie	
	5/24/2017	E K	T 6460	Prehistoric Pinkerton	
	5/24/2017	E K	T 30612	James and the rain	
	5/24/2017	E K	T 30957	I took my frog to the library	
	5/24/2017	E K	T 31274	Kindle me a riddle : a pioneer story	
	5/24/2017	E K	T 31301	A monster in the house	
	5/24/2017	E K	T 31830	The night the scary beasties popped out of my head	
	5/24/2017	E K	T 32299	Girl, you're amazing!	
	5/24/2017	E K	T 32685	Jubela	
	5/24/2017	E K	T 32836	A very special house	
	5/24/2017	E K	T 33509	Zelda and Ivy and the boy next door	
	5/24/2017	E K	T 33539	Daisy knows best	
	5/24/2017	E KEL	T 8564	Much bigger than Martin.	
	5/24/2017	E KIN	T 2961	The bear that heard crying	
	5/24/2017	E KIP	T 2977	The elephant's child	
	5/24/2017	E Kip	T 13783	How the rhinoceros got his skin	
	5/24/2017	E KOR	T 8045	The boy and the cloth of dreams	
	5/24/2017	E L	T 917	Walden, henry David Thoreau.	
	5/24/2017	E L	T 1198	The giant jam sandwich.	
	5/24/2017	E L	T 1257	I go with my family to Grandma's	

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Lake Forest Elementary

Discard	P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/24/2017	E L	T 1258	I have four names for my grandfather	
	5/24/2017	E L	T 1333	Martha, the movie mouse.	
	5/24/2017	E L	T 1530	A tournament of knights	
	5/24/2017	E L	T 1710	Family farm	
	5/24/2017	E L	T 2134	The day Sidney ran off	
	5/24/2017	E L	T 2714	The lady with the ship on her head	
	5/24/2017	E L	T 2978	Eyes of the dragon	
	5/24/2017	E L	T 3424	A porcupine named Fluffy	
	5/24/2017	E L	T 4657	There's a cow in the road!	
	5/24/2017	E L	T 5408	Ming Lo moves the mountain	
	5/24/2017	E L	T 7427	First snow.	
	5/24/2017	E L	T 7724	Frida Maria.	
	5/24/2017	E L	T 8083	She's wearing a dead bird on her head!	
	5/24/2017	E L	T 8666	In the diner	
	5/24/2017	E L	T 11541	You are special	
	5/24/2017	E L	T 11812	Mouldylocks : Bernard Lodge.	
	5/24/2017	E L	T 11917	Mountain magic a family's legacy of faith : Alice Boggs Lentz.	
	5/24/2017	E L	T 11982	Potato; a tale from the Great Depression : Kate Lied.	
	5/24/2017	E L	T 13305	The Worthy Wonders lost at sea : a whimsical word search adventure	
	5/24/2017	E L	T 13433	Woodchuck at Blackberry Road	
	5/24/2017	E L	T 30000	Alexander and the wind-up mouse	
	5/24/2017	E L	T 30186	We sing the city	
	5/24/2017	E L	T 30462	Nessa's story	
	5/24/2017	E L	T 30739	Sister Anne's hands	
	5/24/2017	E L	T 31299	Midnight in the mountains	
	5/24/2017	E L	T 32706	Mice twice	
	5/24/2017	E L	T 32740	On Market Street	
	5/24/2017	E L	T 32781	Rush hour	
	5/24/2017	E L	T 33457	What a truly cool world	
	5/24/2017	E L	T 33521	The ugly vegetables	
	5/24/2017	E L	T 33625	Henry's first-moon birthday	
	5/24/2017	E L	T 33653	Love as strong as ginger	
	5/24/2017	E L	T 33746	Before I was your mother	

Checked Out Materials, Overdue Materials, Unpaid Fines.

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Lake Forest Elementary

Discard	P 1000				
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E Lea	T 6261	The story of Ferdinand	
	5/24/2017	E LES	T 3193	Bamboozled	
	5/24/2017	E LES	T 11916	Sam and the tigers : Julius Lester.	
	5/24/2017	E LES	T 31249	Hooway for Wodney Wat	
	5/24/2017	E M	T 437	Mirandy and brother wind.	
	5/24/2017	E M	T 1176	Fox on wheels	
	5/24/2017	E M	T 1759	Hannah's farm : the seasons on an early American homestead	
	5/24/2017	E M	T 2095	There's a nightmare in my closet	
	5/24/2017	E M	T 2183	Rachel Fister's blister	
	5/24/2017	E M	T 2780	The boy in the drawer	
	5/24/2017	E M	T 2816	Oh, Little Jack	
	5/24/2017	E M	T 2827	Secret of the peaceful warrior : a story about courage and love	
	5/24/2017	E M	T 3050	Those terrible toy-breakers	
	5/24/2017	E M	T 3646	What do you do with a kangaroo?	
	5/24/2017	E M	T 4441	Mr. marble's moose.	
	5/24/2017	E M	T 7092	Nathaniel Willy, scared silly	
	5/24/2017	E M	T 7344	Uncle Jed's barbershop	
	5/24/2017	E M	T 7639	The girl who loved caterpillars.	
	5/24/2017	E M	T 8472	Miz Fannie Mae's fine new Easter hat	
	5/24/2017	E M	T 13846	From Anne to Zach	
	5/24/2017	E M	T 30467	Six-dinner Sid	
	5/24/2017	E M	T 30861	Cannonball Chris	
	5/24/2017	E M	T 31027	Nettie Jo's friends	
	5/24/2017	E M	T 31052	Peace at last	
	5/24/2017	E M	T 31140	The wise woman and her secret	
	5/24/2017	E M	T 31349	Swine Lake	
	5/24/2017	E M	T 31427	The talking cloth	
	5/24/2017	E M	T 31494	The ballot box battle	
	5/24/2017	E M	T 31595	The Dark	
	5/24/2017	E M	T 31623	Chicken soup for little souls. A dog of my own	
	5/24/2017	E M	T 31657	The fire station	
	5/24/2017	E M	T 31673	From far away	
	5/24/2017	E M	T 31823	Murmel, murmel, murmel	
	5/24/2017	E M	T 31858	A promise is a promise	

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Lake Forest Elementary

Discard	P 1000				Est. Fine
<i>Library Materials</i>	<i>Due</i>	<i>Call Num.</i>	<i>Barcode</i>	<i>Title</i>	
	5/24/2017	E M	T 31890	Show and tell	
	5/24/2017	E M	T 31975	50 below zero	
	5/24/2017	E M	T 32397	Tabitha's terrifically tough tooth	
	5/24/2017	E M	T 32507	Roxaboxen	
	5/24/2017	E M	T 32542	Basho and the fox	
	5/24/2017	E M	T 32559	Blanca's feather	
	5/24/2017	E M	T 32563	The blues of Flats Brown	
	5/24/2017	E M	T 32697	The little island	
	5/24/2017	E M	T 32755	The pig is in the pantry, the cat is on the shelf	
	5/24/2017	E M	T 32861	Yard sale	
	5/24/2017	E M	T 33028	Erandi's braids	
	5/24/2017	E M	T 33208	Millicent and the wind	
	5/24/2017	E M	T 33482	White Dynamite & Curly Kidd	
	5/24/2017	E M	T 33558	Night golf	
	5/24/2017	E MAD	T 34050	Buster catches a cold.	
	5/24/2017	E MCC	T 35255	Hondo & Fabian	
	5/24/2017	E McK	T 11712	The Perfectly orderly house.	
	5/24/2017	E McK	T 30563	Flossie & the fox	
	5/24/2017	E McL	T 7336	The mountain that loved a bird.	
	5/24/2017	E McM	T 4191	One, two, one pair!.	
	5/24/2017	E McN	T 4988	A snake in the house.	
	5/24/2017	E MEL	T 31322	The rainbabies	
	5/24/2017	E MIL	T 2332	Scamper : a gray tree squirrel	
	5/24/2017	E MIL	T 31066	The rag coat	
	5/24/2017	E Mil	T 34413	Kanga and Baby Roo come to the forest	
	5/24/2017	E Mil	T 34422	Eeyore has a birthday	
	5/24/2017	E Mil	T 34430	Pooh goes visiting and Pooh and Piglet nearly catch a woozle	
	5/24/2017	E Mil	T 34431	Pooh invents a new game!.	
	5/24/2017	E Mil	T 34440	Piglet meets a heffalump	
	5/24/2017	E Mil	T 34448	A house is built at Pooh Corner for Eeyore	
	5/24/2017	E Mil	T 34449	Christopher Robin gives Pooh a party	
	5/24/2017	E Mil	T 34454	Winnie-the-Pooh and some bees	
	5/24/2017	E Mil	T 34455	An Expotition to the North Pole!.	
	5/24/2017	E Mil	T 34456	Piglet is entirely surrounded by water	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard	P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/24/2017	E Mil	T 34457	Tigger comes to the forest and has breakfast	
	5/24/2017	E Mil	T 34458	Tiggers don't climb trees	
	5/24/2017	E MOR	T 7139	Ship of dreams.	
	5/24/2017	E MOR	T 32858	Wombat goes walkabout	
	5/24/2017	E MOS	T 7964	Zin! zin! zin! a violin	
	5/24/2017	E MUN	T 13021	We share everything!	
	5/24/2017	E MUN	T 32377	Ribbon rescue	
	5/24/2017	E Mun	T 50023	Lighthouse : a story of remembrance	
	5/24/2017	E MYE	T 1906	Sidney Rella and the glass sneaker	
	5/24/2017	E N	T 2405	King of the playground	
	5/24/2017	E N	T 3006	The loyal cat	
	5/24/2017	E N	T 6439	"I can't take you anywhere!"	
	5/24/2017	E N	T 7993	Mouse TV	
	5/24/2017	E N	T 8188	Jennifer Jean, the cross-eyed queen.	
	5/24/2017	E N	T 30454	If you were a writer	
	5/24/2017	E N	T 33150	Just like me	
	5/24/2017	E N	T 36000	Amanda Bean's amazing dream : a mathematical story	
	5/24/2017	E O	T 1813	The lighthouse keeper's daughter	
	5/24/2017	E O	T 3238	What Faust saw	
	5/24/2017	E O	T 7393	Dreamcatcher	
	5/24/2017	E O	T 13849	Bitter bananas	
	5/24/2017	E O	T 31237	Grandfather's work : a traditional healer in Nigeria	
	5/24/2017	E O	T 32127	Peg and the whale	
	5/24/2017	E P	T 1246	The house on Maple Street	
	5/24/2017	E P	T 1273	Iva Dunnit and the big wind	
	5/24/2017	E P	T 1399	Penny in the road	
	5/24/2017	E P	T 1455	The sign in Mendel's window	
	5/24/2017	E P	T 2132	Cock-a-doodle Dudley	
	5/24/2017	E P	T 2210	Zella, Zack, and Zodiac	
	5/24/2017	E P	T 4304	Magic broom.	
	5/24/2017	E P	T 4318	The river dragon	
	5/24/2017	E P	T 5515	Mrs. Toggle and the dinosaur	
	5/24/2017	E P	T 6161	Iva Dunnit and the big wind	
	5/24/2017	E P	T 30827	Back home	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000			Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/24/2017	E P	T 31198	Coat of many colors	
	5/24/2017	E P	T 32319	Irving and Muktuk : two bad bears	
	5/24/2017	E P	T 32360	Oranges on Golden Mountain	
	5/24/2017	E P	T 32848	When night time comes near	
	5/24/2017	E P	T 33144	JoJo's flying side kick	
	5/24/2017	E P	T 33215	Mommy works, daddy works	
	5/24/2017	E PAL	T 50039	Hershey milk chocolate weights and measures	
	5/24/2017	E PAT	T 31326	Red dancing shoes	
	5/24/2017	E Pil	T 8609	The Paperboy.	
	5/24/2017	E R	T 1049	Birthday presents	
	5/24/2017	E R	T 1356	Mrs. Pig gets cross and other stories	
	5/24/2017	E R	T 1575	When I was young in the mountains	
	5/24/2017	E R	T 1980	The cake that Mack ate	
	5/24/2017	E R	T 2401	It came from the swamp	
	5/24/2017	E R	T 3506	Dear Dr. Sillybear	
	5/24/2017	E R	T 4345	Tar beach.	
	5/24/2017	E R	T 4844	Trains.	
	5/24/2017	E R	T 4994	Casey over there.	
	5/24/2017	E R	T 7837	The carousel.	
	5/24/2017	E R	T 8981	Time flies	
	5/24/2017	E R	T 11914	Aunt Nancy and old man trouble : Phyllis Root.	
	5/24/2017	E R	T 12571	The Nursery quiet & noisy book.	
	5/24/2017	E R	T 30062	Tulip Sees America : Cynthia Rylant.	
	5/24/2017	E R	T 30498	Basket moon	
	5/24/2017	E R	T 30617	Jewels	
	5/24/2017	E R	T 31163	Aunt Harriet's Underground Railroad in the sky	
	5/24/2017	E R	T 32835	Vera runs away	
	5/24/2017	E R	T 32939	The buffalo jump	
	5/24/2017	E R	T 33075	Gramps and the fire dragon	
	5/24/2017	E R	T 33255	Night in the country	
	5/24/2017	E R	T 33274	One duck stuck	
	5/24/2017	E R	T 33435	Vera's first day of school	
	5/24/2017	E RIC	T 13862	Hooray for you! : a celebration of "you-ness"	
	5/24/2017	E RIC	T 36503	And Tango makes three	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E ROB	T 60019	Rosie to the rescue	
	5/24/2017	E ROC	T 30188	When Jo Louis won the title	
	5/24/2017	E Roc	T 50021	The best class picture ever!	
	5/24/2017	E ROS	T 12220	Mama Provi and the pot of rice : Sylvia Rosa-Casanova.	
	5/24/2017	E Ros	T 50019	One nighttime sea : an ocean counting rhyme	
	5/24/2017	E S	T 1073	Caleb & Kate	
	5/24/2017	E S	T 1652	Captain Snap and the children of Vinegar Lane	
	5/24/2017	E S	T 1785	Horton hears a Who!	
	5/24/2017	E S	T 2551	How I captured a dinosaur	
	5/24/2017	E S	T 2566	The legend of Lightning Larry	
	5/24/2017	E S	T 2706	Hunting the white cow	
	5/24/2017	E S	T 2748	Seeds	
	5/24/2017	E S	T 2919	Passover magic	
	5/24/2017	E S	T 3009	The magic bubble trip	
	5/24/2017	E S	T 3042	Stevie	
	5/24/2017	E S	T 3209	It looked like spilt milk	
	5/24/2017	E S	T 3215	Lizard's song	
	5/24/2017	E S	T 4320	Supergrandpa	
	5/24/2017	E S	T 4437	The white cat.	
	5/24/2017	E S	T 5107	The lost lake	
	5/24/2017	E S	T 5261	Train song	
	5/24/2017	E S	T 7562	The samurai's daughter.	
	5/24/2017	E S	T 8109	Zeke Pippin	
	5/24/2017	E S	T 8395	If you should hear a Honey Guide.	
	5/24/2017	E S	T 8763	Down the road	
	5/24/2017	E S	T 11912	The Fabulous flying Fandinis! : Ingrid Slyder.	
	5/24/2017	E S	T 12072	When Mama comes home tonight : Eileen Spinelli.	
	5/24/2017	E S	T 13413	A Berry Brave Troop.	
	5/24/2017	E S	T 13837	Moon to sun	
	5/24/2017	E S	T 30016	The Flying Garbanzos	
	5/24/2017	E S	T 30251	Angel child, dragon child	
	5/24/2017	E S	T 30440	The boy and the ghost	
	5/24/2017	E S	T 30468	Splash, splash	
	5/24/2017	E S	T 30760	A symphony of whales	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard	P 1000				<i>Est. Fine</i>
<i>Library Materials</i>	<i>Due</i>	<i>Call Num.</i>	<i>Barcode</i>	<i>Title</i>	
	5/24/2017	E S	T 30836	Bedtime mouse	
	5/24/2017	E S	T 30868	Chester, the out-of-work dog	
	5/24/2017	E S	T 30956	I speak English for my mom	
	5/24/2017	E S	T 31037	On Mother's lap	
	5/24/2017	E S	T 31182	Boy, can he dance!	
	5/24/2017	E S	T 31413	The stone lion	
	5/24/2017	E S	T 31422	Nine o'clock lullaby	
	5/24/2017	E S	T 31733	In the time of the drums	
	5/24/2017	E S	T 31748	Jump rope magic	
	5/24/2017	E S	T 31987	Aurora means dawn	
	5/24/2017	E S	T 32250	Baloney (Henry P.)	
	5/24/2017	E S	T 32744	Outside over there	
	5/24/2017	E S	T 32750	The peddler's gift	
	5/24/2017	E S	T 32814	Tell me a season	
	5/24/2017	E S	T 33176	The listening walk	
	5/24/2017	E S	T 33179	Lizard's home	
	5/24/2017	E S	T 33364	The someday house	
	5/24/2017	E S	T 33593	Elizabethi's doll	
	5/24/2017	E S	T 33632	I wish my brother was a dog	
	5/24/2017	E S	T 33838	Shadows	
	5/24/2017	E S	T 33933	The soccer mom from outer space	
	5/24/2017	E S	T 36025	The right number of elephants	
	5/24/2017	E SAY	T 3043	Stranger in the mirror	
	5/24/2017	E SEG	T 30969	Joshua's dream : a journey to the land of Israel	
	5/24/2017	E SEU	T 1916	The Sneetches, and other stories	
	5/24/2017	E SMI	T 4169	The big pets.	
	5/24/2017	E SPI	T 60022	Rise the moon	
	5/24/2017	E Ste	T 11512	The gardener	
	5/24/2017	E T	T 2907	The lettuce leaf birthday letter	
	5/24/2017	E T	T 4849	Have you seen my duckling?.	
	5/24/2017	E T	T 30183	Train	
	5/24/2017	E T	T 30309	Katie's trunk	
	5/24/2017	E T	T 30586	Hide and seek fog	
	5/24/2017	E T	T 30632	Liliana's grandmothers	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	E T	T 30998	Maebelle's suitcase	
	5/24/2017	E T	T 32139	Red flower goes West	
	5/24/2017	E T	T 32153	Sewing quilts	
	5/24/2017	E T	T 32741	One day, Daddy	
	5/24/2017	E T	T 33610	The garden of happiness	
	5/24/2017	E T	T 33851	Sweet music in Harlem	
	5/24/2017	E T	T 36065	Saturday sancocho	
	5/24/2017	E TAF	T 1143	Early morning in the barn.	
	5/24/2017	E THO	T 30637	Looking for Atlantis	
	5/24/2017	E THO	T 33276	One riddle, one answer	
	5/24/2017	E TUR	T 2099	Thy friend, Obadiah	
	5/24/2017	E V	T 2790	Emma Bean	
	5/24/2017	E V	T 6203	My mama says there aren't any zombies, ghosts, vampires, creatures, demons, monsters, fiends, goblins, or things	
	5/24/2017	E V	T 30902	Earrings!	
	5/24/2017	E V	T 30934	The good-bye book	
	5/24/2017	E V	T 32384	The secret to freedom	
	5/24/2017	E VAN	T 31060	Possum come a-knockin'	
	5/24/2017	E W	T 563	The boy who knew the language of the birds.	
	5/24/2017	E W	T 1020	An anteater named Arthur.	
	5/24/2017	E W	T 1245	The house on East 88th Street	
	5/24/2017	E W	T 1328	Lovable Lyle	
	5/24/2017	E W	T 1358	Music, music for everyone	
	5/24/2017	E W	T 1595	You look ridiculous, said the rhinoceros to the hippopotamus	
	5/24/2017	E W	T 1659	Chin Chiang and the dragon's dance	
	5/24/2017	E W	T 3007	Lyle, Lyle, crocodile	
	5/24/2017	E W	T 4434	The napping house	
	5/24/2017	E W	T 6008	Albert's toothache	
	5/24/2017	E W	T 7331	The toll-bridge troll.	
	5/24/2017	E W	T 8044	The big, big sea	
	5/24/2017	E W	T 30095	Stringbean's trip to the shining sea	
	5/24/2017	E W	T 30925	Galimoto	
	5/24/2017	E W	T 31164	A baby for Grace	
	5/24/2017	E W	T 32675	Ira says goodbye	

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000				Est. Fine
Library Materials	Due	Call Num.	Barcode	Title		
	5/24/2017	E W	T 32710	Midnight babies		
	5/24/2017	E W	T 32859	Working cotton		
	5/24/2017	E W	T 33056	Freedom Summer		
	5/24/2017	E WEL	T 31076	Riptide		
	5/24/2017	E Wic	T 34286	I spy ultimate challenger! : a book of picture riddles		
	5/24/2017	E Wic	T 50030	I spy : a book of picture riddles		
	5/24/2017	E Wic	T 50031	I spy Christmas : a book of picture riddles		
	5/24/2017	E Wic	T 50035	I spy treasure hunt : a book of picture riddles		
	5/24/2017	E Wic	T 50086	I spy spooky night : a book of picture riddles		
	5/24/2017	E WIL	T 1092	Cherries and cherry pits		
	5/24/2017	E WIL	T 5581	More more more, said the baby.		
	5/24/2017	E WIL	T 33769	Don't let the pigeon drive the bus!		
	5/24/2017	E WIL	T 36694	The best winds		
	5/24/2017	E WIN	T 37281	Squashed in the middle		
	5/24/2017	E WOL	T 2830	Stella & Roy		
	5/24/2017	E WON	T 32001	Buzz		
	5/24/2017	E WOO	T 227	Moonflute		
	5/24/2017	E WOO	T 634	The treasure hunt.		
	5/24/2017	E Y	T 7516	Grandad bill's song.		
	5/24/2017	E Y	T 7796	The city of dragons		
	5/24/2017	E Y	T 31679	Ghost train		
	5/24/2017	E Y	T 32651	Hamburger Heaven		
	5/24/2017	E YOU	T 36568	My Mei Mei		
	5/24/2017	E Z	T 6408	The storm book		
	5/24/2017	E Z	T 7113	Over and over		
	5/24/2017	E Z	T 13941	No bath tonight!		
	5/24/2017	E Z	T 32602	Do you know what I'll do?		
	5/24/2017	E Z	T 32726	My dog Toby		
	5/24/2017	E Z	T 34117	Safe at home with Pooh /.		
	5/24/2017	FIC DAH	T 2122	The BFG		
	5/24/2017	FIC DIC	T 34220	The tale of Despereaux : being the story of a mouse, a princess, some soup, and a spool of thread		
	5/24/2017	FIC PIL	T 36899	The adventures of Super Diaper Baby : the first graphic novel		
	5/24/2017	PB FIC	T 12177	Harry Potter & the sorcerer's stone : J.K. Rowling.		

Checked Out Materials, Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Lake Forest Elementary

Discard		P 1000			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/24/2017	PB FIC BAG	T 34528	Terrier in the tinsel	
	5/24/2017	PB FIC DAD	T 13612	Vampire baby	
	5/24/2017	PB FIC MAR	T 7001	Baby-sitters club #26, Claudia and the sad good-bye.	
	5/24/2017	PB Fic Wat	T 13639	The hidden past	
	5/24/2017	PB FICHAD	T 13013	Among the hidden	
	5/24/2017	PB J FIC	T 34518	Dolphins at daybreak	
		OSB			
	5/24/2017	PB J FIC	T 34695	Ghost town at sundown : Mary Pope Osborne.	
		OSB			
	5/24/2017	PNF 523.2	T 31213	The earth and sky	
		VER			
	5/24/2017	PNF 595.76	T 36093	The beetle alphabet book	
		PAL			
	5/24/2017	PNF 598 Lin	T 11143	Penguin, See how they grow.	
	5/24/2017	PNF 599.74	T 11667	Ice cradle : a portrait of the baby harp seal	
		OHA			
	5/24/2017	PNF 599.75	T 31761	Leopards	
		MID			
	5/24/2017	PNF 599.786T	33681	Polar bears	
		DUT			
	5/24/2017	PNF 791.43	T 37282	Star Wars, beware the dark side	
		BEE			
	5/24/2017	PNF 791.43	T 37283	Star wars what is a Wookiee?	
		BUL			
	5/24/2017	PNF 791.45	T 38305	LEGO Hero factory : heroes in action	
		LAS			

Rescue Union School District
Report of Surplus Equipment

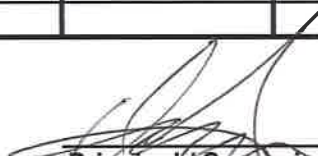
Date: 6/15/16

School / Department Data

District Use Only

Name of School / Department: <u>Elementary Schools</u>	Type of Disposition:
Name / Title of Person to Contact for Further Information: <u>Dave Scroggins</u>	Board Approval Date:
Building / Room Number Which Equipment Was Assigned: <u>All Elementary School Classrooms</u>	Disposition Contact:

Inventory Number*	Condition Code	Description	Total Units	Estimated Value (Per Unit)	Estimated Cost of Disposition	Estimated Total Price	DISTRICT USE ONLY	
							Asset Number	Disposition Code
		<u>2002 Open Court Reading / Language Arts materials:</u>						
		<u>Kindergarten Classroom Sets</u>	<u>18</u>	<u>0</u>	<u>0</u>	<u>0</u>		
		<u>1st Grade Classroom Sets</u>	<u>18</u>	<u>0</u>	<u>0</u>	<u>0</u>		
		<u>2nd Grade Classroom Sets</u>	<u>19</u>	<u>0</u>	<u>0</u>	<u>0</u>		
		<u>3rd Grade Classroom Sets</u>	<u>19</u>	<u>0</u>	<u>0</u>	<u>0</u>		
		<u>4th Grade Classroom Sets</u>	<u>19</u>	<u>0</u>	<u>0</u>	<u>0</u>		
		<u>5th Grade Classroom Sets</u>	<u>18</u>	<u>0</u>	<u>0</u>	<u>0</u>		



 Principal / Supervisor Signature

Code	Description
A	Fair Equipment that is usable without repairs, but is somewhat worn or deteriorated and soon may require repair.
B	Poor Equipment that is usable but is considerably worn or deteriorated. The remaining utility is limited or major repairs will be required.
C	Unusable, cannot be repaired.

* If there is no inventory number on the equipment, please record the serial number or model number in its place.

Rescue Union School District

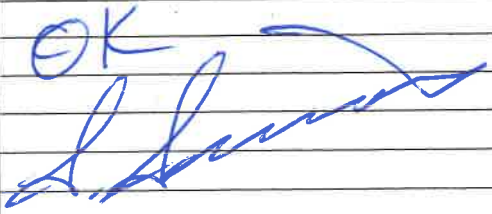
Report of Surplus Equipment

Date: 6/7/16

School Department Data

District Use Only

Name of School / Department: <u>Rescue Elementary</u>	Type of Disposition:
Name / Title of Person to Contact for Further Information: <u>Sheri Allen</u>	Date of Board Approval:
Building / Room Number Which Equipment Was Assigned: <u>Library</u>	Disposition Contact:

Inventory Number	Code Condition	Description	Total Units	Estimated Value (Per Unit)	Estimated Cost of Disposition	Estimated Total Price	District Use Only	
							Asset Number	Disposition Code
104338	C	Califone tape Player	1	0				
000781	467B B	VCR	1	0				
104436	B	Television	1	0				
	B&C	Library Books: damaged, out-dated or uncirculated see attached list	383	0				
<div style="font-size: 2em; font-weight: bold; margin-bottom: 5px;">OK</div> 								

Code	Description
A	Fair Equipment that is usable without repairs but is somewhat worn or deteriorated and soon may require repair.
B	Poor Equipment that is usable but is considerably worn or deteriorated. The remaining utility is limited or major repairs will be required.
C	Unusable, cannot be repaired.

* If there is no inventory number on the equipment, please record the serial number or model number in its place.

 6/7/16

Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Rescue Elementary

weed, needs surplus		P 1002			Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/15/2016	574.92 Roo	T 10005	Tide pools	
	5/15/2016	92 ADA	T 30181	Samuel Adams : the father of American Independence	
	5/15/2016	92 ANG	T 30957	Maya Angelou : journey of the heart	
	5/15/2016	92 App	T 8683	John Chapman : the man who was Johnny Appleseed	
	5/15/2016	92 ARG	T 8503	To fly with the swallows : a story of old California	
	5/15/2016	92 ARM	T 30974	Neil Armstrong : a space biography	
	5/15/2016	92	T 2785	Crispus Attucks : Black leader of colonial patriots	
		ATTUCKS			
	5/15/2016	92	T 2789	The boys who saved the children	
		BALDWIN			
	5/15/2016	92 BOLIVAR	T 2797	Simón Bolívar, South American liberator	
	5/15/2016	92 BUCK	T 2803	Pearl Buck	
	5/15/2016	92 CIS	T 30647	Sandra Cisneros : Latina writer and activist	
	5/15/2016	92 CLARK	T 2821	Shark lady : true adventures of Eugenie Clark	
	5/15/2016	92 COO	T 8199	Captain James Cook	
	5/15/2016	92 COR	T 8204	Coronado : explorer of the Southwest (1510-1554)	
	5/15/2016	92 Cus	T 38511	George Armstrong Custer : Civil War General and western legend	
	5/15/2016	92 Dic	T 10814	Emily Dickinson : American poet	
	5/15/2016	92 Edi	T 11363	Thomas Alva Edison : young inventor	
	5/15/2016	92	T 2707	Dwight D. Eisenhower : thirty-fourth president of the United States	
		EISENHOWER			
		ER			
	5/15/2016	92 EST	T 8929	Gloria Estefan	
	5/15/2016	92 FORD	T 2711	Henry Ford: automotive pioneer.	
	5/15/2016	92	T 2720	Benjamin Franklin : a man with many jobs	
		FRANKLIN			
	5/15/2016	92 Gan	T 2723	The secret soldier : the story of Deborah Sampson	
	5/15/2016	92	T 2727	The story of Geronimo	
		GERONIMO			
	5/15/2016	92 GOL	T 30720	Whoopi Goldberg	
	5/15/2016	92 Goo	T 6535	Dwight Gooden : strikeout king	
	5/15/2016	92 GOODEN	T 2730	Dwight Gooden	
	5/15/2016	92 GOR	T 30569	Jeff Gordon	
	5/15/2016	92 Hen	T 10022	Rickey Henderson : record stealer	

Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	92 Hen	T 11341	Patrick Henry, voice of the American Revolution	
	5/15/2016	92 HIL	T 30473	Change the game : one athlete's thoughts on sports, dreams, and growing up	
	5/15/2016	92 HUD	T 8222	Henry Hudson	
	5/15/2016	92 HUD	T 8223	Henry Hudson : Arctic explorer and North American adventurer	
	5/15/2016	92 HUT	T 8196	Anne Hutchinson : fighter for religious freedom	
	5/15/2016	92 HUYNH	T 3947	The land I lost : adventures of a boy in Vietnam	
	5/15/2016	92 Jac	T 11284	Andrew Jackson, frontier patriot	
	5/15/2016	92 Jef	T 11385	Young Thomas Jefferson	
	5/15/2016	92 Jef	T 37568	Thomas Jefferson : third president of the United States	
	5/15/2016	92 JONES	T.3962	Casey Jones	
	5/15/2016	92 Jua	T 12673	Lone woman of Ghalas-hat	
	5/15/2016	92 Kel	T 11287	The courage of Helen Keller	
	5/15/2016	92 KIN	T 30956	Martin Luther King Jr.	
	5/15/2016	92 KING	T 3970	Martin Luther King, Jr. : a picture story	
	5/15/2016	92 LAN	T 3973	Dorothea Lange : life through the camera	
	5/15/2016	92 LENNON	T 3977	John Lennon	
	5/15/2016	92 Lin	T 11282	Abe Lincoln, the young years	
	5/15/2016	92 LINCOLN	T 3981	A picture book of Abraham Lincoln	
	5/15/2016	92 LINCOLN	T 3984	Abraham Lincoln : sixteenth president of the United States	
	5/15/2016	92 MANTLE	T 4005	The official Baseball Hall of Fame story of Mickey Mantle	
	5/15/2016	92 MAR	T 8074	Thurgood Marshall	
	5/15/2016	92 MAR	T 8396	Guglielmo Marconi	
	5/15/2016	92 MUIR	T 4021	John Muir : naturalist, writer, and guardian of the North American wilderness	
	5/15/2016	92 Oak	T 8658	Annie Oakley	
	5/15/2016	92 O'CONNOR	T 4026	Sandra Day O'Connor : first woman on the Supreme Court	
	5/15/2016	92 One	T 8944	Shaquille O'Neal	
	5/15/2016	92 Owe	T 11380	Jesse Owens, Olympic hero	
	5/15/2016	92 PASTEUR	T 4031	The value of believing in yourself : the story of Louis Pasteur	

Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Rescue Elementary

weed, needs surplus		P 1002			Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/15/2016	92	T 4037	Jerrold Petrofsky : biomedical pioneer	
		PETROFSK			
		Y			
	5/15/2016	92	PICASSO T 4038	Pablo Picasso, twentieth-century genius	
	5/15/2016	92	SERRA T 4077	The story of Junipero Serra, brave adventurer	
	5/15/2016	92	SIT T 8177	The story of Sitting Bull, great Sioux chief	
	5/15/2016	92	T 4194	Old Silver Leg takes over! : a story of Peter Stuyvesant	
		STUYVESA			
		NT			
	5/15/2016	92	TURNER T 4208	Morrie Turner, creator of "Wee pals"	
	5/15/2016	E A	T 10665	The signmaker's assistant	
	5/15/2016	E A	T 14554	Heaven is having you	
	5/15/2016	E AND	T 2876	The emperor's new clothes	
	5/15/2016	E B	T 2913	Mama went walking	
	5/15/2016	E B	T 13516	Goodnight moon	
	5/15/2016	E B	T 30247	A dark, dark tale : story and pictures	
	5/15/2016	E B	T 31553	The little ships : the heroic rescue at Dunkirk in World War II	
	5/15/2016	E C	T 2961	It's about time, Jesse Bear, and other rhymes	
	5/15/2016	E C	T 2969	My grandmother's journey	
	5/15/2016	E C	T 2993	Matthew's dragon	
	5/15/2016	E C	T 6431	The match between the winds	
	5/15/2016	E C	T 8098	Are there any questions?	
	5/15/2016	E C	T 8477	Nothing at all!	
	5/15/2016	E C	T 14563	Mister Seahorse	
	5/15/2016	E C	T 30137	Halmoni and the picnic	
	5/15/2016	E C	T 31008	Rabbit pirates : a tale of the Spinach Main	
	5/15/2016	E C	T 31961	Diary of a worm	
	5/15/2016	E CRO	T 14565	Duck for president	
	5/15/2016	E D	T 3009	The Thanksgiving story	
	5/15/2016	E D	T 8333	My little red car	
	5/15/2016	E D	T 8590	Jeb Scarecrow's pumpkin patch	
	5/15/2016	E D	T 31973	Double those wheels	
	5/15/2016	E Don	T 38199	Humble pie	
	5/15/2016	E DOY	T 33678	Once upon a twice	

Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	E E	T 15540	And here's to you!	
	5/15/2016	E E	T 30121	Chestnut Cove	
	5/15/2016	E F	T 12919	Corduroy	
	5/15/2016	E FAR	T 14570	What do you think I am-- crazy?	
	5/15/2016	E FEL	T 33494	Billy & Milly, short & silly	
	5/15/2016	E FIC AWD	T 15505	Saved from scrap ; Cows	
	5/15/2016	E FIC AWD	T 15506	Henry and the elephant	
	5/15/2016	E FIC AWD	T 15507	Percy's promise	
	5/15/2016	E FIC AWD	T 15508	Percy runs away	
	5/15/2016	E FIC AWD	T 15509	Paint Pots and the Royal Queen	
	5/15/2016	E FIC AWD	T 15520	Edward, Gordon, and Henry	
	5/15/2016	E FIC AWD	T 15521	The sad story of Henry	
	5/15/2016	E FIC COW	T 31882	Agapanthus Hum and the angel hoot	
	5/15/2016	E FIC GIF	T 31043	Spectacular stone soup	
	5/15/2016	E G	T 32121	Doodler doodling	
	5/15/2016	E GER	T 3056	Anytime Mapleson and the hungry bears	
	5/15/2016	E H	T 3114	The country bunny and the little gold shoes, as told to Jenifer	
	5/15/2016	E H	T 7590	Chrysanthemum	
	5/15/2016	E H	T 7948	Owen	
	5/15/2016	E H	T 8581	How the reindeer saved Santa	
	5/15/2016	E H	T 10792	The Christmas drum	
	5/15/2016	E H	T 12440	Lilly's purple plastic purse	
	5/15/2016	E H	T 14497	The night pirates	
	5/15/2016	E H	T 30780	Before I go to sleep	
	5/15/2016	E H	T 31294	The narwhal's tusk	
	5/15/2016	E H	T 31319	All the colors of the earth	
	5/15/2016	E H	T 38009	Horace and Morris but mostly Dolores	
	5/15/2016	E HOW	T 3715	Harold & Chester in hot fudge	
	5/15/2016	E I	T 31906	Bad news! I'm in charge!	
	5/15/2016	E J	T 11278	Alphabet city	
	5/15/2016	E J	T 11506	The cow who wouldn't come down	
	5/15/2016	E J	T 30160	Looking down	
	5/15/2016	E JOH	T 8007	Batter up!	
	5/15/2016	E K	T 3744	The wolf's chicken stew	

Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	E K	T 8283	Branigan's cat and the Halloween ghost	
	5/15/2016	E K	T 30197	The upstairs cat	
	5/15/2016	E KIM	T 8419	Asher and the capmakers : a Hanukkah story	
	5/15/2016	E L	T 8290	An Ellis Island Christmas	
	5/15/2016	E L	T 12434	Nine for California	
	5/15/2016	E L	T 12607	Punga the Goddess of Ugly	
	5/15/2016	E L	T 30782	Benny's had enough!	
	5/15/2016	E L	T 32063	Scuba bunnies	
	5/15/2016	E M	T 8843	Leo the Magnificat	
	5/15/2016	E M	T 30415	Six-dinner Sid	
	5/15/2016	E M	T 31545	Listen to the rain	
	5/15/2016	E M	T 31546	Little Beaver and the echo	
	5/15/2016	E M	T 31629	The orphan singer	
	5/15/2016	E Mac	T 38214	Quentin Fenton Herter III	
	5/15/2016	E MAR	T 8341	Rachel Parker, kindergarten show-off	
	5/15/2016	E MCK	T 33797	Flossie & the fox	
	5/15/2016	E MIL	T 3854	Patches finds a new home	
	5/15/2016	E N	T 7943	If you give a moose a muffin	
	5/15/2016	E N	T 30414	Sitti's secrets	
	5/15/2016	E Osb	T 13293	The rocking horse Christmas	
	5/15/2016	E P	T 3898	The keeping quilt	
	5/15/2016	E P	T 8420	Babushka Baba Yaga	
	5/15/2016	E P	T 13697	Piggie pie!	
	5/15/2016	E PRY	T 3917	Grandpa Bear's Christmas	
	5/15/2016	E R	T 14557	Hooray for you! : a celebration of "you-ness"	
	5/15/2016	E R	T 15334	Fish Kisses and Gorilla Hugs	
	5/15/2016	E R	T 15810	Before I go to sleep	
	5/15/2016	E S	T 30033	Miss Bindergarten celebrates the 100th day of kindergarten	
	5/15/2016	E S	T 31679	The secret stars	
	5/15/2016	E S	T 32103	Alice the fairy	
	5/15/2016	E S	T 32238	Wild about books	
	5/15/2016	E T	T 30196	Train	
	5/15/2016	E T	T 31673	The Chinese Siamese cat	
	5/15/2016	E V	T 5448	Two bad ants	

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Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	E V	T 6760	Two bad ants	
	5/15/2016	E W	T 4363	King Bidgood's in the bathtub	
	5/15/2016	E W	T 8498	Spaceship Number Four : a Thanksgiving story	
	5/15/2016	E WIL	T 4361	The secret in the matchbox	
	5/15/2016	E woj	T 12460	The best Halloween of all	
	5/15/2016	E Y	T 4392	The seeing stick	
	5/15/2016	E You	T 6980	Seven blind mice	
	5/15/2016	FIC Ale	T 8747	The House Gobbaleen	
	5/15/2016	FIC ALE	T 30057	Time cat : the remarkable journeys of Jason and Gareth	
	5/15/2016	FIC ALE	T 30238	The cat who wished to be a man	
	5/15/2016	FIC ALE	T 30922	The iron ring	
	5/15/2016	FIC ALE	T 31278	The Black Cauldron	
	5/15/2016	FIC ALE	T 31355	The book of three	
	5/15/2016	FIC ALE	T 31444	The Gawgon and The Boy	
	5/15/2016	FIC AND	T 30204	A Williamsburg household	
	5/15/2016	FIC BAN	T 9157	Under the shadow of wings	
	5/15/2016	FIC BAS	T 16072	The eleventh hour : a curious mystery	
	5/15/2016	FIC Bau	T 6932	Rain of fire	
	5/15/2016	FIC BIR	T 32777	The seven wonders of Sassafras Springs	
	5/15/2016	FIC BON	T 8623	Truth to tell	
	5/15/2016	FIC BRE	T 4431	On the frontier with Mr. Audubon	
	5/15/2016	FIC BRE	T 32278	The Crow-girl : the children of Crow Cove	
	5/15/2016	FIC BUN	T 4112	The haunting of Kildoran Abbey	
	5/15/2016	FIC BUN	T 4117	Sixth-Grade sleepover	
	5/15/2016	FIC BUN	T 8203	Coffin on a case	
	5/15/2016	FIC BUR	T 4121	Old Mother West Wind	
	5/15/2016	FIC BYA	T 4128	A Blossom promise	
	5/15/2016	FIC BYA	T 4154	The Blossoms meet the vulture lady	
	5/15/2016	FIC BYA	T 4156	Wanted-- Mud Blossom	
	5/15/2016	FIC BYA	T 4160	Bingo Brown and the language of love	
	5/15/2016	FIC BYA	T 4163	Cracker Jackson	
	5/15/2016	FIC BYA	T 4164	The not-just-anybody family	
	5/15/2016	FIC BYA	T 4166	The Blossoms and the Green Phantom	
	5/15/2016	FIC BYA	T 4176	The glory girl	

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Rescue Elementary

weed, needs surplus		P 1002			Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/15/2016	FIC BYA	T 8566	The dark stairs : a Herculeah Jones mystery	
	5/15/2016	FIC BYA	T 9270	Bingo Brown's guide to romance	
	5/15/2016	FIC Bya	T 12472	Disappearing acts	
	5/15/2016	FIC BYA	T 30316	The TV kid	
	5/15/2016	FIC CHA	T 32219	The olden days locket	
	5/15/2016	FIC CLE	T 3529	Ramona Quimby, age 8	
	5/15/2016	FIC CLE	T 3535	Ramona and her father	
	5/15/2016	FIC Cle	T 14499	The adventures of Tom Sawyer	
	5/15/2016	FIC CLE	T 17408	Runaway Ralph	
	5/15/2016	FIC Com	T 11523	What Jamie saw	
	5/15/2016	FIC CON	T 10617	Stonewords : a ghost story	
	5/15/2016	FIC COY	T 31057	Strong to the hoop	
	5/15/2016	FIC CRI	T 31176	Akiko in the Sprubly Islands	
	5/15/2016	FIC Cur	T 11264	The Watsons go to Birmingham--1963 :	
	5/15/2016	FIC DAH	T 4516	ROALD DAHL'S BOOK OF GHOST STORIES	
	5/15/2016	FIC DEJ	T 4541	THE WHEEL ON THE SCHOOL	
	5/15/2016	FIC Dit	T 15535	Care and feeding of sprites	
	5/15/2016	FIC Eva	T 12485	The Christmas candle	
	5/15/2016	FIC FAB	T 12465	Clara rounds Cape Horn	
	5/15/2016	FIC FAR	T 4599	The black stallion;	
	5/15/2016	FIC FLE	T 4619	Graven images.	
	5/15/2016	FIC Fox	T 38269	Jean Laffite and the big ol' whale	
	5/15/2016	FIC FRA	T 32047	Miss Alaineus : a vocabulary disaster	
	5/15/2016	FIC GAE	T 30233	Breaking free	
	5/15/2016	FIC GAN	T 38006	Joey Pigza swallowed the key	
	5/15/2016	FIC GAR	T 8924	Dove and sword: a novel of Joan of Arc	
	5/15/2016	FIC Gib	T 36019	The boy who saved Cleveland : based on a true story	
	5/15/2016	FIC Gif	T 14295	Rat teeth	
	5/15/2016	FIC GIF	T 14958	Nory Ryan's song	
	5/15/2016	FIC GOD	T 4680	The story of Holly & Ivy	
	5/15/2016	FIC GRE	T 9209	Across the wide and lonesome praire : the Oregon Trail diary of Hattie Campbell	
	5/15/2016	FIC HAD	T 14831	Among the Barons	
	5/15/2016	FIC HAD	T 14933	Among the enemy	

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Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	FIC HAD	T 31162	Among the hidden	
	5/15/2016	Fic Han	T 32186	Ida B : and her plans to maximize fun, avoid disaster, and (possibly) save the world	
	5/15/2016	FIC HOB	T 32778	Sheep	
	5/15/2016	FIC HOO	T 4776	Moss gown	
	5/15/2016	FIC HOO	T 30873	The ghost in the Tokaido Inn	
	5/15/2016	FIC HOT	T 30123	A circle unbroken	
	5/15/2016	FIC HOW	T 4793	Nighty-nightmare	
	5/15/2016	FIC How	T 8691	The new Nick Kramer, or, My life as a baby-sitter	
	5/15/2016	FIC HOW	T 30422	What Eric knew : a Sebastian Barth mystery	
	5/15/2016	FIC HUG	T 4800	The keeper of the Isis light	
	5/15/2016	FIC HUN	T 4804	The mermaid summer	
	5/15/2016	FIC JAC	T 31518	James Printer : a novel of rebellion	
	5/15/2016	Fic Juk	T 4831	Like Jake and me	
	5/15/2016	FIC KAR	T 30954	Man of the family	
	5/15/2016	FIC KOR	T 8268	The Twinkie Squad	
	5/15/2016	FIC LAF	T 32805	Worth	
	5/15/2016	FIC LAS	T 14316	The journal of Augustus Pelletier : the Lewis and Clark Expedition	
	5/15/2016	FIC LAT	T 12504	The winged cat : a tale of ancient Egypt	
	5/15/2016	FIC Law	T 13688	Gold in the hills	
	5/15/2016	FIC LEE	T 8168	Silent Lotus	
	5/15/2016	FIC LEV	T 4926	Silver days	
	5/15/2016	FIC LEV	T 8089	All the lights in the night	
	5/15/2016	FIC Lev	T 10450	Annie's promise	
	5/15/2016	FIC Lev	T 14581	Dracula is a pain in the neck	
	5/15/2016	FIC LOV	T 6635	Betsy-Tacy	
	5/15/2016	FIC Lov	T 8956	Betsy-Tacy and Tib	
	5/15/2016	FIC LOW	T 4970	Anastasia, ask your analyst	
	5/15/2016	FIC LOW	T 4971	Anastasia at your service	
	5/15/2016	FIC LOW	T 4972	Anastasia has the answers	
	5/15/2016	FIC LOW	T 4974	Anastasia Krupnik	
	5/15/2016	FIC LOW	T 4975	Anastasia on her own	
	5/15/2016	FIC LOW	T 4976	Anastasia's chosen career	

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Circulation Types: All. Patron Types: All.

Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	FIC LOW	T 8091	Anastasia at this address	
	5/15/2016	FIC LOW	T 8714	Anastasia, absolutely	
	5/15/2016	FIC LUM	T 30050	Senefer : a young genius in old Eygpt [i.e. Egypt]	
	5/15/2016	FIC MAR	T 8463	Ma and Pa Dracula	
	5/15/2016	FIC MAS	T 32769	The Quigleys in a spin	
	5/15/2016	FIC MAS	T 33502	The case of the mysterious dognapper & other mysteries	
	5/15/2016	FIC MAT	T 5052	Trial by wilderness	
	5/15/2016	Fic Mat	T 32225	The Random House book of Shakespeare stories	
	5/15/2016	Fic May	T 15470	Drift	
	5/15/2016	FIC MAZ	T 30877	Good night, Maman	
	5/15/2016	FIC MCG	T 5011	The magician's apprentice	
	5/15/2016	FIC MCK	T 32060	Saffy's angel	
	5/15/2016	FIC MEN	T 5061	Amahl and the night visitors	
	5/15/2016	FIC MIL	T 5073	The Pooh story book	
	5/15/2016	FIC Mon	T 14623	Anne of Green Gables	
	5/15/2016	FIC MOR	T 5105	Runaway stallion,	
	5/15/2016	FIC MOR	T 31048	The squire, his knight, & his lady	
	5/15/2016	FIC MOR	T 31907	The ballad of Sir Dinadan	
	5/15/2016	FIC NOR	T 5142	Poor Stainless : a new story about the Borrowers	
	5/15/2016	FIC ODE	T 5148	Black Star, Bright Dawn	
	5/15/2016	FIC ODE	T 5153	The King's Fifth	
	5/15/2016	FIC ODE	T 5154	The serpent never sleeps : a novel of Jamestown and Pocahontas	
	5/15/2016	FIC OSB	T 8359	Spider Kane and the mystery under the May-apple	
	5/15/2016	FIC OSB	T 30744	Adaline Falling Star	
	5/15/2016	FIC OSB	T 31044	Spider Kane and the mystery at Jumbo Nightcrawler's	
	5/15/2016	FIC PAT	T 11544	Jip : his story	
	5/15/2016	FIC PIC	T 8632	The worker in sandalwood : a Christmas Eve miracle	
	5/15/2016	FIC PLA	T 30814	Castle diary : the journal of Tobias Burgess, page	
	5/15/2016	FIC PLA	T 31649	Pirate diary : the journal of Jake Carpenter	
	5/15/2016	FIC PUL	T 5225	Spring-Heeled Jack	
	5/15/2016	FIC Pul	T 12471	Clockwork : or all wound up	
	5/15/2016	FIC PUL	T 30861	The Firework-maker's daughter	
	5/15/2016	FIC PUL	T 30916	I was a rat!	

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Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	FIC RAD	T 31318	All Joseph wanted	
	5/15/2016	FIC RAR	T 5232	Captives in a foreign land	
	5/15/2016	FIC REE	T 8468	Moonshiner's son	
	5/15/2016	FIC ROB	T 8428	Caught!	
	5/15/2016	FIC ROB	T 30042	Pawns	
	5/15/2016	FIC Rod	T 31045	Spindrift	
	5/15/2016	FIC ROO	T 31474	The gypsies never came	
	5/15/2016	FIC RUB	T 30174	A place in the sun	
	5/15/2016	FIC San	T 12697	Meeting trees	
	5/15/2016	FIC SCH	T 5309	Why Christmas trees aren't perfect	
	5/15/2016	FIC SCO	T 31620	Old Jake's skirts	
	5/15/2016	FIC SEB	T 8602	Out of nowhere : a novel	
	5/15/2016	FIC SER	T 5323	Being of two minds	
	5/15/2016	FIC SER	T 5325	Stinker from space	
	5/15/2016	FIC SER	T 8269	Vision quest	
	5/15/2016	FIC SER	T 8361	Stinker's return	
	5/15/2016	FIC SHA	T 5330	Spirit quest	
	5/15/2016	FIC SPE	T 5380	Calico Captive	
	5/15/2016	FIC Spi	T 8823	Crash	
	5/15/2016	FIC THE	T 30809	Calling the swan	
	5/15/2016	FIC Tho	T 13687	The princess in the pigpen	
	5/15/2016	FIC THO	T 30883	Green thumb	
	5/15/2016	FIC TOL	T 8486	Save Halloween!	
	5/15/2016	FIC TUR	T 8861	One brave summer	
	5/15/2016	FIC Tur	T 37505	The girl who chased away sorrow : the diary of Sarah Nita, a Navajo girl	
	5/15/2016	FIC URB	T 33451	A crooked kind of perfect	
	5/15/2016	FIC VAN	T 5447	Jumanji	
	5/15/2016	FIC VAN	T 5450	Hugh Pine and the good place	
	5/15/2016	FIC Van	T 13294	Blue sky, butterfly	
	5/15/2016	FIC VOI	T 5465	The Callender papers	
	5/15/2016	FIC VOI	T 5466	Dicey's song	
	5/15/2016	FIC VOI	T 5472	A solitary blue	
	5/15/2016	FIC Wat	T 11637	The mysterious horseman : an adventure in Prairietown, 1836	

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Rescue Elementary

weed, needs surplus		P 1002			Est. Fine
Library Materials	Due	Call Num.	Barcode	Title	
	5/15/2016	FIC WEE	T 31473	Guy time	
	5/15/2016	FIC WEI	T 30169	Old Ironsides : Americans build a fighting ship	
	5/15/2016	FIC WES	T 33565	Zorgamazoo	
	5/15/2016	FIC Whi	T 11734	Belle Prater's boy	
	5/15/2016	FIC WHI	T 15956	Voyage on the great Titanic : the diary of Margaret Ann Brady	
	5/15/2016	FIC WIL	T 32718	Each little bird that sings	
	5/15/2016	FIC WRI	T 5544	Ghosts beneath our feet	
	5/15/2016	FIC WRI	T 5546	The ghost of Ernie P.	
	5/15/2016	FIC WRI	T 5547	The Pike River phantom	
	5/15/2016	FIC WRI	T 5548	Rosie and the dance of the dinosaurs	
	5/15/2016	FIC WRI	T 5549	The secret window	
	5/15/2016	FIC WRI	T 5550	Night outside	
	5/15/2016	FIC WRI	T 5553	A ghost in the window	
	5/15/2016	FIC YEP	T 11391	Dragonwings	
	5/15/2016	FIC YEP	T 38225	When the circus came to town	
	5/15/2016	FIC YOL	T 4396	The acorn quest	
	5/15/2016	FIC YOL	T 8552	And twelve Chinese acrobats	
	5/15/2016	FIC ZIR	T 5574	Roots in the outfield	
	5/15/2016	J FIC HAY	T 9045	Swamp of the hideous zombies	
	5/15/2016	JF A	T 3430	Cam Jansen and the mystery of the television dog	
	5/15/2016	JF R	T 14931	The deadly dungeon	
	5/15/2016	JF Y	T 30300	Sleeping ugly	
	5/15/2016	JF YOR	T 8484	Pudmuddles	
	5/15/2016	JF ZOL	T 4408	William's doll	
	5/15/2016	PB E FIC	T 13673	Snaggle doodles	
		GIF			
	5/15/2016	PB F W	T 15016	Bus station mystery	
	5/15/2016	PB F W	T 15564	Willow's underwater world	
	5/15/2016	PB FIC FAR	T 14974	Trial by fire	
	5/15/2016	PB FIC FAR	T 14975	Mystery of Metru Nui	
	5/15/2016	PB FIC FAR	T 14976	Legends of Metru Nui	
	5/15/2016	PB FIC HAP	T 14383	Tale of the Toa	
	5/15/2016	PB FIC KID	T 15241	The coming storm	
	5/15/2016	PB FIC KIN	T 6077	Babe the Gallant Pig	

Overdue Materials, Unpaid Fines.

Circulation Types: All. Patron Types: All.

Rescue Elementary

weed, needs surplus		P 1002			
Library Materials	Due	Call Num.	Barcode	Title	Est. Fine
	5/15/2016	PB FIC KIN	T 6097	Martin's mice	
	5/15/2016	PB FIC LAW	T 7846	Rabbit hill	
	5/15/2016	PB FIC REE	T 11029	Moonshiner's son	
	5/15/2016	PB PF A	T 12321	Cam Jansen and the mystery of the dinosaur bones	
	5/15/2016	PB PF A	T 13531	Journey to the volcano palace	
	5/15/2016	PB PF A	T 13532	The mysterious island	
	5/15/2016	PB PF A	T 13621	The great ice battle	
	5/15/2016	PB PF A	T 13642	Cam Jansen and the mystery of the Babe Ruth baseball	
	5/15/2016	PB PF A	T 13816	The hidden stairs and the magic carpet	
	5/15/2016	PB PF ADL	T 16916	Cam Jansen and the Sports Day mysteries : a super special	
	5/15/2016	PB PF B	T 15420	Ferno the fire dragon	
	5/15/2016	PB PF G	T 13627	In the dinosaur's paw	
	5/15/2016	PB PF G	T 13672	The candy corn contest	
	5/15/2016	PB PF L	T 14348	Snowshoe Thompson	
	5/15/2016	PB PF LOW	T 14926	Gooney Bird Greene	
	5/15/2016	PB S	T 5328	Miss Bianca	
	5/15/2016	PB W	T 13928	The mystery of the stolen boxcar	
	5/15/2016	PB W	T 13941	The mystery of the missing cat	
	5/15/2016	PB W	T 13953	Mystery in the cave	
	5/15/2016	PB W	T 14009	Blue Bay mystery	
	5/15/2016	PB W	T 14015	Houseboat mystery /cGertrude Chandler Warner ; illustrated by David Cunningham.	
	5/15/2016	PB W	T 14034	Caboose mystery	
	5/15/2016	PB W	T 14134	The lighthouse mystery	
	5/15/2016	PNF 513.2	T 32471	Moo moo, brown cow	
		WOO			
	5/15/2016	PNF 92 Cro	T 14978	Davy Crockett : a life on the frontier	
	5/15/2016	SC BON	T 3644	Paddington's storybook	
	5/15/2016	SC KIM	T 31721	Sword of the samurai : adventure stories from Japan	
	5/15/2016	SC MCH	T 5005	Ruff tales : high octane stories from the Ruff Creek General Store	
	5/15/2016	SC PEP	T 8241	The Oxford book of scary tales	
	5/15/2016	SC SIN	T 5340	Naftali the storyteller and his horse, Sus : and other stories	
	5/15/2016	SC YEE	T 5555	Tales from Gold Mountain : stories of the Chinese in the New World	

RESCUE UNION SCHOOL DISTRICT

**AGENDA ITEM: Resolution No: 16-12
Local Teaching Assignments Credential Authorization**

BACKGROUND:

Education Code Sections 44256(b) and 44258.2 allow, by resolution of the Governing Board, the holder of a Multiple Subject/ Standard Teaching Credential (44256(b)) or Single Subject Teaching Credential (44258.2) to teach, with his or her consent, any subject in departmentalized classes below grade 9 if the teacher has completed 12 semester units, or 6 upper division or graduate semester units, in the subject to be taught.

STATUS:

In order to accommodate the needs of the schools, the administration has selected the best-qualified teachers to teach in the following subject areas. Each teacher's college transcripts have been evaluated for this authorization to be valid.

Marina Village Middle School

Name	Credential	Subject	Verification Units
Trexler, Amy	Multiple Subject	Mathematics	Mathematics

FISCAL IMPACT:

N/A

BOARD GOAL:

Board Focus Goal III – STAFF NEEDS:

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to providing quality education for our students.

RECOMMENDATION:

The Superintendent recommends the Board approve Resolution No.16-12: Local Teaching Assignments Credential Authorization.

RESCUE UNION SCHOOL DISTRICT
Resolution No. 16-12

LOCAL TEACHING ASSIGNMENTS CREDENTIAL AUTHORIZATION

WHEREAS, the Governing Board of the Rescue Union School District recognizes its responsibility to provide adequate teaching staff to meet the educational needs of its middle school and elementary students; and

WHEREAS, the Board has considered the qualified applicants for teaching positions at all schools in the Rescue Union School District and has determined the need for the limited teaching authorizations hereinafter stated;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Rescue Union School District authorizes and approves the following teaching assignments in accordance with the regulations adopted by the California Commission on Teacher Credentialing, the applicable provisions of the California Education Code Sections 44256(b) and 44258.2:

EDUCATION CODE SECTIONS 44256(b) and 44258.2 allow, by resolution of the Governing Board, the holder of a Multiple Subject/Standard Elementary Teaching Credential (44256(b)) or Single Subject Teaching Credential (44258.2) to teach, with his or her consent, any subject in departmentalized classes below grade 9 if the teacher has completed 12 semester units, or 6 upper division or graduate semester units, in the subject to be taught. The following teachers have met these criteria:

<u>Marina Village Middle School</u>			
Trexler, Amy	Math (7)	1 period	44256(b)

PASSED AND ADOPTED by the Board of Trustees of the Rescue Union School District at its regular meeting held on June 14, 2016 in the Rescue District Boardroom by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

Board President _____ Date _____

Clerk of the Board of Trustees _____ Date _____

ITEM #: 8
DATE: August 16, 2017

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: CSBA Call for Nominations for 2016 Legislative Awards

BACKGROUND:

The California School Boards Association (CSBA) annually honors current members of the State Senate and Assembly who work actively to improve our public schools, support local school board governance and who exercise leadership in the legislative arena.

STATUS:

Local boards are encouraged to participate in this program by nominating a member of the California State Legislature, the California Congressional delegation or federal/state elective or appointed office for CSBA's 2016 Legislator Awards Program. Nominees must represent our school district. Nominations must be received by September 2, 2016. The final selection of honorees will be made in September.

FISCAL IMPACT:

N/A

BOARD GOAL:

N/A

RECOMMENDATION:

Consider nominations for CSBA's 2016 Legislative Awards.

Official Nomination Form



- Outstanding Legislator Award Outstanding Freshman Award Special Recognition Award

Nominations must be postmarked or received by **September 2, 2016**

Nominee

State or Federal Position Held

Explain below why this person should be honored. Your comments should address award criteria provided on the following page and include the nominee's involvement in state, federal and local public education (attachments may be used).

Nominating Entity

Contact Name

Telephone

Email

Address

street

city

state

zipcode

Instructions: You may submit your nomination for the 2016 Legislative Awards by mail, fax, or online in the following ways:

mail to

CSBA 2016 Legislative Awards Program, 3251 Beacon Blvd., West Sacramento, CA 95691.

All submissions must be postmarked by September 2, 2016.

fax to

(916) 325-4030. Submissions must be received by **midnight (PDT) on September 2, 2016.**

online at

www.csba.org. Submissions must be made before **midnight (PDT) on September 2, 2016.**

notes

- » Nominations postmarked after September 2, 2016 cannot be considered.
- » Nomination forms are to be submitted by a local school board or county board of education only and must be typed or printed.
- » A resolution adopted by the board or board minutes showing the vote must be included (see criteria on reverse).
- » A separate nomination form must be used for each candidate and only current year nominations are accepted.
- » **The CSBA Board of Directors makes the final decision on awards, including whether or not to make an award, depending on the Nominee's (or Legislature's) statements made or actions taken on the state budget or other key issues critical to CSBA. Because the outcome of each nomination is unknown until the Board of Directors announces a decision, it is recommended that each nomination(s) not be made public until official notification by CSBA.**

2016 Legislative Awards Program

Award Criteria



CSBA 2016 Legislative Awards Program, 3251 Beacon Blvd., West Sacramento, CA 95691, (800) 266-3382

Each Outstanding Legislator award nominee must:

1. Be a member of the California State Legislature or the California Congressional delegation at the time of nomination
2. Demonstrate significant commitment and legislative contributions to public education
3. Demonstrate legislative leadership on behalf of public education
4. Recognize and support local governance for schools including the role of governing boards
5. Support key K–12 legislative proposals
6. Support CSBA's Legislative Platform (www.csba.org/Advocacy/CSBAPositions/PolicyPlatform)
7. Be active on local school issues and visit K–12 schools regularly
8. Represent nominating school district or county board of education
9. Be endorsed by a documented vote or resolution of a local school or county board in California

Each Outstanding Freshman Legislator award nominee must:

1. Be the first two years of his/her first term in the California State Legislature or the California Congressional delegation at the time of nomination
2. Demonstrate significant commitment and legislative contributions to public education
3. Demonstrate legislative leadership on behalf of public education
4. Recognize and support local governance for schools including the role of governing boards
5. Support key K–12 legislative proposals
6. Support CSBA's Legislative Platform (www.csba.org/Advocacy/CSBAPositions/PolicyPlatform)
7. Be active on local school issues and visit K–12 schools regularly
8. Represent nominating school district or county board of education
9. Be endorsed by a documented vote or resolution of a local school or county board in California

Each Special Recognition award nominee must:

1. Be a member of the California State Legislature or the California Congressional delegation at the time of nomination
2. Exhibit significant contribution to a legislative action on behalf of K-12 education and the public schools in his/her legislative or congressional district
3. Demonstrate commitment to and legislative contributions to public education
4. Recognize and support local governance for schools including the role of governing boards
5. Support CSBA's Legislative Platform (www.csba.org/Advocacy/CSBAPositions/PolicyPlatform)
6. Be active on local school issues and visit K–12 schools regularly
7. Represent nominating school district or county board of education
8. Be endorsed by a documented vote or resolution of a local school or county board in California

Note

The CSBA Board of Directors makes the final decision on awards, including whether or not to make an award, depending on the Nominee's (or Legislature's) statements made or actions taken on the state budget or other key issues critical to CSBA. Because the outcome of each nomination is unknown until the Board of Directors announces a decision, it is recommended that each nomination(s) not be made public until official notification by CSBA.

Official Open Nomination Form



Albert S. Rodda Lifetime Achievement Award Dede Alpert Award for Exemplary Education Leadership

Nominations may be submitted at any time of the year.

Nominee

State or Federal Position Held

Explain below why this person should be honored. Your comments should address award criteria provided on the following page and include the nominee's involvement in both state, federal and local public education (attachments may be used).

Nominating Entity

Contact Name

Telephone

Email

Address

street

city

state

zipcode

Instructions: You may submit your nomination for the 2016 Legislative Awards by mail, fax, or online in the following ways:

mail to

CSBA 2016 Legislative Awards Program, 3251 Beacon Blvd., West Sacramento, CA 95691.

fax to

(916) 325-4030. Open Submissions

online at

www.csba.org. Open Submissions

notes

- » Nomination forms are to be submitted by CSBA Member Boards, CSBA Regions, County Associations of School Trustees, and must be typed or printed.
- » A resolution adopted by the board or board minutes showing the vote must be included (see criteria on reverse).
- » A separate nomination form must be used for each candidate and only current year nominations are accepted.
- » **The CSBA Board of Directors makes the final decision on awards, including whether or not to make an award, depending on the Nominee's (or Legislature's) statements made or actions taken on the state budget or other key issues critical to CSBA. Because the outcome of each nomination is unknown until the Board of Directors announces a decision, it is recommended that each nomination(s) not be made public until official notification by CSBA.**

2016 Legislative Awards Program

Award Criteria



CSBA 2016 Legislative Awards Program, 3251 Beacon Blvd., West Sacramento, CA 95691, (800) 266-3382

Each Albert S. Rodda Lifetime Achievement Award nominee must:

1. Be a current or former member of the California State Legislature or the California Congressional delegation, or state or federal elective or appointed office
2. Demonstrate a career-long significant commitment and contribution to public education
3. Demonstrate leadership on behalf of public education
4. Recognize and support local governance for schools including the role of governing boards
5. Support key K–12 legislative policy and fiscal proposals
6. Support CSBA's Legislative Platform (www.csba.org/Advocacy/CSBAPositions/PolicyPlatform)
7. Be endorsed by a documented vote or resolution of a local school or county board in California

Each Dede Alpert Award for Exemplary Education Leadership nominee must:

1. Be a current or former member of the California State Legislature or the California Congressional delegation, or state or federal elective or appointed office
2. Demonstrate a career-long significant commitment and contribution to public education
3. Demonstrate leadership on behalf of public education
4. Recognize and support local governance for schools including the role of governing boards
5. Support key K–12 legislative policy and fiscal proposals
6. Support CSBA's Legislative Platform (www.csba.org/Advocacy/CSBAPositions/PolicyPlatform)
7. Be endorsed by a documented vote or resolution of a local school or county board in California, or a CSBA Region or County Association of School Trustees

Note

The CSBA Board of Directors makes the final decision on awards, including whether or not to make an award, depending on the Nominee's (or Legislature's) statements made or actions taken on the state budget or other key issues critical to CSBA. Because the outcome of each nomination is unknown until the Board of Directors announces a decision, it is recommended that each nomination(s) not be made public until official notification by CSBA.

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: **Resolution #16-13 Adopting a Conflict of Interest Code**

BACKGROUND:

Government Code 87306.5 (a) (b) requires that all local agencies review their Conflict of Interest Code each even-numbered year and submit a written statement to that effect to the code reviewing body, which is the Board of Supervisors. This resolution outlines the district's current designated positions and the disclosure categories.

STATUS:

The Resolution #16-13 Adopting a Conflict of Interest Code is presented for Board review, as required by law.

FISCAL IMPACT:

N/A

BOARD GOALS:

N/A

RECOMMENDATION:

District administration recommends approval of Resolution #16-13.

Rescue Union ESD

Exhibit

Conflict Of Interest

E 9270

Board Bylaws

RESOLUTION ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Governing Board of the Rescue Union School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Rescue Union School District has recently reviewed its positions, and the duties of each position, and has determined that changes to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Rescue Union School District Governing Board adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS 16TH day of August, 2016 at a meeting, by the following vote:

AYES:_____ NOES:_____ ABSENT:_____

Attest:

President of the Board

Clerk of the Board

**Conflict of Interest Code of the
Rescue Union School District School District**

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Governing Board members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

1. **Category 1:** A person designated Category 1 shall disclose:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.

Designated Positions for Category 1

Governing Board Members
Superintendent
Assistant Superintendent
Chief Business and Operations Official
Purchasing Agent

2. **Category 2:** A person designated Category 2 shall disclose:
 - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
 - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

3. **Full Disclosure:** Because it has been determined that the district's Board members and/or Superintendent "manage public investments," they and other persons designated for "full disclosure" shall disclose, in accordance with Government Code 87200:
 - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
 - b. Investments, business positions, and sources of income, including gifts, loans, and travel payments.

Designated Positions for Category 2

Directors
Human Resources
Student Support Services
Transportation
Food Services
Principals
Assistant Principals
Maintenance and Operations Coordinator

Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18700.3)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract

6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704, subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18700.3)

Adopted 8/16/16

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: Board Policy – Update/Revision

BACKGROUND:

Periodically the Board reviews, revises and/or adopts Board Policy. We currently have contracted with CSBA to put all our policies on Gamut On-Line. We use the CSBA policy update service for identification of policy changes necessitated by changes in law.

STATUS:

Policies identified for review and/or changes are submitted to the Board for possible consideration of approval. A table providing a listing of revised policies and summary of changes is included.

FISCAL IMPACT:

N/A

BOARD GOAL:

Board Focus Goal III – COMMUNICATION/COMMUNITY INVOLEMENT

Establish and maintain consistent and effective communication that is transparent and timely in an effort to provide and receive information that will engage and educate our District and community.

RECOMMENDATION:

District Administration recommends the Board of Trustees receive board policies for first reading and possible consideration for action.

RUSD Board Policy, Administrative Regulations and Board Bylaws
August 16, 2016

POLICY	TITLE	REQUIREMENT
<i>First Reading</i>		
BP/AR 3513.3	Tobacco-Free Schools <i>(REVISE)</i>	Policy updated to reflect NEW LAW (ABX2 9, 2016) which requires all districts, not just those receiving state Tobacco-Use Prevention Education funds, to prohibit tobacco use on school campuses. Policy also reflects new definitions of “smoking” and “tobacco” pursuant to NEW LAW (SBX2 5, 2016). Regulation reflects provision of ABX2 9 which requires signs prohibiting tobacco use to be displayed at all school entrances, and deletes option to designate a smoking area on campus.
BP 4112.2	Certification <i>(REVISE)</i>	Policy updated to add requirement, as amended by the Every Student Succeeds Act (P.L. 114-95), to notify parents/guardians of each student attending a school receiving Title I funds that they may request certain information regarding the qualifications of their child's teacher.
AR 4112.23	Special Education Staff <i>(REVISE)</i>	Regulation updated to delete outdated section on “Teachers of Students with Autism” and to update the credentials and added authorizations available from the Commission on Teacher Credentialing which authorize instruction in special education and related services. Regulation also adds material related to the emergency permit for resource specialists, the provisional internship permit and short-term staff permit, credential waivers, qualifications of employees providing related services, professional development, and induction programs. 10/15
E 4112.5 4212.5 4312.5	Criminal Records Check <i>(ADOPT)</i>	Exhibit renumbered and retitled from E 4112.62/4212.62/4312.62 – Maintenance of Criminal Offender Records.

RUSD Board Policy, Administrative Regulations and Board Bylaws
August 16, 2016

POLICY	TITLE	REQUIREMENT
E 4112.9 4212.9 4312.9	Employee Notifications <i>(REVISE)</i>	<p>Exhibit updated to (1) reflect NEW LAW (SB 1266, 2014) requiring a notice to request volunteers to receive training to administer epinephrine auto-injector and notice of defense against liability for administering epinephrine auto-injector; (2) add notice requesting volunteers to receive training to administer emergency antiseizure medication; (3) add notice of the amount of sick leave available to the employee; (4) add notice to employee when Department of Justice notification is the reason for an adverse employment action; and (5) update notices related to suspension or dismissal of certificated employees.</p> <p>Minor revision made in exhibit to delete notification (last item of section II) regarding the opportunity to comment and participate when a school is identified for restructuring under Title I program improvement, repealed by the Every Student Succeeds Act (P.L. 114-95). 7/16</p>
BP 4113	Assignment <i>(REVISE)</i>	<p>Policy updated to delete material re: assignment of teachers who meet the qualifications of "highly qualified" teachers, as those requirements were repealed by the Every Student Succeeds Act (ESSA) (P.L. 114-95). Policy also revised to reflect the continuing requirement to describe in the Title I local educational agency plan how the district will address any disparities that result in low-income or minority students being taught at higher rates by ineffective, inexperienced, or out-of-field teachers. Details reflecting the state's Compliance Monitoring, Intervention and Sanctions program deleted as the CDE's ESSA transition plan indicates that districts will not be required to participate in that program in the 2016-17 school year.</p>
AR 4119.11 4219.11 4319.11	Sexual Harassment <i>(REVISE)</i>	<p>Regulation updated to clarify that the AR is mandated pursuant to state law and to reflect NEW LAW (AB 2053, 2014) which adds prevention of abusive conduct to the contents of sexual harassment training required for supervisory employees. Regulation also reflects state law providing that the conduct need not be motivated by sexual desire in order to constitute sexual harassment. References to Title 2 regulations updated to reflect recent renumbering.</p>

RUSD Board Policy, Administrative Regulations and Board Bylaws
August 16, 2016

POLICY	TITLE	REQUIREMENT
BP/AR 4154 4254 4354	Health and Welfare Benefits (REVISE)	Policy and regulation updated to reflect the federal Patient Protection and Affordable Care Act, applicable to districts with 50 or more full-time employees. Policy includes information about the calculation of full-time employees for the purpose of determining the applicability of the Act and reflects requirements to provide an affordable health insurance plan which includes specified minimum coverage and pays at least 60 percent of the medical expenses covered under the plan. Policy also reflects NEW LAW (SB 1306, 2014) which defines “marriage” as a personal relationship arising out of a civil contract between two persons rather than a man and a woman. Regulation adds section on “Affordability of Health Coverage” which includes methods by which districts may determine that each employee’s contribution for employee-only health coverage does not exceed 9.5 percent of his/her household income.
AR 4161.1 4361.1	Personal Illness/Injury Leave (REVISE)	Regulation updated to reflect NEW LAW (AB 375, 2015) which requires differential pay for a certificated employee who has exhausted all available sick leave and continues to be absent due to maternity or paternity leave for the birth, adoption, or foster care placement of a child. Regulation also reflects NEW LAW (SB 579, 2015) which allows an employee to use sick leave, up to the amount he/she would accrue during six months, for all the purposes specified in the Healthy Workplaces, Healthy Families Act. Regulation reflects NEW LAW (AB 304, 2015) which allows districts to use a different sick leave accrual method which provides for the accrual to be on a regular basis so that an employee accrues at least 24 hours of sick leave or paid time off by the 120th calendar day of his/her employment or each calendar year or 12-month period.
AR/E 4222	Teacher Aides/ Paraprofessionals (AR REVISE, E DELETED)	Regulation updated to delete material on the qualifications and duties of paraprofessionals working in a program supported by Title I funds, as those requirements were repealed by the Every Student Succeeds Act (P.L. 114-95). Regulation also consolidates options for the requirement that paraprofessionals demonstrate proficiency in reading, writing, and mathematics equivalent to or exceeding the proficiency required for high school seniors. Exhibit which provided a sample attestation of compliance with Title I paraprofessional requirements deleted.
BP 5131.62	Tobacco (REVISED)	Policy updated to reflect NEW LAW (ABX2 9, 2016) which requires all districts, not just those receiving state Tobacco-Use Prevention Education funds, to prohibit tobacco use on school campuses and NEW LAW (SBX2 5, 2016) which establishes new definitions of "smoking" and "tobacco."

RUSD Board Policy, Administrative Regulations and Board Bylaws
August 16, 2016

POLICY	TITLE	REQUIREMENT
BP 6179	Supplemental Instruction <i>(REVISE)</i>	Policy updated to delete reference to the requirement to provide supplemental educational services to eligible students from low-income families in Title I schools identified for program improvement, as the requirement was repealed by the Every Student Succeeds Act (ESSA) (P.L. 114-95), and to add the requirement to provide alternative supports to eligible students in accordance with the CDE's ESSA transition plan.
BP 6190	Evaluation of Instructional Program <i>(REVISE)</i>	Policy updated to reflect the suspension of the state Academic Performance Index and NEW LAW (AB 104, 2015) which adds homeless students to the definition of numerically significant student subgroups whose progress toward district goals must be annually assessed. Policy also updates section on Federal Program Monitoring (FPM) to reflect new state tools for monitoring categorical programs, and actions needed if the FPM review results in a finding of noncompliance.

Rescue Union ESD

Board Policy

Tobacco-Free Schools

BP 3513.3

Business and Noninstructional Operations

Note: Health and Safety Code 104420 mandates districts receiving Tobacco-Use Prevention Education (TUPE) funds to adopt a tobacco-free schools policy that prohibits the use of tobacco and nicotine products anytime, anywhere in district-owned or leased buildings, on school or district property, and in district vehicles. The same prohibition is applicable to districts that do not receive TUPE funds pursuant to Health and Safety Code 104559, as added by ABX2 9 (Ch. 5, Statutes of 2016).

Districts receiving TUPE funds must certify compliance with this requirement by submitting a California Department of Education (CDE) certification form and supporting documentation to the county office of education's TUPE coordinator by July 1 in order to apply for TUPE funding for that fiscal year. The certification process also requires submission of the district's written policy and enforcement procedures; see the accompanying administrative regulation for enforcement procedures.

The Governing Board recognizes that smoking and other uses of tobacco and nicotine products constitute a serious public health hazard and are inconsistent with district goals to provide a healthy environment for students and staff.

(cf. 3514 - Environmental Safety)
(cf. 4159/4259/4359 - Employee Assistance Programs)
(cf. 5030 - Student Wellness)
(cf. 5131.62 - Tobacco)
(cf. 5141.23 - Asthma Management)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

The Board prohibits smoking and/or the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles. (Health and Safety Code 104420, 104559; Labor Code 6404.5; 20 USC 6083)

These prohibitions apply~~This prohibition applies~~ to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.

(cf. 1330 - Use of School Facilities)
(cf. 1330.1 - Joint Use Agreements)

Note: Health and Safety Code 104420 and 104559, as added by ABX2 9 (Ch. 5, Statutes of 2016), define products containing tobacco and nicotine as; including, smokeless tobacco, snuff, chew, clove cigarettes, and, electronic cigarettes that can deliver; nicotine and non-nicotine vaporized solutions. Education Code 48901.

which prohibits smoking or tobacco use by students on campus, applies the definition of smoking and tobacco products specified in Business and Professions Code 22950.5, as amended by SBX2 5 (Ch. 7, Statutes of 2016). The following paragraphs reflect the more comprehensive definitions in Business and Professions Code 22950.5.

Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. (Business and Professions Code 22950.5; Education Code 48901)

Tobacco products include: (Business and Professions Code 22950.5; Education Code 48901)

1. Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff
2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah
3. Any component, part, or accessory of a tobacco product, whether or not sold separately

This policy does not prohibit the use or possession of prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patch or gum.

Smoking or use of any tobacco-related product or disposal of any tobacco-related waste is prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code 104495)

Legal Reference:

EDUCATION CODE

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

BUSINESS AND PROFESSIONS CODE

22950.5 Stop Tobacco Access to Kids Enforcement Act; definitions

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

104559 Tobacco use prohibition

119405 Unlawful to sell or furnish electronic cigarettes to minors

LABOR CODE

3300 Employer, definition

6304 Safe and healthful workplace

6404.5 Occupational safety and health; use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

[7111-7122 Student Support and Academic Enrichment Grants](#)

~~7100-7117 Safe and Drug Free Schools and Communities Act~~

CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

PUBLIC EMPLOYMENT AND RELATIONS BOARD ~~PERB~~ RULINGS

Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989)

PERB Order #750 (13 PERC 20147)

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug Prevention:

<http://www.cde.ca.gov/ls/he/at>

California Department of Education, Tobacco-Free School District Certification:

<http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>

California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>

Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Policy

adopted: May 24, 2005

revised: October 28, 2014

considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT

Rescue, California

Rescue Union ESD

Administrative Regulation

Tobacco-Free Schools

AR 3513.3

Business and Noninstructional Operations

Notifications

Note: Districts receiving Tobacco-Use Prevention Education (TUPE) funds are required by Health and Safety Code 104420 to communicate information about the district's tobacco-free schools policy. Districts that do not receive TUPE funds may delete or revise the following paragraph at their discretion.

Information about the district's tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students, and the community. (Health and Safety Code 104420)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

Note: The following optional paragraph may be revised to reflect district practice.

The Superintendent or designee may disseminate this information through annual written notifications, district and school web sites, student and parent handbooks, and/or other appropriate methods of communication.

(cf. 1113 - District and School Web Sites)

Note: Health and Safety Code 104559, as added by ABX2 9 (Ch. 5, Statutes of 2016), requires all districts to display signs prohibiting tobacco use, as provided below.

The Superintendent or designee shall ensure that signs

signs stating "Tobacco use is prohibited" ~~are~~ shall be prominently displayed at all entrances to school property. (Health and Safety Code 104420, 104559)

Enforcement/Discipline

Note: Pursuant to Labor Code 6404.5, no employer shall knowingly or intentionally permit the smoking of tobacco products in an enclosed space at a place of employment. The effects of the district's tobacco policy, including any disciplinary action taken against employees resulting from the enforcement of the policy, may be subjects of negotiation between the Governing Board and employee organizations. Pursuant to Education Code 48900(h), a student may be subject to disciplinary action when it is determined that he/she possessed or used tobacco or nicotine products; see AR 5144.1 - Suspension and Expulsion/Due Process.

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

(cf. 4118 - Suspension/Disciplinary Action)

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

(cf. 5144 - Discipline)

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

Note: Labor Code 6404.5 requires the district to take "reasonable steps" to prevent smoking by nonemployees. These reasonable steps include posting clear and prominent signs as specified in the "Notifications" section above and requesting that the nonemployee refrain from smoking on school premises. The following optional paragraph may be revised to reflect district practice.

Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property
2. Request local law enforcement assistance in removing the person from school premises
3. If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering district property for a specified period of time

(cf. 1250 - Visitors/Outsiders)

(cf. 3515.2 - Disruptions)

The Superintendent or designee shall not be required to physically eject a nonemployee who is smoking or to request that the nonemployee refrain from smoking under circumstances involving a risk of physical harm to the district or any employee. (Labor Code 6404.5)

Regulation
approved: May 24, 2005
considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California

Rescue Union ESD

Board Policy

Certification

BP 4112.2

Personnel

Note: Under the authority granted by Education Code 44252, the Commission on Teacher Credentialing (CTC) establishes standards and procedures for the issuance and renewal of multiple subject, single subject, education specialist, and other credentials, certificates, and permits and approves applications. Pursuant to Education Code 44251, a preliminary credential is generally valid for five years, during which time the employee must complete the requirements for the clear credential in order to continue to serve in a certificated position. The clear credential must be renewed every five years, but renewal does not require completion of additional coursework or service requirements.

Assignment to certain positions within the district may require additional qualifications. For example, see AR 4112.22 - Staff Teaching English Language Learners, AR 4112.23 - Special Education Staff, and BP/AR 4113 - Assignment.

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed to fill positions requiring certification qualifications possess the appropriate credential, permit, or other certification document from the Commission on Teacher Credentialing (CTC) and fulfill any additional state, federal, or district requirements for the position.

(cf. 4111/4211/4311 - Recruitment and Selection)

(cf. 4112.21 - Interns)

(cf. 4112.22 - Staff Teaching English Language Learners)

(cf. 4112.23 - Special Education Staff)

(cf. ~~4112.24 - Teacher Qualifications Under the No Child Left Behind Act)~~

(~~cf. 4112.5/4212/4112.5/4312.5 - Criminal Record Check)~~

(cf. 4113 - Assignment)

(cf. 4121 - Temporary/Substitute Personnel)

(cf. 5148 - Child Care and Development)

(cf. 6178 - Career Technical Education)

(cf. 6200 - Adult Education)

The Superintendent or designee ~~shall~~may provide assistance and support to teachers holding preliminary credentials to ~~enable~~help them to meet the qualifications required for the clear credential.

(cf. 4131 - Staff Development)

(cf. 4131.1 - Teacher Support and Guidance)

Priorities for Hiring Based on Unavailability of Credentialed Teacher

Note: When the district is unable to hire a "fully prepared" teacher who has completed a teacher preparation program (i.e., a teacher who holds a clear or preliminary teaching credential), Education Code 44225.7 permits the district to hire a teacher without those credentials. Education Code 44225.7 establishes a hierarchy for such hires, as provided in items #1-3 below.

The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher for each assignment. Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)

Note: Pursuant to Education Code 44225.7, if a credentialed teacher is not available, priority must be given to employing an individual who is enrolled in an approved intern program, as provided in item #1 below. CTC Coded Correspondence 13-01 clarifies that such an individual must possess a CTC-issued intern credential.

1. A candidate who ~~is qualified to participate in and~~ enrolls in an approved intern program in the region of the district and possesses an intern credential

Note: Pursuant to Education Code 44225.7, next priority for filling a position should be for a candidate who is scheduled to complete preliminary credential requirements within six months, as provided in item #2 below. CTC Coded Correspondence 13-01 clarifies that such an individual must qualify for and obtain a provisional internship permit (PIP) or short-term staff permit (STSP).

Pursuant to 5 CCR 80021-80021.1, the district may employ persons with an STSP when needed to immediately staff classrooms based on unforeseen circumstances, or a PIP when the district has conducted a diligent search but has been unable to recruit a credentialed teacher. Each of these options requires the district to provide orientation, training, and/or guidance; see the accompanying administrative regulation.

2. A candidate who is scheduled to complete preliminary credential requirements within six months and who holds a provisional internship permit (PIP) or short-term staff permit issued by the CTC

Note: 5 CCR 80021.1 requires that a notice of intent to employ a person with a PIP be made public as described in the following paragraph. A copy of the agenda item and the Superintendent or designee's verification of the Governing Board's favorable action must be included as part of the application to the CTC along with other required verifications; see the accompanying administrative regulation.

The Board shall approve, as an action item at a public Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)

Note: Pursuant to Education Code 44225.7, when the district is unable to recruit ~~3. As a credentialed teacher or a~~ teacher who meets the qualifications specified in items #1-2 above, it may request that the CTC issue a "variable term" credential waiver (Education Code 44225; 5 CCR 80120-80125) or a long-term emergency permit (Education Code 44300; 5 CCR 80023-80026.6), as provided in item #3 below.

The STSP and PIP have replaced multiple subject, single subject, and education specialist emergency permits, but the CTC continues to issue the emergency resource specialist permit (5 CCR 80024.3.1), emergency teacher librarian services permit (5 CCR 80024.6), emergency crosscultural, language and academic development permit (5 CCR 80024.8), and emergency bilingual authorization permit (5 CCR 80024.7).

3. ~~An last resort, an~~ individual who holds an emergency permit ~~issued by the CTC~~ or for whom a credential waiver has been granted by the CTC

Note: Pursuant to 5 CCR 80023.2, 80026, and 80027-80027.1, the Board must annually approve a Declaration of Need for Fully Qualified Educators prior to hiring a person with an emergency permit or a limited assignment permit to teach outside his/her area of certification. The form for the Declaration of Need is available in the CTC's online Credential Information Guide, which may be accessed only by employers. Pursuant to 5 CCR 80026, the Declaration of Need must be approved at a regularly scheduled public Board meeting and is valid for up to 12 months, expiring on June 30 following its submission to CTC.

Prior to requesting that the CTC issue an emergency permit pursuant to item #3 above or a limited assignment permit which allows a fully credentialed teacher to teach outside of his/her area of certification while working toward an added or supplementary authorization, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled public Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)

The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-2 above. -The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)

Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.

National Board for Professional Teaching Standards Certification

Note: The following **optional** section may be revised to reflect district practice. The National Board for Professional Teaching Standards (NBPTS) offers teachers a voluntary, rigorous advanced certification process to demonstrate professional accomplishment. Some districts provide fee support to teachers seeking this certification.

The Board encourages district teachers to voluntarily complete the requirements for the advanced certification awarded by the National Board for Professional Teaching Standards.

The Superintendent or designee shall inform all teachers about the program and how to acquire the necessary application and information materials. In accordance with the collective bargaining agreement and the district budget, the Superintendent or designee may provide release time, fee support, a stipend upon completion, or other support to teachers participating in the program.

(cf. 4161.3 - Professional Leaves)

Parental Notifications

Note: The following section is for use by districts that receive federal Title I funds, and may be used or adapted by other districts at their discretion.

20 USC 6312 requires districts receiving federal Title I funds to provide the following annual notification to parents/guardians of students in any school receiving Title I funds. Such districts may choose to provide the same notification to all schools, regardless of whether or not they receive Title I funds. As amended by the Every Student Succeeds Act (P.L. 114-95), 20 USC 6312 no longer requires the notification to include the right of parents/guardians to request information about a teacher's baccalaureate major or graduate certification or degree held by the teacher.

At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)

1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived
3. Is teaching in the field of discipline of his/her certification

(cf. 5145.6 - Parental Notifications)

Note: As amended by P.L. 114-95, 20 USC 6312 requires the following notice to parents/guardians whenever a student has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements.

In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)

Legal Reference:

EDUCATION CODE

- 8360-8370 *Qualifications of child care personnel*
- 32340-32341 *Unlawful issuance of a credential*
- 35186 *Complaints regarding teacher vacancy or misassignment*
- 44066 *Limitations on certification requirements*
- 44200-44399.1 *Teacher credentialing, especially:*
- 44250-44277 *Credential types; minimum requirements*
- 44300-44302 *Emergency permit*
- 44325-44328 *District interns*
- 44330-44355 *Certificates and credentials*
- 44420-44440 *Revocation and suspension of credentials*
- 44450-44468 *University intern program*
- 44830-44929 *Employment of certificated persons; requirement of proficiency in basic skills*

56060-56063 *Substitute teachers in special education*

CODE OF REGULATIONS, TITLE 5

~~6100-6126 Teacher qualifications, No Child Left Behind Act~~

80001-80674.6 *Commission on Teacher Credentialing*

UNITED STATES CODE, TITLE 20

6312 Title I local educational agency plans; notifications regarding teacher qualifications

~~6319 Highly qualified teachers~~

~~7801 Definitions, highly qualified teacher~~

CODE OF FEDERAL REGULATIONS, TITLE 34

~~200.55-200.57 Highly qualified teachers~~

200.61 *Parent notification regarding teacher qualifications*

COURT DECISIONS

Association of Mexican-American Educators et al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-667 Basic Skills Requirement

CL-856 Provisional Internship Permit

CL 858 Short-Term Staff Permit

13-01 *Hiring Hierarchy in Education Code 44225.7, Coded Correspondence, January 30, 2013*

Subject Matter Authorization Guideline Book, 2012

Supplementary Authorization Guideline Book, 2012

California Standards for the Teaching Profession, 2009

The Administrator's Assignment Manual, rev. September 2007

WEB SITES

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

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

Commission on Teacher Credentialing, *Credential Information Guide (for employers' use only):*

<http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

U.S. Department of Education: <http://www.ed.gov>

Policy

adopted: September 2004

revised: November 18, 2014

revised: December 9, 2014

considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT

Rescue, California

Rescue Union ESD

Administrative Regulation

Special Education Staff

AR 4112.23

Personnel

Qualifications/Assignment of Special Education Teachers

Note: Individuals providing instruction in special education must possess an appropriate credential or added authorization issued by the Commission on Teacher Credentialing (CTC) permitting such service, including the (1) education specialist credential, which includes specializations in mild/moderate disabilities, moderate/severe disabilities, deaf and hard of hearing, visual impairments, physical and health impairments, early childhood special education, and language and academic development; (2) previously issued special education credential; (3) speech-language pathology services credential; or (4) clinical or rehabilitative services credential authorizing the provision of audiology and/or orientation and mobility services.

Teachers who receive an added authorization may be assigned to serve students in the broad specialty area pursuant to their credential and in the specific area of the added authorization. 5 CCR 80048.7 allows credential holders to obtain added authorizations in the following areas: autism spectrum disorders (ASD), deaf-blind, emotional disturbance, orthopedically impaired, other health impaired, and traumatic brain injury. In addition, holders of a valid prerequisite teaching credential authorizing the teaching of physical education in any grade K-12 or a credential authorizing instruction or services in special education may obtain an added authorization pursuant to 5 CCR 80046.1 to provide adapted physical education to students with special needs who are unable to participate in a general physical education program. Holders of a special education teaching credential may obtain an added authorization pursuant to 5 CCR 80048.5 to provide early childhood special education to children from birth through prekindergarten. An added authorization to provide resource specialist services may be granted pursuant to 5 CCR 80070.1-80070.5 to a person who holds a special education credential, but is unnecessary for holders of education specialist credentials issued since September 1997 since that credential already includes an authorization to provide resource specialist services.

An option that allowed districts, under certain conditions, to assign teachers who possess the mild/moderate disabilities specialization to provide instruction to students with ASD expired in 2013. Preliminary education specialist credential programs now include ASD content for all specialty areas, and preliminary and clear credentials authorize the holder to provide ASD services within their specialty areas.

Any teacher assigned to serve students with disabilities shall possess an appropriate credential or other authorization issued by the Commission on Teacher Credentialing (CTC) that specifically authorizes him/her to teach students with ~~the~~ that primary disability within the program placement recommended in the students' individualized education program (IEP). (5 CCR 80046.1-5, 80048.9.47)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

Note: The No Child Left Behind Act (20 USC 6319; 34 CFR 200.55-200.57) requires all teachers of core academic subjects, including special education teachers, to be "highly qualified" as defined in 20 USC 7801 and 5 CCR 6100-6126; see AR 4112.24 - Teacher Qualifications Under the No Child Left Behind Act.

Special education teachers who teach core academic subjects shall possess the qualifications required by the No Child Left Behind Act. (5 CCR 6100-6126; 20 USC 1401, 6319, 7801; 34 CFR 200.55-200.57, 300.18; ~~5 CCR 6100-6126~~)

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)

Note: Pursuant to Education Code 44325, the CTC issues special education district intern credentials which authorize their holders to provide classroom instruction to students with disabilities. For requirements pertaining to internship programs, see BP/AR 4112.21 - Interns.

~~The district may employ a person with an appropriate district intern credential to provide classroom instruction to students with disabilities, provided he/she has met the subject matter requirement specified in Education Code 44325 and receives guidance, supervision, and professional development through an established district intern program. (Education Code 44325, 44326, 44830.3)~~

(cf. 4112.21 - Interns)

~~The Superintendent or designee shall ensure that caseloads for special education teachers are within the maximum caseloads established by law, and/or the comprehensive plan of the Special Education Local Plan Area (SELPA) in which the district participates.~~

~~(cf. 0430 - Comprehensive Local Plan for Special Education)~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

Note: 5 CCR 80027.1 establishes the special education limited assignment teaching permit which allows a special education credential holder to serve outside his/her specialty area while completing the coursework for an added authorization in special education or an additional full specialty area in another special education area. The permit is valid for up to one year from the date of issuance but may be renewed twice, for a total of three years in the specialty area, if renewal requirements are met.

~~4141/4241 - Collective Bargaining Agreement)~~

The Superintendent or designee may request that the ~~Commission on Teacher Credentialing (CTC) to~~ issue a special education limited assignment teaching permit which authorizes ~~authorize~~ a qualified special education teacher, with his/her written consent, to serve outside the specialty area of his/her credential. ~~In so doing, the district shall submit a Declaration of Need for Fully Qualified Educators that satisfies the requirements of 5 CCR 80026.~~ If the teacher has not yet obtained permanent status, the Superintendent or designee shall assign one or more experienced educators in the special education subject area(s) of the permit, who have at least three years of full-time teaching experience in each of the subject area(s) of the permit, to provide guidance and assistance to the permit holder. (5 CCR 80026, 80027.1)

As needed, the ~~The~~ district may apply to the CTC for an emergency permit for resource specialist services pursuant to 5 CCR 80023.2 and 80024.3.1.

Note: When requesting that the CTC issue a special education limited assignment teaching permit or an emergency resource specialist permit, the district must submit a Declaration of Need for Fully Qualified Educators in accordance with 5 CCR 80026. The form for the Declaration of Need is available in the CTC's online Credential Information Guide, which may be accessed only by employers. Pursuant to 5 CCR 80026, the Declaration of Need is valid for up to 12 months, but expires no later than June 30 following its submission to the CTC. See BP 4112.2 - Certification for additional information regarding the Declaration of Need.

When requesting either a limited assignment teaching permit or an emergency resource specialist permit, the Superintendent or designee shall submit a Declaration of Need for Fully Qualified Educators that satisfies the requirements of 5 CCR 80026 and has been approved by the Board at a regularly scheduled Board meeting. (5 CCR 80026)

Note: Pursuant to 5 CCR 80021.1, if the district is unable to employ a suitable credentialed teacher after a diligent search, it may request that the CTC issue a provisional internship permit (PIP) to a qualified candidate for one year. Pursuant to 5 CCR 80021, the district may request that the CTC issue a short-term staff permit (STSP) when there is a need to immediately fill a classroom vacancy. See BP/AR 4112.2 - Certification for requirements related to these permits. When the district is unable to hire a person with the STSP or PIP, the district may request that the CTC issue a short-term or variable term waiver.

Before the district applies for the STSP, PIP, or a waiver, the CTC recommends that the district first seek a special education limited assignment permit if an individual meets the requirements for that permit. See the CTC's Special Education Teaching and Services Credentials, Added Authorizations in Special Education, and Limited Assignment Permits for California Prepared Teachers: Frequently Asked Questions, available on its web site.

If there is a need to immediately fill a classroom vacancy or a suitable credentialed teacher cannot be found after a diligent search, the Superintendent or designee may, as ~~an~~ appropriate, apply to the CTC for a short-term staff permit pursuant to 5 CCR 80021, a provisional internship permit pursuant to 5 CCR 80021.1, or, as a last resort, a ~~district internship~~ credential waiver.

Individuals providing related services ~~to provide classroom instruction~~ to students with disabilities, including developmental, corrective, and other supportive and related services, shall meet the applicable qualifications ~~provided he/she has met the subject matter requirement~~ specified in 5 CCR 3051-3051.24. (5 CCR 3051; 34 CFR 300.34, 300.156)

Education Code 44325 and receives guidance, supervision, and ~~(cf. 3312 - Contracts)~~
(cf. 3600 - Consultants)

The Superintendent or designee shall provide ongoing professional development as needed to assist special education staff in updating and improving their knowledge and skills.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Note: Pursuant to 5 CCR 80048.8.1, completion of a CTC-approved induction-program offered by either a district or a college/university is a requirement to earn a clear credential. Also see BP 4131.1 - Teacher Support and Guidance.

~~(cf. 4112.21 - Interns)~~

Whenever a candidate for a clear education specialist credential is employed by the district, the Superintendent or designee shall, within 60 days of employment, collaborate with the candidate and, as applicable, with the college or university to develop an individualized induction plan including supported induction and job-related course of advanced preparation. (5 CCR 80048.8.1)

(cf. 4131.1 - Teacher Support and Guidance)

Resource Specialists

Note: Education Code 56195.8 mandates entities providing special education to adopt policy related to resource specialists. The following section fulfills this mandate and should be revised for consistency with the policy and regulations of the Special Education Local Plan Area (SELPA) in which the district participates. Also see language on caseloads for resource specialists in the section "Caseloads" below.

The duties of resource specialists shall include, but are not ~~be~~-limited to: (Education Code 56362; 5 CCR 80070.5)

1. Providing instruction and services ~~for~~to students with disabilities whose needs have been identified in an IEP ~~and who are assigned to regular classroom teachers for a majority of the school day~~

~~A student shall not be enrolled in a resource specialist program for a majority of a school day without approval by the student's IEP team.~~

2. Conducting educational assessments

3. Providing information and assistance ~~for~~to students with disabilities and their parents/guardians

43. Providing consultation, resource information, and material regarding students with disabilities to staff members in the their parents/guardians and regular education program and the students' parents/guardians~~staff members~~

54. Coordinating special education services with the regular school ~~program~~programs for each student with disabilities enrolled in the resource specialist program

65. Monitoring student progress on a regular basis, participating in the review and revision of IEPs as appropriate, and referring students who do not demonstrate ~~appropriate~~sufficient progress to the IEP team

Note: Item #7 below should be deleted by districts that do not maintain secondary schools.

7. Providing services for secondary students that emphasize academic achievement, career and vocational development, and preparation for adult life

Any student who receives resource specialist services shall be assigned to regular classroom teacher(s) for a majority of the school day, unless his/her IEP team approves enrollment in the resource specialist program for a majority of the school day. (Education Code 56362; 5 CCR 80070.5)

Resource specialists shall not simultaneously be assigned to serve as resource specialists and to teach regular classes. (Education Code 56362)

The district's resource specialist program shall be under the direction of a resource specialist who possesses the qualifications specified in Education Code 56362. ~~and 5 CCR 80070.8. (Education Code 56362)~~

~~Teachers of Students with Autism~~

~~A teacher whose preliminary Level I education specialist credential or other previously issued credential authorizes him/her to provide instruction to students with mild and moderate disabilities may be assigned to provide instruction to students with autism, provided that the teacher consents to the assignment and satisfies either of the following criteria prior to the assignment: (Education Code 44265.1)~~

~~1. The teacher has provided full-time instruction for at least one year prior to September 1, 2007, in a special education program that serves students with autism in accordance with their IEP and received a favorable evaluation or recommendation from the district or school to teach students with autism.~~

~~2. The teacher has completed a minimum of three semester units of coursework in the subject of autism offered by a regionally accredited institution of higher education.~~

~~The Superintendent or designee shall report teachers assigned under the criteria specified in items #1 and 2 above to the county office of education as part of the annual assignment monitoring pursuant to Education Code 44258.9. (Education Code 44265.1)~~

~~The Superintendent or designee may employ and assign a teacher to provide instruction to students age 3-4 who are diagnosed with autism if the teacher holds a valid preliminary Level I or clear Level II education specialist credential, is authorized to provide instruction to students with autism, and satisfies either of the criteria listed in items #1 and 2 above, except that the prior service shall have been with autistic students age 3-4 or the completed coursework shall have been in the subject of special education related to early childhood education. (Education Code 44265.2)~~

~~Verification of experience or coursework for any teacher of autistic students shall be maintained on file in the district or school office. (Education Code 44265.1, 44265.2)~~

~~Caseloads~~ Caseloads

Note: The following section should be revised to reflect district practice. Education Code 56362 specifies maximum caseloads for resource specialists. Education Code 56363.3 and 56441.7 specify caseloads for language, speech, and hearing specialists. Other special education caseloads are not set by law and may be determined through collective bargaining agreements or the policies and regulations of the SELPA in which the district participates.

The Superintendent or designee shall ensure that caseloads for special education teachers are within the maximum caseloads established by law, the collective bargaining agreement, and/or the comprehensive plan of the Special Education Local Plan Area (SELPA) in which the district participates.

(cf. 0430 - Comprehensive Local Plan for Special Education)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4141/4241 - Collective Bargaining Agreement)

Note: Education Code 56195.8 and 56362 mandate that each entity providing special education adopt policy that includes caseloads for resource specialists. Such caseloads must not exceed 28 students per resource specialist except as provided below. The following paragraph should be revised as necessary for consistency with SELPA and district practice.

In addition, pursuant to Education Code 56362, at least 80 percent of the resource specialists within a SELPA must be provided with an instructional aide.

No resource specialist shall have a caseload which exceeds 28 students. As necessary and with the agreement of the resource specialist, the Governing Board may request a waiver from the State Board of Education to increase the caseload to no more than 32 students, provided that an individual resource specialist does not have a caseload exceeding 28 students for more than two school years and has the assistance of an instructional aide at least five hours daily during the period of the waiver. (Education Code 56362, 56362.1; 5 CCR 3100)

(cf. 1431 - Waivers)

The average caseload for language, speech, and hearing specialists shall not exceed 55 cases, unless ~~otherwise specified and reasons stated in~~ the SELPA plan specifies a higher average caseload and states the reasons for the higher average caseload. The maximum caseload for speech and language specialists exclusively serving children with disabilities age 3-5 years shall not exceed 40. (Education Code 56363.3, 56441.7)

Legal Reference:

EDUCATION CODE

8264.8 Staffing ratios

44250-44279 *Credentials, especially:*

44256 *Credential types, specialist instruction*

44258.9 *Assignment monitoring*

44265-44265.999 Special education credential
44325-44328 District interns
44830.3 District interns, supervision and professional development
56000-56865 Special education, especially:
56195.8 Adoption of policies
56361 Program options
56362-56362.5 Resource specialist program
56363.3 Maximum caseload; language, speech, and hearing specialists
~~56440-56441.7 Programs for individuals between the~~Maximum caseload; language, speech, and hearing specialists serving children ages of three and five years; caseloads~~3-5~~

CODE OF REGULATIONS, TITLE 5

~~3051.1-3051.24 Staff qualifications to provide related services to students with disabilities~~

~~3051.1—Language, speech and hearing development and remediation; appropriate credential~~

3100 Waivers of maximum caseload for resource specialists
6100-6126 Teacher qualifications, No Child Left Behind Act
80021 Short-term ~~staff~~staffing permit
80021.1 Provisional internship permit
~~80023.2 Emergency permits~~
80025.4 Substitute teaching, special education
80026 Declaration of need for fully qualified educators
80027.1 Special education limited assignment teaching permit
80046.1 Adapted physical education specialist
80046.5 Credential holders authorized to serve students with disabilities
80047-80047.9 Credentials to provide instructional services to students with disabilities
80048-80048.9.43 Credential requirements and authorizations
80070.1-80070.68 Resource ~~specialists~~specialist certificate of competence

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act, especially:

1401 Definition of highly qualified special education teacher
6319 Highly qualified teachers
7801 Definitions, highly qualified teacher

CODE OF FEDERAL REGULATIONS, TITLE 34

200.55-200.57 Highly qualified teachers
300.8 Definition of autism
300.18 Highly qualified special education teachers
~~300.34 Related services~~
300.156 Special education personnel requirements

Management Resources:

~~Handbook on Developing and Implementing Early Childhood Special Education Programs and Services, 2001~~

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS~~CODED CORRESPONDENCE~~

~~10-15 Alternative Route to Provide Special Education Services to Students with Autism, September 7, 2010~~

~~10-13 Approval of Title 5 Regulations Pertaining to Special Education Services Credentials, July 21, 2010~~

~~10-12 Approval of Title 5 Regulations Pertaining to~~Special Education Teaching and Services Credentials, Requirements, July 21, 2010

~~09-16 Approval of Additions to Title 5 Regulations Pertaining to~~Added Authorizations in Special Education, and July 23, 2009

~~09-15 Approval of Amendments to Title 5 Regulations Pertaining to General and Special Education Limited Assignment Teaching Permits for California Prepared Teachers: Frequently Asked Questions, May 26, 2014, July 23, 2009~~

~~08-13 Alternative Route to Provide Special Education Services to Students with Autism Ages Three and 4, October 9, 2008~~

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Education Specialist Teaching and Other Related Services Credential Program Standards,

~~2012~~ **September 2010**

WEB SITES

California Association of Resource Specialists and Special Education Teachers: <http://www.carsplus.org>

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

California Speech-Language-Hearing Association: <http://www.csha.org>

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

National Association of Special Education Teachers: <http://www.naset.org>

Regulation RESCUE UNION SCHOOL DISTRICT
approved: February 10, 2009 Rescue, California
revised: August 2011
considered: August 16, 2016

All Personnel

E 4112.5(a)

4212.5

CRIMINAL RECORD CHECK

4312.5

Note: The following is based on the sample Employee Statement Form provided by the California Department of Justice. Such a form must be signed by an employee designated as custodian of records of criminal history information and any other individual granted access to this information by the custodian of records; see the accompanying administrative regulation.

**SAMPLE EMPLOYEE STATEMENT FORM
USE OF CRIMINAL JUSTICE INFORMATION**

As an employee/volunteer of _____ School District, you may have access to confidential criminal record information which is controlled by state and federal statutes. Misuse of such information may adversely affect the individual's civil rights and violate constitutional rights of privacy. Penal Code 502 prescribes the penalties relating to computer crimes. Penal Code 11105 and 13300 identify who has access to criminal history information and under what circumstances it may be disseminated. Penal Code 11140-11144 and 13301-13305 prescribe penalties for misuse of criminal history information. Government Code 6200 prescribes felony penalties for misuse of public records. Penal Code 11142 and 13300 state:

"Any person authorized by law to receive a record or information obtained from a record who knowingly furnishes the record or information to a person not authorized by law to receive the record or information is guilty of a misdemeanor."

Civil Code 1798.53, Invasion of Privacy, states:

"Any person who intentionally discloses information, not otherwise public, which they know or should reasonably know was obtained from personal or confidential information maintained by a state agency or from records within a system of records maintained by a federal government agency, shall be subject to a civil action, for invasion of privacy, by the individual."

CIVIL, CRIMINAL, AND ADMINISTRATIVE PENALTIES:

*Penal Code 11141: DOJ furnishing to unauthorized person (misdemeanor)

*Penal Code 11142: Authorized person furnishing to other (misdemeanor)

*Penal Code 11143: Unauthorized person in possession (misdemeanor)

*California Constitution, Article I, Section 1 (Right to Privacy)

* Civil Code 1798.53, Invasion of Privacy

*Title 18 USC 641, 1030, 1951, and 1952

E 4112.5(b)
4212.5
4313.5

CRIMINAL RECORD CHECK (continued)

Any employee who is responsible for such misuse may be subject to immediate dismissal. Violations of this law may result in criminal and/or civil action.

I HAVE READ THE ABOVE AND UNDERSTAND THE POLICY REGARDING MISUSE OF CRIMINAL RECORD INFORMATION.

Signature _____ Date _____

Printed Name _____ Title _____

Name of District _____

PLEASE NOTE: Do not return this form to the DOJ. Your Custodian of Records should maintain these forms.

Exhibit
version:

CSBA MANUAL MAINTENANCE SERVICE

considered: August 16, 2016

All Personnel

E 4112.9(a)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS

Note: The following exhibit lists notices which the law requires be provided to employees. See the referenced Board policy, administrative regulation, or Board bylaw for further information about related program and notice requirements.

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees			
At the beginning of school year or upon employment	Education Code 231.5; Government Code 12950; 2 CCR 11023	AR 4119.11 4219.11 4319.11	The district's policy on sexual harassment, legal remedies, complaints
Annually to all employees, and 72 hours before pesticide application	Education Code 17612	AR 3514.2	Use of pesticide product, active ingredients, Internet address to access information
To all employees, prior to implementing year-round schedule	Education Code 37616	BP 6117	Public hearing on year-round program
To all employees, prior to implementing alternative schedule	Education Code 46162	AR 6112	Public hearing on alternative schedule
Annually to all employees	Education Code 49013; 5 CCR 4622	AR 1312.3 BP 0460 BP 3260	Uniform complaint procedures, appeals, civil law remedies, coordinator, complaints about student fees and local control and accountability plan
Annually to all employees	Education Code 49414	AR 5141.21	Request for volunteers to be trained to administer epinephrine auto-injectors
Electronically to all employees, no more than twice per school year per child needing medication	Education Code 49414.7	AR 5141.21	Request for volunteers to administer emergency antiseizure medication; training to be provided
To all employees	Government Code 1126	BP 4136 4236 4336	Prohibition of activities that are inconsistent, incompatible, in conflict with, or inimical to duties; discipline; appeal

E 4112.9(b)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees (continued)			
Prior to beginning employment	Government Code 3102	AR 4112.3 4212.3 4312.3	Oath or affirmation of allegiance required of disaster service workers
To all employees	Government Code 8355; 41 USC 8102	BP 4020 BP 4159 4259 4359	District's drug- and alcohol-free workplace; actions to be taken if violated; available employee assistance programs
Upon placement of automated external defibrillator (AED) in school, and annually thereafter	Health and Safety Code 1797.196	AR 5141	Proper use of AED; location of all AEDs on campus, sudden cardiac arrest, school's emergency response plan
To all employees, if the district receives Tobacco-Use Prevention Education funds	Health and Safety Code 104420	AR 3513.3	District's tobacco-free schools policy and enforcement procedures
Annually to all employees, or more frequently if there is new information	Health and Safety Code 120875, 120880	AR 4119.43 4219.43 4319.43	AIDS and hepatitis B, including methods to prevent exposure
To all employees, with each paycheck	Labor Code 246	AR 4161.1 4361.1 AR 4261.1	Amount of sick leave available
To covered employees and former employees	Labor Code 2800.2	AR 4154 4254 4354	Availability of COBRA/ Cal-COBRA continuation and conversion coverage; statement encouraging careful examination of options before declining coverage
To every new employee, either at the time employee is hired or by end of first pay period	Labor Code 3551	BP 4157.1 4257.1 4357.1	Workers' compensation benefits, how to obtain medical care, role of primary physician, form for reporting personal

Prior to beginning employment	Penal Code 11165.7, 11166.5	AR 5141.4	physician/chiropractor Status as a mandated reporter of child abuse, reporting obligations, confidentiality rights, copy of law E 4112.9(c) 4212.9 4312.9
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EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees (continued)			
Upon employment, and when employee goes on leave for specified reasons	Unemployment Insurance Code 2613	AR 4154 4254 4354	Disability insurance rights and benefits
To all employees via employee handbook, or to each new employee	2 CCR 11096; 29 CFR 825.300	AR 4161.8 4261.8 4361.8	Benefits through Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA); obligation to provide 30 days' notice of need for leave when possible
To all employees and job applicants	34 CFR 104.8, 106.9	BP 0410 BP 4030	District's policy on nondiscrimination and related complaint procedures
Annually to all employees	40 CFR 763.84, 763.93	AR 3514	Availability of asbestos management plan; inspections, response actions, post-response actions planned or in progress
II. To Certificated Employees			
To eligible certificated employees in a timely manner, and to part-time and substitute certificated employees within 30 days of hire	Education Code 22455.5	AR 4121	Criteria for membership in retirement system; right to elect membership at any time
Upon employment of a retired certificated individual	Education Code 22461	AR 4117.14 4317.14	Postretirement earnings limitation or employment restriction; monthly report of compensation

To certificated employees	Education Code 35171	AR 4115 BP 4315	District regulations related to performance evaluations
30 days before last day of school year for instructional staff, or by June 30 for noninstructional certificated staff, in any year in which employee is evaluated	Education Code 44663	AR 4115	Copy of employee's evaluation
			E 4112.9(d) 4212.9 4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
II. To Certificated Employees (continued)			
To a certificated employee with unsatisfactory evaluation, once per year for probationary employee or at least once every other year for permanent employee	Education Code 44664	AR 4115	Notice and description of the unsatisfactory performance
By May 30, if district issues reemployment notices to certificated employees	Education Code 44842	AR 4112.1	Request that the employee notify district of intent to remain in service next year
To certificated employees upon employment, and to nonpermanent employees in July of each school year	Education Code 44916	AR 4112.1 AR 4121	Employment status and salary
To probationary employees in district with ADA of 250 or more by March 15 of employee's second consecutive year of employment	Education Code 44929.21	AR 4117.6	Whether or not employee is reelected for next school year
When certificated employee is subject to disciplinary action for cause, at any time of year or, for charge of unsatisfactory performance, during instructional year	Education Code 44934, 44934.1, 44936	BP 4118 AR 4118	Notice of charges, procedures, and employee rights; intent to dismiss or suspend 30 days after notice
To certificated employee charged with unprofessional conduct, at least 45 days prior to suspension/ dismissal notice	Education Code 44938	BP 4118	Notice of deficiency and opportunity to correct

To certificated employee charged with unsatisfactory performance, at least 90 days prior to suspension/dismissal notice or prior to last quarter of school year	Education Code 44938	BP 4118	Notice of deficiency and opportunity to correct
To certificated employee charged with mandatory leave of absence offense, within 10 days of entry of judgment in proceedings	Education Code 44940.5	AR 4118	Notice of intent to dismiss 30 days from notice unless employee demands hearing
			E 4112.9(e) 4212.9 4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
II. To Certificated Employees (continued)			
To probationary employees 30 days prior to dismissal during school year, but not later than March 15 for second-year probationary employees	Education Code 44948.3	AR 4118	Reasons for dismissal and opportunity to appeal
By March 15 when necessary to reduce certificated personnel, with final notice by May 15	Education Code 44949, 44955	BP 4117.3	Reasons for personnel reduction and employees' right to hearing; final notice of Board decision re: termination
On or before June 30, to temporary employee who served 75 percent of school year but will be released	Education Code 44954	BP 4121	District's decision not to reelect employee for following school year
To teacher, when a student engages in or is reasonably suspected of specified acts	Education Code 49079	AR 4158 4258 4358	Student has committed specified act that constitutes ground for suspension or expulsion
To certificated employee upon change in employment status due to alleged misconduct or while allegation is pending	5 CCR 80303	AR 4117.7 4317.7	Contents of state regulation re: report to Commission on Teacher Credentialing

III. To Classified Employees

To classified employee charged with mandatory leave of absence offense, in merit system district	Education Code 44940.5	AR 4218	Notice of intent to dismiss in 30 days
When classified employee is subject to disciplinary action for cause, in nonmerit district	Education Code 45113	AR 4218	Notice of charges, procedures, and employee rights
To classified employees at least 60 days prior to layoff, or by April 29 for specially funded program that expires at end of school year	Education Code 45117	AR 4217.3	Notice of layoff and reemployment rights
			E 4112.9(f) 4212.9 4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. To Classified Employees (continued)			
To classified employees upon employment and upon each change in classification	Education Code 45169	AR 4212	Employee's class specification, salary data, assignment or work location, duty hours, prescribed workweek
To classified permanent employee whose leave is exhausted	Education Code 45192, 45195	AR 4261.1 AR 4261.11	Exhaustion of leave, opportunity to request additional leave
To school bus drivers and school activity bus drivers prior to expiration of specified documents	13 CCR 1234	AR 3542	Expiration date of driver's license, driver's certificate and medical certificate; need to renew
To school bus drivers and school activity bus drivers upon employment and at least once per year thereafter	13 CCR 2480	AR 3542	Limitations on vehicle idling; consequences of not complying
To school bus drivers, prior to district drug testing program and thereafter upon employment	49 CFR 382.601	BP 4112.42 4212.42 4312.42	Explanation of federal requirements for drug testing program and district's policy

IV. To Administrative/Supervisory Personnel

To deputy, associate, or assistant superintendent or senior manager of classified service, at least 45 days before expiration of contract	Education Code 35031	BP 4312.1	Decision not to reelect or reemploy upon expiration of contract or term
Upon request by administrative or supervisory employee transferred to teaching position	Education Code 44896	AR 4313.2	Statement of the reasons for the release or reassignment
By March 15 to employee who may be released/reassigned the following school year	Education Code 44951	AR 4313.2	Notice that employee may be released or reassigned the following school year

E 4112.9(g)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
V. To Individual Employees Under Special Circumstances			
In the event of a breach of security of district records, to affected employees	Civil Code 1798.21	BP 3580	Types of records affected, date of breach, description of incident, and, as applicable, contact information for credit reporting agencies
Prior to placing derogatory information in personnel file	Education Code 44031	AR 4112.6 4212.6 4312.6	Notice of derogatory information, opportunity to review and comment
To employees who volunteer to administer epinephrine auto-injector	Education Code 49414	AR 5141.21	Defense and indemnification from civil liability by the district
24 hours before Board meets in closed session to hear complaints or charges against employee	Government Code 54957	BB 9321	Employee's right to have complaints/charges heard in open session
When taking disciplinary action against employee for disclosure of confidential information	Government Code 54963	BP 4119.23 4219.23 4319.23	Law prohibiting disclosure of confidential information obtained in closed session

Within one working day of work-related injury or victimization of crime	Labor Code 3553, 5401	BP 4157.1 4257.1 4357.1	Potential eligibility for workers' compensation benefits, claim form
When adverse employment action is based on DOJ criminal history information or subsequent arrest notification	Penal Code 11105, 11105.2	AR 4112.5 4212.5 4312.5	Copy of DOJ notification
To any employee with exposure to blood or other potentially infectious materials, upon initial employment and at least annually thereafter	8 CCR 3204, 5193	AR 4119.42 4219.42 4319.42	The existence, location, and availability of exposure and medical records; person responsible for maintaining and providing access to records; right to access records
To any employee assigned to a work area where hazardous chemicals are present, upon initial assignment and upon new exposure situation	8 CCR 5191	AR 3514.1	Location and availability of chemical hygiene plan, exposure limits, signs and symptoms of exposure, location of reference material E 4112.9(h) 4212.9 4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
V. To Individual Employees Under Special Circumstances (continued)			
To any employee who may be exposed to hazardous substances in the work area, upon initial assignment and when new hazard is introduced into work area	8 CCR 5194	AR 3514.1	Any presence of hazardous substances in the work area, location and availability of hazard communication program, new material safety data sheet, employee rights
To employee eligible for military leave	38 USC 4334	AR 4161.5 4261.5 4361.5	Notice of rights, benefits, and obligations under military leave
Within five days of employee's request for FMLA leave, receipt of supporting information, or district's knowledge that the requested leave may qualify as FMLA leave	29 CFR 825.300	AR 4161.8 4261.8 4361.8	Designation of leave as FMLA or non-FMLA; if not eligible, reason not eligible; requirement to use paid leave; any requirement for fitness-for-duty certification; any subsequent changes in

Whenever notice of eligibility
for FMLA is provided to
employee

29 CFR 825.300

AR 4161.8
4261.8
4361.8

designation notice

Rights and responsibilities re:
use of FMLA; consequences of
failure to meet obligations

Exhibit
version:

CSBA MANUAL MAINTENANCE SERVICE

considered: August 16, 2016

Rescue Union ESD

Board Policy

Assignment

BP 4113

Personnel

Note: Education Code 35035 gives the Superintendent or designee the authority to assign personnel subject to Governing Board approval. The following **optional** policy may be revised to reflect district practice.

In order to serve the best interests of students and the educational program, the Governing Board authorizes the Superintendent or designee to assign certificated personnel to positions for which their preparation, certification, professional experience, and aptitude qualify them.

(cf. 4112.2 - Certification)

(cf. 4112.21 - Interns)

(cf. 4112.22 - Staff Teaching ~~Students of Limited English Language Learners~~ Proficiency)

(cf. 4112.23 - Special Education Staff)

(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)

Teachers may be assigned to any school within the district in accordance with the collective bargaining agreement or Board policy.

(cf. 4141/4241 - Collective Bargaining Agreement)

~~The Board encourages the assignment of experienced and fully credentialed teachers, including those who have attained National Board for Professional Teaching Standards certification, to schools with the greatest need to improve student achievement.~~

~~Teachers shall be assigned to Courses/Classes~~

~~The Superintendent or designee shall assign teachers to courses based on the grade level and subject matter authorized by their credentials.~~

~~When there is no credential authorization requirement for teaching an elective course, the Superintendent or designee shall select the credentialed teacher whose knowledge and skills best prepare him/her to provide instruction teach core academic subjects in that subject.~~

Note: The Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual describes "local teaching assignment options" available to districts when assigning a teacher outside his/her credential authorization. See the accompanying administrative regulation for requirements pertaining to assignments to departmentalized classes in grades K-12 (Education Code 44258.3) or elective courses (Education Code 44258.7).

According to the CTC manual, it is inappropriate to use a local teaching assignment option for an individual who holds an emergency permit, provisional internship permit (PIP), or short-term staff permit (STSP). For information

about the circumstances under which persons holding these permits may be employed, see BP/AR 4112.2 - Certification. If a district uses a local teaching assignment option for a holder of an intern credential, the CTC cautions that the district must ensure that the individual meets the specific requirements of the teaching assignment option as well as the requirements of the intern credential; see BP/AR 4112.21 - Interns for further information about intern programs.

The CTC manual indicates that a district may use the options at its discretion. The following paragraph may be revised to reflect options available in the district.

When specifically authorized by law or regulation, the Superintendent or designee may assign a teacher, with his/her consent, to a position outside his/her credential authorization in accordance with the local teaching assignment options described in the Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual. Assignments made pursuant to Education Code 44256, 44258.2, and 44263 shall be annually approved by Board resolution. In such cases, the Superintendent or designee shall reference in district records the statute or regulation under which the assignment is authorized.

(cf. 3580 - District Records)

Note: Education Code 44258.9 provides that the County Superintendent of Schools is responsible for monitoring district assignment practices and vacancies, as defined in Education Code 33126, and reporting the results to the CTC. Pursuant to Education Code 44258.9, the County Superintendent must annually monitor and review assignment practices in (1) schools and districts likely to have problems with teacher misassignment and vacancies based on past experience and other available information, and (2) schools ranked in deciles 1-3 on the statewide Academic Performance Index (API). However, the API has been suspended pending transition to a new state accountability system. All other schools undergo review of assignment practices on a four-year cycle. In counties in which there is a single school district, the CTC is responsible for monitoring teacher assignments.

Education Code 33126 requires that vacancies and misassignments be reported on the School Accountability Report Card. Also, Education Code 35186 requires districts to develop procedures by which a parent/guardian can file a complaint related to teacher misassignments or vacancies. See AR/E 1312.4 - Williams Uniform Complaint Procedures.

Pursuant to Education Code 44258.9, the County Superintendent is required to notify any certificated administrator responsible for a misassignment and advise him/her to correct it within 30 calendar days. The County Superintendent is also required to notify the Superintendent of any district where five percent or more of the certificated teachers in the secondary schools are misassigned, advising him/her to correct the misassignments within 120 calendar days. If a teacher believes he/she has been misassigned, he/she is authorized, after exhausting any local remedies, to file a written notification with the County Superintendent, who must advise the teacher as to the legality of the assignment within 15 working days.

requirements of the No Child Left Behind Act pertaining to-

The Superintendent or designee shall periodically report to the Board on teacher assignments and vacancies, including the number and type of assignments made outside a teacher's credential authorization through a local teaching assignment option. Whenever district misassignments and vacancies are reviewed by the County Superintendent of Schools or CTC, as applicable, the Superintendent or designee shall report the results to the Board and shall provide recommendations for remedying any identified issues.

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Equitable Distribution of Qualified Teachers

Note: The following section may be revised to reflect district practice. 20 USC 6312, as amended by the Every Student Succeeds Act (ESSA) (P.L. 114-95), maintains the requirement that the Title I local educational agency (LEA) plan include a description of how the district will identify and address, consistent with the state's ESSA plan, any disparities that result in low-income or minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers. The LEA plan will be transitioned out at the end of the 2016-17 school year. According to the California Department of Education's (CDE) Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016), districts will meet Title I planning requirements through the local control and accountability plan and the consolidated application reporting system beginning with the 2017-18 school year.

According to the U.S. Department of Education's Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions (May 2016), the approved State Plan to Ensure Equitable Access to Excellent Educators remains in effect through the 2016-17 school year and states may, but are not required to, amend the plan. The CDE's transition plan indicates that districts will not be required to participate in the state's Compliance Monitoring, Interventions and Sanctions (CMIS) program in the 2016-17 school year and that the CDE intends to update the CMIS with new guidelines.

The Superintendent or designee shall ensure that highly qualified and experienced teachers are equitably distributed among district schools, including those with higher than average levels of low-income, minority, and/or academically underperforming students. He/she shall annually report to the Board comparisons of teacher qualifications across district schools, including the number of teachers serving under a provisional internship permit, short-term staff permit, intern credential, emergency permit, or credential waiver.-(20 USC 6319, 7801; 5 CCR 6100-6126)

(cf. 0520.2 - Title I Program Improvement Schools)

Strategies for ensuring equitable access to experienced teachers may include, but are not limited to, incentives for voluntary transfers, provision of professional development, and/or programs to recruit and retain effective teachers.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 4111 - Recruitment and Selection)

(cf. 4114 - Transfers)

(cf. 4131 - Staff Development)

(cf. 4131.14112.24 - Teacher Support and Guidance Qualifications Under the No Child Left Behind Act)

(cf. 6171 - Title I Programs)

~~The Superintendent or designee may assign holders of a credential other than an emergency permit, with their consent, to teach subjects outside their credential authorization in departmentalized classes. The Superintendent or designee shall, with the assistance of subject matter specialists, develop procedures to verify the subject matter knowledge of the teacher before any such assignment is made. (Education Code 44258.3)~~

~~The Superintendent or designee shall periodically report to the Board on any teacher misassignments or vacancies.~~

Committee on Assignments

~~The Superintendent or designee may establish a committee on assignments which may grant approval for the voluntary assignment of full-time teachers to teach one or more elective courses outside their credential authorization in an area for which they have special skills or preparation. (Education Code 44258.7)~~

Legal Reference:

EDUCATION CODE

33126 School accountability report card
35035 Additional powers and duties of superintendent
35186 Complaint process
37616 Assignment of teachers to year-round schools
44225.6 Commission report to the legislature re: teachers
44250-44277 Credentials and assignments of teachers
~~44314 Subject matter programs, approved subjects~~

~~44395-44398 Incentives for assigning NBPTS certified teachers to high priority schools~~

44824 Assignment of teachers to weekend classes
44955 Reduction in number of employees

GOVERNMENT CODE

3543.2 Scope of representation

CODE OF REGULATIONS, TITLE 5

~~80003-80005 Credential authorizations~~
~~80020-80020.5 Additional assignment authorizations~~
~~80335 Performance of unauthorized professional services~~
~~80339-80339.6 Unauthorized certificated employee assignment~~

~~6100-6126 Teacher qualifications, No Child Left Behind Act~~

UNITED STATES CODE, TITLE 20

~~6311 State plan~~
~~6312 Local educational agency plans~~
~~6601-6651 Teacher and Principal Training and Recruiting Fund~~

~~6319 Highly qualified teachers~~

~~7801 Definitions, highly qualified teacher~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~200.55-200.57 Highly qualified teachers~~

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California State Plan to Ensure Equitable Access to Excellent Educators
Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Administrator's Assignment Manual - Updates and Revisions, May 2014
The Administrator's Assignment Manual, rev. September 2007

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016
Improving Teacher Quality State Grants: ESEA Title II, Part A, rev. October 5, 2006

WEB SITES

CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>
Commission on Teacher Credentialing: <http://www.ctc.ca.gov>
U.S. Department of Education: <http://www.ed.gov>

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Policy

Adopted: September 2004

Considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT

Rescue, California

Rescue Union ESD

Administrative Regulation

Sexual Harassment

Personnel

AR 4119.11
4219.11
4319.11

Note: The following administrative regulation is **mandated** pursuant to Education Code 231.5 and includes reasonable steps for preventing the occurrence of discrimination and harassment as required pursuant to Government Code 12940 (California Fair Employment and Housing Act).

The focus of this administrative regulation is on sexual harassment of employees. For information related to the sexual harassment of students, see BP/AR 5145.7 - Sexual Harassment.

Definitions

Note: In *Oncale v. Sundowner Offshore Services, Inc.*, the U.S. Supreme Court held that same-sex sexual harassment could be actionable under Title VII of the Civil Rights Act of 1964 (42 USC 2000e-2000e-17).

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](#); 5 CCR 4916)

1. _____—Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. _____—Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her.

Note: Pursuant to Government Code 12940, conduct specified in item #3 below constitutes sexual harassment if it is sufficiently severe, pervasive, or offensive to create a hostile or abusive work environment for the victim, regardless of whether or not the alleged harasser is motivated by sexual desire for the victim.

3. ~~_____~~ **3.**—The conduct has the purpose or effect of having a negative impact upon the individual's work or has the purpose or effect of creating an intimidating, hostile, or offensive work environment. Regardless of whether or not the alleged harasser was motivated by sexual desire, the—The conduct is sufficiently severe, persistent, pervasive, or objectively offensive—~~so~~ as to create a hostile or abusive working environment or to limit the individual's ability to participate in or benefit from an education program or activity.—

4. _____—Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting him/her regarding benefits, services, honors, programs, or activities available at or through the district.

Note: Pursuant to Government Code 12940, the district may be held liable for sexual harassment committed against employees by clients, customers, or other third parties if the district knew, or should have known, of the harassment and failed to take immediate and appropriate corrective action to stop the harassment. The following paragraph clarifies that sexual harassment may include acts by supervisors, co-workers, or other parties and should be modified to reflect district practice.

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

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

Training

Note: The following **optional** paragraph is consistent with a district's obligation to protect its employees from sexual harassment, and may be modified to reflect district practice. Although training is not legally required for all employees, Government Code 12940 requires districts to take reasonable steps to prevent harassment. In addition, since the language of BP/AR 5145.7 - Sexual Harassment requires employees to report sexual harassment against students, training such employees to recognize sexual harassment and address reports of incidents furthers the district's interest in protecting both employees and students against prohibited conduct. Thus, it is strongly recommended that districts periodically provide sexual harassment training or information to all their employees, especially those who work at school sites.

Provision of periodic training to all district employees could also help foster a positive work environment and mitigate damages against a district in the event of sexual harassment litigation. In Department of Health Services v. Superior Court (McGinnis), the California Supreme Court held that employers that have taken reasonable steps to prevent and correct workplace sexual harassment may be able to reduce damages in the event of a lawsuit. Such steps may include establishing anti-harassment policies and communicating those policies to employees.

The Superintendent or designee shall ensure that all employees receive training regarding the district's sexual harassment policies when hired and periodically thereafter. Such training shall include 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.

(cf. 1312.3 - Uniform Complaint Procedures)

4. ~~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

(cf. 4031 - Complaints Concerning Discrimination in Employment)

(cf. 5145.7 - Sexual Harassment)

Note: The remainder of this section is for use by districts with 50 or more employees. Government Code 12950.1 requires such districts to provide two hours of sexual harassment training and education once every two years to every supervisory employee, defined as any employee with the authority to take employment action, including hiring, transferring, suspending, and disciplining other employees, or recommend such action if the exercise of that authority is not merely routine or clerical in nature. All newly hired supervisors or employees promoted to a supervisory position must receive the training within six months of their hire or assumption of the supervisory position. Compliance with this law does not insulate the district from any liability for harassment.

Governing Board members, as elected officials, are not usually considered "supervisors"; however, since Board members have the authority to hire, reward, or discipline the Superintendent and other employees, Board members may also be required to receive sexual harassment training. Districts should consult with legal counsel to ensure that the appropriate individuals receive training.

Although the law does not require districts with fewer than 50 employees to provide sexual harassment training to supervisors, court decisions have held that providing training may help mitigate damages in sexual harassment suits. Districts with fewer than 50 employees may delete or modify the remainder of this section to reflect district practice.

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 ~~supervisory~~ employees shall receive training within six months of their assumption of the ~~new~~supervisory position. (Government Code 12950.1)

A supervisory employee is any employee with the authority to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or to effectively recommend such action.

Note: Government Code 12950.1 and 2 CCR 11023 require that the training for supervisory employees contain specified components and be presented by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation.

The district's sexual harassment training and education program for supervisory employees shall include the provision of: (Government Code 12950.1; 2 CCR 11023)

1. Information~~information~~ and practical guidance regarding ~~the~~ federal and state laws on the prohibition against and the prevention and correction of sexual harassment, and the remedies available to the victims of sexual harassment in employment

2. ~~Practical. The training shall also include all of the content specified in 2 CCR 7288.0 and practical~~ examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation. ~~—(Government Code 12950.1; 2 CCR 7288.0)~~

Note: Pursuant to Government Code 12950.1, as amended by AB 2053 (Ch. 306, Statutes of 2014), In addition, the prevention of abusive conduct must be included as a component of the sexual harassment training for supervisors.

3. ~~A component on the 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~~
4. ~~A copy of regarding the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures.~~
5. ~~All other contents of mandated training specified in 2 CCR 11023~~

~~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 11023)~~

Notifications

Note: Education Code 231.5 requires that the district provide copies of its policy on sexual harassment to staff, as specified below. In addition, 2 CCR 11023 requires that supervisory employees undergoing mandatory training receive a copy of the district's policy and acknowledge receipt of the policy; see item #4 in the section "Training" above.

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~~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

Note: Government Code 12950 requires the Department of Fair Employment and Housing (DFEH) to develop posters and information sheets on employment discrimination and the illegality of sexual harassment. These documents are available on DFEH's web site.

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
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 [110217287.8](#) for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

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

Regulation
approved: September 2004
revised: January 2009
considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California

Rescue Union ESD

Board Policy

Health And Welfare Benefits

Personnel

BP 4154(a)
4254
4354

Note: The following **optional** policy should be revised to reflect district practice and collective bargaining agreements. Districts that contract with the Board of Administration of the Public Employees' Retirement System to obtain a health benefit plan under the Public Employees' Medical and Hospital Care Act (PEMHCA), Government Code 22750-22944, should revise the following policy and accompanying administrative regulation to reflect the requirements of that program.

The Governing Board recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees.

The district shall provide health and welfare benefits for employees ~~in bargaining units~~ in accordance with state and federal law and subject to negotiated employee agreements.

(cf. 4140/4240/4340 - Bargaining Units)

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4151/4251/4351 - Employee Compensation)

Note: The district should select or revise the appropriate option below to reflect district practice regarding employees who are not in bargaining units. Districts selecting Option 2 should expand this policy or accompanying administrative regulation to specify benefits for unrepresented employees. Also see BP 4121 - Temporary/Substitute Personnel.

OPTION 1: Certificated management, administrative, and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for certificated employees. Classified management, administrative, and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for classified employees.

(cf. 4300 - Administrative and Supervisory Personnel)

OPTION 2: Employees who are not in bargaining units shall receive health and welfare benefits as specified in Board policy and administrative regulation.

(cf. 4121 - Temporary/Substitute Personnel)

Note: Family Code 300, as amended by SB 1306 (Ch. 82, Statutes of 2014), defines marriage as a personal relationship arising out of a civil contract between "two persons" rather than between a man and a woman. In addition, pursuant to Family Code 297.5, registered domestic partners have the same rights, protections, and benefits as spouses. Therefore, to the extent that the district provides health benefit coverage to spouses of employees pursuant to state law, the same coverage must be provided to registered domestic partners. Pursuant to Health and Safety Code 1374.58, health care service plans and health insurers are required to provide registered domestic partners coverage that is equal to the coverage provided to spouses.

For purposes of granting benefits, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child. (Family Code 297.5, 300)

Note: The following paragraph is for use by districts that have an average of 50 or more full-time equivalent (FTE) employees over the preceding calendar year. The federal Patient Protection and Affordable Care Act (PPACA) (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6) requires such districts to offer FTE employees and their dependents (not including spouses) the opportunity to enroll in an affordable district-sponsored group health plan or health insurance coverage that provides minimum "essential coverage," as defined in Health and Safety Code 1367.005, 26 USC 5000A, and 26 CFR 1.5000A-2 and 54.4980H-1. In addition, the district must ensure that the employee's contribution toward the cost of the coverage does not exceed 9.5 percent of his/her household income; see the accompanying administrative regulation for further information about the calculation of the employee's contribution.

For purposes of determining the applicability of this law, the district must calculate the number of FTE employees in accordance with 26 USC 4980H and 26 CFR 54.4980H-1. An FTE employee is one who works at least 30 hours per week (including actual work hours and hours for which an employee is paid or entitled to be paid due to vacation, holiday, sick leave, disability, jury duty, military leave, or other leave of absence). 26 CFR 54.4980H-3, as amended by 79 Federal Register 29, Feb. 12, 2014, clarifies that districts should not calculate employment breaks of four or more consecutive weeks, such as summer break, in a way that would significantly detract from the calculation of an employee's overall work hours. Thus, an employee who averages 30 hours or more per week for nine months and then no hours for three months would still be considered a full-time employee. In addition, in determining the number of FTE employees, the district must include the hours of service for all part-time employees for a calendar month divided by 120. Although part-time employees are considered in the determination as to whether the PPACA applies to the district, the district is not required under the PPACA to provide health benefits to part-time employees. See BP 4121 - Temporary/Substitute Personnel. The calculation of FTE employees is complex and the district should consult legal counsel as necessary.

Beginning with the 2016 plan year, a district with 50 or more FTE employees will be required to offer health coverage that meets the PPACA requirements to at least 95 percent of its FTE employees. If a district fails to comply with this law and any FTE employee uses a federal tax credit or cost-sharing premium reduction to purchase coverage through a health exchange (i.e., Covered California), the district must pay a financial penalty.

The district shall offer full-time employees who work an average of 30 hours or more per week and their dependents up to age 26 years a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.

Note: Pursuant to 26 USC 105 and 26 CFR 1.105-11, self-insured medical expense reimbursement plans are prohibited from discriminating in favor of "highly compensated" individuals as to eligibility to participate or level of benefits provided under the plan. As defined in 26 USC 105(h), "highly compensated" individuals are those who are among the highest paid 25 percent of all employees, with specified exceptions. The PPACA (42 USC 300gg-16) extends this requirement to non-self-insured group health plans. Implementation of this provision with respect to group health plans has been delayed until the first plan year after the issuance of federal regulations or other guidance on how to comply with the requirement. As of October 6, 2015, this delay is still in effect.

However, it is still recommended that districts begin to review their plans and practices to be prepared to comply with the expected rules.

With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees. (26 USC 105; 42 USC 300gg-16)

~~For purposes of granting benefits pursuant to state law, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child. (Family Code 297.5)~~

~~The Superintendent or designee shall not use or disclose any medical information the district possesses pertaining to an employee without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)~~

~~(c)~~ Continuation of Coverage

Note: Education Code 7000-7005 provide for continued health and dental care benefits for retired certificated employees and their spouses/domestic partners. In addition, for districts with 20 or more employees, continued health and disability benefits for former classified and certificated employees and their qualified beneficiaries are addressed in the federal Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) (26 USC 4980B; 29 USC 1161-1168; 26 CFR 54.4980B-1-54.4980B-10). For districts with 2-19 employees, continued health and disability benefits for former employees and their qualified beneficiaries are addressed in the California Continuation Benefits Replacement Act (Cal-COBRA) (Health and Safety Code 1366.20-1366.29; Insurance Code 10128.50-10128.59). These programs provide continuation coverage for limited time periods and under limited conditions. The following section reflects the general purposes of these programs; see the accompanying administrative regulation for a summary of major program requirements.

Pursuant to Governmental Accounting and Standards Board Statement 45, "other postemployment benefits" (OPEBs) (i.e., medical, dental, vision, hearing, life insurance, long-term care, long-term disability, and other nonpension benefits for retired employees) must be reported by the district as a current expense over the working years of an employee. To the extent that OPEBs are not prefunded in a designated fund or irrevocable trust, they must be reported as a liability on the district's financial statements. See BP 3100 - Budget and AR 3460 - Financial Reports and Accountability.

~~4112.6/4212.6/4312.6 Personnel Records)~~

Continuation of Coverage

Retired certificated employees, other employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law.

Note: The following paragraph may be revised to reflect district practice. Covered employees and their qualified beneficiaries who elect continuation coverage may be required to pay all costs of the insurance plan as provided below (Education Code 7000; Health and Safety Code 1366.26; Insurance Code 10128.56; 26 USC 4980B). Any district contribution to retired employee health costs is a negotiable item.

Unless otherwise provided for in the applicable collective bargaining agreement~~To receive continuation coverage~~, covered employees and their qualified beneficiaries may receive continuation coverage by paying~~shall pay~~ the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering the program.

Confidentiality

Note: The Health Insurance Portability and Accountability Act (HIPAA) (45 CFR 164.500-164.534) specifies actions that a health plan, health care provider, or health care clearinghouse must take to protect the privacy of an individual's health information. Generally, entities covered by HIPAA may release or receive "protected health information" about an individual only if that individual gives permission or the Act expressly permits its release.

Civil Code 56.20-56.245 address an employer's responsibility to maintain the confidentiality of medical information it receives.

The Superintendent or designee shall not use or disclose any employee's medical information the district possesses without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

Legal Reference:

EDUCATION CODE

7000-7008 Health and welfare benefits, retired certificated employees

17566 Self-insurance fund

35208 Liability insurance

35214 Liability insurance (self-insurance)

44041-44042 Payroll deductions for collection of premiums

44986 Leave of absence, state disability benefits

45136 Benefits for classified employees

CIVIL CODE

56.10-56.16 Disclosure of information by medical providers

56.20-56.245 Use and disclosure of medical information by employers

FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

12940 Discrimination in employment

22750-22944 Public Employees' Medical and Hospital Care Act

53200-53210 Group insurance

HEALTH AND SAFETY CODE

1366.20-1366.29 Cal-COBRA program, health insurance

1367.08 Disclosure of fees and commissions paid related to health care service plan

1373 Health services plan, coverage for dependent children who are full-time students

1373.621 Continuation coverage, age 60 or older after five years with district

1374.58 Coverage for registered domestic partners, health service plans and health insurers

INSURANCE CODE

10116.5 Continuation coverage, age 60 or older after five years with district

10128.50-10128.59 Cal-COBRA program, disability insurance

10277-10278 Group and individual health insurance, coverage for dependent children

10604.5 Annual disclosure of fees and commissions paid
12670-12692.5 Conversion coverage
LABOR CODE
2800.2 Notification of conversion and continuation coverage
4856 Health benefits for spouse of peace officer killed in performance of duties
UNEMPLOYMENT INSURANCE CODE
2613 Education program; notice of rights and benefits
UNITED STATES CODE, TITLE 1
7 Definition of marriage, spouse
UNITED STATES CODE, TITLE 26
105 Self-insured medical reimbursement plan; definition of highly compensated individual
4980B COBRA continuation coverage
4980H Penalty for noncompliance with employer-provided health care requirements
5000A Minimum essential coverage
6056 Report of health coverage provided to employees
UNITED STATES CODE, TITLE 29
1161-1168 COBRA continuation coverage
UNITED STATES CODE, TITLE 42
300gg-300gg95 Patient Protection and Affordable Care Act, especially:
300gg-16 Group health plan; nondiscrimination in favor of highly compensated individuals
1395-1395g Medicare benefits
CODE OF FEDERAL REGULATIONS, TITLE 26
54.4980B-1-54.4980B-10 COBRA continuation coverage
54.4980H-1-54.4980H-6 Patient Protection and Affordable Care Act
1.105-11 Self-insured medical reimbursement plan
CODE OF FEDERAL REGULATIONS, TITLE 45
164.500-164.534 Health Insurance Portability and Accountability Act (HIPAA)

Management Resources:

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS
Health Policy: Implications of Covered California for School Boards, Districts and Personnel, Governance Brief, January 2013
INTERNAL REVENUE SERVICE NOTICES
2011-1 Affordable Care Act Nondiscrimination Provisions Applicable to Insured Group Health Plans
U.S. DEPARTMENT OF TREASURY PUBLICATIONS
Fact Sheet: Final Regulations Implementing Employer Shared Responsibility Under the Affordable Care Act (ACA) for 2015
WEB SITES
CSBA: <http://www.csba.org>
California Employment Development Department: <http://www.edd.ca.gov>
Internal Revenue Service: <http://www.irs.gov>
U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services:
<http://www.cms.gov>
U.S. Department of Labor: <http://www.dol.gov>

Policy
adopted: September 2004
revised: November 13, 2012
considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California

Rescue Union ESD

Administrative Regulation

Health And Welfare Benefits

Personnel

AR 4154(a)
4254
4354

Note: The following **optional** administrative regulation should be revised to reflect district practice and collective bargaining agreements.

Affordability of Health Coverage

Note: The following section is for use by districts that have an average of 50 or more full-time equivalent (FTE) employees over the preceding calendar year. The federal Patient Protection and Affordable Care Act (PPACA) (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6) requires such districts to offer FTE employees and their dependents (not including spouses) the opportunity to enroll in an "affordable" district-sponsored group health plan or health insurance coverage. Pursuant to 26 USC 4980H and 26 CFR 54.4980H-4, health coverage will be deemed "affordable" if the employee's contribution for employee-only health coverage does not exceed 9.5 percent of his/her modified adjusted household income, as defined in 26 USC 5000A. Because the district generally will not know the employee's household income, 26 CFR 54.4980H-5 provides that the district can meet its obligation if it meets any of the "safe harbor" standards listed in items #1-3 below. All these methods are optional and the district may choose to use one or more of these methods for all its employees or for any category of employees, provided it does so on a uniform and consistent basis for all employees within the same category. The district may retain or delete any of the items below or specify its own method for ensuring affordability.

See the accompanying Board policy for additional requirements of the PPACA.

The Superintendent or designee shall seek written assurance from the district's health insurance carrier(s) that the health plan offered to full-time district employees and their dependents meets all requirements of the federal Patient Protection and Affordable Care Act. (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6)

The Superintendent or designee also shall ensure that each employee's contribution to the employee-only health coverage does not exceed 9.5 percent of his/her modified household income, as defined in 26 USC 5000A. The Superintendent or designee shall calculate the affordability of the coverage using one or more of the following methods in a uniform and consistent basis for all employees within the same category: (26 USC 4980H; 26 CFR 54.4980H-4-54.4980H-5)

1. The district shall ensure that the lowest cost employee-only coverage does not exceed 9.5 percent of wages paid to the employee by the district for the calendar year as reported on the employee's W-2 tax form. For an employee not offered coverage for an entire calendar year, the wages shall be adjusted to reflect the period for which coverage was offered.

2. The district shall ensure that the employee's required monthly contribution for the lowest cost employee-only coverage does not exceed 9.5 percent of an amount equal to 130 hours multiplied by the employee's hourly rate of pay on the first day of the plan year or his/her lowest hourly pay during the calendar month, whichever is lower.
3. The district shall ensure that the employee's contribution does not exceed 9.5 percent of a monthly amount determined as the federal poverty line for a single individual for the applicable calendar year, divided by 12.

Retired Certificated Employees

Note: Education Code 7000 requires that any district which provides health and welfare benefits or dental care benefits for its certificated employees must make those benefits available to retired certificated employees and their spouses or eligible surviving spouses as provided in the following section.

Pursuant to Education Code 7000, any eligible person who elects to enroll in the benefits program may be required to pay all premiums, dues, and other charges, including any increases in the rate of premiums or dues for these persons, and all costs incurred by the district in administering the program; see the accompanying Board policy. Education Code 7000 allows districts, if appropriate, to require persons eligible for these benefits to pay different rates as a class. Education Code 7000 specifies three classes based on age and Medicare benefits for which the plan must provide separate rates. Government Code 12940 provides that, with respect to retiree health benefits and health care reimbursement plans in effect on or after January 1, 2011, it is not discrimination based on age to provide health benefits or health care reimbursement plans to retired persons that are altered, reduced, or eliminated when the retirees become eligible for Medicare health benefits.

The following section does not apply to employees who receive health care coverage under the Public Employees' Medical and Hospital Care Act (PEMHCA), Government Code 22750-22944.

Any former certificated employee who retired from the district under any public retirement system and his/her spouse/domestic partner shall be permitted to enroll in the health and welfare and/or dental care benefit plan currently provided for certificated employees. The plan also shall be available to any surviving spouse/domestic partner of a former certificated employee who either retired from the district under any public retirement system or was, at the time of death, employed by the district and a member of the State Teachers' Retirement System. (Education Code 7000)

A retired certificated employee or surviving spouse/domestic partner shall be allowed to enroll in the coverage within 30 days of losing active employee coverage. If he/she does not enroll during this initial enrollment period, he/she may be denied further opportunity to do so. (Education Code 7000)

COBRA/Cal-COBRA Continuation Coverage

Note: The following section reflects requirements for both the federal Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) program (26 USC 4980B; 29 USC 1161-1168; 26 CFR 54.4980B-1-54.4980B-10) and the California Continuation Benefits Replacement Act (Cal-COBRA) program (Health and Safety Code 1366.20-1366.29; Insurance Code 10128.50-10128.59). These programs contain requirements designed to alleviate lapses in coverage due to employee termination, death, separation or divorce, reduction in hours, eligibility for Medicare, or a dependent child of the covered employee ceasing to be a dependent child. COBRA applies to districts with at least 20 employees. Pursuant to Health and Safety Code 1366.21, Cal-COBRA applies to districts with 2-19 employees which have contracted for health care and/or

disability coverage through a group benefit plan. If the district has contracted to provide administrative services for the health care service plan as authorized by Health and Safety Code 1366.25, it may expand the following section to reflect additional requirements of plan administrators.

The following section should be revised by districts that offer a group health insurance plan but not a group disability benefits plan. This section also should be revised by districts with employees who receive health care coverage under PEMHCA, Government Code 22750-22944.

Covered district employees and their qualified beneficiaries shall be offered the opportunity to continue health and disability insurance coverage when they otherwise would lose coverage due to one of the following qualifying events: (Health and Safety Code 1366.21, 1366.23, 1373; Insurance Code 10128.51, 10128.53, 10277; 26 USC 4980B; 26 CFR 54.4980B-4)

1. Death of the covered employee
2. Termination or reduction in hours of the covered employee's employment, other than termination by reason of the employee's gross misconduct

(cf. ~~41184117.4~~ - Dismissal/Suspension/Disciplinary Action)

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

3. Divorce or legal separation of the covered employee
4. The covered employee becoming entitled to Medicare benefits

Note: For purposes of item #5 below, Health and Safety Code 1373 and Insurance Code 10277 require that the age at which a person ceases to be a dependent child, as specified in the health plan, must be at least 26 years, except that certain specified health plans beginning before January 1, 2014 may exclude adult children younger than age 26 who are eligible to enroll in an employer-sponsored health plan. In addition, Health and Safety Code 1373 and Insurance Code 10277 require a health services plan or insurer to continue coverage for a dependent child who attains the age specified in the plan if he/she is incapable of self-sustaining employment by reason of a physically or mentally disabling injury, illness, or condition and is chiefly dependent on the subscriber or insured for support and maintenance. Health and Safety Code 1373 and Insurance Code 10277 also require that, if the plan provides coverage for a dependent child who is over age 26 and enrolled at a secondary or postsecondary educational institution, continued coverage must be provided during any break in the school calendar and during a medical leave of absence as specified.

5. A dependent child ceasing to be a dependent child of the covered employee

Continuation health coverage shall be the same as provided to similarly situated individuals under the group benefit plan. (Health and Safety Code 1366.23; Insurance Code 10128.53; 26 USC 4980B)

Note: Districts should select the appropriate option below based on the number of district employees.

OPTION 1: (Districts with 20 or more employees)

Note: Pursuant to 26 USC 4980B and 29 USC 1163, the 30-day notification period specified below may be revised if a longer time period is specified in the health plan.

The Superintendent or designee shall notify the health care service plan administrator of a qualifying event listed in item #1, 2, or 4 above, within 30 days of the event. A covered_

employee or qualified beneficiary shall notify the service plan administrator of a qualifying event listed in item #3 or 5 above within 60 days of the event or of the date that the beneficiary would lose coverage, whichever is later. (26 USC 4980B; 29 USC 1163, 1166; 26 CFR 54.4980B-6)

Continuation coverage shall be terminated in accordance with the district's insurance plan and federal and state law. (26 USC 4980B; 26 CFR 54.4980B-6; Health and Safety Code 1373.621; Insurance Code 10116.5)

OPTION 2: (Districts with 2-19 employees)

Note: If the district contracts to perform the administrative services of a health care service plan as authorized by Health and Safety Code 1366.25, the following two paragraphs should be revised to reflect the plan administrator to whom the notifications should be directed.

The Superintendent or designee shall provide written notification to the health care service plan administrator of a qualifying event listed in item #2 above, within 30 days of the event.

A covered employee or qualified beneficiary shall provide written notification to the health care service plan administrator regarding any other qualifying event listed above within 60 days of the event or of the date that the covered employee or qualified beneficiary was notified of the ability to continue coverage, whichever is later. (Health and Safety Code 1366.24, 1366.25; Insurance Code 10128.54, 10128.55)

Continuation coverage shall be terminated in accordance with the district's insurance plan and state law. (Health and Safety Code 1366.22, 1366.27, 1373.621; Insurance Code 10116.5, 10128.52, 10128.57)

Note: The following paragraph applies to all districts.

The Superintendent or designee shall notify covered employees and qualified beneficiaries of the availability of conversion and continuation coverage. This notification shall include the statement in Labor Code 2800.2 encouraging individuals to examine their options carefully before declining such coverage. (Labor Code 2800.2)

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

Disability Insurance

Note: The following notice is provided by the California Employment Development Department.

The Superintendent or designee shall give notice of disability insurance rights and benefits to each new employee and each employee leaving work due to pregnancy, nonoccupational illness or injury, the need to provide care for any sick or injured family member, or the need to bond with a minor child within the first year of the child's birth or placement in connection with foster care or adoption. (Unemployment Insurance Code 2613)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)
(cf. 4261.1 - Personal Illness and Injury Leave)

Note: The following paragraph does not apply to employees of districts that have contracted for health care coverage through PEMHCA, Government Code 22750-22944.

When disabled by an injury sustained from a violent act while performing duties within the scope of employment and performing creditable employment, a certificated or classified employee may continue in the district health and dental care plans upon meeting_ criteria specified by law. The employee shall pay all employer and employee premiums and related administrative costs. (Education Code 7008)

Regulation
approved: September 2004
revised: November 13, 2012
considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California

Rescue Union ESD

Administrative Regulation

Personal Illness/Injury Leave

Personnel

AR 4161.1
4361.1

Note: The following administrative regulation is subject to collective bargaining. Education Code 44978 provides a minimum of 10 days of personal illness or injury leave (sick leave) per year for certificated employees working five days a week. The Governing Board may allow additional days at its discretion; if it does so, the following paragraph should be revised accordingly.

Labor Code 245-249 (the Healthy Workplaces, Healthy Families Act), as added by AB 1522 (Ch. 317, Statutes of 2014), require districts to grant a minimum of one hour of paid sick leave for every 30 hours worked to their employees who work for 30 days within a year of their employment, including temporary and substitute employees. Pursuant to Labor Code 246, as amended by AB 304 (Ch. 67, Statutes of 2015), a district may use a different sick leave accrual method which provides for the accrual to be on a regular basis so that an employee accrues at least 24 hours of sick leave or paid time off by the 120th calendar day of his/her employment or each calendar year or 12-month period. Additional requirements of Labor Code 245-249 include, but are not limited to, display of a poster containing specified information at every workplace, provision of each employee's sick leave balance on his/her wage statements, and maintenance of leave usage documentation for three years.

The provisions of Labor Code 245-249 are very broad and **only** district employees covered by a valid collective bargaining agreement may be exempted from them, if the collective bargaining agreement expressly provides paid sick leave in an amount equal to or exceeding the amount of leave required pursuant to Labor Code 246, includes final and binding arbitration of disputes regarding the application of the paid sick days provisions, and provides premium wage rates for all overtime hours worked and a regular hourly rate of pay of not less than 30 percent more than the state minimum wage rate. Since many districts may not satisfy all the conditions for this exemption, this administrative regulation has been drafted to include the requirements of Labor Code 245-249. Any district whose collective bargaining agreement meets all the conditions for exemption may modify this administrative regulation accordingly. For additional requirements of Labor Code 245-249, see the section titled "Healthy Workplaces, Healthy Families Act Requirements" below. For paid sick leave for temporary and substitute certificated employees, see BP/AR 4121 - Temporary/Substitute Personnel. For sick leave for classified employees, see AR 4261.1 -

~~Full-time certificated employees.~~

~~Certificated employees employed five school days a week are entitled to 10 days' days leave of absence for personal illness or injury (sick leave) per school year, with full pay for personal illness or injury (sick leave), per school year of service. - Employees who work working less than five school days per week (part-time employees) shall be granted comparable sick leave in proportion to the time they work. However, any part-time employee who is entitled to less than three days of paid sick leave due to the amount of time worked shall be granted sick leave pursuant to Labor Code 246, if he/she is eligible. (Education Code 44978; Labor Code 245-249)(Education Code 44978)~~

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.9/4261.9/4361.9 - Catastrophic Leave Program)

~~An employee may take sick leave at any time during the school year, even if credit for sick leave has not yet been accrued. (Education Code 44978)~~

~~An employee Use who does not complete a given year of **Sick Leave**~~

~~Certificated employees may use service shall be charged for any unearned sick leave for absences due to:~~

- ~~1. Accident or illness, whether or not the absence arises outused as of or in the course of employment; quarantine which results from contact with other persons having a the date of termination.~~

~~Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 44978)~~

~~At the beginning of each school year, employees shall be notified of the amount of sick leave they have accumulated.~~

~~contagious disease during the employee's performance of hisAny certificated employee who leaves the district after at least one year of employment and accepts a certificated position in another district, county office of education or community college district within one year shall have transferred with him/her duties; orthe total amount of accumulated sick leave. The district shall not require new employees to waive their leave accumulated in a previous district. (Education Code 44979, 44980)~~

~~Sick leave may be used by a certificated employee for:~~

- ~~1. Cases of temporary inability to perform assigned duties because of illness, accident, or quarantine, whether or not the cause of absence arises out of and in the course of employment (Education Code 44964)~~

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

- ~~2. Pregnancy—Absences due to pregnancy, miscarriage, childbirth, and related recovery (Education Code 44965, 44978)~~

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

- ~~3. Personal—Cases of personal necessity_ (Education Code 44981)~~

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

Note: Optional item #4 below may be revised as desired to specify a different minimum increment for sick leave.

- ~~4. Medical and dental appointments, in increments.—Cases of not less than one hour~~

5. Industrial~~industrial~~ accidents or illnesses when leave granted specifically for that purpose has ~~been exhausted~~ expired (Education Code 44984)

(cf. 4161.11/4361.11 - Industrial Accident/Illness Leave)

Note: Pursuant to Labor Code 246.5, as added by AB 1522 (Ch. 317, Statutes of 2014), paid sick leave may be used for the purposes specified in item #6 below.

Pursuant to Labor Code 233, as amended by SB 579 (Ch. 802, Statutes of 2015), any district that provides sick leave to its employees is required to permit them to use sick leave, in an amount not less than the ~~of~~ sick leave that would be accrued during six months at the employee's then current rate of entitlement, to attend to the illness of their family members as specified in item #6 below. Family members include, but are not limited to, an employee's grandparent, grandchild, and sibling, not just his/her child, parent, spouse, or domestic partner. In addition, the law defines child as a "biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis." (Labor Code 233)

For more details of AB 1522 requirements, see section "Healthy Workplaces, Healthy Families Act Requirements" below. For additional information about leaves for victims of domestic violence, sexual assault, or stalking, see AR 4161.2/4261.2/4361.2 - Personal Leaves.

6. In any calendar year, an employee may use the amount of sick leave he/she would accrue during six months at his/her current rate of entitlement for the following: (Labor Code 233, 246.5)

- a. Need of the employee or his/her family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care
- b. Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and/or 230.1(a) for the health, safety, or welfare of the employee, or his/her child, when the employee has been a victim of domestic violence, sexual assault, or stalking

An employee may take sick leave at any time during the school year, even if credit for sick leave has not yet been accrued. (Education Code 44978)

Note: The following paragraph is **optional**.

An employee shall reimburse the district for any unearned sick leave used as of the date of his/her termination.

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 44978)

Note: The following **optional** paragraph may be revised to reflect district practice.

At the beginning of each school year, employees shall be notified of the amount of sick leave they have accumulated.

The district shall not require new employees to waive leave accumulated in a previous district. (Education Code 44979, 44980)

Note: Pursuant to Education Code 44979-44980, a certificated employee is entitled to have his/her accumulated sick leave transferred with him/her in the circumstances specified in the following optional paragraph.

The Superintendent or designee shall notify any certificated employee who leaves the district after at least one school year of employment that if the employee accepts a certificated position in another district, county office of education, or community college district within one year, he/she may request that the district transfer his/her accumulated sick leave to the new employer. (Education Code 44979, 44980)

Notification of Absence

Note: The following optional section may be revised to reflect district practice.

An employee shall notify the district of his/her need to be absent as soon as such need is known, so that substitute services may be secured. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than three o'clock in the afternoon~~3 p.m.~~ of the day preceding the day on which he/she intends to return to work. If the employee fails~~failure~~ to ~~so~~ notify the district and the failure results in a substitute being secured, the cost of the substitute shall be deducted from the employee's pay.

(cf. 4121 - Temporary/Substitute Personnel)

Continued Absence After Available Sick Leave Is Exhausted/Differential Pay~~Beyond 10 Days~~

Note: Pursuant to Education Code 44977, an employee who is absent for up to five months after exhausting all his/her available sick leave must receive his/her regular salary minus the cost of a substitute. Option 1 below reflects this requirement.

However, Education Code 44983 provides that Education Code 44977 does not apply to those districts that adopt a rule that gives certificated employees 50 percent or more of their regular salary during the period of absence. Option 2 below is for use by districts that choose to specify such a level of compensation; these districts are mandated to adopt a rule to this effect.

OPTION 1:

During each school year, when~~When~~ a certificated employee has exhausted all available sick leave, including all accumulated sick leave, and, due to illness or injury, continues to be absent from his/her duties ~~due to illness or accident~~ for an additional period up to five school months, the employee shall receive his/her regular salary minus the actual cost of a substitute to fill the position. If the district has made every reasonable effort to secure the services of a substitute and

has been unable to do so, the amount that **would** have been paid to a substitute shall be deducted from the employee's salary. ~~(Education Code 44977)~~

~~The sick leave, including accumulated sick leave, and the five-month period shall run consecutively. (Education Code 44977)~~

An employee shall not be provided more than one five-month period per illness or **injury/accident**. However, if the school year ends before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year. (Education Code 44977)

Note: Option 2 below is mandated for use by districts that choose to provide employees at least 50 percent of their regular salary during the period of absence pursuant to Education Code 44983. The following paragraph specifies a percentage of 50 percent and should be modified by districts that have set a higher percentage.

OPTION 2:

~~After five months, if a certificated employee has exhausted all available sick leave, including all accumulated sick leave, and, due to illness or injury, continues to be absent for an additional period up to five months, he/she shall receive 50 percent of his/her regular salary during the additional period of absence. (Education Code 44983)~~

Note: The following paragraph is for use by districts that selected either Option 1 or Option 2, and is subject to any conflicting provision in a collective bargaining agreement entered into before January 1, 2016. Pursuant to Education Code 44977.5, as added by AB 375 (Ch. 400, Statutes of 2015), the district is required to provide differential pay to a certificated employee when he/she has exhausted all available sick leave, including accumulated sick leave, and continues to be absent due to maternity or paternity leave for the birth of the employee's child or placement of a child with the employee for adoption or foster care (baby bonding), pursuant to Government Code 12945.2 (California Family Rights Act). Such an employee is entitled to receive differential pay for up to 12 weeks. Among the many questions generated by the new law are whether the 12 weeks differential pay for maternity/paternity leave would be in addition to the five months differential leave pay pursuant to Education Code 44977 (Option 1 above) and whether the law applies to districts that provide their employees at least 50 percent of their regular salary instead of differential pay during such period of absence, as permitted by Education Code 44983 (Option 2 above.) The following paragraph reflects CSBA's interpretation of the law. Any district with a question regarding the interpretation to be given to this new law should consult its legal counsel.

~~In addition, during each school year, any certificated employee who has exhausted all available sick leave, including accumulated sick leave, and continues to be absent on account of maternity or paternity leave (baby bonding) pursuant to Government Code 12945.2 shall receive, for up to 12 school weeks, his/her regular salary minus the actual cost of a substitute to fill the position or, if no substitute was employed, the amount that would have been paid had a substitute been employed. The 12-week period shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of such maternity or paternity leave. (Education Code 44977.5)~~

Note: The following paragraph is for use by districts that selected either Option 1 or Option 2.

~~If a certificated employee and is not medically able to resume his/her duties after the five-month period provided pursuant to Education Code 44977, the employee shall be placed either in another~~

position or on a reemployment list. ~~PlacementIf the employee is on probationary status, he/she shall be placed~~ on the reemployment list ~~shall be~~ for 24 months ~~for probationary employees or 39 months for permanent employees and shall beginbeginning~~ at the expiration of the five-month period ~~provided pursuant to Education Code 44977; if on permanent status, the employee shall be placed on the reemployment list for 39 months.~~ If during this time the employee becomes medically able, he/she shall be returned to employment in a position for which he/she is credentialed and qualified. ~~_(Education Code 44978.1)~~

(cf. 4116 - Probationary/Permanent Status)

Note: When an employee is absent for a period of more than five months, or is absent for a cause other than illness, Education Code 44977 and 44983 provide that the amount deducted from his/her salary shall be determined according to the rules and regulations adopted by the Board as long as such rules are not in conflict with State Board of Education regulations. **If not covered in the district's negotiated agreement, the district may add provisions here reflecting salary deductions for employees absent longer than five months.**

Verification Requirements

Note: Education Code 44978 mandates the Board to adopt regulations requiring proof of illness or injury and prescribing the means of verification. However, Education Code 44978 provides that these regulations shall not discriminate against evidence of treatment and the need for treatment by the practice of a well-recognized religion. For verification requirements for employees on leave pursuant to the Family and Medical Leave Act, see AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave. The following section should be modified to reflect district practice and any procedures which have been specified in negotiated agreements.

Previously, Labor Code 233 authorized a district to apply the same conditions and restrictions placed upon its employees' use of sick leave for their own illness to any use of sick leave for illnesses of an employee's family members. Pursuant to Labor Code 233, as amended by SB 579 (Ch. 802, Statutes of 2015), this authorization no longer exists. As amended, Labor Code 233 requires districts to allow their employees to use sick leave for the purposes specified in Labor Code 246.5, the paid sick leave law. Since the paid sick leave law is silent on requests for verification, and actually requires an employer to provide an employee with paid sick days upon oral or written request, districts should be careful in requiring verification for sick leave used for the purposes specified in Labor Code 246.5 (item #6 above). ~~Though a district is permitted to require verification from an employee who is a victim of domestic violence, sexual assault, or stalking, pursuant to Labor Code 230 and 230.1, a general insistence on verification could be deemed a violation of Labor Code 246.5. Any district with questions regarding its authority related to verification should consult legal counsel.~~

After any absence due to illness or injury, the employee shall verify the absence by submitting a completed and signed district absence form to his/her immediate supervisor.

The Superintendent or designee may, ~~at any time,~~ require ~~additional written verification by the employee's physician or practitioner.~~ ~~Such verification shall be required~~ whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever ~~availableclear~~ evidence clearly indicates that an absence is not related to illness or injury.

In addition, ~~the~~The Superintendent or designee may require an employee to visit a physician selected by the district, ~~and~~ at district expense, in order to receive a report on the medical condition of the employee. The report shall include a statement as to the employee's need for further leave of absence and a prognosis as to when the employee will be able to return to work. If the report

concludes that the employee's condition does not warrant continued absence, the Superintendent or designee may, after giving notice to the employee, deny further leave.

Note: 42 USC 2000ff-1, the Genetic Information Nondiscrimination Act, and its implementing regulations, 29 CFR 1635.1-1635.12, specify that it is unlawful for a district to request, require, or purchase an employee's or his/her family member's individual genetic information except in complying with the medical certification requirements for family care and medical leave purposes or with the employee's prior written authorization. See AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave. Pursuant to 29 CFR 1635.9, any such information received by the district must be kept confidential as specified below.

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information.

Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and shall not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization, or extended medical treatment may be asked to submit a letter from his/her physician stating that he/she is able to return to duty and stipulating any necessary~~recommended~~ restrictions or limitations.

(cf. 4032 - Reasonable Accommodation)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

Healthy Workplaces, Healthy Families Act Requirements

Note: Pursuant to Labor Code 245-249, as added by AB 1522 (Ch. 317, Statutes of 2014), all employers, including those that provide paid time off to their employees under existing policy or other law, must comply with the requirements specified in the following section. Pursuant to Labor Code 248.5, noncompliance with the Healthy Workplaces, Healthy Families Act could result in enforcement action against the employer, including the imposition of civil and monetary penalties. Any district with questions regarding the applicability of this new law should consult its legal counsel.

No employee shall be denied the right to use accrued sick days, and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249.

To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall:

1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:
 - a. That an employee is entitled to accrue, request, and use paid sick days
 - b. The amount of sick days provided by Labor Code 245-249

- c. The terms of use of paid sick days
 - d. That discrimination or retaliation against an employee for requesting or using sick leave is prohibited by law and an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against him/her
 2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
 3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available
- (cf. 4112.9/4212.9/4312.9 - Employee Notifications)*
4. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years

Legal Reference:

EDUCATION CODE

44964 Power to grant leave of absence in case of illness, accident, or quarantine

44965 Granting of leaves of absence for pregnancy and childbirth

44976 Transfer of leave rights when school is transferred to another district

44977 Salary deduction during absence from duties *up to five months after sick leave is exhausted*

44977.5 *Salary deduction during absence from duties for maternity or paternity leave up to 12 weeks after sick leave is exhausted*

44978 Provisions for sick leave of certificated employees

44978.1 *Inability to return to duty; placement in another position or on reemployment list*

44979 Transfer of accumulated sick leave to another district

44980 Transfer of accumulated sick leave to a county office of education

44981 Leave of absence for personal necessity

44983 Exception to sick leave when district adopts specific rule

44984 *Industrial accident or illness*

44986 Leave of absence for disability allowance applicant

LABOR CODE

220 *Sections inapplicable to public employees*

230 *Jury duty; legal actions by domestic violence, sexual assault and stalking victims, right to time off*

230.1 *Employers with 25 or more employees; domestic violence, sexual assault and stalking victims, right to time off*

233 Illness of child, parent, spouse or domestic partner

234 Absence control policy

245-249 *Healthy Workplaces, Healthy Families Act of 2014*

CODE OF REGULATIONS, TITLE 5

5601 Transfer of accumulated sick leave

UNITED STATES CODE, TITLE 42

2000ff-2000ff-11 *Genetic Information Nondiscrimination Act of 2008*

CODE OF FEDERAL REGULATIONS, TITLE 29

1635.1-1635.12 *Genetic Information Nondiscrimination Act of 2008*

COURT DECISIONS

Veguez v. Governing Board of Long Beach Unified School District, (2005) 127 Cal.App.4th 406

Regulation
approved: February 10, 2009
considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California

Rescue Union ESD

Administrative Regulation

Teacher Aides/Paraprofessionals

AR 4222

Personnel

Qualifications

Note: The following section may be revised to reflect district practice. Education Code 45330, 45344.5, and 45361.5 require paraprofessionals who will be assigned to assist in instruction to demonstrate proficiency in reading, writing, and mathematics equivalent to or exceeding the proficiency required for high school seniors in the district or, if the district does not maintain high schools, in the high school district that includes all or a portion of the district. Pursuant to Education Code 45330, the district must ensure that any educational qualifications or proficiency exam established by the district is appropriate to the responsibilities to be assigned to the paraprofessional. According to the California Department of Education's (CDE) web site, many districts use the California Basic Educational Skills Test (CBEST) for the purpose of determining proficiency of paraprofessionals.

The Every Student Succeeds Act (ESSA) (P.L. 114-95) repealed 20 USC 6319 which contained additional requirements pertaining to the qualifications of paraprofessionals working in programs supported by federal Title I funds and required the principal to attest to the school's compliance. However, 20 USC 6311, as amended by P.L. 114-95, requires that the state plan implementing ESSA include requirements addressing qualifications of such paraprofessionals. According to the CDE, the only requirement applicable to Title I paraprofessionals for the 2016-17 school year is the requirement to demonstrate proficiency on a local proficiency exam. Thus, requirements for Title I paraprofessionals are the same as for all other paraprofessionals.

No person shall be initially assigned to assist in instruction as a paraprofessional unless he/she has demonstrated proficiency in reading, writing, and mathematics skills up to or exceeding that required for local high school seniors pursuant to Education Code 51220(a) and (f). ~~in the high school district that includes all or the largest portion of the district.~~ (Education Code 45330, 45344.5, 45361.5)-

A paraprofessional who has passed a proficiency test in another district and was employed in the same capacity shall be considered to have met the district's proficiency standards, unless the district determines that the other district's test is not comparable. (Education Code 45344.5, 45361.5)-

Duties

Note: The following section applies to duties of all paraprofessionals and may be expanded to reflect district practice. The repeal of 20 USC 6319 by P.L. 114-95 eliminated additional requirements related to allowable duties that may be assigned to paraprofessionals in Title I programs, as well as the requirement that the principal annually attest to the school's compliance.

Instructional aides

A paraprofessional shall perform only such duties as, in the judgment of the certificated personnel to whom the paraprofessional instructional aide is assigned, may be performed by a person not

licensed as a classroom teacher. These duties shall not include assignment of grades to students.
(Education Code ~~45330~~~~45344~~)

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(cf. 4112.2 - Certification)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6171 - Title I Programs)

Instructional aides need not perform their duties only in the physical presence of the teacher, but the teacher shall retain responsibility for the instruction and supervision of the students in his/her charge. ~~(Education Code 45344)~~

~~Additional Qualifications and Duties of Paraprofessionals in Title I Programs~~

~~All paraprofessionals hired after January 8, 2002, to work in a program supported by federal~~
Parental Notification

Note: The following paragraph applies to districts that receive Title I funds and may be used or revised by other districts. 20 USC 6312, as amended by P.L. 114-95, contains the following notification requirement formerly in 20 USC 6311.

~~1. Completed at least two years of study (48 semester units or equivalent quarter units) at an institution of higher education~~

~~2. _____ Obtained an associate's degree or higher~~

~~3. In a manner other than receipt of a high school diploma, met a rigorous standard of quality and demonstrated, through a locally determined assessment, knowledge of and the ability to assist in instructing either:~~

~~a. _____ Reading, writing and mathematics~~

~~b. _____ Reading readiness, writing readiness and mathematics readiness~~

~~All paraprofessionals hired before January 8, 2002, and working in a program supported by Title I funds shall satisfy one of the above requirements by January 2006. (20 USC 6319; 34 CFR 200.58; Education Code 45330)~~

~~A paraprofessional who was hired on or before January 1, 2003 shall be deemed to have met the proficiency exam requirements of item #3 above if he/she has previously demonstrated, through a local assessment, knowledge of, and an ability to assist in, instructing reading, writing and mathematics. (Education Code 45330)~~

~~When a paraprofessional has previously worked in another district, the Superintendent or designee may determine whether any assessments conducted by the previous district satisfy the proficiency criteria of item #3 above.~~

~~Items #1-3 above shall not apply to any paraprofessional: (20 USC 6319; 34 CFR 200.58; Education Code 45330)~~

~~1. Who is proficient in English and a language other than English and who provides services primarily to enhance the participation of children in Title I programs by acting as a translator~~

~~2. Whose duties consist solely of conducting parental involvement activities consistent with 20 USC 6318~~

~~Paraprofessionals working in a program supported by Title I funds may be assigned to: (20 USC 6319; 34 CFR 200.59)~~

~~1. Provide one-on-one tutoring for eligible students, if the tutoring is scheduled at a time when a student would not otherwise receive instruction from a teacher~~

~~2. Assist with classroom management, such as organizing instructional and other materials~~

~~3. Provide assistance in a computer laboratory~~

~~4. Conduct parental involvement activities~~

~~5. Provide support in a library or media center~~

~~6. Act as a translator~~

~~7. Provide instructional services to students, provided that the paraprofessional is working under the direct supervision of a teacher~~

~~Title I paraprofessionals may assume limited duties that are assigned to similar personnel in non-Title I programs, including duties beyond classroom instruction or that do not benefit Title I students, in the same proportion of total work time as non-Title I paraprofessionals. (20 USC 6319; 34 CFR 200.59)~~

~~-~~

~~The principal of each school operating a Title I program shall annually attest in writing as to whether the school is in compliance with federal requirements regarding qualifications and duties of paraprofessionals listed above. Copies of attestations shall be maintained at the school and district office and shall be available to the public upon request. (20 USC 6319)~~

~~Parental Notification~~

~~At the beginning of each school year, parents/guardians ~~a parent/guardian~~ shall be notified that they/he/she may request information regarding whether their/his/her child is provided services by a paraprofessional paraprofessionals and, if so, the paraprofessional's ~~their~~ qualifications. (20 USC 63126311)~~

~~(cf. 5145.6 - Parental Notifications)~~

Regulation
approved: September 2004
considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California

DELETE

Rescue Union ESD

Exhibit

Teacher Aides/Paraprofessionals

E 4222

Personnel

Attestation Regarding Title I Paraprofessionals

School: _____ Principal: _____

1. I certify that every paraprofessional hired after January 8, 2002, and working in a program supported by Title I funds, unless he/she is exempted by law, has received a high school diploma or its equivalent and has met at least one of the following criteria pursuant to 20 USC 6319:

- a. Completed at least two years of study at an institution of higher education
- b. Obtained an associate's or higher degree
- c. Met a rigorous standard of quality and demonstrated, through a locally determined academic assessment, knowledge of and the ability to assist in instructing either reading, writing and mathematics or reading readiness, writing readiness and mathematics readiness

2. All paraprofessionals working in a Title I program are performing duties consistent with 20 USC 6319.

Signature: _____

Date: _____

Exhibit RESCUE UNION SCHOOL DISTRICT
version: September 2004 Rescue, California

Rescue Union ESD

Board Policy

Tobacco

BP 5131.62

Students

Note: The following optional policy may be revised to reflect district practice. Education Code 48901 requires any district maintaining a high school to take all steps deemed practical to discourage high school students from smoking. -use prevention resources generally encourage prevention efforts to begin as early as possible, including in the middle or elementary grades.

The state's Tobacco-Use Prevention Education (TUPE) competitive grant program for grades 6-12 (Health and Safety Code 104350-104495) provides support for local tobacco-use prevention and intervention programs.

The Governing Board recognizes the serious health risks presented by tobacco use and desires to ensure that, through adoption of consistent policies, district students are made aware of those risks and, to the extent possible, protected from them. The Superintendent or designee shall establish a coordinated school health system which includes a comprehensive behavioral health education component that teaches students the knowledge, skills, and attitudes they need in order to lead healthy lives and avoid high-risk behaviors, such as tobacco use.

(cf. 5141.23 - Asthma Management)

The Superintendent or designee shall provide prevention, intervention, and cessation education, information, activities, and/or referrals to district students and shall ensure consistent enforcement of district policies prohibiting student possession and use of tobacco products.

Prohibition Against Tobacco Use

Note: Education Code 48900 and 48901 prohibit students from possessing, smoking, or using tobacco on school grounds, as provided in the following paragraph. Pursuant to Education Code 48900, students who violate this prohibition may be subject to discipline, including suspension or expulsion. However, pursuant to Education Code 48900.5, it is recommended that other means of correction that address the student's conduct be implemented instead of suspension or expulsion; see the section "Intervention/Cessation Services" below and AR 5144 - Discipline. In addition, Health and Safety Code 104420 and 104559, as added by ABX2 9 (Ch. 5, Statutes of 2016), prohibit the use of tobacco products in district buildings, on district property, and in district vehicles by any person at any time; see BP 3513.3 - Tobacco-Free Schools.

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. ~~Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.~~ (Education Code 48900, 48901)

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 5131 - Conduct)

(cf. 5144 - Discipline)

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

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

Note: The following definitions of "smoking" and "tobacco products" are specified in Business and Professions Code 22950.5 and incorporated by reference into Education Code 48901, as amended by SBX2 5 (Ch. 7, Statutes of 2016).

Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. (Business and Professions Code 22950.5; Education Code 48901)

Tobacco products include: (Business and Professions Code 22950.5; Education Code 48901)

1. A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff
2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah
3. Any component, part, or accessory of a tobacco product, whether or not sold separately

~~Students' possession or use of electronic cigarettes, electronic hookahs, and other vapor emitting devices, with or without nicotine content, that mimic the use of tobacco products is also prohibited.~~

These prohibitions do not apply to a student's possession or use of his/her own prescription products. -However, student possession or use of prescription products in school shall be subject to the district's policy and regulation for addressing the administration of medications on campus. (Education Code 48900)

(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)

Prevention Instruction

Note: The following **optional** section may be revised to reflect district practice and the grade levels offered by the district. Education Code 51202 requires the district to offer a course of study at the appropriate elementary and secondary grade levels that includes the effects of tobacco upon the human body. Education Code 51202 also requires that the course of study in secondary grades include instruction on the effects of tobacco upon prenatal development. See AR 6143 - Courses of Study. The state's content standards for health education include a number of standards at selected grade levels from K-12 related to the health consequences of tobacco use.

The TUPE program provides resources for supplemental instruction in grades 6-12 that addresses specified topics; see the accompanying administrative regulation. CDE's Guidelines for Tobacco Prevention, contained in its Getting Results publication, recommend developmentally appropriate instruction in grades K-12, with instruction that is especially intensive in grades 6-9 (particularly the transition year from elementary to middle school/junior high) and is reinforced in high school.

The district shall provide developmentally appropriate tobacco-use prevention instruction for students at selected grade levels from K-128 pursuant to Education Code 51202. -Such instruction shall be aligned with state content standards and the state curriculum framework for health education and with any requirements of state and/or federal grant programs in which the district participates.

(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

Intervention/Cessation Services

Note: The following **optional** section may be revised to reflect district practice. Pursuant to Health and Safety Code 104420 and 104460, districts receiving TUPE funds must provide students with access to intervention and cessation services and must provide pregnant and parenting minors with access to designated services. The district may fulfill these requirements either through the direct provision of services or through referrals to available services. See the accompanying administrative regulation. Pursuant to Education Code 48900.5, such intervention should be implemented to correct student behavior rather than suspension or other measures that may exclude a student from instruction.

The district may provide or refer students to counseling, intensive education, and other intervention services to assist in the cessation of tobacco use. Such intervention services shall be provided as an alternative to suspension for tobacco possession.

(cf. 1020 - Youth Services)
(cf. 5141.6 - School Health Services)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6164.2 - Guidance/Counseling Services)

Program Planning

Note: The following **optional** section may be revised to reflect district practice.

Health and Safety Code 104420 requires the CDE to give priority for TUPE funding to programs that, in addition to targeting current tobacco users, target students most at risk for beginning to use tobacco. Student populations considered to be "most at risk" are to be identified by the district through a local needs assessment, as provided in the following paragraph.

The district's tobacco-use prevention and intervention program shall be based on an assessment of tobacco-use problems in district schools and the community, an examination of existing services and activities in the community, and a determination of high-risk student populations that are most in need of district services.

Note: The following **optional** paragraph may be revised to reflect district practice. Health and Safety Code 104420 and 104435 require districts receiving TUPE funds, with assistance from the county office of education, to coordinate efforts with the "lead local agency" in the community, defined in Health and Safety Code 104400 as the county or city health department.

The Superintendent or designee shall coordinate with the local health department and county office of education in program planning and implementation. He/she may establish an advisory council including students, parents/guardians, district staff, representatives of the local health department and community organizations, law enforcement professionals, and/or others with demonstrated expertise in tobacco prevention and cessation.

(cf. 1220 - Citizen Advisory Councils)

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

The Superintendent or designee also shall coordinate the district's tobacco-use prevention and intervention program with other district efforts to reduce students' use of illegal substances and to promote student wellness.

(cf. 5030 - Student Wellness)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.63 - Steroids)

Note: The following paragraph is for use by districts that receive TUPE funds and may be used by other districts at their discretion.

The Superintendent or designee shall select tobacco-use prevention programs based on the model program designs identified by the California Department of Education (CDE) and may adapt the model to meet district needs. (Health and Safety Code 104420)

Note: Pursuant to TUPE Acceptance of Funds Guidance on the CDE's web site, TUPE grant funding will not be awarded to an applicant that receives any funding or educational materials from the tobacco industry, or from any agency which has received funding from the tobacco industry, for the purpose of implementing tobacco-use prevention or intervention programs.

The Superintendent or designee shall not accept for distribution any materials or advertisements that promote the use or sale of tobacco products. He/she also shall not accept tobacco-use prevention or intervention funds or materials from the tobacco industry or from any entity which is known to have received funding from the tobacco industry.

(cf. 1325 - Advertising and Promotion)

(cf. 3290 - Gifts, Grants and Bequests)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

Program Evaluation

Note: The following **optional** section may be revised to reflect district practice. Districts that accept TUPE funds are required by the CDE to administer the core California Healthy Kids Survey in the first year of funding and at least every other year thereafter to assess the health-related behavior of a representative sample of students in grades 7, 9, and 11. In addition, districts that receive funding through TUPE are required to complete the TUPE Annual Report by June 30 of each year.

To evaluate the effectiveness of the district's program and ensure accountability, the Superintendent or designee shall biennially administer the California Healthy Kids Survey or other

appropriate student survey at selected grade levels in order to assess student attitudes toward tobacco and student use of tobacco. He/she also shall annually report to the Board, and to the CDE if required, the data specified in Health and Safety Code 104450.

(cf. 0500 - Accountability)
(cf. 5022 - Student and Family Privacy Rights)
(cf. 6162.8 - Research)

The results of program evaluations shall be used to refine program goals and objectives and make changes as needed to strengthen program implementation.

Legal Reference:

EDUCATION CODE

~~890048900~~ Suspension or expulsion (grounds)
48900.5 Suspension, limitation on imposition; exception
48901 Smoking or use of tobacco prohibited
51202 Instruction in personal and public health and safety
60041 Instructional materials, portrayal of effects of tobacco use

BUSINESS AND PROFESSIONS CODE

22950.5 Stop Tobacco Access to Kids Enforcement Act; definitions

HEALTH AND SAFETY CODE

104350-104495 Tobacco-use prevention education
104559 Tobacco use prohibition
119405 Unlawful to sell or furnish electronic cigarettes to minors

PENAL CODE

308 Minimum age for tobacco possession

CODE OF REGULATIONS, TITLE 17

6800 Definition, health assessment
6844-6847 Child Health and Disability Prevention program; health assessments

UNITED STATES CODE, TITLE 20

~~7111-7122 Student Support~~~~7117—Safe~~ and Academic Enrichment GrantsDrug-Free Schools and Communities Act

CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

ATTORNEY GENERAL OPINIONS

88 Ops. Cal. Atty. Gen. 8 (2005)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

TUPE Acceptance of Funds Guidance

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

Health Framework for California Public Schools: Kindergarten Through Grade Twelve, 2003

Getting Results: Part II California Action Guide to Tobacco Use Prevention Education, 2000

WEST ED PUBLICATIONS

Guidebook for the California Healthy Kids Survey

WEB SITES

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

California Department of Education, Tobacco-Use Prevention Education:

<http://www.cde.ca.gov/ls/he/at/tupe.asp>

California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>

*California Healthy Kids Resource Center: <http://www.californiahealthykids.org>
California Healthy Kids Survey: <http://www.wested.org/hks>
Centers for Disease Control and Prevention, Smoking and Tobacco Use: <http://www.cdc.gov/tobacco>
U.S. Surgeon General: <http://www.surgeongeneral.gov>*

|
Policy

adopted: September 2004

revised: October 28, 2014

considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California

Rescue Union ESD

Board Policy

Supplemental Instruction

BP 6179

Instruction

Note: The following policy is **mandated** pursuant to Education Code 48070.5 and should be revised to reflect the grade levels offered by the district.

Pursuant to Education Code 52060-52077, the Governing Board must annually adopt a local control and accountability plan which includes goals and actions aligned with eight state priorities, including student achievement; see BP/AR 0460 - Local Control and Accountability Plan. The provision of high-quality supplemental instruction may be one strategy to improve student achievement outcomes for underperforming students.

~~Cautionary Notice 2010-13: AB 1610 (Ch. 724, Statutes of 2010) amended Education Code 37252.2 to relieve districts from the obligation, until July 1, 2013, to perform any activities that are deemed to be reimbursable state mandates under that section. As a result, certain provisions of the following policy or administrative regulation that reflect those requirements may be suspended.~~

The Governing Board recognizes that high-quality supplemental ~~instruction~~instructional programs can motivate and support students to attain grade-level academic standards, overcome academic deficiencies, and/or acquire critical skills. ~~The district shall offer programs of direct, systematic, and intensive supplemental instruction to meet student needs. Supplemental instruction shall be offered in accordance with law and may be used to assist the district in meeting its goals for student achievement.~~

(cf. ~~0460 - Local Control and Accountability Plan~~)

(cf. ~~5113.1 - Chronic Absence and Truancy~~)

(cf. ~~5147 - Dropout Prevention~~)

(cf. ~~5148.2 - Before/After School Programs~~)

(cf. ~~5149 - At Risk Students~~)

(cf. ~~6011 - Academic Standards~~)

(cf. ~~6146.1 - High School Graduation Requirements~~)

(cf. ~~6146.5 - Elementary/Middle School Graduation Requirements~~)

(cf. ~~6164.5 - Student Success Teams~~)

~~Supplemental instruction may be offered during and outside the regular school day, including during the summer, before school, after school, on Saturday, and/or during intersessions. When supplemental instruction is offered during the regular school day, it shall not supplant the student's instruction in the core curriculum areas or physical education.~~

(cf. ~~5148.2 - Before/After School Programs~~)

(cf. ~~6111 - School Calendar~~) **Required Supplemental**

(cf. 6112 - School Day)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6176 - Weekend/Saturday Classes)
(cf. 6177 - Summer Learning Programs)

As appropriate, supplemental instruction may be provided through a classroom setting, individual or small group instruction, technology-based instruction, and/or an arrangement with a community or other external service provider.

(cf. 1020 - Youth Services)

When determined to be necessary by the principal or designee, a student may be required to participate in supplemental instruction outside the regular school day. In such cases, written parent/guardian consent shall be obtained for the student's participation.

Note: Pursuant to Education Code 37252.2, districts are required to provide supplemental instruction to students in grades 2-9, inclusive, who have been retained or recommended for retention, as provided below. Education Code 48070.5 mandates that districts adopt policy indicating the manner in which opportunities for remedial instruction will be provided to students who are recommended for retention. See BP/AR 5123 - Promotion/Acceleration/Retention for information regarding the criteria for identifying students for retention.

Supplemental instruction shall be offered to students~~2~~.—Students in grades 2-9 who have been retained or recommended for retention at their current grade level. ~~7-8 who do not demonstrate "sufficient progress" toward passing the state exit examination required for high school graduation in order to help them pass the exam~~ (Education Code 37252.2, 48070.5, ~~60851~~)

~~(cf. 6162.52—High School Exit Examination)~~

~~"Sufficient progress" shall be determined based on a student's results on the state Standardized Testing and Reporting assessments and the minimum levels of proficiency recommended by the State Board of Education.~~

~~(cf. 6162.51—Standardized Testing and Reporting Program)~~

~~In addition~~ (cf. 5123 - Promotion/Acceleration/Retention)

Note: The Every Student Succeeds Act (ESSA) (P.L. 114-95) repealed 20 USC 6316 which had required Title I schools identified for program improvement in year 2 or beyond to provide eligible students with supplemental educational services from an approved service provider. In accordance with the California Department of Education's (CDE) Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016), the CDE has elected to instead require the provision of alternative supports, defined and administered by the district, to eligible students beginning with the 2016-17 school year. See AR 0520.2 - Title I Program Improvement Schools for details regarding this requirement.

The district shall offer alternative supports ~~, students who do not possess sufficient English language skills to be assessed shall be considered students who do not demonstrate sufficient progress towards passing the exit exam and shall receive supplemental instruction designed to increase help them succeed on the~~ academic achievement of socioeconomically disadvantaged ~~exit~~

~~exam. (Education Code 37252)~~

~~3. Eligible students attending schools from low-income families whenever the district or a district school receiving federal Title I funds has been identified by the California Department of Education for program improvement for two or more consecutive years. (20 USC 6316)~~

~~(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 0520.3 - Title I Program Improvement Districts)~~

Optional Supplemental Programs

Note: Items #1-3 below are **optional** and may be revised to reflect district practice.

In addition, supplemental instruction may be offered to:

Note: Education Code 37252.8 authorizes, but does not require, districts to offer supplemental instruction to students in grades 2-6 who have been identified as being "at risk" for retention based on state assessment results, grades, or other indicators. See BP 5123 - Promotion/Acceleration/Retention for further information about criteria for identifying students as at risk of retention. If districts choose to offer such instruction, pursuant to Education Code 48070.5 **mandates** that they adopt policy indicating the manner in which opportunities for remedial instruction will be provided to students who are at risk for retention.

~~1. 2. Students who are identified as being at risk for retention based on state assessment results, grades, or other indicators~~

~~(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6162.51 - State Academic Achievement Tests)~~

Note: Education Code 37252.8 authorizes, but does not require, districts to offer supplemental instruction to students in grades 2-6 who are identified as having a deficiency in mathematics, reading, or written expression based on state assessment results. At their discretion, districts may offer such instruction to students who demonstrate academic deficiencies at any grade level or in any subject matter.

~~3. Students in grades K-8 who seek enrichment in mathematics, science, or other core areas designated by the Superintendent of Public Instruction (Education Code 37253)~~

~~4. Students in grades K-4 who demonstrate academic deficiencies need or desire intensive reading opportunities that may jeopardize their attainment of academic meet standards~~

~~(cf. 6142.6 - Visual and Performing Arts - for a research-based comprehensive reading program, including appropriate support to address the needs of English language learners (Education Code 41505-41508)
(cf. 6142.7 - Physical Education and Activity)~~

~~(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6174 - Education for English Language Learners)~~

~~5. Students in grades 7-8 who need or desire intensive opportunities to practice skills in algebra and/or pre-algebra (Education Code 41505-41508)~~

~~(cf. 6142.92 - Mathematics Instruction)~~

(cf. 6142.93 - Science

~~Required Student Participation~~

1)

(cf. 6142.94 - History-Social Science Instruction)

~~2. Students in grades 2-9 who are retained or recommended for retention pursuant to Education Code 37252.2~~

~~3. Students in grades 2-6 who are "at risk" of retention pursuant to Education Code 37252.8~~

~~4. Students in grades 2-6 who are deficient in mathematics, reading, or written expression pursuant to Education Code 37252.8~~

~~5. Students in grades K-8 participating in enrichment programs in core academic subjects pursuant to Education Code 37253~~

~~The Superintendent or designee shall obtain written parent/guardian consent for a student's participation in the-~~

Legal Reference:

EDUCATION CODE

~~1240 County Superintendent duties~~

~~35186 Williams Uniform Complaint Procedures~~

~~37200-37202 School calendar~~

~~37223 Weekend classes~~

~~37252-37254.1 Supplemental instruction, summer school~~

~~42238.01-42238.07 Local control funding formula~~

~~41505-41508 Pupil Retention Block Grant~~

~~42239 Supplemental instruction, apportionments~~

~~44259 Comprehensive reading program~~

~~46100 Length of school day~~

~~48070-48070.5 Promotion and retention~~

~~48200 Compulsory education~~

~~48985 Translation of notices~~

~~51210-51212 Courses of study, elementary schools~~

~~51220-51228 Courses of study, secondary schools~~

~~52060-52077 Local control and accountability plan~~

~~52378-52380 Supplemental School Counseling Program~~

~~60603 Definitions, core curriculum areas~~

~~60640-60649 California Assessment of Student Performance ~~60648 Standardized Testing and~~~~

~~Progress Reporting Program~~

~~60850-60859 High school exit examination, especially:~~

~~60851.5 Suspension **REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS**~~

~~52012 Establishment of high school exit examinations ~~site council~~~~

~~52014-52015 School plans~~

~~53025-53031 Intensive reading instruction~~

~~53091-53094—Intensive algebra instruction~~

~~CODE OF REGULATIONS, TITLE 5~~

~~11470-11472 Summer school~~

~~UNITED STATES CODE, TITLE 20~~

~~6316—Program improvement schools and districts~~

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~~~CORRESPONDENCE~~

~~*Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016*~~

~~Implementation of Assembly Bill (AB) 347: requiring instruction and services for students who have not passed the exit exam but have met all other graduation requirements, October 26, 2007~~

~~U.S. DEPARTMENT OF EDUCATION GUIDANCE~~

~~Supplemental Educational Services, June 13, 2005~~

~~Creating Strong Supplemental Educational Services Programs, May 2004~~

~~WEB SITES~~

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

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

~~U.S. Department of Education: <http://www.ed.gov>~~

Policy

adopted: September 2004

revised: January 2009

considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT

Rescue, California

Rescue Union ESD

Board Policy

Evaluation Of The Instructional Program

BP 6190

Instruction

Note: The following policy may be revised to reflect district practice.

The Governing Board recognizes that it is accountable to ~~the~~ students, parents/guardians, and the community for the effectiveness of the district's educational program in meeting district goals for student learning. The Superintendent or designee shall conduct~~conducting~~ a continual evaluation of the curriculum and the instructional program in order to improve student achievement.

(cf. 0200 - Goals for the School District)

(cf. 0500 - Accountability)

(cf. 6000 - Concepts and Roles)

(cf. 6141 - Curriculum Development~~6010 - Goals and Evaluation Objectives~~*)*

(cf. 6161.1 - Selection and Evaluation~~9000 - Role of Instructional Materials~~*)*

Note: The district may revise the following paragraph to specify the data and reports that will be used to evaluate the district's instructional program.

Historically, California's accountability system has been based on both federal and state requirements. Federal law requires a determination as to whether schools and districts make "adequate yearly progress" (AYP) pursuant to 20 USC 6311. The state accountability system is in a state of flux, with the Academic Performance Index (API) no longer being calculated and the State Board of Education likely to adopt a multiple-measures accountability system that is aligned with the state priority areas specified in Education Code 52060. Education Code 52060-52061 require that the district's local control and accountability plan (LCAP) establish goals for all students and for each numerically significant subgroup that are aligned with the state priorities, and that the district annually review progress toward the goals; see BP/AR 0460 - Local Control and Accountability Plan. Pursuant to Education Code 52052, numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and, as amended by AB 104 (Ch. 13, Statutes of 2015), homeless students, when the subgroup consists of at least 30 students with a valid test score or 15 foster or homeless youth.

The Superintendent or designee ~~shall review the effectiveness of district programs in meeting desired outcomes. He/she~~ shall provide the Board and the community with regular reports on student progress toward Board-established standards of expected achievement at each grade level in each area of study. In addition, he/she shall evaluate and report data for each district school and for every numerically significant student subgroup, as defined in Education Code 52052, including, but not limited to, school and subgroup performance on statewide achievement indicators and progress toward goals specified in the district's local control and accountability plan (LCAP). Based on these evaluations, the Board shall take appropriate actions to maintain the effectiveness of programs and, as needed, to improve the quality of education that district students receive.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0510 - School Accountability Report Card)
(cf. 6011 - Academic Standards)

Coordinated Compliance Reviews

The Superintendent or designee shall cooperate with the California Department of Education in the conduct of coordinated compliance reviews to ensure that all district categorical programs comply with federal and state laws and regulations. The Superintendent or designee shall notify the Board of the results of these reviews.

(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)
(cf. 6162.52 - High School Exit Examination)
(cf. 6173.1 - Education for Foster Youth)

~~(cf. 0410 - Nondiscrimination in District Programs and Activities)~~
~~(cf. 0420 - School Plans/Site Councils)~~
~~(cf. 0420.1 - School-Based Program Coordination)~~
~~(cf. 0420.3 - School-Based Student Motivation and Maintenance Program)~~
~~(cf. 1312.3 - Uniform Complaint Procedures)~~
~~(cf. 6171 - Title I Programs)~~
~~(cf. 6172 - Gifted and Talented Student Program)~~
(cf. 6174 - Education for English Language Learners)
~~(cf. 6175 - Migrant Education Program)~~
~~(cf. 6178 - Vocational Education)~~
~~(cf. 6178.1 - Work Experience Education)~~
~~(cf.)~~

Based on these reports, the Board shall take appropriate actions to maintain the effectiveness of programs and to improve the quality of education that district students receive.

Annual Monitoring~~6179 - Child Care and Development Programs)~~

Evaluation of Consolidated Application Programs

Note: The following optional section should be revised to reflect district practice. Pursuant to Education Code 64000-64001, the consolidated application is used by the California Department of Education (CDE) to distribute funds from certain federal categorical programs. For 2015-16, these programs include (1) Title I, Part A basic grant (low-income students); (2) Title I, Part D (delinquent students); (3) Title II, Part A (teacher quality); (4) Title III, Part A (immigrant students); (5) Title III, Part A (English learners); and (6) Title VI, Part B (rural, low-income students). As a condition of receiving continued funding for these programs, the district must make certain general assurances and certifications, including an assurance that the district's annual evaluation of categorical programs demonstrates that each program is "not one of low effectiveness" (5 CCR 3942). The district does not need to sign or return the general assurances, but does need to keep them on file for compliance reviews, complaint investigations, or audits.

Pursuant to 5 CCR 3942, criteria for the annual program evaluation are to be established by the Governing Board. In order to consolidate the district's various evaluation processes, the district may consider the progress of numerically significant student groups, in addition to other measures of student progress contained in school plans or adopted by the Board.

~~The Board and the Superintendent or designee shall annually determine whether the district's categorical programs funded through the state's consolidated application. The Superintendent or designee shall conduct annual evaluations to determine whether the district's consolidated programs are supportive of the core curriculum and~~ are effective in meeting the needs of the students they are intended to serve. As a basis for this evaluation, the Superintendent or designee shall recommend for Board approval the specific, measurable criteria that shall be used at each school and at the district level. These criteria may ~~shall~~ include, but are ~~be~~ not necessarily limited to, the progress toward goals contained in the school plan and progress of all students ~~the total student population~~ and of each numerically significant subgroup toward goals contained in the district's LCAP, growth targets on the school's single plan for student achievement, Title I local educational agency plan, and/or other applicable district or school plans ~~statewide Academic Performance Index.~~

Federal Program Monitoring

Note: Pursuant to Education Code 64001, the CDE is required to monitor the district's compliance with legal requirements for categorical programs. This monitoring is accomplished through the Federal Program Monitoring (FPM) process, which is based on a combination of data and document reviews and on-site visits. Districts are assigned to one of four cycles, and may be selected for on-site or online monitoring every two years. Districts and school sites are selected based on criteria that include compliance history, academic achievement, program size, and fiscal analysis, with several districts being randomly selected for monitoring each year. During the FPM process, the CDE reviews school plans and may require a district to submit district policies, administrative regulations, or any other data necessary for the CDE to effectively monitor these programs. The CDE has developed monitoring instruments which contain major program legal requirements and are used by CDE staff to determine district compliance with the requirements. These instruments are available on the CDE's web site. Also, beginning in 2015, the CDE is transitioning to a new application, the California Monitoring Tool, to facilitate districts' response to state and federal requirements for program monitoring.

The following paragraph is optional. The CDE does not require districts to complete a self-review as part of the FPM process. However, the CDE emphasizes that compliance monitoring should be an ongoing responsibility of the district, not an event that occurs only when the CDE conducts its on-site monitoring. The FPM program instruments may be useful for this purpose.

To ensure that the district's categorical programs comply with applicable legal requirements, the Superintendent or designee shall, on an ongoing basis, conduct a district self-evaluation which may utilize tools developed by the district or the California Department of Education (CDE).

When the district is selected by the CDE for a Federal Program Monitoring (FPM) compliance review, the Superintendent or designee shall gather and submit all documentation and data required for the review and shall cooperate with CDE staff to facilitate program monitoring.

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

(cf. 0420 - School Plans/Site Councils)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 0520.3 - Title I Program Improvement Districts)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)

(cf. 4131 - Staff Development)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5148 - Child Care and Development Programs)
(cf. 5148.2 - Before/After School Programs)
(cf. 5148.3 - Preschool/Early Childhood Education)
(cf. 6020 - Parent Involvement)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6171 - Title I Programs)
(cf. 6173 - Education for Homeless Children)
(cf. 6175 - Migrant Education Program)
(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)
(cf. 6200 - Adult Education)

Note: According to the CDE's FPM Frequently Asked Questions, available on its web site, if the review results in a finding of noncompliance with legal requirements, the district must submit a Proposed Resolution of Findings through the CMT within 45 days of the date that the district was notified of the finding. The resolution agreement will specify a time period, not to exceed 225 calendar days from the last day of the review, to resolve the finding. The district may request additional resolution time if needed, and the CDE program monitor will determine whether to grant or adjust the request.

In the event that the FPM review results in a finding of noncompliance in relation to any program, the Superintendent or designee shall submit a proposed resolution to the CDE within 45 days of the date the district was notified of the finding. The resolution shall be implemented in accordance with the terms and timeframe specified in the resolution agreement with the CDE.

The Superintendent or designee shall report to the Board regarding the results of the review process.

Legal Reference:

EDUCATION CODE

33400-33407 Educational evaluations ~~(by CDE)~~

35178.4 Notice of ~~loss of~~ accreditation status

44662 Evaluation and assessment guidelines, certificated employee performance

48985 Compliance with translation of parental notifications

51041 Education program, evaluation and revisions

51226 Model curriculum standards

52052-52052.1 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

~~54650-54659 Education Improvement Incentive Program~~

62005.5 Failure to comply with purposes of funds

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3930-3937 Program requirements

3942 Continuity of funding

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION ~~CSBA~~ PUBLICATIONS

FPM Frequently Asked Questions

Federal Program Monitoring Instruments

WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES Maximizing School Board Leadership: Curriculum, 1996

CDE PUBLICATIONS

Focus on Learning Joint WASC/CDE Process Guide, 2014

Update on the Status of Program Quality Review and Implementation of SB 374, Nov. 14, 2001

WEB SITES

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

California Department of Education, Testing CDE, School and District Accountability Division:

<http://www.cde.ca.gov/taeepdiv>

Western Association of Schools and Colleges (WASC), Accrediting Commission for Schools:

<http://www.acswasc.org>

Policy
adopted: September 2004
considered: August 16, 2016

RESCUE UNION SCHOOL DISTRICT
Rescue, California