

Mendocino Unified School District



Agenda

Regular Board Meeting

NOVEMBER 17, 2022

**MENDOCINO K-8 SCHOOL
44261 LITTLE LAKE ROAD
MENDOCINO, CA 95460**

4:30 P.M. CLOSED SESSION – VIA TELECONFERENCE

(Closed Session Public Hearing - link on page 2)

**5:00 P.M. OPEN SESSION – IN PERSON at K8
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83225397363?pwd=eFEyL1U4eENZzjFLUnBpS0EySWhtUT09>

Passcode: 443183

Dial by your location +1 669 900 9128 US (San Jose)

Webinar ID: 832 2539 7363 Passcode: 443183

*Please "mute" your device during the meeting.
MUSD is not available for technical support for remote meetings.*

Board Priorities

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the District Office: 44141 Little Lake Road, Mendocino, CA 95460. Board backup materials are also located on the MUSD website at <http://www.mendocinoused.org/District/2285-Untitled.html>

In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:30 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call
- 1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

2. PUBLIC HEARING FOR CLOSED SESSION

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

Join Zoom Meeting

<https://us02web.zoom.us/j/84063562087?pwd=L281YTIYV2xrS1RhO0xCQVU3dFdodz09>

Meeting ID: 840 6356 2087 Passcode: 979176

Dial by your location

+1 669 900 9128 US (San Jose) Meeting ID: 840 6356 2087 Passcode: 979176

3. CLOSED SESSION

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

- 3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative: Superintendent Jason Morse
Employee organizations: CEMUS and MTA bargaining units and unrepresented employees
- 3.2. Employment/Personnel Changes

4. 5:00 P.M. OPEN SESSION

- 4.1. Call to order and roll call
- 4.2. Approval of agenda
Items to be removed from the agenda or changes to the agenda should be done at this time.

5. RECOGNITION OF BOARD SERVICE

6. CONSENT AGENDA

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda. (action)

- 6.1. Approval of Warrants
 - 6.1.1. 10/13/22, 10/20/22, 10/27/22, 11/3/22
- 6.2. Approval of Minutes
 - 6.2.1. Board Meeting Minutes: 10/20/22
- 6.3. Approval of Employment/Personnel Changes
 - 6.3.1. Hire, Classified Coach, temporary stipend position, effective 8/22/22
 - 6.3.2. Hire, Classified Coach, temporary stipend position, effective 8/22/22
 - 6.3.3. Hire, Classified Coach, temporary stipend position, effective 10/17/22
 - 6.3.4. Hire, Classified Coach, temporary stipend position, effective 10/31/22
 - 6.3.5. Hire, Classified Coach, temporary stipend position, effective 10/31/22
 - 6.3.6. Hire, Classified Coach, temporary stipend position, effective 10/31/22
- 6.4. Approval of the Current Budget Change Report

- 6.5. Approval of Enrollment and Attendance Report – Month 2
- 6.6. Approval of Student Body Reports – October 2022
- 6.7. Approval of A-G Block Grant
- 6.8. Acknowledgment of donation from Sara Schoeneman and Guy Pacurar in the amount of \$300 to the K8 Art Fund
- 6.9. Acknowledgment of donation from Amanda and Patrick Pekin in the amount of \$300 to the K8 Art Fund

7. REPORTS

- 7.1. Student Trustee – Bohdi Briggs
- 7.2. Administrative
 - 7.2.1. Principal – Kim Humrichouse
 - 7.2.2. Superintendent – Jason Morse
- 7.3. Bargaining Units
 - 7.3.1. Mendocino Teachers Association (MTA)
 - 7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
- 7.4. Board Trustee Reports

8. TIMED ITEM 6:00 P.M. - PARENT/COMMUNITY COMMENT

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process. The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

- 9.1. Modernization and Construction Management Update
Construction Manager, Donald Alameida, will provide an update on the Phase I Modernization of Mendocino High School. (information)
- 9.2. Music Education in MUSD
The Board will discuss music in the District. (information/discussion)
- 9.3. Approval of out-of-state AE Week trips as well as trips that create adverse risk scenarios (action)

- 9.4. District of Choice Transfer Report
Superintendent, Jason Morse, will give a report on district of choice transfers for the school year 2022-23. This report is sent to the Department of Finance and adjacent school districts (action)
- 9.5. Public notice and intent to employ Taimi Barty on the basis of a CCSD Waiver, as a Teacher at the Mendocino High School. This item requires action by the Board to meet the requirements of the California Commission on Teaching Credential. (action)
- 9.6. Board Policies and Administrative Regulations (information only)
 - 9.6.1. BP/AR 6158: Independent Study (instruction)

10. FUTURE AGENDA ITEMS

Board Bylaw 9270, Board Organizational Meeting, First Interim Budget Report, Developer Fee Resolution

11. ADJOURNMENT

The next regular Board meeting is scheduled for **December 15, 2022 at Mendocino K-8 School.**

Payment Id	Check #	Check Amt	Status	Cleared	Comment	378.85	363.00	117.15	60.00	1,035.70	303.61	545.05	305.20	137.41	139.00	310.00	223.30	151.36	856.61	
	01	MARK BEEBE (MARK BEEBE - Payee)																		
DP23-00064	01	Travel Mileage and Meals, WASC	01-0794-0-5200-150-0000-2700-0000	Printed																
Check # 745049	12	Check Amt																		
EP23-00074	01	Greenwood Annual License	12-6105-0-5300-222-7110-1000-0000	Printed																
Check # 745050	01	Check Amt																		
EP23-00068	01	Classroom Supplies	01-0795-0-4300-220-1110-1000-0000	Printed																
Check # 745051	01	Check Amt																		
EP23-00069	01	Classroom Supplies	01-0794-0-4300-220-1110-1000-0000	Printed																
Check # 745052	01	Check Amt																		
EP23-00067	01	Gas and Food Cards for FRC Families	01-0001-0-4300-001-0000-3130-1137	Cleared																
Check # 745053	01	Check Amt																		
EP23-00070	01	CSU Counselor Conference Mileage and Meals	01-0795-0-5200-150-0000-3110-0000	Printed																
Check # 745054	01	Check Amt																		
EP23-00073	01	Writing Instruction Materials	01-6266-0-4100-220-1110-1000-0000	Cleared																
Check # 745055	13	Check Amt																		
EP23-00071	01	Garden Supplies	01-0001-0-4300-001-1110-1000-1138	Cleared																
Check # 745056	01	Check Amt																		
EP23-00072	01	Watermelon, Halloween Prizes	13-5310-0-4300-001-0000-3700-0000	Cleared																
Check # 745057	01	Check Amt																		
EP23-00075	01	Mileage and Meals	01-0794-0-5200-150-0000-3110-0000	Cleared																
Check # 745058	01	Check Amt																		
205108	01	Bus Driver Drug Testing	01-0740-0-5815-001-0000-3600-0000	Cleared																
Check # 745059	01	Check Amt																		
2094739-MENUUSD	01	Open P.O. Water Testing	01-8150-0-5800-001-0000-8110-2096	Cleared																
Check # 745059	01	Check Amt																		
2094758-MENUUSD	01	Open P.O. Water Testing	01-8150-0-5800-246-0000-8110-2096	Cleared																
Check # 745059	01	Check Amt																		
2094950-MENUUSD	01	Open P.O. Water Testing	01-8150-0-5800-221-0000-8110-2096	Cleared																
Check # 745059	01	Check Amt																		
2094961-MENUUSD	01	Open P.O. Water Testing	01-8150-0-5800-001-0000-8110-2096	Cleared																
Check # 745059	01	Check Amt																		
CREDIT	01	Open P.O. Water Testing	01-8150-0-5800-221-0000-8110-2096	Cleared																
Check # 745059	01	Check Amt																		
AJ33122892	01	Laptops for Iana P., Diana D., Jordan W.	01-0000-0-4400-150-1110-2420-1171	Printed																
Check # 745060	01	Check Amt																		
CIFNCS-930	01	Athletic Fees	01-0000-0-4400-220-1110-2420-1171	Cleared																
Check # 745061	63	Check Amt																		
CIFNCS-930	63	Athletic Fees	01-0000-0-5300-150-1110-4200-0000	Printed																
Check # 745061	63	Check Amt																		
0256890	63	Phone Services	63-0000-0-5903-001-0000-6000-0000	Printed																
Check # 745061	63	Check Amt																		

Payment Id	Comment	Check #	Check Amt	Status	Printed	Check #	Check Amt	Status	Printed	Check #	Check Amt	Status	Printed
174551939U039	Garbage Collection	01	2,260.33	Cleared	01-0000-0-5540-221-0000-8200-0000	174551939U039	2,260.33	Cleared	01-0000-0-5540-221-0000-8200-0000	174551939U039	2,260.33	Cleared	01-0000-0-5540-221-0000-8200-0000
174551939U039	Garbage Collection	01	1,376.99	Cleared	RHOADS AUTO PARTS INC. (RHOADS/1)	174551939U039	1,376.99	Cleared	RHOADS AUTO PARTS INC. (RHOADS/1)	174551939U039	1,376.99	Cleared	RHOADS AUTO PARTS INC. (RHOADS/1)
151360 SEPT 2022	Auto Repair Parts	01	25.43	Cleared	01-0740-0-4365-001-0000-3600-0000	151360 SEPT 2022	25.43	Cleared	01-0740-0-4365-001-0000-3600-0000	151360 SEPT 2022	25.43	Cleared	01-0740-0-4365-001-0000-3600-0000
2209-005122	Maintenance Supplies	01	1,113.99	Cleared	01-8150-0-4300-001-0000-8110-0000	2209-005122	1,113.99	Cleared	01-8150-0-4300-001-0000-8110-0000	2209-005122	1,113.99	Cleared	01-8150-0-4300-001-0000-8110-0000
151360 SEPT 2022	Cafeteria Food	13	65.14	Cleared	13-5310-0-4700-001-0000-3700-0000	151360 SEPT 2022	65.14	Cleared	13-5310-0-4700-001-0000-3700-0000	151360 SEPT 2022	65.14	Cleared	13-5310-0-4700-001-0000-3700-0000
151360 SEPT 2022	Cafeteria Food	13	24.40	Cleared	13-5310-0-4700-001-0000-3700-8634	151360 SEPT 2022	24.40	Cleared	13-5310-0-4700-001-0000-3700-8634	151360 SEPT 2022	24.40	Cleared	13-5310-0-4700-001-0000-3700-8634
110,033.50	SISC MEDICAL (SISCME/1)	76	110,033.50	Cleared	76- - -9514-	110,033.50	110,033.50	Cleared	76- - -9514-	110,033.50	110,033.50	Cleared	76- - -9514-
OCTOBER 22-23	Medical Insurance	76	76.00	Cleared	76- - -9514-	OCTOBER 22-23	76.00	Cleared	76- - -9514-	OCTOBER 22-23	76.00	Cleared	76- - -9514-
05-229943-1 SEPT2022	Waste Disposal at Greenwood	12	65.14	Cleared	12-6105-0-5540-222-7110-8200-0000	05-229943-1 SEPT2022	65.14	Cleared	12-6105-0-5540-222-7110-8200-0000	05-229943-1 SEPT2022	65.14	Cleared	12-6105-0-5540-222-7110-8200-0000
05-229943-1 SEPT2022	Waste Disposal at Greenwood	12	65.14	Cleared	12-6105-0-5540-222-7110-8200-0000	05-229943-1 SEPT2022	65.14	Cleared	12-6105-0-5540-222-7110-8200-0000	05-229943-1 SEPT2022	65.14	Cleared	12-6105-0-5540-222-7110-8200-0000
224379	Goalie Gloves	01	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)	224379	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)	224379	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)
224379	Goalie Gloves	01	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)	224379	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)	224379	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)
224379	Goalie Gloves	01	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)	224379	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)	224379	46.08	Printed	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)
1045520	Supplies	63	446.45	Cleared	63-0000-0-4300-001-0000-6000-0000	1045520	446.45	Cleared	63-0000-0-4300-001-0000-6000-0000	1045520	446.45	Cleared	63-0000-0-4300-001-0000-6000-0000
1045520	Supplies	63	446.45	Cleared	63-0000-0-4300-001-0000-6000-0000	1045520	446.45	Cleared	63-0000-0-4300-001-0000-6000-0000	1045520	446.45	Cleared	63-0000-0-4300-001-0000-6000-0000
418040	Phone Services	63	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)	418040	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)	418040	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)
418040	Phone Services	63	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)	418040	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)	418040	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)
418040	Phone Services	63	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)	418040	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)	418040	2,738.50	Cleared	SUMMO FIBER (SUMOFI/1)
INV98926A	Textbooks	01	11,326.98	Cleared	TEACH TCI (TEACHT/1)	INV98926A	11,326.98	Cleared	TEACH TCI (TEACHT/1)	INV98926A	11,326.98	Cleared	TEACH TCI (TEACHT/1)
INV98926A	Textbooks	01	11,326.98	Cleared	TEACH TCI (TEACHT/1)	INV98926A	11,326.98	Cleared	TEACH TCI (TEACHT/1)	INV98926A	11,326.98	Cleared	TEACH TCI (TEACHT/1)
INV98926A	Textbooks	01	11,326.98	Cleared	TEACH TCI (TEACHT/1)	INV98926A	11,326.98	Cleared	TEACH TCI (TEACHT/1)	INV98926A	11,326.98	Cleared	TEACH TCI (TEACHT/1)
538485	Paper Products for Cafeteria	13	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	538485	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	538485	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)
538485	Paper Products for Cafeteria	13	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	538485	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	538485	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)
538485	Paper Products for Cafeteria	13	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	538485	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	538485	991.68	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)
191562420	Xerox Translate and Print	01	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)	191562420	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)	191562420	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)
191562420	Xerox Translate and Print	01	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)	191562420	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)	191562420	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)
191562420	Xerox Translate and Print	01	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)	191562420	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)	191562420	1,335.35	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)
DP23-00060	Student Internet, Multiple Families	01-0000-0-5600-220-0000-2420-0000	203.00	Cleared	01-0000-0-5600-220-0000-2420-0000	DP23-00060	203.00	Cleared	01-0000-0-5600-220-0000-2420-0000	DP23-00060	203.00	Cleared	01-0000-0-5600-220-0000-2420-0000
DP23-00060	Student Internet, Multiple Families	01-0000-0-5600-220-0000-2420-0000	203.00	Cleared	01-0000-0-5600-220-0000-2420-0000	DP23-00060	203.00	Cleared	01-0000-0-5600-220-0000-2420-0000	DP23-00060	203.00	Cleared	01-0000-0-5600-220-0000-2420-0000
DP23-00061	DMV Physical, Bus Driver	01-0740-0-5813-001-0000-3600-0000	120.00	Cleared	01-0740-0-5813-001-0000-3600-0000	DP23-00061	120.00	Cleared	01-0740-0-5813-001-0000-3600-0000	DP23-00061	120.00	Cleared	01-0740-0-5813-001-0000-3600-0000
DP23-00061	DMV Physical, Bus Driver	01-0740-0-5813-001-0000-3600-0000	120.00	Cleared	01-0740-0-5813-001-0000-3600-0000	DP23-00061	120.00	Cleared	01-0740-0-5813-001-0000-3600-0000	DP23-00061	120.00	Cleared	01-0740-0-5813-001-0000-3600-0000
DP23-00062	Bus Driver Advertising	01-0740-0-5811-001-0000-3600-0000	288.00	Cleared	01-0740-0-5811-001-0000-3600-0000	DP23-00062	288.00	Cleared	01-0740-0-5811-001-0000-3600-0000	DP23-00062	288.00	Cleared	01-0740-0-5811-001-0000-3600-0000
DP23-00062	Bus Driver Advertising	01-0740-0-5811-001-0000-3600-0000	288.00	Cleared	01-0740-0-5811-001-0000-3600-0000	DP23-00062	288.00	Cleared	01-0740-0-5811-001-0000-3600-0000	DP23-00062	288.00	Cleared	01-0740-0-5811-001-0000-3600-0000
DP23-00063	Office Supplies, Bus Barn	01-0740-0-4300-001-0000-3600-0000	21.13	Cleared	01-0740-0-4300-001-0000-3600-0000	DP23-00063	21.13	Cleared	01-0740-0-4300-001-0000-3600-0000	DP23-00063	21.13	Cleared	01-0740-0-4300-001-0000-3600-0000
DP23-00063	Office Supplies, Bus Barn	01-0740-0-4300-001-0000-3600-0000	21.13	Cleared	01-0740-0-4300-001-0000-3600-0000	DP23-00063	21.13	Cleared	01-0740-0-4300-001-0000-3600-0000	DP23-00063	21.13	Cleared	01-0740-0-4300-001-0000-3600-0000
4508990	Cafeteria Food and Snack	13	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)	4508990	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)	4508990	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)
4508990	Cafeteria Food and Snack	13	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)	4508990	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)	4508990	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)
4508990	Cafeteria Food and Snack	13	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)	4508990	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)	4508990	1,906.43	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)
9523597180	Phone Services	01	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)	9523597180	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)	9523597180	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)
9523597180	Phone Services	01	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)	9523597180	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)	9523597180	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)
9523597180	Phone Services	01	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)	9523597180	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)	9523597180	473.11	Cleared	VERIZON WIRELESS (VERIZOF/1)

Payment Id	Comment	Check Amt	Status	Cleared	VERIZON WIRELESS (VERIZO/1) - continued	
9523597180	Phone Services	473.11	Printed	01-8150-0-5902-001-0000-8110-0000	46.96	
				63-0000-0-5902-001-0000-6000-0000	190.56	
20220930	Drinking Water	47.75	Printed	WHISPERING PINES WATER (WHISPE/2)		
				63-0000-0-5500-001-0000-6000-0000	47.75	
10364181	Writing Curriculum	44.23	Cleared	ZANER - BLOSER (ZANERB/2)		
				01-0794-0-4100-220-1110-1000-0000	44.23	
* Break in sequence						
1392638	Diesel and Regular Fuel for Vehicles and Heating	4,087.22	Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)		
1392653	Diesel and Regular Fuel for Vehicles and Heating	27,639.67	Printed	01-1100-0-5520-150-0000-8200-0000	281.11	
				01-0740-0-4361-001-0000-3600-0000	3,806.11	
DP23-00065	Vision and Dental Claims 9/11 - 10/9			REDWOOD HEALTH SERVICES (RWHEAL/1)		
				68-0000-0-5800-000-0000-6000-0000	26,731.67	
				69-0000-0-5800-000-0000-6000-0000	908.00	

Number of Items 43 178,988.55 Totals for Register 000233

2023 FUND-OBJ Expense Summary / Register 000233

01-4100	12,764.07
01-4300	1,731.89
01-4361	3,806.11
01-4365	1,260.50
01-4400	223.30
01-5200	819.87
01-5300	151.36
01-5520	705.31
01-5530	2,071.08
01-5540	2,260.33
01-5600	203.00
01-5800	2,470.00
01-5811	288.00
01-5812	25.00
01-5813	120.00
01-5815	139.00
01-5900	703.22
01-5902	282.55

2023 FUND-OBJ Expense Summary / Register 000233 (continued)

01-9110*		30,024.59	30,024.59-
Totals for Fund 01		30,024.59	30,024.59-
12-5300		363.00	
12-5530		233.66	
12-5540		65.14	
12-9110*			661.80-
Totals for Fund 12		661.80	661.80-
13-4300		2,911.99	
13-4700		3,090.42	
13-9110*			6,002.41-
Totals for Fund 13		6,002.41	6,002.41-
63-4300		446.45	
63-5500		47.75	
63-5520		131.58	
63-5530		121.44	
63-5902		190.56	
63-5903		3,595.11	
63-5904		93.69	
63-9110*			4,626.58-
Totals for Fund 63		4,626.58	4,626.58-
68-5800		26,731.67	
68-9110*			26,731.67-
Totals for Fund 68		26,731.67	26,731.67-
69-5800		908.00	
69-9110*			908.00-
Totals for Fund 69		908.00	908.00-
76-9110*			110,033.50-
76-9514		110,033.50	
Totals for Fund 76		110,033.50	110,033.50-
Totals for Register 000233		178,988.55	178,988.55-

* denotes System Generated entry

Net change to Cash 9110 178,988.55-Credit

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Payment Id	Comment	Check #	Check Amt	Status	Printed	AUM, WINDSPIRIT (001450 - Emp)
EP23-00082	Board Meeting Mileage	01	31.12	Printed	01-0000-0-5200-001-0000-7110-0000	31.12
EP23-00076	Pediatric First Aid Certification, Jessica and Madison	12	300.00	Printed	01-0000-0-5200-001-0000-7110-0000	300.00
EP23-00078	Classroom Supplies	01	133.23	Printed	12-6105-0-5200-222-7110-1000-0000	133.23
EP23-00077	Mileage 7/11 - 8/24	63	75.00	Printed	01-0794-0-4300-220-1110-1000-0000	75.00
EP23-00085	EL Support Mileage	01	88.75	Printed	63-0000-0-5200-001-0000-6000-0000	75.00 13.75
EP23-00084	Supplies	01	3.40	Printed	01-0079-0-5200-221-1110-1000-0000	3.40
EP23-00079	Board Meeting Mileage Reimburse	01	2.81	Printed	01-0079-0-5200-246-1110-1000-0000	2.81
EP23-00081	Board Meeting Mileage	01	8.42	Printed	01-0000-0-5200-001-0000-7110-0000	8.42
EP23-00080	Board Meeting Mileage	01	56.86	Printed	01-0000-0-5200-001-0000-7110-0000	56.86
EP23-00083	Dispatch Mileage 9/6 - 9/23	63	69.37	Printed	01-0000-0-5200-001-0000-6000-0000	69.37
2102992-MENUSD	Open P.O. Water Testing	01	60.00	Printed	63-0000-0-5200-001-0000-6000-0000	60.00
707937-4049653909-22	Telephone Services	63	220.93	Printed	01-8150-0-5800-001-0000-8110-2096	220.93
BWUS10611945	Open Purchase Order for Telephone Services	63	940.08	Printed	AT&T (00AT&T2)	940.08
1120616454	Heating Fuel, Multiple Sites	01	616.60	Printed	63-0000-0-5903-001-0000-6000-0000	616.60
5167	Bank Reconciliations & Board Reports	01	120.00	Printed	BANDWIDTH INC. (BANDWI/1)	120.00
4334	August Services	21	1,137.50	Printed	63-0000-0-5903-001-0000-6000-0000	1,137.50
1120616454	Heating Fuel, Multiple Sites	01	616.60	Printed	21-9010-0-5800-150-0000-8500-9913	616.60
707937-4049653909-22	Telephone Services	63	220.93	Printed	DEMATEO, PATTIE (PDEMAT/1)	220.93
5167	Bank Reconciliations & Board Reports	01	120.00	Printed	01-0794-0-5800-220-0000-2700-0000	120.00
1120616454	Heating Fuel, Multiple Sites	01	616.60	Printed	FERRELL GAS (FERREL/1)	616.60
707937-4049653909-22	Telephone Services	63	220.93	Printed	FORT BRAGG ADVOCATE-NEWS (FBADVO/3)	220.93

Payment Id	Check #	Check Amt	Status	Printed	Comment	778.46	778.46
	1353162	Open PO for Classified Advertising	01	Printed	FORT BRAGG ADVOCATE-NEWS (FBADVOI3) - continued		778.46
	49062 SEPT 2022	Maintenance, Transportation, Cafeteria Supplies	01	Printed	CYPRESS HOLDINGS INC (HARVESI2)	1,147.10	
	49495 SEPTEMBER 2022	Culinary, Classroom, Office Supplies	01	Printed	13-5310-0-4700-001-0000-3700-0000		293.32
	49496 SEPTEMBER 2022	Custodial Supplies	01	Printed	01-0794-0-4300-150-0000-2700-0000		78.10
	67308100	Dairy for Cafeteria	01	Printed	01-0794-0-4300-150-1110-1000-0000		1.94
	67308100	Dairy for Cafeteria	13	Printed	01-0794-0-4300-150-3800-1000-8171	218.13	761.63
	67308100	Dairy for Cafeteria	13	Printed	01-0000-0-4300-001-0000-8200-0000	218.13	12.11
	S450122	IXL Site License, 175 Students, Math and ELA	01	Printed	13-5310-0-4700-001-0000-3700-0000	3,063.00	218.13
	DP23-00067	Student Services	01	Printed	IXL LEARNING (IXLLEA1)		
	9-30-22	Phase 1 High School Construction	21	Printed	01-0794-0-5800-220-1110-1000-0000	895,584.41	3,063.00
	9-30-22 K8	Drinking Water	01	Printed	KATHERINE HUNT PECKHAM (KPECKH1)	148.00	720.00
	DP23-00068	Gold Toyota Repair	01	Printed	01-0100-0-5800-001-5760-3900-0102	80.00	720.00
	265464334001	Office Supplies	01	Printed	LATHROP CONSTRUCTION INC. (LATHRO1)		
	271064297001	Office Supplies	01	Printed	21-9010-0-6200-150-0000-8500-9913		895,584.41
	271064298001	Office Supplies	01	Printed	MOUNTAIN FRESH SPRING WATER (MOUNTA1)	148.00	148.00
	DP23-00066	Van Repair	01	Printed	01-0740-0-4300-220-1110-1000-0000	223.35	80.00
	174551192U039	Garbage Collection	01	Printed	OFFICE DEPOT (OFFICD12)		38.23
	174551926U039	Garbage Collection	01	Printed	01-0794-0-4300-220-0000-2700-0000		155.58
	174551927U039	Garbage Collection	01	Printed	01-0794-0-4300-220-0000-2700-0000		29.54
	30662	Grass Fed Beef	63	Printed	PACIFIC AUTOBODY & RENTAL INC (PACAUT1)	3,577.90	2,314.40
	2015141	Consulting Services	13	Printed	01-0740-0-4365-001-0000-3600-0000	1,552.15	1,263.50
	30662	Grass Fed Beef	63	Printed	01-0740-0-5600-001-0000-3600-0000	1,725.00	239.60
	2015141	Consulting Services	13	Printed	REDWOOD WASTE SOLUTIONS INC (RWWAST1)		1,725.00
	30662	Grass Fed Beef	63	Printed	01-0000-0-5540-246-0000-8200-0000		107.27
	2015141	Consulting Services	63	Printed	01-0000-0-5540-150-0000-8200-0000		1,062.45
	2015141	Consulting Services	63	Printed	01-0000-0-5540-150-0000-8200-0000		382.43
	2015141	Consulting Services	63	Printed	Roundman's (ROUNDM1)	239.60	239.60
	2015141	Consulting Services	63	Printed	13-5310-0-4700-001-0000-3700-0000	1,725.00	239.60
	2015141	Consulting Services	63	Printed	SAGE STATHAM (SSTATM1)		
	2015141	Consulting Services	63	Printed	63-0000-0-5800-001-0000-6000-0000		

Payment Id	Check #	Check Amt	Status	Printed	Comment
IN23-00619	01	180.00			SCHOOL & COLLEGE LEGAL SVCS (SCHAND/1)
					Legal Seminar, Kim, Tobin, Meghan Miller, and Meagan Perry 01-6266-0-5200-001-5001-2700-0000 180.00
	01	838.15			SCHOOLS IN (SCHOIN/1)
INV0067880	01	256.00			Classroom Table 01-0794-0-4300-220-1110-1000-0000 838.15
	01	256.00			CA DEPT OF JUSTICE (STOFC2/1)
608328	13	568.10			Fingerprinting 01-0000-0-5814-001-0000-7200-0000 256.00
	13	568.10			SYSCO FOOD SERVICES OF SF INC (SYSCOF/1)
331950486					Cafeteria Food 13-5310-0-4700-001-0000-3700-0000 388.43
					13-5310-0-4700-001-0000-3700-8634 179.67
	63	2,359.37			TPX COMMUNICATIONS (TPXCOM/1)
162127446-0					Phone Services 63-0000-0-5903-001-0000-6000-0000 2,359.37
	13	232.18			UKIAH PAPER SUPPLY INC (UKIAHP/1)
Check # 745514	13	232.18			Paper Products for Cafeteria 13-5310-0-4300-001-0000-3700-0000 232.18
Check # 745515	13	1,645.96			WILD OAK DAIRY (UNNATU/2)
015090979-003					Cafeteria Food and Snack 13-5310-0-4700-001-0000-3700-0000 1,645.96
	01	363.74			UNITED VOLLEYBALL SUPPLY INC (UNVOLL/1)
Check # 745516	01	363.74			Sen Comp Competition Net 01-0000-0-4300-150-1110-4200-0000 363.74
Check # 745517	01	299.73			WAXIE SANITARY SUPPLY (009737/1)
81231095					Custodial Supplies 01-0000-0-4300-001-0000-8200-0000 461.54
CREDIT 81131584					Custodial Supplies 01-0000-0-4300-001-0000-8200-0000 161.81-
Check # 745518	01	299.50			WHISPERING PINES WATER (WHISPE/2)
20220930 HIGH SCHOOL					Drinking Water 01-0794-0-4300-150-1110-1000-0000 299.50
Check # 745519	01	2,564.30			XEROX CORPORATION (XEROXC/2)
017272590					Copy Machine Rental 01-0000-0-5600-155-0000-2700-0000 192.19
017272591					Copy Machine Rental 01-0000-0-5600-220-0000-2420-0000 297.76
017272592					Copy Machine Rental 01-0000-0-5600-150-0000-2420-0000 197.71
017272593					Copy Machine Rental 01-0000-0-5600-001-0000-7200-0000 238.39
017272594					Copy Machine Rental 01-0000-0-5600-150-0000-2700-0000 320.54
017272595					Copy Machine Rental 01-0000-0-5600-220-0000-2700-0000 1,151.36
017272596					Copy Machine Rental 01-0000-0-5600-246-0000-2700-0000 55.03
017272597					Copy Machine Rental 01-0000-0-5600-221-0000-2700-0000 62.90
017272598					Copy Machine Rental 12-6105-0-5600-222-7110-1000-0000 48.42
Check # 745520	63	110.30			Thryv (0000YP/1)
800438395OCTOBER2022					Yellow Pages Advertising 63-0000-0-5811-001-0000-6000-0000 110.30

Payment Id Comment

* Break in sequence

Check #	VCH-00000009	21	Check Amt	136,235.72	Status	Printed	QUATTROCCHI KWOK ARCHITECTS (QUATTR/1)	23,230.80
23706	MHS Bond Architectural Services					21 - 9010 - 0 - 6200 - 150 - 0000 - 8500 - 9911		23,230.80
23707	Gymnasium & Tech Center Modernization					21 - 9012 - 0 - 6200 - 150 - 0000 - 8500 - 9914		113,004.92
Check #	VCH-00000010	01	Check Amt	6,021.18	Status	Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)	
1392701	Diesel and Regular Fuel for Vehicles and Heating					01 - 0740 - 0 - 4361 - 001 - 0000 - 3600 - 0000		6,021.18
Check #	VCH-00000011	01	Check Amt	1,132.50	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	
OCTOBER 22-23	Dental and Vision Admin Fees					01 - 0000 - 0 - 9514 - 000 - 0000 - 0000 - 3498		410.50
						01 - 0000 - 0 - 9514 - 000 - 0000 - 0000 - 3499		189.00
SEPTEMBER 22-23	Dental and Vision Admin Fees					01 - 0000 - 0 - 9514 - 000 - 0000 - 0000 - 3498		365.00
						01 - 0000 - 0 - 9514 - 000 - 0000 - 0000 - 3499		168.00

Number of Items 44 Totals for Register 000234 1,066,027.90

2023 FUND-OBJ Expense Summary / Register 000234

01-4300	3,162.88
01-4361	6,021.18
01-4365	2,314.40
01-5200	367.96
01-5520	616.60
01-5540	1,552.15
01-5600	3,859.38
01-5800	3,963.00
01-5811	778.46
01-5814	256.00
01-9110*	
01-9514	1,132.50
Totals for Fund 01	24,024.51
12-5200	300.00
12-5600	48.42
12-9110*	
Totals for Fund 12	348.42
13-4300	232.18
13-4700	2,965.11
13-9110*	
	3,197.29

2023 FUND-OBJ Expense Summary / Register 000234 (continued)

Totals for Fund 13	3,197.29	3,197.29
21-5800	1,137.50	
21-6200	1,031,820.13	
21-9110*		1,032,957.63-
Totals for Fund 21	1,032,957.63	1,032,957.63-
63-5200	144.37	
63-5800	1,725.00	
63-5811	110.30	
63-5903	3,520.38	
63-9110*		5,500.05-
Totals for Fund 63	5,500.05	5,500.05-
Totals for Register 000234	1,066,027.90	1,066,027.90-

* denotes System Generated entry

Net change to Cash 9110 1,066,027.90-Credit

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Mendocino Unified School District



MINUTES

Regular Board Meeting

OCTOBER 20, 2022

**MENDOCINO K-8 SCHOOL
44261 LITTLE LAKE ROAD
MENDOCINO, CA 95460**

4:30 P.M. CLOSED SESSION – VIA TELECONFERENCE

(Closed Session Public Hearing - link on page 2)

**5:00 P.M. OPEN SESSION – IN PERSON at K8
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84645200741?pwd=NWlh5bHpWUmVVRkhiM2dOY0xIRk5xOT09>

Passcode: 116406

Dial by your location +1 669 900 9128 US (San Jose)

Webinar ID: 846 4520 0741 Passcode: 116406

Please "mute" your device during the meeting.

MUSD is not available for technical support for remote meetings.

Board Priorities

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the District Office: 44141 Little Lake Road, Mendocino, CA 95460. Board backup materials are also located on the MUSD website at <http://www.mendocinoused.org/District/2285-Untitled.html>

In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:30 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call

The meeting was called to order at 4:32PM. Present were Trustees Aum, Schaeffer, Morton. Virtually present were Trustees Gay and Grinberg.

- 1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

The President verbally identified the agenda items to be discussed.

2. PUBLIC HEARING FOR CLOSED SESSION

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

Join Zoom Meeting

<https://us02web.zoom.us/j/88108457592?pwd=TXFEWUxJdUtkM2NVSXFaUWpiRnhhZz09>

Meeting ID: 881 0845 7592 Passcode: 179204

Dial by your location

+1 669 900 9128 US (San Jose) Meeting ID: 881 0845 7592 Passcode: 179204

3. CLOSED SESSION

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

- 3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative:
Superintendent Jason Morse
Employee organizations: CEMUS and MTA bargaining units and unrepresented employees
- 3.2. Employment/Personnel Changes

4. 5:00 P.M. OPEN SESSION

- 4.1. Call to order and roll call

The meeting was called to order at 5:03PM. Present were Trustees Aum, Schaeffer, Morton. Virtually present were Trustees Gay and Grinberg.

- 4.2. Approval of agenda
Items to be removed from the agenda or changes to the agenda should be done at this time.

Nothing was reported out of Closed Session.

MSA Morton/Aum (5/0) to approve the agenda pulling Item 9.7 and moving Item 9.10 to after 9.1.

5. GHD UPDATE

The Board will hear an update from Matt Kennedy, GHD Engineer regarding the MUSD drinking and recycled water projects.

Matt Kennedy gave the attached presentation as it relates to the drinking and recycled water projects.

6. CONSENT AGENDA

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda. (action)

- 6.1. Approval of Warrants
6.1.1. 8/10/22, 8/18/22, 8/25/22, 9/1/22, 9/8/22, 9/15/22, 9/22/22, 9/29/22, 10/6/22
- 6.2. Approval of Minutes

- 6.2.1. Board Meeting Minutes: 9/8/22, 10/5/22
- 6.3. Approval of Employment/Personnel Changes
 - 6.3.1. Grant, temporary leave of absence of 25%, Classified Employee, effective 9/1/22 through 10/31/22.
 - 6.3.2. Reclassify, Certificated Employee working 1.0 FTE, .20 FTE reclassified to CTE, the remaining .80 FTE remains the same, effective 7/1/22
 - 6.3.3. Increase, Classified Employee working 3.75 Instructional hours adds 2.75 Integrated hours for a total of 6.5 hours/day, effective 9/6/22
 - 6.3.4. Hire, Classified Employee, 6.0 hours/day, effective 9/6/22
 - 6.3.5. Hire, Classified Principals & Management Employee, 8 hours/day, effective 10/6/22
 - 6.3.6. Hire, Classified Employee, 8 hours/day, effective 9/12/22
 - 6.3.7. Hire, Classified Employee, 3.75 hours/day, effective 8/29/22
 - 6.3.8. Accept resignation, Classified Employee, 6.5 hours/day, effective 12/31/22
- 6.4. Approval of the Current Budget Change Report
- 6.5. Approval of Enrollment and Attendance Report – Month 1
- 6.6. Approval of Student Body Reports – September 2022
- 6.7. Approval of Williams Settlement Quarterly Uniform Complaint Report for School Year 2022-23, Quarter 1
- 6.8. Approval of School Single Plans
- 6.9. Approval of School Safety Plans
- 6.10. Approval of MUSD Emergency Operations Plan
- 6.11. Approval of Quarter 1 Investment Reports
- 6.12. Approval of the Spring Consolidated Application 2022-23
- 6.13. Approval of Classified Seniority List
- 6.14. Approval of Certificated Seniority List
- 6.15. Approval of MOU between MUSD and NC SOE
- 6.16. Approval of revised Classified Principals and Management Salary Schedule
- 6.17. Final approval of Board Policies, Bylaws and Administrative Regulations
 - 6.17.1. BP/AR/E 1312.3: Uniform Complaint Procedures (community relations)
 - 6.17.2. AR 3311: Bids (business/noninstructional operations)
 - 6.17.3. BP/AR 5113.2: Work Permits (students)

MSA Morton/Aum (5/0) to approve the Consent Agenda as presented.

7. REPORTS

7.1. Student Trustee – Bohdi Briggs

Student Trustee Briggs reported that Spirit Week was fun. There were theme days, one of which was, "Anything but a backpack." Students brought shopping carts and suitcases. Homecoming Dance was a fundraiser for the Junior Class. Student DJ was fun. Sports are doing really well. Especially soccer. Girls are going to playoffs. Boys were undefeated but are not going to playoffs.

7.2. Administrative

7.2.1. Principal – Tobin Hahn

Principal, Tobin Hahn, gave the attached presentation.

7.2.2. Superintendent – Jason Morse

Superintendent, Jason Morse, reported that the Mendocino Coast Children's Fund has donated "\$10,000 to the District "SOS" fund. This fund is for miscellaneous items for students in need. Thank you MCCF! They do wonderful work for the District. It is now official that Rob Buch is the new MCN Manager and Sarah Flowers is the Inside Operations Manager. They are doing a wonderful job. Pleased to have them on board. Ceil McDonell has secured a grant for the electric switch gears for the electric busses. This frees up funds for the busses. Thank Diana Dominguez at MTA President. The relationship is very collaborative. After 3 years of being off the Spelling Bee is happening again at the K8 School. Very exciting.

7.3. Bargaining Units

7.3.1. Mendocino Teachers Association (MTA)

Not much to report. Likewise to working with Kim, Tobin, Jason and sites reps. Great to have communication. Kudos to High School Teachers the WASC folks noted during their visit how hard the teachers work. The outside acknowledgement was nice. Teachers are hoping to get a site visit at the new high school.

7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

Michele Sheldon noted that there is nothing to report.

7.4. Board Trustee Reports

Trustee Morton reported that he and Trustee Schaeffer met with the accreditation crew. It was nice to have a different perspective from others.

Trustee Aum reported that he attended the CTE All Pathways meeting. Great to hear from the 5 students participating. The speakers were eloquent at selling the strength of that program. Tobin does a great job finding funding to keep the programs running. Enjoy seeing it flourish. The Housing Committee did not meet but he has done some thinking about zoning at outlying schools, MCN building, CCM building and K8 to see what options exist. Photos sent to the District to place on the website.

Trustee Schaeffer reported that he participated in the WASC interview. He and Trustee Morton are the first two Trustees to participate in a rotating basis in the negotiation sessions with MTA. It has been revealing and has been made aware of issues he was not even aware of. Kudos to MTA for requesting a different Board member attend. New construction meeting allowed some members of the Board to tour the site recently. It has completely changed.

8. TIMED ITEM 6:00 P.M. - PARENT/COMMUNITY COMMENT

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process.

The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

Parent, Maya Stewart spoke on behalf of the arts. Specifically focusing on the federal "Arts, Music, and Instructional Materials Block Grant" coming up with funds being distributed to LEA's statewide. Although the grant is titled "Arts and Music", it also covers other important items not limited to retirement and pension funds. Ms. Stewart implored the Board to keep any funds received focused on Arts and Music in the schools.

Annemarie Weibel spoke about a nurse in the community wanting to donate equipment. There used to be a location at the Albion School that housed donations during Hurricane Katrina. The Albion School along with the K8 and High School and Comptche School are designated as shelters during an emergency. What needs to be done to partner with the Albion Fire and MUSD to use Albion School in an emergency and where to house these donations?

9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

- 9.1. Modernization and Construction Management Update
Construction Manager, Donald Alameida, will provide an update on the Phase I Modernization of Mendocino High School. (information)

Don Almeida gave the attached presentation updating the Board on the progress of Phase I.

- 9.2. MUSD Deferred Maintenance Plan
Maintenance Supervisor, Paulo Andrade, will provide an update on the Deferred Maintenance Plan (action)

MSA Grinberg/Gay (5/0) to approve the Deferred Maintenance Plan.

- 9.3. A-G Completion Grant
Principal, Tobin Hahn, will present the A-G Grant Plan (information/discussion)

Principal, Tobin Hahn, spoke about the attached A-G Grant Plan. This item will be on the November agenda for final approval.

- 9.4. Albion Fire Protection District Water Storage Proposal
Carlton LaMont will present a proposal for increased water storage at the Albion School (action)

MSA Morton/Aum (5/0) to give permission to the Albion Fire Protection District to seek grant funding on behalf of MUSD for water storage at the Albion School.

- 9.5. Grand Jury Report Response
The Board will discuss a response to the recent Grand Jury Report regarding special education (information/discussion)

The Board discussed the response to the recent Grand Jury Report and heard from several members of the community about their experiences with the Special Education program in the

District. The Board noted that the January 4th Board Study Session is allocated to the District's Special Education program and is open to the public.

- 9.6. Consideration of Reduced Workload Program for 2022-23
As per the negotiated MTA Contract, the District must declare by November 15th of each year whether certificated employees will be offered the reduced workload retirement option for the following year (action)

MSA Aum/Morton (5/0) to approve the Reduced Workload Program for 2022-23.

- 9.7. Public notice and intent to employ Provisional Intern, Taimi Barty, as a Teacher at the Mendocino High School. This item requires action by the Board to meet the requirements of the California Commission on Teaching Credential. (action)

This item was pulled and will be placed on the November agenda.

- 9.8. Approval/Authorization of Certificated Teaching Assignments

9.8.1. Approval of 7th Grade Math Teacher to be assigned to teach math under a Limited Assignment Option under Education Code 44256(b) which allows the holder of a Multiple Subject or Standard Elementary Teaching Credential to be assigned to teach classes in grades 5-8 in a middle school if they meet specific unit requirements of the subject taught. Action of the governing board and teacher consent is required. (action)

9.8.2. Approval of 8th Grade Math Teacher to be assigned to teach math under a Limited Assignment Option under Education Code 44256(b) which allows the holder of a Multiple Subject or Standard Elementary Teaching Credential to be assigned to teach classes in grades 5-8 in a middle school if they meet specific unit requirements of the subject taught. Action of the governing board and teacher consent is required. (action)

9.8.3. Approval of 7/8 Grade ELA Teacher to be assigned to teach English Language Arts under a Limited Assignment Option under Education Code 44256(b) which allows the holder of a Multiple Subject or Standard Elementary Teaching Credential to be assigned to teach classes in grades 5-8 in a middle school if they meet specific unit requirements of the subject taught. Action of the governing board and teacher consent is required. (action)

MSA Morton/Grinberg (5/0) to approve the Authorization of Certificated Teaching Assignments.

- 9.9. Consideration of Resolution 2022-29: Continuing Board of Trustees Authority to Hold Virtual Meetings Pursuant to AB 61 (action)

MSA Grinberg/Aum (4/1) to approve Resolution 2022-29.

- 9.10. Consideration of Phase II Pre-Construction Services

The Board will consider contracting with Lathrop Construction Company for Phase II of the Mendocino High School Modernization Project (action)

MSA Aum/Morton (5/0) to approve contracting with Lathrop Construction for Phase II of the Mendocino High School Modernization Project.

10. FUTURE AGENDA ITEMS

CAASPP, AE Week trips, InterDistrict Transfer Report, MCN 1st Quarter Report, Physical Fitness testing results, Public Hearing Sunshine Negotiations
Music in the Schools, Housing for Employees

11. ADJOURNMENT

The next regular Board meeting is scheduled for **November 17, 2022 at Mendocino K-8 School.**

The meeting was adjourned at 7:56PM.



Technical Memorandum

September 28, 2022

To	Ryan Rhoades, MCCSD Superintendent	Contact No.	707-540-3367
Copy to	File	Email	Matt.kennedy@ghd.com
From	Matt Kennedy, PE	Project No.	12584992
Project Name	MCCSD Drought Tolerance Emergency Water Supply and Storage Improvements		
Subject	Basis of Design, Storage Tank Configuration Options Analysis and Recommendation		

1. Introduction and Background

The Mendocino Unified School District (MUSD) and the Mendocino City Community Services District (MCCSD) are embarking on a project involving the planning, design and construction of new potable water wells, a water storage tank and water system interconnection on MUSD property for the benefit of the Village of Mendocino and in support of each agency’s respective missions. The project is jointly funded by the State Water Board Drinking Water State Revolving Fund (DWSRF) program and the Department of Water Resources (DWR) under the 2021 Urban and Multibenefit Drought Relief Grant (UMDRG) program

The Mendocino City Community Services District (MCCSD) is a California Community Services District formed pursuant to Government Code Section 61000 et seq., with responsibility for providing sanitary sewer service and treatment, groundwater management and street lighting and serving areas including the village of Mendocino. The MCCSD does not provide potable water service.

The MUSD is a K-12 school district that covers 420 square miles and serves the communities from Caspar on the north to Elk in the south and inland to Comptche with two campuses (K-8 and high school) located in the Village of Mendocino and within the MCCSD service area boundary.

Currently the MUSD provides its own water supply, disinfection, storage, and distribution system serving the school campuses, a community park and community center as presented in Figure 1. The MUSD uses tertiary treated recycled water from the MCCSD for irrigation of athletic playfields at Mendocino High School. Worsening drought conditions in the area have highlighted the need for more reliable water supply. The MCCSD and MUSD have had discussions regarding the development of additional water supply and storage on MUSD owned property and the districts have entered into a Memorandum of Understanding (MOU) regarding their shared vision and approach.

2. Purpose of this Memorandum

To further the goals of the MCCSD and MUSD, GHD was retained to complete the planning and design of project improvements. Of particular importance to developing a more robust water system is providing additional storage. This memorandum focuses on evaluating storage configuration options, considering interconnections with the planned expanded well field and the MUSD system, identifying the apparent best option, and summarizing relevant codes and standards as well as implementation strategy. Selection of the preferred option would then be followed by the design and implementation of the overall water system improvement project including expanded well water supply, disinfection, and storage.

3. Storage Capacity Goals

The MUSD has an existing 50,000 gallon redwood tank and an existing 65,000 bolted steel tank at the MUSD well and tank site. The MUSD was notified by the Division of Drinking Water (DDW) of compliance issues in 2017, and retained GHD to assist in obtaining DWSRF funding to develop a plan for the water system and design improvements to address the compliance as well as system condition issues. These tanks and the storage requirements for MUSD were evaluated along with water supply and other issues and summarized in the Water System Plan Report originally completed October 2019 and revised in April 2022. The recommendations included replacing the two tanks with two 100,000 gallon bolted stainless steel tanks for a total of 200,000 gallons. The larger volume was warranted in part based on an analysis of water for school facility fire protection. However, the DWSRF funding identified for the project could not be applied to increasing storage for fire protection. Therefore, the design was completed to replace the two existing tanks with tanks of equivalent volume made of stainless steel. The previously proposed water system improvements at the existing tank site are presented in Figure 2. The overall tank site configuration is further considered under the options evaluated in this analysis.

In addition to potable water storage, the ongoing drought highlighted the need to expand MUSD's use of recycled water for irrigation in order to eliminate the use of limited groundwater for non-potable purposes. GHD assisted the MUSD in applying for and securing a grant from the Clean Water State Revolving Fund (CWSRF) program to develop a plan to expand the use of recycled water supplied by the MCCSD for irrigation. The planning and design were completed in July 2022, which included a 250,000 gallon recycled water storage tank adjacent to the 50,000 and 65,000 gallon potable storage tanks, as well as a distribution main, hydrants and services. The proposed recycled water storage tank would supply the existing recycled water distribution system which is shown in Figure 3.

Following completion of the DWSRF and CWSRF funded planning and design by the MUSD, the MCCSD sought to implement effective long-term drought resiliency to help alleviate water supply issues faced by residents and businesses in the Village of Mendocino related to the ongoing drought. In late 2021 GHD assisted the MCCSD in applying for grant funding through the California DWR under the 2021 UMDRG Program to construct a new 500,000 gallon stainless-steel water storage tank, up to 10 new water supply wells, and an emergency intertie to the MUSD water distribution system. The tank and wells are planned to be installed on the MUSD property adjacent to the 50,000 and 65,000 gallon potable storage tanks. Funding was secured in March 2022 and planning and design efforts began in July 2022.

Since there are several projects at different stages, a reevaluation of the overall potable water and recycled water storage strategy at the MUSD site is recommended and avoid piecemeal development and to implement an improved and more integrated design solution. Therefore, this technical memorandum considers options for the configuration of 250,000 gallons of recycled water storage and a total of 615,000 gallons of potable water storage (50,000 + 65,000 + 500,000) at the MUSD site.

4. Storage Configuration Options

When evaluating storage configuration options, the primary factors considered are the integration of the well field, number of tanks, the location of the tanks given the site constraints, and water disinfection.

4.1.1 Integration of Well Field

The overall project includes the development of up to ten new groundwater wells at the tank site. Individual groundwater wells currently in production have proven to have relatively low sustained yields relative to planned supply needs and hence a series of wells are proposed to achieve larger production goals. To achieve drinking water disinfection requirements the well water sources are proposed to be connected into one pipe at the control building and be disinfected through a single chlorine injection point. The well discharge piping will be routed to the control building and interconnected before entering the building. The exact routing will depend on the selected storage option and will be addressed during detailed design.

4.1.2 Number of Tanks

Based on the overall potable and recycled water storage goals, it is recommended that storage be divided amongst several tanks for operational flexibility and other considerations. Since tanks require periodic servicing, including cleaning and maintenance, a minimum of two storage tanks allows one to be taken offline while still maintaining service and fire protection storage. In the case of the recycled water storage, the demand for recycled water is in the summer months and hence storage is generally not needed during the winter, which can be the time for tank maintenance and so a single recycled water tank is sufficient. A single tank can more cost effective than multiple tanks with the same total volume. In the case of potable water, however, there is potable water demand year-round and so storage is needed year-round.

Therefore, it is recommended that at least two potable water storage tanks be provided to allow one of the tanks to be out of service for maintenance while the other tank(s) remains in service.

4.1.3 Location of Tanks

The topography of the MUSD site slopes downhill from east to west and is characterized by an upper level site with the two existing potable water tanks. A sloped access road leading up to the existing tank site is planned to be graded and developed to accommodate fire department access. Access to the a lower site for a new tank should also be graded and developed to accommodate fire department access. The available space at the upper site will not accommodate all proposed tanks and other necessary support infrastructure. Therefore, configuration options must consider developing the lower site as well.

4.1.4 Disinfection of Water Stored in the Tanks

The potable water is supplied through a series of wells which require disinfection. Historically, the water has been disinfected prior to being stored in the two MUSD tanks. The tank volume has been small enough and the demand high enough that adequate chlorine residual has been maintained in the downstream distribution system. However, with the increase in planned storage to provide a greater volume of potable water storage, the residence time in storage will increase significantly while demand generally remains constant. Therefore, it is expected that the chlorine residual will diminish and need to be boosted prior to conveyance to the distribution system. Therefore, a chlorine boosting system on the outlet of the potable water storage is proposed to ensure that adequate chlorine residual can be maintained in the distribution system.

In terms of the recycled water storage system, it is assumed that the recycled water would be chlorinated adequately to maintain the desired residual in the tanks and in the distribution system and that additional disinfection on the outlet of the tank will not be required. During future operations, the chlorine levels could be adjusted in the recycled water as needed to maintain an appropriate residual and prevent the growth of biofilm in the system. An additional chlorine booster system could be added as warranted based on the circumstances.

4.1.5 Summary of Options Considered

For the purposes of this analysis, the following three storage configuration options were considered:

- Option 1: Two small and one large potable tank at the upper site and one recycled water tank at the lower site (Figure 4)
- Option 2: Two small potable tanks and one recycled water tank at the upper site and one large potable tank at the lower site (Figure 5)
- Option 3: Two medium potable tanks at the upper site and one recycled water tank at the lower site (Figure 6)

Options 1 and 2 are configured with two small potable tanks and one large potable tank because the two small tanks have already been sized and approved for DWSRF funding as in-kind replacements for the existing potable tanks and a larger tank could be added to the design concept. However, since the two small tanks have yet to be built, it is important to consider potable water storage holistically based on the entire storage volume and hence Option 3 was developed.

The options were also configured considering how tank water surface and overflow elevations of different sized tanks affect operations.

Diagrams presenting the concepts for the three options are attached to this memorandum and are discussed further in the following sections:

4.1.5.1 Option 1: Two small and one large potable tank at the upper site and one recycled water tank at the lower site

Configuring the 50,000 gallon and 65,000 gallon potable tanks at the upper site, with an additional 500,000 gallon potable tank at the upper site to provide extended storage establishes all the potable water storage in one location. This option also has the recycled water tank configured at the lower site with grading for a new pad and access road along with the installation of a recycled water flow meter and piping to the recycled water distribution system.

Locating all the potable water storage at the upper tank site allows potable water piping to be maintained to the upper site. This facilitates a single disinfection point for all water entering storage, a second disinfection point for all water leaving storage, and a single outlet flow meter. This configuration is convenient for the ongoing potable water operations focused at the upper site. Interconnection of the 500,000 gallon tank to the MUSD distribution system would be through the existing distribution main.

While Option 1 results in similar tank floor elevations, the overflow elevations for the smaller tanks are below the overflow elevation for the larger tank. This requires that altitude or float valves be used to cease the filling of the smaller tanks at the overflow elevation so that the larger tank can continue to fill to its capacity. While this technically will function, no water will move in or out of the smaller tanks unless the large tank is drawn down below the elevation of the overflow in the smaller tanks. Since the larger tank is intended to provide additional storage, the water level in the larger tank may not draw down frequently enough to allow turnover of the water in the small tanks. This may cause the water to stagnate due to low chlorine levels and create water quality issues when the water is ultimately drawn from the small tanks.

For tank operations and water quality reasons, this is not the most desirable operational configuration and so Option 2 was considered as an alternative.

4.1.5.2 Option 2: Two small potable tanks and one recycled water tank at the upper site and one large potable tank at the lower site

Option 2 is similar to Option 1 insofar as it retains the design of the 50,000 gallon and 65,000 gallon potable tanks at the upper site, but locates the 500,000 gallon potable water tank at the lower site such that the overflow elevations of all potable tanks are essentially the same. This configuration eliminates the need for altitude valves or float valves on the smaller tanks since the water surface elevations can "float" together. More extensive and complex yard piping is needed, however, because of the more distributed arrangement of the tanks.

Generally, the interconnection of the tanks should be designed such that they can operate independently, in series or in parallel. The tanks should be operated such that the water flows through the smaller tanks and then through the larger tank to increase turnover in the smaller tanks and reduce potential water quality issues. Operational challenges could occur, however, when the full operational volume of the system is needed, and the water surface is drawn down below the floor elevation of the smaller tanks. This issue could be alleviated with more complex and extensive piping arrangements and operational strategies to separately feed and draw from the smaller tanks and the larger tank. Depending on the ultimate yard piping configuration selected and the mode of operation, it may be necessary to have separate inlet and outlet disinfection for the upper and lower sites and separate outlet flow meters adding to the system complexity.

Option 2 is also technically feasible, has some hydraulic advantages over Option 1, and builds directly on the two small potable water tank concept. However, several of the Option 2 configuration, piping, and operational challenges can be addressed through simply constructing two identical potable tanks as discussed under Option 3.

4.1.5.3 Option 3: Two medium potable tanks at the upper site and one recycled water tank at the lower site

Option 3 was developed because it is more typical in a potable water system to develop storage in uniform sizes at similar elevations for cost and operational reasons. In this case, the total planned potable water volume of 615,000 gallons would be evenly divided between two tanks at the upper site and the recycled

water tank would be situated at the lower site as described in Option 1. The upper site would be graded so that the tanks would have the same floor and overflow elevations and hence the tanks could hydraulically operate together. Yard piping would allow either tank to be taken out of service, which would allow half of the storage to remain in service during any maintenance activities. A single tank inlet and a single tank outlet disinfection system along with a single outlet flow meter would be confined to the upper site as in Option 1, which simplifies piping, equipment, and operations.

This configuration allows for simpler and more logical operation of the potable water system. Configuring two equal sized potable water tanks together simplifies yard piping, disinfection, level control, and tank isolation. It will also be more cost effective to construct two tanks of equal size to meet the target volume rather than three. The Option 3 configuration also more distinctly separates the recycled water system from the potable system.

4.1.6 Recommended Storage Configuration Option

Based on the desired concept of providing a total of 615,000 gallons of potable water storage and 250,000 gallons of recycled water storage, Option 3 with two potable tanks constructed at the upper site and one recycled water tank constructed at the lower site is recommended. While the existing design of two small tanks at the upper site will need to be revised, this is offset by the long-term benefits of a more logical overall configuration and more cost-effective construction.

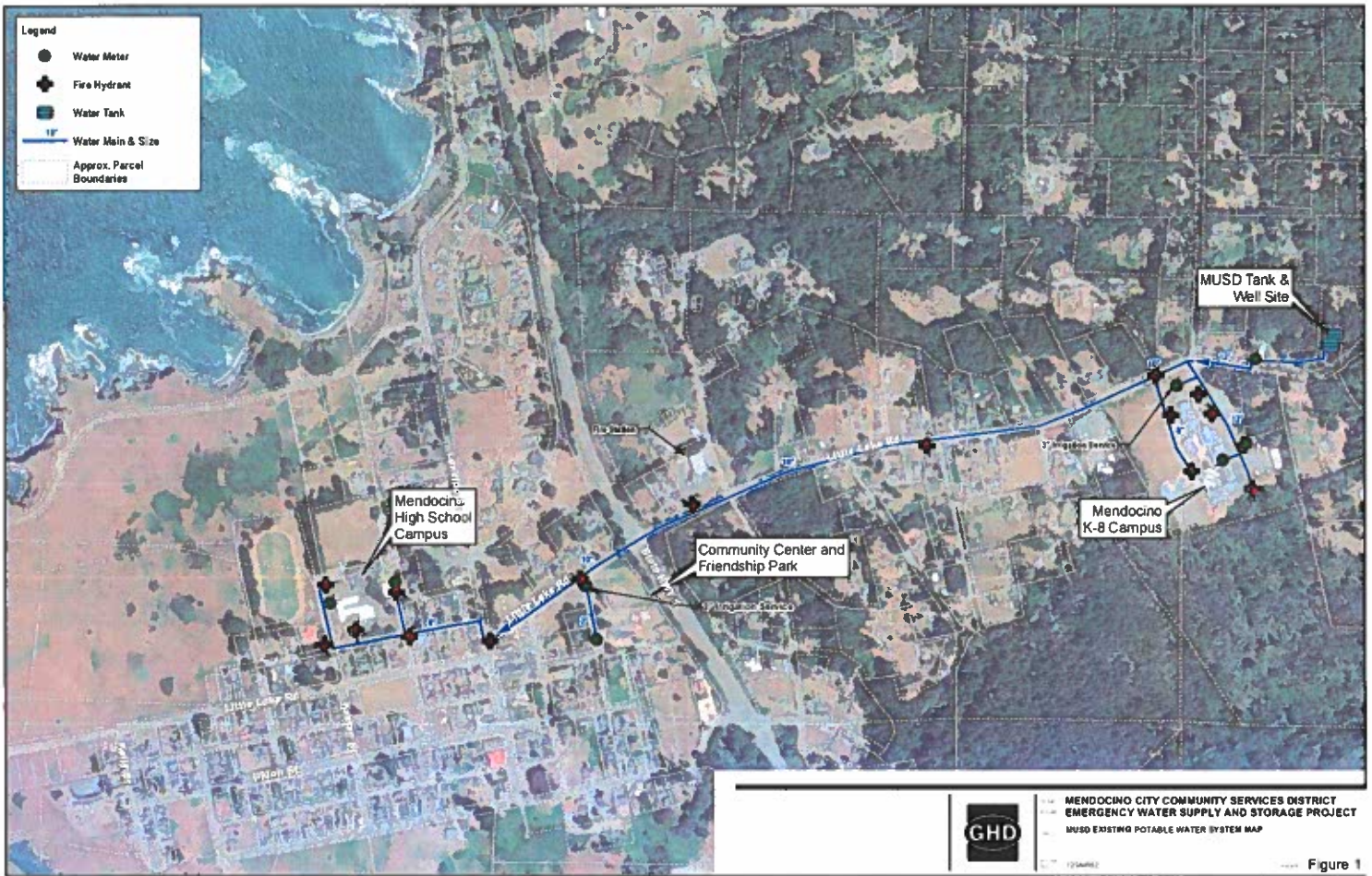
The relevant codes and standards applicable to tank design criteria are summarized in the following section.

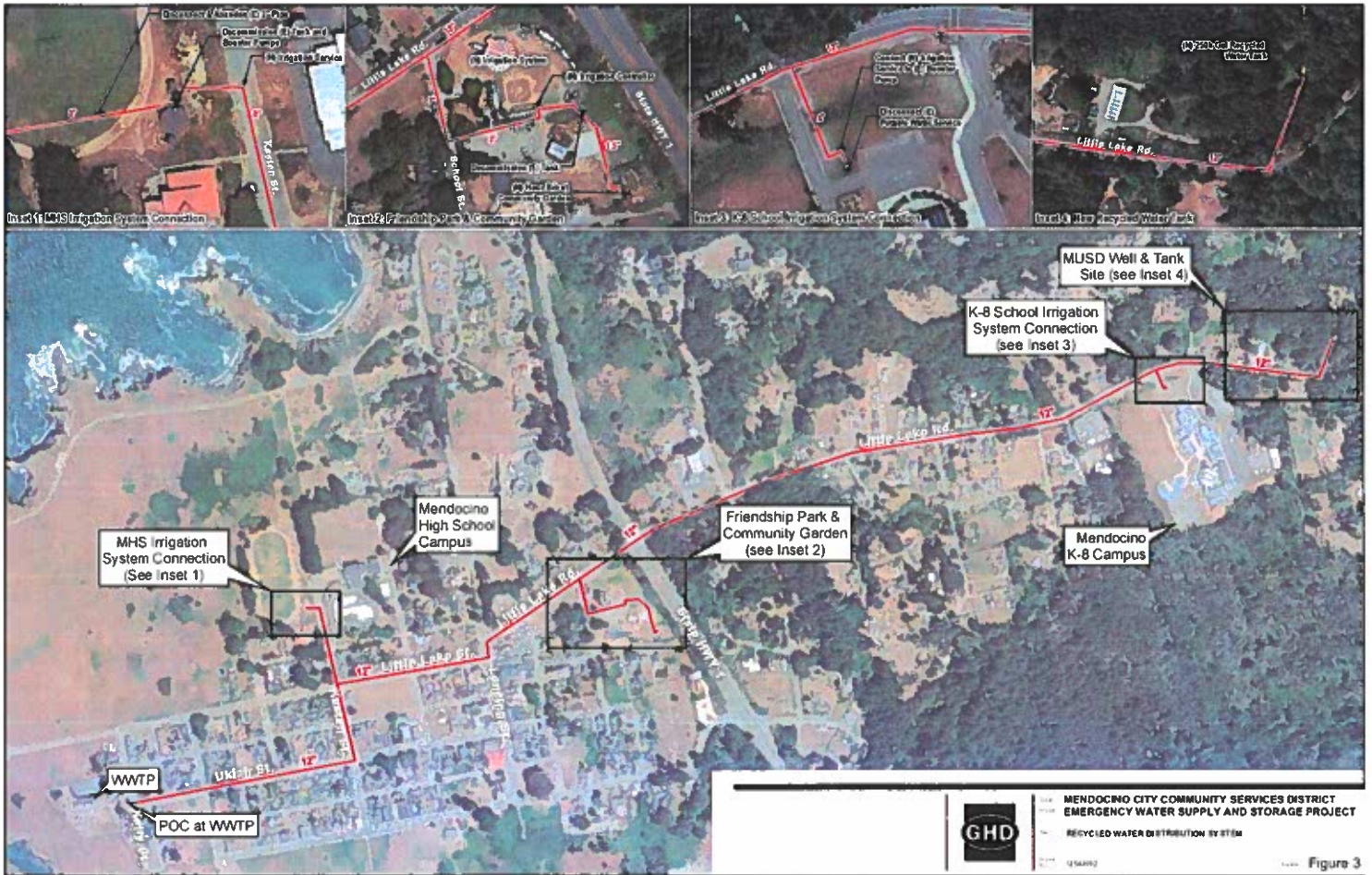
5. Applicable Codes and Standards

The new tanks, pipes and appurtenances will be designed per industry standards, State standards and County standards. The following is a list of applicable standards:

- California Department of Transportation 2018 Standard Plans and Revised Standard Plans
- California Department of Transportation 2018 Standard Specifications
- 2019 California Building Code (CBC)
- California State Water Resources Control Board, Division of Drinking Water Standards
- American Waterworks Association (AWWA) Standards
- American Concrete Institute (ACI) Standards
- American Society of Civil Engineers (ASCE) Codes and Standards

The storage tanks, pipes and appurtenances will also be designed in accordance with California Code of Regulations (CCR). In addition, the project would be subject to the terms and conditions of applicable project permits.





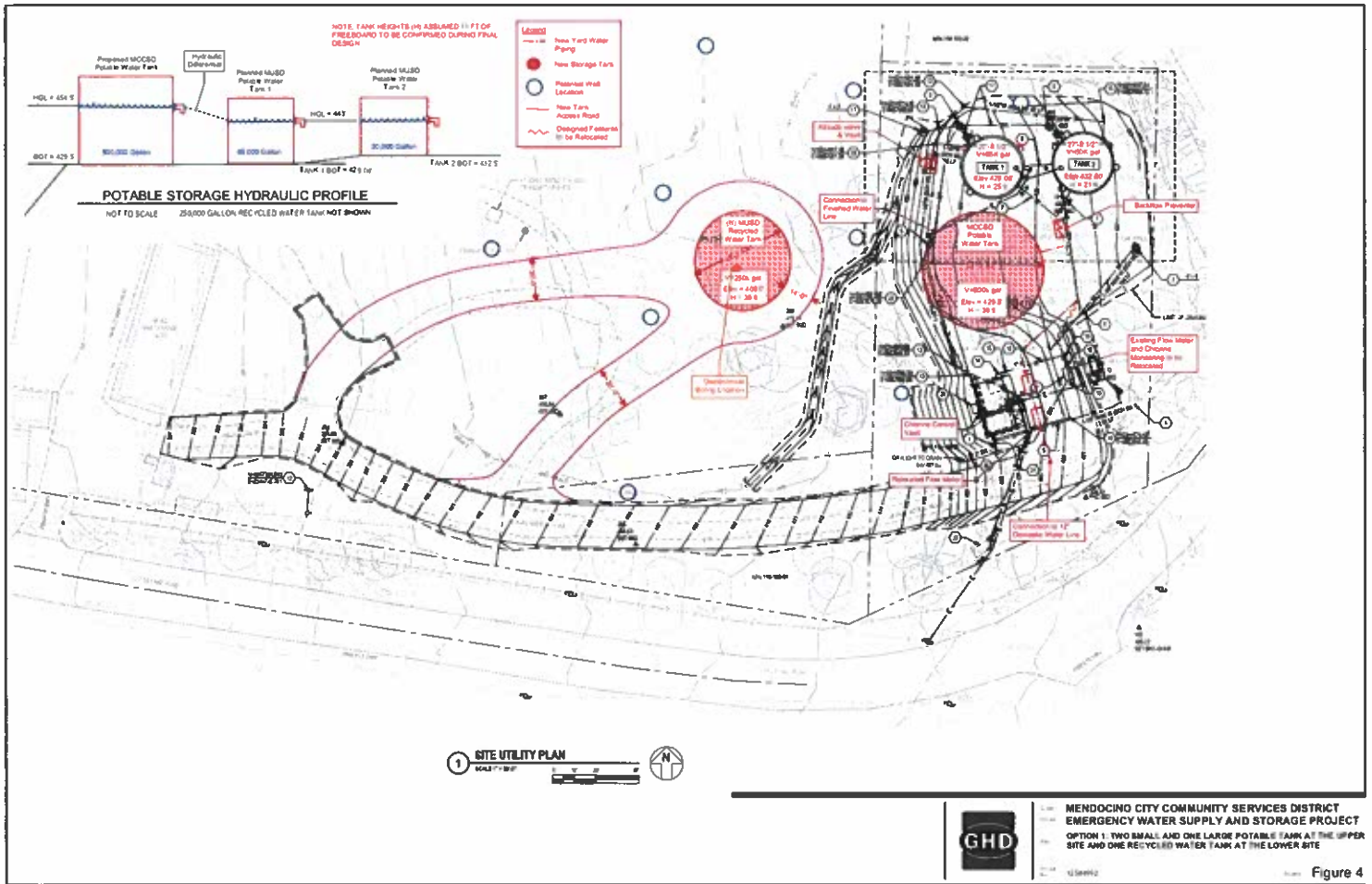
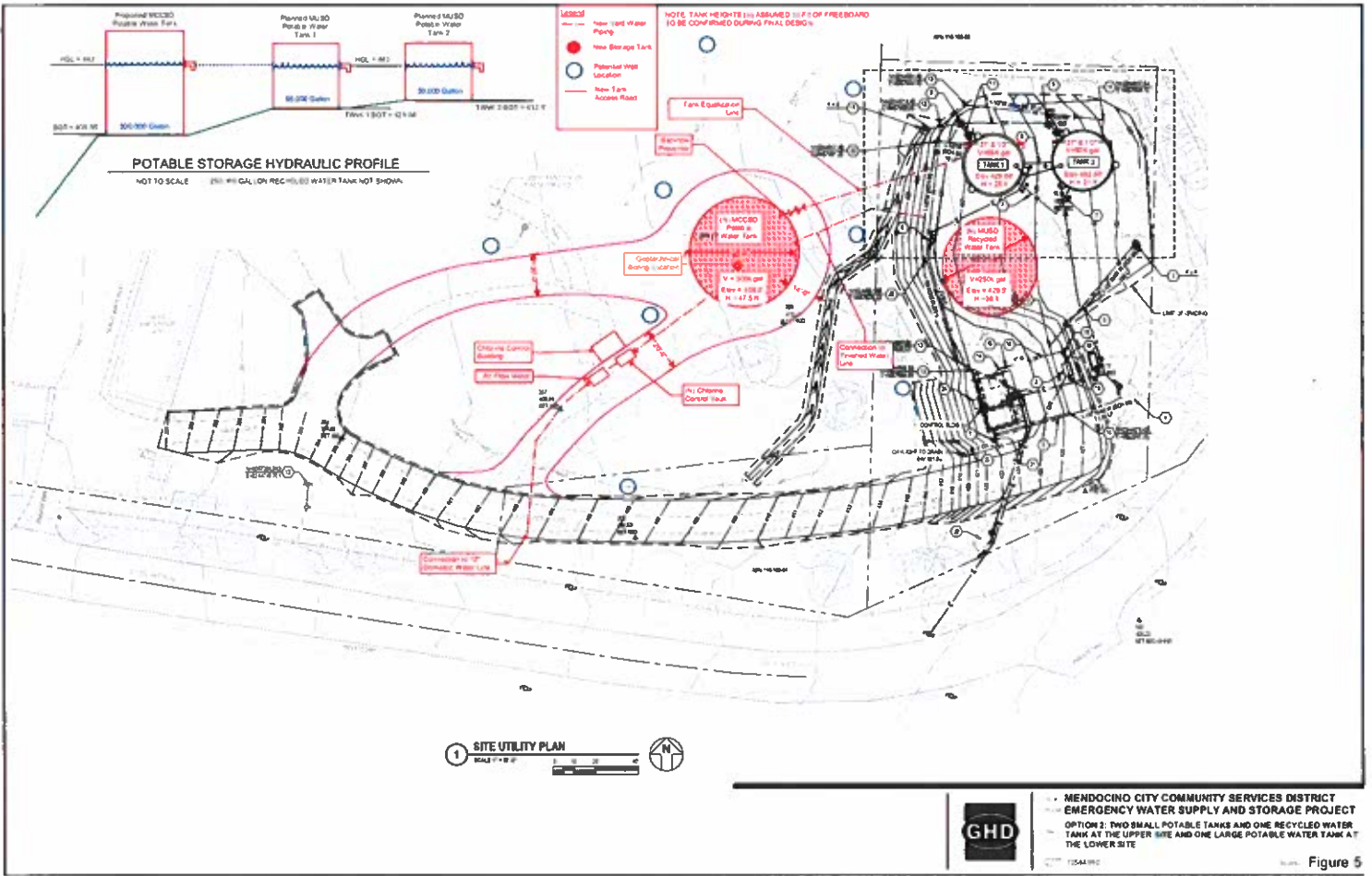


Figure 4





**MENDOCINO
HIGH SCHOOL**

Mendocino High Schools

Board Report 10/20/2022



Homecoming



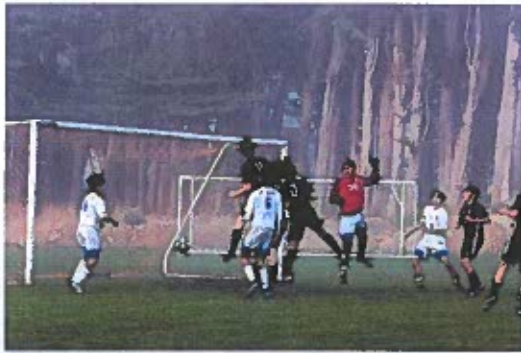
WASC Visit
 Back to School Night
 Club Rush
 Mendocino College Fair
 Ukiah High Career Fair
 CTE All-Pathway
 Student Broadcasts
 Dual Enrollment Ambassador
 PSAT/SAT exams



Around Campus



Construction



Athletics

- As part of improving the efficiency of our academic intervention system, look at how special education resources are used and structured. (Goal 1)
- Define the expectations for honors-level. (Goal 2)
- Distribute college folders as early as 9th grade, in addition to Life Choices class. (Goal 3)
- Clearly communicate the purpose of the responsible citizenship graduation requirement. (Goal 3)

WASC Visit Recommendations

- **Goal 1: Multi-Tiered Systems of Support** While we have structures and supports in place, there is a need to increase the efficiency and accountability of our intervention program to reach all students and involve stakeholders. We will expand our multi-tiered system of supports (MTSS) through the existing structures of PBIS, ASPIRE, and Personal Success Period (PSP) to promote academic excellence, positive behaviors, and social-emotional well-being for all students. **We will also explore research based models to ensure we are using our special education resources as efficiently as possible to support student learning.**
- **Goal 2: Academic Rigor** Due to many factors, both internal and external to the school community, there is a need to cultivate a culture of rigor that values the importance of sustained effort and academic excellence. To support staff and students in improving rigor, we will utilize professional learning community strategies with fidelity to create a culture of excellence amongst staff and ensure student learning, and we will explicitly teach students perseverance and resilience.
- **Goal 3: Relevance** In order to inspire our students to be lifelong learners and productive citizens, we will analyze our programs and curriculum for relevance and explore strategies – such as project-based learning, cross-curricular connections, and student empowerment – for making education more accessible and meaningful to our students. **We will continue to expand and improve our career and college readiness programs to best prepare our students for post-secondary success.**

School-wide Goals

Excellence

Aim for excellence in all that you do.

Perseverance

Use available resources to meet challenges with creativity and resilience.

Investment

Invest in your future by taking advantage of opportunities to learn and thrive.

Citizenship

Be a positive, productive, and informed member of local and global communities.

Be EPIC!



Learner Outcomes / Expectations



Mendocino Unified School District

**BOND MEASURE
IMPROVEMENT BOND
PROGRAM
PHASE ONE PROJECT**

MUSD BOARD MEETING – October 20, 2022

Alameda
Architecture

Mendocino Unified School District

**Budget
M.U.S.D. PHASE ONE PROJECT**

Source of Funds:

Source Code:	Available
Series A Bond (less issuance cost)	18,884,464
Series B Bond	13,847,127
Interest to date	119,912
Issuance cost and Interest paid	(2,023,645)
State Bonds	-
	30,827,859

Description	Budget	Expended To Date	Retaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	2,111,815	1,574,478	538,819	2,118,588	-4,871
Bidding, Permitting, Misc	140,000	148,117	-8,117	178,185	-38,185
Construction	14,591,362	9,647,887	4,943,475	14,638,043	-46,681
8% Owners Contingency	1,104,000	0	1,104,000	556,420	547,580
Construction Support	441,774	534,745	-92,971	569,298	-127,524
Fixtures & Furniture	250,000	0	250,000	250,000	0
Reserve	0	0	0	0	0
Totals	18,638,081	11,606,228	6,733,008	18,308,832	\$30,819

Available vs. budgeted soft cost vs. hard cost
26.03% *assumes 100% contingency expended*

Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	30,827,859	13,292,808	13,146,894	12,563,240	12,188,808

Mendocino Unified School District

2020 Bond Program

Overall Project Status

The first rainstorm has been a minor set back to the schedule. Drywall and insulation adjacent to windows and doors have been removed and will be replaced due to water intrusion. Windows are not expected to arrive until the end of October so more robust measures have been taken not to have a repeat the next rainstorm.

Science room casework has been delivered as well as most finish materials such as flooring has been delivered.

Potential Issues:

As mentioned, procurement of windows in October is crucial. Some of the electrical switchgear panels remain to be delivered.

Next Steps

Continue with interior finishes installation and finish exterior work.

CHANGE EVENTS

Change Event (E Number - Title)	Status	Type	Latest Cost
001 - Temporary Power Measures to the Main Building and to Panel DA (APPROVED)	APPROVED	Allowance	\$54,112.62
004 - Temporary Telephone Line to Gym Building Elevator	PENDING	Allowance	\$0.00
007.1 - Removal of Additional Layers of Drywall at Walls & Ceilings	APPROVED	Allowance	\$12,037.86
013 - Handling and Disposal of Liquids from Fuel Tank and Acid Waste (s)	APPROVED	Allowance	\$20,997.58
028 - Repair Leak & Investigate Existing Underground Water System	APPROVED	Allowance	\$5,466.78
033 - T&M Repair of Existing Damaged Framing (March 2022)	APPROVED	Allowance	\$12,252.77
047 - Misc. Dry Rot Repair Work	OPEN	Allowance	\$1,760.33
		ALLOWANCE SUB TOTAL	\$108,627.94
002 - Salvage Boiler in lieu of Demo (RFI #001)	VOID	Contingency	\$0.00
003 - Removal & Replacement of Existing Sub-on-Grade in Rooms A117	APPROVED	Contingency	\$17,356.72
005 - Connection of Telephone Service to the Main Building	PENDING	Contingency	\$0.00
006 - Remove and Replace Perimeter Callings in 7 Rooms	APPROVED	Contingency	\$19,768.08
		CONTRACTOR CONTINGENCY	\$37,124.80
008 - Fire Alarm to the Community School	PENDING	Owner Contingency	\$0.00
009 - Plumbing Revisions to Existing Bathrooms	PENDING	Owner Contingency	\$0.00
010 - Testing of Existing Plumbing in Bathrooms	PENDING	Owner Contingency	\$0.00
011 - Seating Alcoves in Corridor (ASI #004)	PENDING	Owner Contingency	\$0.00
012 - Added Fire Sprinkler Heads to Ensure Adequate Coverage	APPROVED	Owner Contingency	\$2,450.40
014 - Remove & Replace Existing Damaged Shear Ply at Library Addition	PENDING	Owner Contingency	\$0.00
015 - Remove & Replace Portion of SOG in Custodian Room A110	PENDING	Owner Contingency	\$0.00
016 - Security System Provisions	APPROVED	Owner Contingency	\$33,769.37
017 - Add Expansion Loops on Fire Sprinkler System Piping	APPROVED	Owner Contingency	\$14,774.45
018 - Second PG&E Trench Crossing at Kasten Street	APPROVED	Owner Contingency	\$6,877.92
020 - Revised Luminaires in Rooms A117, A118, A119, A120, A122 & A12	APPROVED	Owner Contingency	\$7,206.40
021 - Route Domestic Water Lines on Roof (RFI #105)	PENDING	Owner Contingency	\$0.00
022 - Add Double Detector Check Assembly at Site Fire Water Connector	APPROVED	Owner Contingency	\$15,687.24
023 - Replace Fire Hydrant and Add Isolation Valve (RFP #2)	REJECTED	Owner Contingency	\$13,660.96
024 - Added Trap Primer to Floor Drain in Room A100 (RFI #76)	APPROVED	Owner Contingency	\$3,045.46
026 - Re-Route Fire Sprinkler Piping on Roof at Alcove (RFI #129)	APPROVED	Owner Contingency	\$16,501.01
027 - Revised Exterior Light Fixture above West Exterior Door to Courtya	APPROVED	Owner Contingency	\$1,311.93
029 - Drywall at Roof Rafter in Library Addition Area	APPROVED	Owner Contingency	\$12,836.28

CHANGE EVENTS

030 - Revise Type of Raggpole (ASI #21)	APPROVED	Owner Contingency	(\$1,690.00)
031 - Additional Rough-in for Security System (ASI #8.1)	APPROVED	Owner Contingency	\$8,017.09
032 - Light Fixture & Receptacle in Attic Above Corridor A142	APPROVED	Owner Contingency	\$5,026.84
034 - Add Roof Drains to Low Roof	PENDING	Owner Contingency	\$0.00
035 - Provisions for Future MDF Relocation (RFP #6.1)	APPROVED	Owner Contingency	\$14,559.55
036 - Light Fixtures & Receptacles in Attic Above Admin Area	APPROVED	Owner Contingency	\$8,102.72
038 - EV Parking Underground Infrastructure Updates	APPROVED	Owner Contingency	\$973.94
039 - Security Wire to Door Frame Contacts	APPROVED	Owner Contingency	\$1,311.60
040 - Framing Revisions to Glu-Lam Beam in Admin Hallway (RFI #25R)	OPEN	Owner Contingency	\$7,080.02
041 - InRM Framing at Seating Alcoves in Corridor A140 (ASI #4)	OPEN	Owner Contingency	\$12,408.09
042.1 - Tie-in of Existing Wall to Roof Joists at 15 Line (RFI #100)	OPEN	Owner Contingency	\$3,318.01
042 - Tie-in of Existing Wall to Roof Joists at 15 Line (RFI #100)	VDID	Owner Contingency	\$3,072.14
043 - Replace Window Sills (RFI #70)	OPEN	Owner Contingency	\$12,344.09
044 - New Rafter in Student Union (RFI #199)	OPEN	Owner Contingency	\$2,787.20
045 - Gable Wall at Line 16 (RFI #141)	OPEN	Owner Contingency	\$0.00
046 - Additional Framing at H Line to Align New Roof with Existing Roof (OPEN)	OPEN	Owner Contingency	\$1,552.12
048 - Replace Rim Joist At Student Union Entry (RFI #145)	OPEN	Owner Contingency	\$1,890.64
049 - Shear Transfer Walls at Shared Prep Room A101 (RFI #171)	OPEN	Owner Contingency	\$2,694.88
050 - Revised Electrical Routing for EV Charging Stations (RFI #207.1)	OPEN	Owner Contingency	\$2,433.09
051 - Framing Revisions at Teaching Walls (RFI's #84 & #84.1)	OPEN	Owner Contingency	\$1,634.41
052 - Delete Drop Ceiling in Room A106 (RFI #212)	OPEN	Owner Contingency	(\$99.00)
053 - Added Interior Accent Walls (ASI #17)	OPEN	Owner Contingency	\$3,443.72
054 - Revise Light Fixtures in Flex Room A138 (RFI #219)	OPEN	Owner Contingency	\$2,314.30
		OWNER'S CONTING. SUBTOTAL	\$219,156.58

Contingency also needs to cover other non construction contract shortfalls; Such as the archaeologist, boundary survey and other unbudgeted items. Roughly another \$200,000.

Mendocino Unified School District

2020 Bond Program



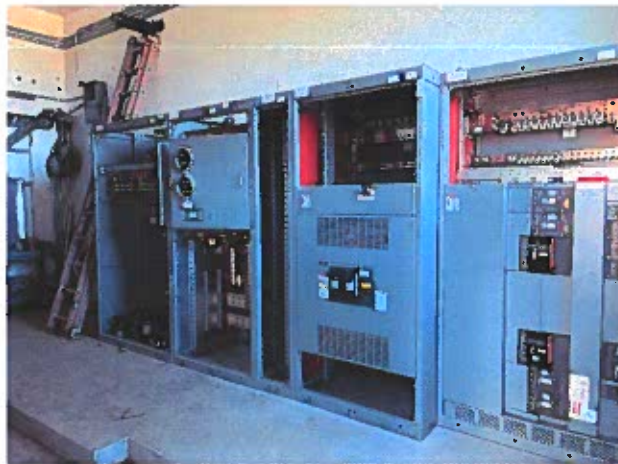
Mendocino Unified School District

2020 Bond Program



Mendocino Unified School District

2020 Bond Program



Mendocino Unified School District

2020 Bond Program



Mendocino Unified School District

2020 Bond Program – Phase 2

Budget

M.U.S.D. PHASE TWO PROJECT

Source of Funds:

Source Code:	Series A Bond (less insurance cost)	Available
		-
	Series B Bond	12,621,636
	Developer Fees	200,000
		-
	State Bonds	-
		12,821,636

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,091,886	439,916	568,761	1,009,126	-448
Bidding, Permitting, Misc	0	0	0	0	0
Construction	9,577,988	0	9,577,988	9,290,265	0
Owners Contingency	478,899	0	478,899	478,899	0
Construction Support	470,000	14,800	435,200	470,000	0
Pictures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
Totals	11,618,773	484,716	11,080,848	11,238,289	-448
Available vs. budgeted	1,202,883	assumes 100% contingency expended			
soft cost vs hard cost	21.31%				

Mendocino Unified School District

2020 Bond Program – Phase 2

Schedule	Planned	Actual	Schedule Status
Design and Planning		Jun-22	
Permitting and PH-2 GMP		1-Dec-22	
Construction	T.B.D.		
Completion	T.B.D.		

Overall Project Status

Architect working through Design Development Drawings and has met and reviewed with stakeholders. Since that meeting an updated cost estimate has been completed. Cost escalation continues to run about 8%, so again coming in over budget about \$380k.

Potential Issues:

We must find ways to reduce cost to Phase 2 in order to complete the project without a deficit.

Next Steps

Monitor cost from Phase 1 to ascertain how much of preserved contingency can mitigate phase 2 funding shortfall.

Mendocino Unified School District Maintenance Department

Providing Safe, Clean, and
Maintained Facilities.

Projects:

- MUSD Generator Project (Completed)
- K8 Playground (Cancelled)
- Comptche Exterior Stain (Completed)
- Comptche MP Room Floor Finish (In House – Summer 2023)
- K8 Metal Repaint (Started/Planning)
- K8 Fuel tanks – Repair /Repaint (Completed)
- Elk MP Room Roof (Planning)

Projects:

- Bus Barn Repairs (Planning)
- District Office Stain - Siding (Completed)
- Maintenance Trucks Replacement (Planning)
- Elk Main Room Floor
- Albion Septic Repair
- Albion Seal Coat Asphalt
- Clean K8 Roofs, Solar Panels
- High School Tennis Court Repairs

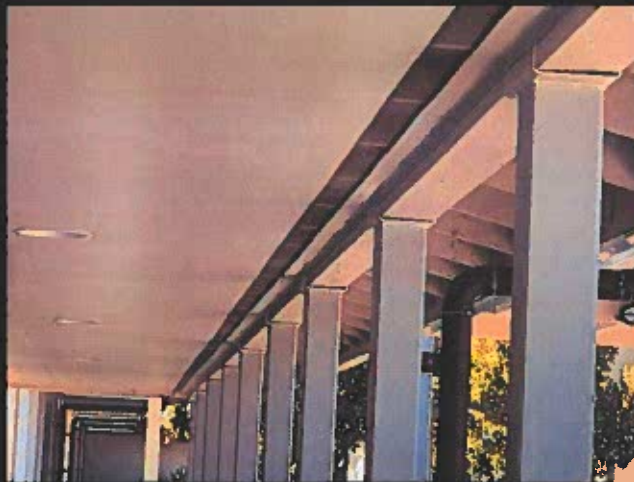
K8 Metal Posts



Fresh Painted In the Background



Work Done "In House"



K8 Fuel Tanks

- Before



K8 Fuel Tanks



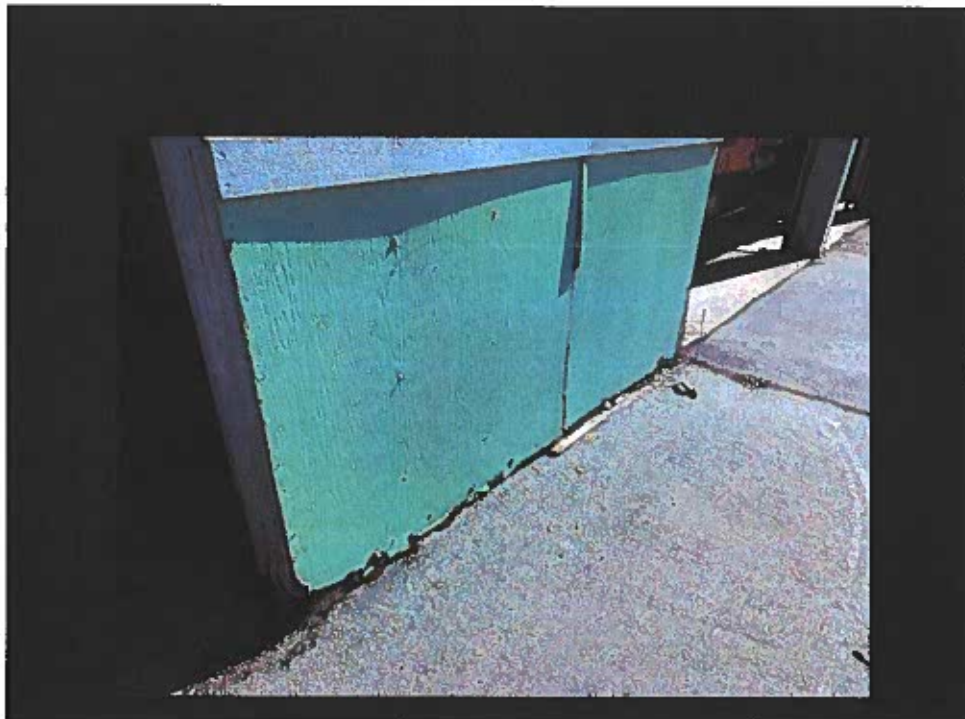
Elk/Greenwood

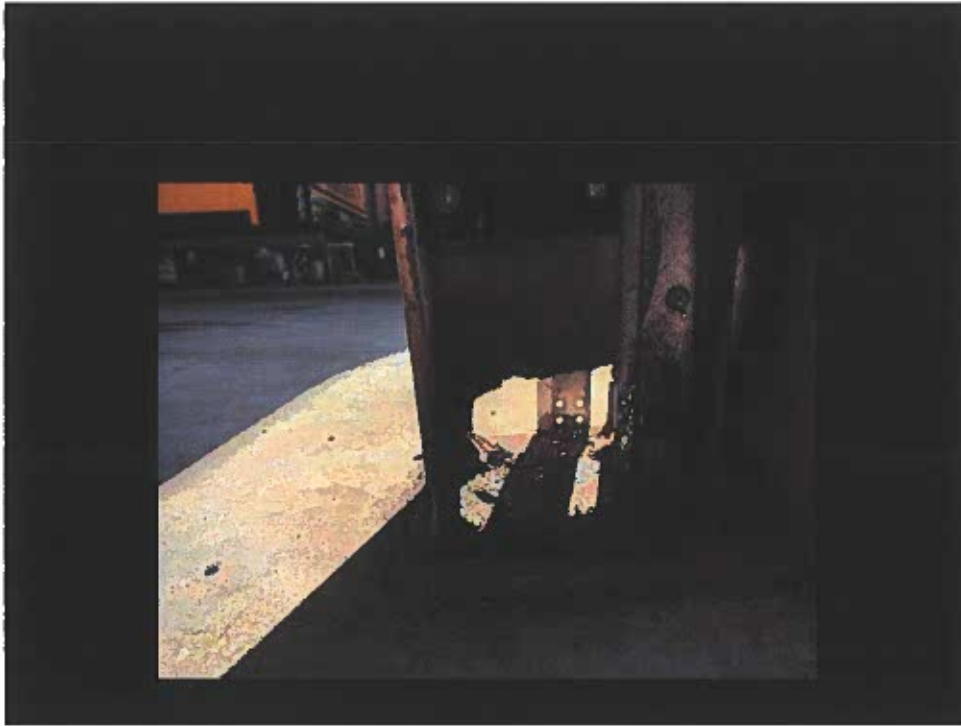


Close Up Of Roof



Bus Barn





Albion Septic





Tennis Courts, HS



Un-Even Concrete



Comptche Multipurpose Room Floor



Albion Seal Coat



Maintenance Trucks



Let's Look At the Numbers

Overview

Actuals thru 2/21/23

MUSD Deferred Maintenance Budget

Overview

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Running Total
Beginning Balance	176,911.31	327,029.97	327,466.26	131,604.94	19,088.00	87,900.21	67,461.78	90,468.05	90,815.51	166,001.01	141,627.01	151,021.00	136,271.01	
Annual Deposit	100,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	150,000.00	75,000.00	75,000.00	75,000.00	75,000.00	1,000,000.00
Accounts Receivable									26,812.09					
Total Def. Maint	-174,881.39	-174,561.56	-172,861.62	-137,516.88	-61,661.82	90,689.25	-51,722.12	-71,612.50	-291,644.68	100,000.00	65,000.00	-40,000.00	-25,302.93	1,245,161.93
Ending Balance	302,029.92	227,466.41	151,604.94	69,088.00	82,900.21	64,461.77	90,468.05	90,468.05	116,222.31	140,221.01	151,221.01	136,021.01	736,021.01	

Equipment

Equipment													Remaining Total	
Description	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Remaining Total
Dump Trailer	-8,049.54													-8,049.54
Commercial Mower		-12,376.82												12,376.82
Maintenance Truck										-15,000.00				15,000.00
Maintenance Truck											-15,000.00			15,000.00
Maintenance Truck												11,000.00		15,000.00
Floor Sweeper								0	-13,347.37					10,347.37
														0.00
Total Year	-8,049.54	-12,376.82	0.00	0.00	0.00	0.00	0.00	0.00	13,347.37	-15,000.00	-15,000.00	-15,000.00	0.00	71,773.73

Overview

MUSD Deferred Maintenance Budget													Remaining Total	
Overview														
	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Remaining Total
Beginning Balance	476,913.31	402,029.92	302,456.36	205,624.94	144,088.00	157,300.21	142,481.73	165,482.05	146,432.95	15,432.56	1,432.96	13,432.96	45,432.96	
Total Def. Maint	174,688.39	174,562.56	190,861.47	137,515.94	61,561.82	40,589.05	51,722.82	44,035.79	295,000.00	30,000.00	65,000.00	40,000.00	75,000.00	-1,355,399.25
Ending Balance	302,029.92	227,466.36	111,594.89	68,108.00	82,500.21	67,481.73	90,458.05	71,432.96	50,567.04	-73,567.04	-63,567.04	-26,567.04	13,432.96	
Annual Deposit		175,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	925,000.00

Thanks!

Maintenance Department: Custodians, Grounds,
Maintenance Workers and all the MUSD staff.

Mendocino High School



AG Completion Grant Plan March 31, 2022

Access Grant Goal: Support pupil access to and successful completion of A-G course requirements (\$19,389)			
Action	Explanation	Timeline	Amount
Cover AP and PSAT test fees	Pay for unduplicated pupils taking exams	Annual '22-'26	\$600/yr \$1,800
Expand College Offerings and training (Tier II)	Additional counseling time or college liaison to develop pathways to college, including CTE pathways, and do outreach to students	Annual '22-'25	\$1200/yr \$2,400
AP Summer Institute PD	Pay for a teacher to participate in an AP institute		\$2,000
Increase after school tutoring hours and pay level (Tier II)	Double the after school tutoring sessions to include Monday and Wednesday as well as increase the stipend to Tier II and add an intervention component	Annual '22-'26	\$1200 per tutor/year \$13,200
			\$19,400
LLM Grant Goal: Allow students who received a grade of "D" or "F" or "Fail" in an A-G course in 2020-2021 to retake those A-G courses.(\$7,747)			
Action	Explanation	Timeline	Amount
Provide online credit recovery through program such as APEX	Pay for online A-G courses for credit recovery through an online platform	'22-'23	\$4,747
Stipend for managing course retake program (Tier IV)	Person to coordinate retakes and track progress	'22-'23	\$3,000
			\$7,747

**Mendocino Unified School District
2022-23 Combined General Fund Budget Change Report
November 2022**

REVENUES:		data as of:	October View	November View	Change
			10/13/2022	11/3/2022	
REVENUE LIMIT SOURCES					
8011	State Aid - Current Year		1,669,156	1,669,156	-
8012	Education Protection Account		89,650	89,650	-
8019	EPA Prior Year Adjustment				-
8021	Homeowners' Exemptions Tax		38,103	38,103	-
8022	Timber Yield Tax		100,000	100,000	-
8029	Other Subventions/In-Lieu Taxes		-	-	-
8041	Secured Roll Taxes		5,666,159	5,666,159	-
8042	Unsecured Taxes		136,913	136,913	-
8043	Prior Years' Taxes		8,500	8,500	-
8044	Supplemental Taxes		-	-	-
8091	Revenue Limit Transfers		(150,000)	(150,000)	-
Total Revenue Limit Sources			7,558,481	7,558,481	-
FEDERAL REVENUES					
8181	Special Education Entitlement		66,927	66,927	-
8182	Discretionary Grants		2,645	2,645	-
8285	Interagency Contracts between LEAs		-	-	-
8290	All other Federal Revenue		494,371	510,345	15,974
Total Federal Revenues			563,943	579,917	15,974
Title I PY; Title II increase (\$10,889 + \$5,085)					
OTHER STATE REVENUES					
8311	Other St. Apportionments Current Yr.		-	-	-
8520	State Nutrition KIT Grant		-	-	-
8550	Mandated Cost Reimbursements		20,528	20,528	-
8560	State Lottery Revenue		93,027	93,027	-
8590	All Other State Revenue		423,125	510,141	87,016
Total Other State Revenues			536,680	623,696	87,016
Learning Recovery BG					
OTHER LOCAL REVENUES					
8622	Non-Ad Valorem Taxes		91,350	91,350	-
8631	Sale of Equipment & Supplies		-	-	-
8650	Leases and Rentals		5,210	5,210	-
8660	Interest		10,000	10,000	-
8662	Net Increase in Fair Value Investment		-	-	-
8675	Transport. Fees from Individuals		-	-	-
8677	Transportation & Interagency Services		24,430	24,430	-
8689	Other Fees and Contracts		1,000	1,000	-
8699	All Other Local Revenue		38,650	37,350	(1,300)
8792	Transfer of Apportionment from COE		268,300	268,300	-
Total Other Local Revenues			438,940	437,640	(1,300)
TOTAL REVENUES					
			9,098,044	9,199,734	101,690

October November
 View View
 data as of: 10/13/2022 11/3/2022 Change

EXPENDITURES:

EXPENDITURES:				
CERTIFICATED SALARIES				-
1100	Teachers' Salaries	3,125,365	3,127,231	1,866
1200	Pupil Support Salaries	397,187	397,187	-
1300	Supervisors' and Admin Salaries	406,658	406,658	-
1900	Other Certificated Salaries			-
Total Certificated Salaries		3,929,210	3,931,075	1,866
CLASSIFIED SALARIES				-
2100	Instructional Aides' Salaries	556,980	566,675	9,695
2200	Support Salaries	673,982	678,710	4,729
2300	Supervisors' and Admin Salaries	382,584	374,784	(7,800)
2400	Clerical and Office Salaries	493,013	493,013	-
2900	Other Classified Salaries	14,021	14,021	-
Total Classified Salaries		2,120,579	2,127,202	6,623
EMPLOYEE BENEFITS				-
310X	STRS	1,065,849	1,065,920	71
320X	PERS	535,656	541,626	5,969
33XX	OASDI/Medicare	208,364	209,719	1,354
340X	Health & Welfare Benefits	872,562	884,511	11,949
350X	Unemployment Insurance	28,695	28,839	144
360X	Workers' Compensation	196,791	197,573	782
370X	Other Post-Employment Benefits	30,971	30,971	-
390X	Other Benefits (Ret. Inc. & Board)	33,913	33,913	-
Total Employee Benefits		2,972,802	2,993,071	20,269
BOOKS AND SUPPLIES				-
4100	Approved Textbooks & Core Materials	57,067	57,087	20
4200	Books & Other Reference Materials	-	-	-
4300	Materials and Supplies	309,278	303,463	(5,815)
4400	Noncapitalized Equipment	54,646	55,086	440
Total Books and Supplies		420,991	415,635	(5,355)
SERVICES, OTHER OPERATING EXPENSES				-
5100	Subagreements for Services	30,000	30,000	-
5200	Travel & Conference	35,306	68,801	33,495
5300	Dues and Memberships	25,646	25,646	-
5450	Insurance	124,133	124,133	-
5500	Operation & Housekeeping Services	309,050	309,050	-
5600	Rentals, Leases, Repairs, Improvmts	42,661	44,661	2,000
5700		-	-	-
5800	Consulting Svcs and Op Expenses	247,891	231,347	(16,544)
5900	Communications	29,930	39,930	10,000
Total Services and Other Operating Expenses		844,617	873,568	28,951
CAPITAL OUTLAY				-
6100	Land	-	53,866	53,866
6400	Equipment / Equipment Replacement	42,231	42,231	-
Total Capital Outlay		42,231	96,097	53,866

Ed Effect BG +\$32k

Data Line Charges

Data Line Charges

Water Project

data as of **October** **November**
 View **View** **Change**
 10/13/2022 11/3/2022

OTHER OUTGO

7100	Other Tuition to COE (County Op ADA)	-	21,500	21,500	County Operated ADA
7299	All Other Transfer Out to All Other	-	-	-	
7300-7399	Transfer of Indirect Costs	(6,000)	(6,000)	-	
7439	Debt Service - Principal & Interest	-	-	-	
Total Other Outgo		(6,000)	15,500	21,500	
TOTAL EXPENDITURES		10,324,430	10,452,149	127,720	
OTHER FINANCING SOURCES AND USES					
8919	Transfer In from MCN Fund	40,000	40,000	-	
7612	Transfer Out to Transp Equipment	-	-	-	
7611	Transfer Out to State Preschool Fund	(57,611)	(57,611)	-	
7616	Transfer Out to Cafeteria	(150,873)	(150,873)	-	
7619	Transfer Out to MCN - telecom	(8,190)	(8,190)	-	
TOT. OTHER FINANCING SOURCES & USES		(176,674)	(176,674)	-	
NET INCREASE (DECR) IN FUND BALANCE		(1,403,059)	(1,429,089)	(26,029)	

FUND BALANCE, RESERVES					
Beginning Fund Balance		2,671,976	2,671,976	-	
Ending Fund Balance		1,268,917	1,242,888	(26,029)	
COMPONENTS OF ENDING FUND BALANCE					
9711	Revolving Cash	10,000	10,000	-	
9740	Restricted Balances	396,612	268,573	(128,039)	
9789	Designated for Econ Uncertainty	420,000	426,753	6,753	
9780	Other Designations:				
9780	SLIP/LUMP/Site Accts/Lottery	43,798	43,798	-	
9790	General (Undesignated) Reserve	398,507	493,763	95,257	

9780 Other Designations:

Locally Defined (Site Accts)	24,480.34	24,480.34
Supplemental Concentration	-	-
SLIP/LUMP	19,317.82	19,317.82
Lottery - Unrestricted	-	-
	<u>43,798.16</u>	<u>43,798.16</u>

2022-23 Year-To-Date ADA by District of Residence

Month: 2

		MUSD	FB	PA	AV	Ukiah	Other	Totals	22/23 CBEDS (Oct.)	21/22 CBEDS (Oct.)
Albion	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.59	0.00	0.00	0.00	0.00	0.00	1.59	2	4
	1	3.67	0.00	0.00	0.00	0.00	0.00	3.67	4	4
	2	1.85	0.00	0.00	0.00	0.00	0.00	1.85	2	1
	3	<u>0.90</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.90</u>	<u>1</u>	<u>5</u>
	Total	8.01	0.00	0.00	0.00	0.00	0.00	8.01	9	14
Comptche	TK	2.59	0.00	0.00	0.00	0.00	0.00	2.59	3	0
	K	3.77	0.00	0.00	0.00	0.00	0.00	3.77	4	2
	1	0.87	0.00	0.00	0.00	0.00	0.00	0.87	1	5
	2	5.67	0.00	0.00	0.00	0.00	0.00	5.67	6	4
	3	<u>2.87</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.87</u>	<u>3</u>	<u>4</u>
	Total	15.77	0.00	0.00	0.00	0.00	0.00	15.77	17	15
MK-8	TK	1.46	0.00	0.00	0.00	0.00	0.00	1.46	2	2
	K	20.38	0.00	0.00	0.00	0.00	0.00	20.38	25	16
	1	12.49	0.00	0.90	0.00	0.00	0.00	13.39	15	18
	2	15.16	1.82	0.00	0.00	0.00	0.00	16.98	19	15
	3	14.67	0.90	0.00	0.00	0.00	0.00	15.57	17	25
	4	25.69	1.82	0.00	0.00	0.00	0.00	27.51	30	29
	5	27.02	0.67	0.00	0.00	0.00	0.00	27.69	32	27
	6	24.82	3.77	0.28	0.00	0.00	0.00	28.87	33	40
	7	36.44	1.90	0.00	0.00	0.00	0.00	38.34	42	30
	8	<u>28.64</u>	<u>2.74</u>	<u>0.85</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>32.23</u>	<u>35</u>	<u>26</u>
	Total	206.77	13.62	2.03	0.00	0.00	0.00	222.42	250	228
	9	28.83	4.51	0.00	0.00	0.00	0.00	33.34	35	48
	10	41.72	3.85	2.49	0.00	0.00	0.00	48.06	51	34
11	22.87	8.31	0.00	1.95	0.00	0.00	33.13	36	46	
12	<u>30.46</u>	<u>5.56</u>	<u>1.77</u>	<u>1.77</u>	<u>0.00</u>	<u>0.00</u>	<u>39.56</u>	<u>43</u>	<u>32</u>	
Total	123.88	22.23	4.26	3.72	0.00	0.00	154.09	165	160	
MAS (I.S.)	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.00	0.00	0.00	0.00	0.00	0.00	1.00	1	0
	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	1
	2	0.51	0.00	0.00	0.00	0.00	0.00	0.51	1	3
	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	3
	4	2.85	0.00	0.00	0.00	0.00	0.00	2.85	3	0
	5	0.85	0.00	0.00	0.00	0.00	0.00	0.85	1	1
	6	0.00	1.00	0.00	0.00	0.00	0.00	1.00	1	0
	7	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	4
	8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	5
	9	1.00	0.00	0.00	0.00	0.00	0.00	1.00	1	2
	10	2.77	0.00	0.00	0.00	0.00	0.00	2.77	4	3
	11	1.00	0.00	0.00	0.00	0.00	0.00	1.00	1	1
12	<u>0.77</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.77</u>	<u>1</u>	<u>0</u>	
Total	10.75	1.00	0.00	0.00	0.00	0.00	11.75	14	23	
SHS	9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	1
	11	1.02	0.39	0.00	0.00	0.00	0.00	1.41	4	5
	12	<u>0.59</u>	<u>0.00</u>	<u>0.31</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.91</u>	<u>3</u>	<u>3</u>
	Total	1.61	0.39	0.31	0.00	0.00	0.00	2.32	7	9
TOTAL		366.79	37.24	6.60	3.72	0.00	0.00	414.36	462	449

2022-23 Total ADA by Attendance Month
ADA for each attendance month

		Mo. 1	Mo. 2	Mo. 3	Mo. 4	22-23 P-1	21-22 P-1	Mo. 5	Mo. 6	Mo. 7	Mo. 8	22-23 P-2	21-22 P-2	Mo. 9	Mo. 10	Mo. 11	22-23 Annual	21-22 Annual
Albion	TK	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	1.63	1.59	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	1	3.74	3.67	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	2	2.00	1.85	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	3	0.79	0.90	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	Total	8.16	8.01	0.00	0.00	0.00	12.91	0.00	0.00	0.00	0.00	0.00	0.00	12.32	0.00	0.00	0.00	0.00
Comptche	TK	2.42	2.59	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	3.84	3.77	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	1	0.84	0.87	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	2	5.74	5.67	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	3	2.95	2.87	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	Total	15.79	15.77	0.00	0.00	0.00	13.33	0.00	0.00	0.00	0.00	0.00	0.00	13.27	0.00	0.00	0.00	0.00
MK-8	TK	1.37	1.46	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	19.89	20.38	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	1	12.84	13.39	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	2	17.21	16.98	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	3	15.42	15.57	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	4	27.16	27.51	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	5	26.95	27.69	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	6	28.84	28.87	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	7	38.26	38.34	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	8	32.47	32.23	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
Total	220.41	222.42	0.00	0.00	0.00	210.11	0.00	0.00	0.00	0.00	0.00	0.00	206.74	0.00	0.00	0.00	0.00	207.32
MHS	9	33.21	33.34	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	10	47.85	48.06	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	11	33.16	33.13	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	12	40.15	39.56	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	Total	154.37	154.09	0.00	0.00	0.00	149.04	0.00	0.00	0.00	0.00	0.00	0.00	148.63	0.00	0.00	0.00	0.00
MAS	TK	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	1.00	1.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	1	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	2	0.00	0.51	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	3	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	4	2.68	2.85	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	5	0.68	0.85	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	6	1.00	1.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	7	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	8	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	9	1.00	1.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	10	2.53	2.77	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	11	1.00	1.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
12	0.53	0.77	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00		
Total	10.42	11.75	0.00	0.00	0.00	21.81	0.00	0.00	0.00	0.00	0.00	0.00	21.36	0.00	0.00	0.00	0.00	20.31
SHS	9	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	10	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	11	1.68	1.41	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	12	1.24	0.91	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	Total	2.92	2.32	0.00	0.00	0.00	3.68	0.00	0.00	0.00	0.00	0.00	0.00	2.84	0.00	0.00	0.00	0.00
TOTAL ADA		412.07	414.36	0.00	0.00	0.00	410.88	0.00	0.00	0.00	0.00	0.00	405.16	0.00	0.00	0.00	0.00	403.61

2022-23 Enrollment by District of Residence

Month: 2

		MUSD	FB	PA	AV	Ukiah	Other	22-23 Totals To Date	22/23 CBEDS (Oct.)	21/22 CBEDS (Oct.)
Albion	TK	0	0	0	0	0	0	0	0	0
	K	2	0	0	0	0	0	2	2	4
	1	4	0	0	0	0	0	4	4	4
	2	2	0	0	0	0	0	2	2	1
	3	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>5</u>
	Total	9	0	0	0	0	0	9	9	14
Comptche	TK	3	0	0	0	0	0	3	3	0
	K	4	0	0	0	0	0	4	4	2
	1	1	0	0	0	0	0	1	1	5
	2	7	0	0	0	0	0	7	6	4
	3	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>3</u>	<u>4</u>
	Total	18	0	0	0	0	0	18	17	15
MK-8	TK	2	0	0	0	0	0	2	2	2
	K	24	0	0	0	0	0	24	25	16
	1	13	0	1	0	0	0	14	15	18
	2	15	2	0	0	0	0	17	19	15
	3	16	1	0	0	0	0	17	17	25
	4	27	2	0	0	0	0	29	30	29
	5	29	1	0	0	0	0	30	32	27
	6	27	4	1	0	0	0	32	33	40
	7	40	2	0	0	0	0	42	42	30
	8	<u>31</u>	<u>3</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>35</u>	<u>35</u>	<u>26</u>
Total	224	15	3	0	0	0	242	250	228	
MHS	9	30	5	0	0	0	0	35	35	48
	10	44	4	3	0	0	0	51	51	34
	11	25	9	0	2	0	0	36	36	46
	12	<u>33</u>	<u>6</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>43</u>	<u>43</u>	<u>32</u>
	Total	132	24	5	4	0	0	165	165	160
MAS (I.S.)	TK	0	0	0	0	0	0	0	0	0
	K	1	0	0	0	0	0	1	1	0
	1	0	0	0	0	0	0	0	0	1
	2	1	0	0	0	0	0	1	1	3
	3	0	0	0	0	0	0	0	0	3
	4	3	0	0	0	0	0	3	3	0
	5	1	0	0	0	0	0	1	1	1
	6	0	1	0	0	0	0	1	1	0
	7	0	0	0	0	0	0	0	0	4
	8	0	0	0	0	0	0	0	0	5
	9	1	0	0	0	0	0	1	1	2
	10	4	0	0	0	0	0	4	4	3
	11	1	0	0	0	0	0	1	1	1
12	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	
Total	13	1	0	0	0	0	14	14	23	
SHS	9	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	1
	11	4	1	0	0	0	0	5	4	5
	12	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>3</u>	<u>3</u>
	Total	6	1	1	0	0	0	8	7	9
TOTAL		402	41	9	4	0	0	456	462	449

Revised 10/31/22
ms

2022-23 Total Enrollment by Attendance Month

		Mo. 1	Mo. 2	Mo. 3	Mo. 4	Mo. 5	Mo. 6	Mo. 7	Mo. 8	Mo. 9	Mo. 10	Mo. 11	22-23 Annual Avg
Albion	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	2	2	0	0	0	0	0	0	0	0	0	2
	1	4	4	0	0	0	0	0	0	0	0	0	4
	2	3	2	0	0	0	0	0	0	0	0	0	3
	3	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
	Total	10	9	0	0	0	0	0	0	0	0	0	10
Comptche	TK	3	3	0	0	0	0	0	0	0	0	0	3
	K	4	4	0	0	0	0	0	0	0	0	0	4
	1	1	1	0	0	0	0	0	0	0	0	0	1
	2	6	7	0	0	0	0	0	0	0	0	0	7
	3	<u>3</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5</u>
	Total	17	18	0	0	0	0	0	0	0	0	0	19
MK-8	TK	2	2	0	0	0	0	0	0	0	0	0	2
	K	24	24	0	0	0	0	0	0	0	0	0	24
	1	15	14	0	0	0	0	0	0	0	0	0	15
	2	19	17	0	0	0	0	0	0	0	0	0	18
	3	17	17	0	0	0	0	0	0	0	0	0	17
	4	30	29	0	0	0	0	0	0	0	0	0	30
	5	30	30	0	0	0	0	0	0	0	0	0	30
	6	33	32	0	0	0	0	0	0	0	0	0	33
	7	42	42	0	0	0	0	0	0	0	0	0	42
	8	<u>35</u>	<u>35</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>35</u>
Total	247	242	0	0	0	0	0	0	0	0	0	245	
MHS	9	35	35	0	0	0	0	0	0	0	0	0	35
	10	51	51	0	0	0	0	0	0	0	0	0	51
	11	36	36	0	0	0	0	0	0	0	0	0	36
	12	<u>43</u>	<u>43</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>43</u>
	Total	165	165	0	0	0	0	0	0	0	0	0	165
MAS	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	1	1	0	0	0	0	0	0	0	0	0	1
	1	0	0	0	0	0	0	0	0	0	0	0	0
	2	0	1	0	0	0	0	0	0	0	0	0	1
	3	0	0	0	0	0	0	0	0	0	0	0	0
	4	3	3	0	0	0	0	0	0	0	0	0	3
	5	1	1	0	0	0	0	0	0	0	0	0	1
	6	1	1	0	0	0	0	0	0	0	0	0	1
	7	0	0	0	0	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	0	0	0	0	0	0	0
	9	1	1	0	0	0	0	0	0	0	0	0	1
	10	4	4	0	0	0	0	0	0	0	0	0	4
	11	1	1	0	0	0	0	0	0	0	0	0	1
12	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	
Total	13	14	0	0	0	0	0	0	0	0	0	14	
SHS	9	0	0	0	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	0	0	0	0
	11	4	5	0	0	0	0	0	0	0	0	0	5
	12	<u>3</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>
	Total	7	8	0	0	0	0	0	0	0	0	0	8
TOTAL Enroll		459	456	0	0	0	0	0	0	0	0	0	458

MENDOCINO GRAMMAR SCHOOL
 STUDENT BODY ACCOUNT
 2022-2023 MONTHLY SUMMARY
 PERIOD: OCTOBER 2022

	BALANCE	INCOME	EXPENSE	NEW BALANCE
KINDERGARTEN	0.00			0.00
1st GRADE	20.00			20.00
2nd GRADE	-72.84			-72.84
3rd GRADE	122.50			122.50
4-5 GRADES	151.34			151.34
COMPTCHE SCHOOL	0.78			0.78
GENERAL STUDENT BODY	3.55			3.55
MULTI-PURPOSE STAGE	45.07			45.07
To be Reimbursed MUSD	-225.00			-225.00
TOTAL	45.40	0.00	0.00	45.40

**MENDOCINO MIDDLE SCHOOL
STUDENT BODY ACCOUNT
2022-23 MONTHLY SUMMARY
PERIOD: OCTOBER 2022**

DESCRIPTION	Beginning Balance	Income	Expenses	Ending Balance
6-8 Art Field Trips	\$ 293.40			\$ 293.40
6-8 Boys Free Throw	\$ -			\$ -
6-8 Girls Free Throw	\$ -			\$ -
6th Grade Class	\$ (186.00)			\$ (186.00)
6th Grade Trips	\$ 6,001.61			\$ 6,001.61
6-8 Trips	\$ -			\$ -
7-8 Boy's BB	\$ 2,369.12			\$ 2,369.12
7-8 Girl's BB	\$ (323.37)			\$ (323.37)
7th Grade Class	\$ 2,544.77			\$ 2,544.77
8th Grade Class	\$ -			\$ -
8th Grade Trip	\$ 63.20			\$ 63.20
Art Fund	\$ 1,950.67	\$830.00		\$ 2,780.67
Athletics	\$ 1,003.14	\$200.00		\$ 1,203.14
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ -			\$ -
Cooking Club	\$ 266.65			\$ 266.65
Film Club	\$ 86.78			\$ 86.78
Grad Dance	\$ -			\$ -
Leadership	\$ -	\$241.00	\$60.00	\$ 181.00
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 141.61	\$255.00	\$255.00	\$ 141.61
Science	\$ 300.53			\$ 300.53
Student Council	\$ 1,513.20	\$1.18		\$ 1,514.38
Volleyball	\$ 6,435.51	\$6,646.79	\$1,600.68	\$ 11,481.62
Yearbook	\$ 572.26			\$ 572.26
Yearend Activities	\$ -			\$ -
TOTAL	\$ 23,033.08	\$8,173.97	\$1,915.68	\$ 29,291.37

**MENDOCINO HIGH SCHOOL
STUDENT BODY ACCOUNT
2022-2023 MONTHLY SUMMARY
PERIOD: OCTOBER 2022**

	DESCRIPTION	Begin Balance	Income	Expenses	Ending Balance
GENERAL FUNDS					
	Athletic Travel/Requests	1199.68	1700.00	1700.00	1199.68
	Athletics - Officials only	4292.80			4292.80
	CTE Art	854.00			854.00
	CTE Media	0.00			0.00
	CTE Woodshop	949.83			949.83
	Facilities (key dep)	1908.05			1908.05
	Library	96.20			96.20
	MCHS General	1693.11			1693.11
	MCHS Outdoor Leadership	493.15			493.15
	MCHS Yearbook	560.00			560.00
	PACT Testing	525.00			525.00
	PSAT/SAT workbooks	1485.00			1485.00
	Request (donations/interest)	158.47	2.85		161.32
	Sober Grad	2164.49			2164.49
	Skate Ramp Fund	500.87			500.87
	SONAR	4431.34			4431.34
	Store	160.33			160.33
	Student Council	1343.51	433.00		1776.51
	Youth Prevention	92.50			92.50
CLASSES					
	Class of 16	500.00			500.00
	Class of 19	306.26			306.26
	Class of 21	327.48			327.48
	Class of 22	990.29			990.29
	Class of 23	1824.00		82.35	1741.65
	Class of 24	67.00	1902.25	77.87	1891.38
	Class of 25	1164.41			1164.41
FALL SPORTS					
	Boys Soccer	238.76			238.76
	Football	134.12			134.12
	Girls Soccer	25.00			25.00
	Volleyball	891.85			891.85
WINTER SPORTS					
	Boys Basketball	1641.85			1641.85
	Girls Basketball	2187.31			2187.31
SPRING SPORTS					
	Baseball	500.00			500.00
	Golf	0.00	1000.00		1000.00
	Softball	367.73			367.73
	Tennis	64.97			64.97
	Track	0.00			0.00
CLUB					
	Amnesty	387.87			387.87

Art Club	542.85			542.85
Body Positive	0.00			0.00
Chorus	152.21			152.21
CSF	667.34	145.25	75.00	737.59
Culinary	4702.62			4702.62
Electronics	1121.69			1121.69
Horticulture/Botany Club	2129.35			2129.35
Improv club	334.07			334.07
Interact Club-Activity	4203.36			4203.36
Interact Club-Administrative	2793.10			2793.10
Leadership	56.44			56.44
Model U.N.	980.89			980.89
Multi-Cultural Club	305.00			305.00
Radio	2355.56	136.94		2492.50
Science Club	126.09			126.09
S.E.A. Club	30.00			30.00
Workability/Cardinal Express	146.41			146.41
Yearbook	2885.19	295.00		3180.19
Yoga Club	0.00			0.00
A/E WEEK				
AE WEEK Art Center	25.00			25.00
AE WEEK Ashland	0.00			0.00
AE WEEK Biking	0.00			0.00
AE WEEK Celebration of Self	144.69			144.69
AE WEEK Coastal Adventures	130.00			130.00
AE WEEK College Tours	370.25			370.25
AE WEEK Creative Writing	0.00			0.00
AE WEEK Culinary	94.31			94.31
AE WEEK Drivers Ed Class	300.00			300.00
AW WEEK E-Lab	45.00			45.00
AE WEEK Engineering Extravaganza	857.30			857.30
AE WEEK First Responder Academy	1403.29			1403.29
AE WEEK Learning in La-La Land	237.27			237.27
AE WEEK Media Film	0.00			0.00
AE WEEK San Francisco	634.00			634.00
AE WEEK Sierra Adventure	0.00			0.00
AE WEEK Top Sail	0.00			0.00
AE WEEK Volunteer Crew	76.14			76.14
AE WEEK Washington DC	1392.67			1392.67
AE WEEK Wind Surfing	181.07			181.07
AW WEEK Woodworking	0.00			0.00
AE WEEK Yosemite Institute	0.00		5048.75	-5048.75
AE WEEK Reserve	99.84			99.84
TO BE REFUNDED	0.00			0.00
TOTAL	64050.23	5615.29	6983.97	62681.55

Mendocino High School



AG Completion Grant Plan March 31, 2022

Access Grant Goal: Support pupil access to and successful completion of A-G course requirements (\$19,389)			
Action	Explanation	Timeline	Amount
Cover AP and PSAT test fees	Pay for unduplicated pupils taking exams	Annual '22-'26	\$600/yr \$1,800
Expand College Offerings and training (Tier II)	Additional counseling time or college liaison to develop pathways to college, including CTE pathways, and do outreach to students	Annual '22-'25	\$1200/yr \$2,400
AP Summer Institute PD	Pay for a teacher to participate in an AP institute		\$2,000
Increase after school tutoring hours and pay level (Tier II)	Double the after school tutoring sessions to include Monday and Wednesday as well as increase the stipend to Tier II and add an intervention component	Annual '22-'26	\$1200 per tutor/year \$13,200
			\$19,400
LLM Grant Goal: Allow students who received a grade of "D" or "F" or "Fail" in an A-G course in 2020-2021 to retake those A-G courses.(\$7,747)			
Action	Explanation	Timeline	Amount
Provide online credit recovery through program such as APEX	Pay for online A-G courses for credit recovery through an online platform	'22-'23	\$4,747
Stipend for managing course retake program (Tier IV)	Person to coordinate retakes and track progress	'22-'23	\$3,000
			\$7,747



Mendocino Unified School District

**BOND MEASURE
IMPROVEMENT BOND
PROGRAM
PHASE ONE PROJECT**

**Monthly Progress Report
November 2022**

Prepared By

Alameida
Architecture

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Team Members

Mendocino Unified School Board of Trustees

Windspirit Aum, Board President, Albion

Michael Schaeffer, Board Clerk, Comptche

Jim Gay, Board Member, Elk

Jessica Grinberg, Board Member, Mendocino

Mark Morton, Board Member, Caspar

Superintendent

Jason Morse

District Architect

Quattrocchi & Kwok Architects

General Contractor

Lathrop Construction Associates Inc.

District Construction Manager

Donald Alameida, Alameida Architecture

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SCHEDULED BOND SALES

Series	Sale Amount	Sale
Series A	\$ 17,000,000	2019
Series B	\$ 13,847,127	2022
Series C	\$ Canceled	-



Budget

M.U.S.D. PHASE ONE PROJECT

Source of Funds:

Source Code:	Series A Bond (less issuance cost)	Available 18,884,464
	Series B Bond	13,847,127
	Interest to date	119,912
	Issuance cost and Interest paid	(2,023,645)
	State Bonds	-
		<hr/>
		30,827,859

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	2,111,915	1,597,452	513,646	2,116,586	-4,671
Bidding, Permitting, Misc.	140,000	148,117	-8,117	178,185	-38,185
Construction	14,611,602	10,610,847	4,000,755	14,638,043	-26,441
8% Owners Contingency	1,104,000	0	1,104,000	556,420	547,580
Construction Support	441,774	535,883	-94,109	570,435	-128,661
Fixtures & furniture	250,000	0	250,000	250,000	0
Reserve	0	0	0	0	0
Totals	18,659,291	12,892,299	5,766,175	18,309,669	349,622
Available vs. budgeted	12,168,568	<i>assumes 100% contingency expended</i>			
<i>soft cost vs. hard cost</i>	<i>25.99%</i>				

Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	30,827,859	13,272,568	13,126,452	12,541,988	12,168,568

Schedule

	Planned	Actual	Schedule Status
Design and Planning	Nov. 2019 - Sept 2021	Sept. 2021	On schedule
Permitting and PH-1 GMP	September 2021	Nov. 15, 2021	Delayed but completed
Construction	Oct. 2021 - Dec. 2022		Estimated 18 days behind.
Completion	December 16, 2022		Estimated January 11, 2023

Overall Project Status

The building site fared much better in the second storm of the season despite windows and doors not yet delivered. Finishes continue to be installed including casework, tack boards and restroom tile work. Exterior flatwork, and landscape amenities well under way. Mechanical Heat pumps installed on their pads. The last two electrical switchgear panels destined for the electrical room have not yet arrived delaying completion of work in the mechanical court to allow for access into the electrical room for the lagging equipment.

Potential Issues:

As mentioned prior, procurement of windows is crucial and delivery has been pushed another two weeks by the manufacturer. Some of the electrical switchgear panels remain to be delivered, reportedly shipped on 11/11/22.

Next Steps

Continue with interior finishes installation and complete exterior improvements.

Budget

M.U.S.D. PHASE TWO PROJECT

Source of Funds:

Source Code:	Series A Bond (less issuance cost)	Available	-
	Series B Bond		12,621,636
	Developer Fees		200,000
	-		-
	State Bonds		-
			12,821,636

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,091,886	552,921	455,756	1,009,833	-1,156
Bidding, Permitting, Misc.	0	0	0	0	0
Construction	9,577,988	0	9,577,988	9,280,265	0
Owners Contingency	478,899	0	478,899	478,899	0
Construction Support	470,000	14,800	435,200	470,000	0
Fixtures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
Totals	11,618,773	567,721	10,947,843	11,238,998	-1,156
Available vs. budgeted	1,202,863	<i>assumes 100% contingency expended</i>			
<i>soft cost vs. hard cost</i>	<i>21.31%</i>				

Funding Status

AVAILABLE FUNDS		PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED			
		0%	1%	5%	8%
Series A bonds	12,821,636	1,681,762	1,585,983	1,202,863	1,202,863

Schedule

	Planned	Actual	Schedule Status
Design and Planning		Jun-22	
Permitting and PH-2 GMP	1-Dec-22		
Construction	T.B.D.		
Completion	T.B.D.		

Overall Project Status

Architect and their consultants continue to develop the desing. Documents for Mendocino planning and Historic board final draft completed. Tobin working with architects to assure photography dark room meets the needs of the courses taught.

Potential Issues:

We must find ways to reduce cost to Phase 2 in order to complete the project without a deficit.

Next Steps

Continue to monitor cost from Phase 1 to ascertain how much of preserved contingency can mitigate phase 2 funding shortfall.

PROGRESS PHOTOGRAPHS





COST CHANGE EVENTS

CHANGE EVENTS

#	Title	Description	Latest Cost
47	Misc. Dry Rot Repair Work	PCO #047	\$1,760.33
33	T&M Repair of Existing Damaged Framing (March 2022)	PCO #33	\$12,252.77
28	Repair Leak & Investigate Existing Underground Water System	PCO #028	\$5,466.78
25	Salvage of Water Tank Redwood and Demo of Remaining Water Tank (ALLOWANCE)	PCO #25	\$19,764.80
13	Handling and Disposal of Liquids from Fuel Tank and Acid Waste Tank	PCO #013	\$20,997.58
7.1	Removal of Additional Layers of Drywall at Walls & Ceilings	PCO #007.1	\$12,037.86
4	Temporary Telephone Line to Gym Building Elevator	--	\$0.00
1	Temporary Power Measures to the Main Building and to Panel DA in Gym	PCO #001	\$54,112.62
		Allowance	\$126,392.74
6	Remove and Replace Perimeter Ceilings in 7 Rooms	PCO #006	\$19,768.08
5	Connection of Telephone Service to the Main Building	--	\$0.00
3	Removal & Replacement of Existing Slab-on-Grade in Rooms A117, A118 & A119 (ASI #001)	PCO #003	\$17,356.72
		Contractor's Contingency	\$37,124.80
64	Extend Sloped Walk (ASI #34)	PCO #064	\$4,299.38
63	Fire Caulking at Existing Rafters & Joist in Corridor A142	PCO #063	\$4,361.83
62	Bottom of Exterior Wall Flashing (ASI #31)	PCO #062	\$43,664.26
61	Curb Adapters for Reduced Tubular Skylights (RFI #164.2)	PCO #061	\$6,009.80
60	Frame Alcove for Display Case (RFI #211)	PCO #060	\$2,076.35
59	Demo and Re-Framing of Ceiling in Corridor A140 (RFI #127)	PCO #059	\$4,342.90
58	Adding Blocking at North Entry Soffit (RFI #205)	PCO #058	\$2,613.26
57	Install Furred Wall Over Concrete Wall in Corridor A141 (RFI #79.3)	PCO #057	\$3,249.79
56	Revise Ceiling Framing Heights in Admin Area	--	\$0.00
56	Revise Ceiling Framing Heights in Admin Area	PCO #056	\$7,791.33
55	Replace Fan Coil A138 with Cassette Type (RFI #153.2)	PCO #055	\$7,384.01
54	Revise Light Fixtures in Flex Room A138 (RFI #219)	PCO #054	\$2,214.30
53	Added Interior Accent Walls (ASI #17)	PCO #053	\$3,443.72
52	Delete Drop Ceiling in Room A106 (RFI #212)	PCO #052	(\$939.00)
51	Framing Revisions at Teaching Walls (RFI's #84 & #84.1)	PCO #051	\$1,634.42

CHANGE EVENTS

#	Title	Description	Latest Cost
50	Revised Electrical Routing for EV Charging Stations (RFI #207.1)	PCO #050	\$2,433.09
49	Shear Transfer Walls at Shared Prep Room A101 (RFI #171)	PCO #049	\$2,694.88
48	Replace Rim Joist At Student Union Entry (RFI #145)	PCO #045	\$1,690.64
46	Additional Framing at H Line to Align New Roof with Existing Roof (RFI #142)	PCO #046	\$1,552.12
45	Gable Wall at Line 16 (RFI #141)	--	\$0.00
45	Gable Wall at Line 16 (RFI #141)	--	\$1,936.92
44	New Rafter in Student Union (RFI #139)	PCO #044	\$2,787.20
43	Replace Window Sills (RFI #70)	PCO #043	\$12,344.09
42	Tie-In of Existing Wall to Roof Joists at 15 Line (RFI #100)	PCO #042.1	\$3,318.01
41	Infill Framing at Seating Alcoves in Corridor A140 (ASI #4)	PCO #41	\$12,408.09
40	Framing Revisions to Glu-Lam Beam in Admin Hallway (RFI #25R)	PCO #040	\$7,080.02
39	Security Wire to Door Frame Contacts	PCO #039	\$1,311.60
38	EV Parking Underground Infrastructure Updates	PCO #038	\$973.94
37	Omit Heat Detectors in Sprinkler Protected Attic Spaces	PCO #037.1	(\$1,396.34)
36	Light Fixtures & Receptacles in Attic Above Admin Area	PCO #036	\$8,102.72
35	Provisions for Future MDF Relocation (RFP #6.1)	PCO #35	\$14,559.55
34	Add Roof Drains to Low Roof	--	\$0.00
32	Light Fixture & Receptacle in Attic Above Corridor A142	PCO #032	\$5,026.84
31	Additional Rough-in for Security System (ASI #8.1)	PCO #031	\$8,017.09
30	Revise Type of Flagpole (ASI #21)	PCO #30	(\$2,690.00)
29	Drywall at Roof Rafters in Library Addition Area	PCO #029	\$12,836.28
27	Revised Exterior Light Fixture above West Exterior Door to Courtyard (RFI #157)	PCO #027	\$1,311.63
26	Re-Route Fire Sprinkler Piping on Roof & at Alcove (RFI #129)	PCO #26	\$16,501.01
24	Added Trap Primer to Floor Drain in Room A100 (RFI #76)	PCO #024	\$3,045.46
22	Add Double Detector Check Assembly at Site Fire Water Connection (RFI #131)	PCO #22	\$15,687.24
21	Route Domestic Water Lines on Roof (RFI #105)	--	\$0.00
20	Revised Luminaires in Rooms A117, A118, A119, A120, A122 & A123 (RFI #102)	PCO #20	\$7,206.40
19	Delete Assisted Listening System	PCO #019	(\$7,186.47)
18	Second PG&E Trench Crossing at Kasten Street	PCO #018	\$6,877.92
17	Add Expansion Loops on Fire Sprinkler System Piping	PCO #017	\$14,774.45
16	Security System Provisions	PCO #016	\$33,769.37
15	Remove & Replace Portion of SOG in Custodian Room A130	--	\$0.00

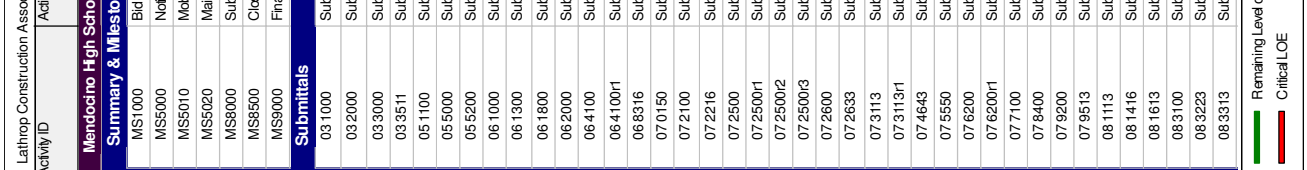
CHANGE EVENTS

#	Title	Description	Latest Cost
14	Remove & Replace Existing Damaged Shear Ply at Library Addition	--	\$0.00
12	Added Fire Sprinkler Heads to Ensure Adequate Coverage	PCO #012	\$2,450.40
11	Seating Alcoves in Corridor (ASI #004)	--	\$0.00
10	Testing of Existing Plumbing in Bathrooms	--	\$0.00
9	Plumbing Revisions to Existing Bathrooms	--	\$0.00
8	Fire Alarm to the Community School	--	\$0.00
Owner Contingency			\$281,570.50

SCHEDULE STATUS

**(Following scheduled updated in October
November update pending confirmation of
some deliveries.)**

Activity ID	Activity Name	Plot - As-Built (11x17) through 01-Sep-22				2022												2023													
		Original Duration	Remaining Duration	Actual Duration	Physical % Complete	Start	Finish	Late Start	Late Finish	Total Float	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr		
Mendocino High School - Modernization																															
Summary & Milestones																															
MS1000	Bid Date	310	92	218	100%	21-Oct-21A	11-Jan-23	08-Aug-22	16-Dec-22	-18																					
MS5000	Notice to Proceed - Phase 1	0	0	0	100%	21-Oct-21A	11-Jan-23	08-Aug-22	16-Dec-22	-18																					
MS5010	Mobilization	0	0	0	100%	21-Oct-21A	11-Jan-23	08-Aug-22	16-Dec-22	-18																					
MS5020	Main High School Building - Construction	252	77	194	0%	16-Nov-21A	21-Dec-22	23-Nov-22	23-Nov-22	-18																					
MS9000	Substantial Completion - Phase 1	0	0	0	0%	16-Nov-21A	21-Dec-22	23-Nov-22	23-Nov-22	-18																					
MS9500	Cleasout - Phase 1	65	65	0	0%	11-Jan-23	11-Jan-23	21-Nov-22	16-Dec-22	-18																					
MS9000	Final Completion - Phase 1	0	0	0	0%	11-Jan-23	11-Jan-23	21-Nov-22	16-Dec-22	-18																					
Submittals																															
03 1000	Subm Rev - Concrete Forming & Accessories	80	15	200	100%	16-Nov-21A	22-Sep-22	08-Sep-22	16-Dec-22	59																					
03 2000	Subm Rev - Concrete Reinforcing	15	0	25	100%	16-Nov-21A	23-Dec-21A																								
03 3000	Subm Rev - Cast-in-Place Concrete	15	0	37	100%	16-Nov-21A	12-Jan-22A																								
03 3511	Subm Rev - Concrete Floor Finishes	15	15	200	0%	16-Nov-21A	22-Sep-22	21-Oct-22	10-Nov-22	35																					
05 1100	Subm Rev - Structural & Miscellaneous Steel	15	0	32	100%	16-Nov-21A	05-Jan-22A																								
05 5000	Subm Rev - Metal Fabrications (RWLS)	15	15	200	0%	16-Nov-21A	22-Sep-22	06-Oct-22	26-Oct-22	24																					
05 5200	Subm Rev - Handrails & Railings	15	15	200	0%	16-Nov-21A	22-Sep-22	29-Sep-22	19-Oct-22	19																					
06 1000	Subm Rev - Rough Carpentry	15	0	22	100%	16-Nov-21A	20-Dec-21A																								
06 1300	Subm Rev - Sile Carpentry	15	0	183	100%	16-Nov-21A	09-Aug-22A																								
06 1800	Subm Rev - Glued Laminated Construction	15	0	42	100%	16-Nov-21A	19-Jan-22A																								
06 2000	Subm Rev - Finish Carpentry	15	0	55	100%	16-Nov-21A	07-Feb-22A																								
06 4100	Subm Rev - Archtural Wood Casework	15	0	55	100%	16-Nov-21A	07-Feb-22A																								
06 4100R1	Subm Rev - Archtural Wood Casework	15	0	28	100%	07-Feb-22A	18-Mar-22A																								
06 8316	Subm Rev - Fiberglass Reinforced Paneling	15	15	200	0%	16-Nov-21A	22-Sep-22	16-Sep-22	06-Oct-22	10																					
07 0150	Subm Rev - Preparation for Re-Roofing	15	15	200	0%	16-Nov-21A	22-Sep-22	28-Nov-22	16-Dec-22	59																					
07 2100	Subm Rev - Board & Batt Insulation	15	0	22	100%	16-Nov-21A	20-Dec-21A																								
07 2216	Subm Rev - Roof Insulation	15	0	54	100%	16-Nov-21A	04-Feb-22A																								
07 2500	Subm Rev - Weather Barriers	15	0	15	100%	16-Nov-21A	09-Dec-21A																								
07 2500R1	Subm Rev - Weather Barriers	15	0	20	100%	09-Dec-21A	10-Jan-22A																								
07 2500R2	Subm Rev - Weather Barriers	15	0	20	100%	10-Jan-22A	07-Feb-22A																								
07 2500R3	Subm Rev - Weather Barriers	15	0	26	100%	07-Feb-22A	16-Mar-22A																								
07 2600	Subm Rev - Under Slab Vapor Retarders	15	0	25	100%	16-Nov-21A	23-Dec-21A																								
07 2633	Subm Rev - Water Vapor Emission Control Coating	15	0	46	100%	16-Nov-21A	25-Jan-22A																								
07 3113	Subm Rev - Asphalt Shingles	15	0	35	100%	16-Nov-21A	10-Jan-22A																								
07 3113R1	Subm Rev - Asphalt Shingles	15	0	33	100%	10-Jan-22A	25-Feb-22A																								
07 4643	Subm Rev - Fiber Cement Siding	15	0	43	100%	16-Nov-21A	20-Jan-22A																								
07 5550	Subm Rev - Modified Blumens Roofing	15	0	67	100%	16-Nov-21A	24-Feb-22A																								
07 6200	Subm Rev - Sheet Metal Flashing & Trim	15	0	55	100%	16-Nov-21A	07-Feb-22A																								
07 6200R1	Subm Rev - Sheet Metal Flashing & Trim	15	0	20	100%	07-Feb-22A	08-Mar-22A																								
07 7100	Subm Rev - Roof Specialties	15	15	200	0%	16-Nov-21A	22-Sep-22	29-Sep-22	19-Oct-22	19																					
07 8400	Subm Rev - Firestopping	15	0	22	100%	16-Nov-21A	20-Dec-21A																								
07 9200	Subm Rev - Joint Sealants	15	0	192	100%	16-Nov-21A	22-Aug-22A																								
07 9513	Subm Rev - Expansion Joint Cover Assemblies	15	0	139	100%	16-Nov-21A	07-Jun-22A																								
08 1113	Subm Rev - Hollow Metal Doors & Frames	15	0	29	100%	16-Nov-21A	30-Dec-21A																								
08 1416	Subm Rev - Flush Wood Doors	15	0	29	100%	16-Nov-21A	30-Dec-21A																								
08 1613	Subm Rev - Fiberglass Doors	15	0	29	100%	16-Nov-21A	30-Dec-21A																								
08 3100	Subm Rev - Access Doors & Panels	15	15	200	0%	16-Nov-21A	22-Sep-22	26-Sep-22	14-Oct-22	16																					
08 3223	Subm Rev - Sliding & Folding Walls & Doors	15	0	74	100%	16-Nov-21A	07-Mar-22A																								
08 3313	Subm Rev - Colling Counter Doors	15	0	12	100%	16-Nov-21A	06-Dec-21A																								



TASK filter: Work Not Finished.

Activity ID	Activity Name	Original Duration	Remaining Duration	Actual Duration	Physical % Complete	Start	Finish	Late Start	Late Finish	Total Float
S.NR7000	Insulation	5	0	3	100%	25-Jul-22A	28-Jul-22A			
S.NR8000	Set Electrical Switchgear & Panels	10	10	0	0%	01-Sep-22	15-Sep-22	10-Nov-22	23-Nov-22	49
S.NR8010	Pull Wire in Conduit - Power & Lighting	5	5	0	0%	16-Sep-22	22-Sep-22	28-Nov-22	02-Dec-22	49
S.NR8020	Pull wire in Conduit - Low Voltage	5	5	0	0%	16-Sep-22	22-Sep-22	30-Nov-22	06-Dec-22	51
S.NR8030	Make-up Electrical Panels - Power & Lighting	5	5	0	0%	23-Sep-22	29-Sep-22	05-Dec-22	09-Dec-22	49
S.NR8040	Make-up Electrical Panels - Low Voltage	5	5	0	0%	23-Sep-22	29-Sep-22	07-Dec-22	13-Dec-22	51
Interior Finishes - Area 2										
S.NT1000	Hang Gyprock on Walls	116	76	33	18-Jul-22A	20-Dec-22	09-Aug-22	16-Dec-22	-2	
S.NT1010	Frame Gyprock Ceilings	10	0	22	100%	01-Aug-22A	31-Aug-22A			
S.NT1020	Fire Sprinkler Drops to Gyprock Ceilings	5	0	5	100%	25-Jul-22A	29-Jul-22A			
S.NT1030	HVAC Drops to Gyprock Ceilings	5	0	5	100%	25-Jul-22A	29-Jul-22A			
S.NT1040	Light Fixture Cans to Gyprock Ceilings	5	0	5	100%	25-Jul-22A	29-Jul-22A			
S.NT1050	Hang Gyprock at Ceilings & Soffits	5	0	9	100%	01-Aug-22A	12-Aug-22A			
S.NT1500	Tape/Top Finish Gyprock on Walls & Ceilings	15	5	8	65%	22-Aug-22A	08-Sep-22	12-Dec-22	16-Dec-22	69
S.NT3000	Paint	10	2	1	10%	31-Aug-22A	02-Sep-22	09-Aug-22	10-Aug-22	-17
S.NT3500	Grid for Suspended Ceilings	20	20	0	0%	06-Sep-22	03-Oct-22	11-Aug-22	08-Sep-22	-17
S.NT3510	Fire Sprinkler Drops to Ceiling Grid	15	15	0	0%	20-Sep-22	10-Oct-22	23-Sep-22	13-Oct-22	3
S.NT3520	HVAC Drops to Ceiling Grid	15	15	0	0%	20-Sep-22	10-Oct-22	23-Sep-22	13-Oct-22	3
S.NT3530	Light Fixtures to Ceiling Grid	15	15	0	0%	20-Sep-22	10-Oct-22	23-Sep-22	13-Oct-22	3
S.NT3550	Drop Acoustical Tiles in Ceiling Grid	5	5	0	0%	11-Oct-22	17-Oct-22	14-Oct-22	20-Oct-22	3
S.NT4000	Casework, incl. Countertops	15	15	0	0%	20-Sep-22	10-Oct-22	25-Aug-22	15-Sep-22	-17
S.NT4500	Finish Carpentry - Slits/Trim/Column Covers	5	5	0	0%	04-Oct-22	04-Oct-22	04-Oct-22	10-Oct-22	0
S.NT4560	Sinks, incl. Trim at Casework	10	10	0	0%	30-Sep-22	19-Oct-22	27-Sep-22	10-Oct-22	-3
S.NT4700	Taskable Wall Panels	20	20	0	0%	06-Oct-22	02-Nov-22	13-Sep-22	10-Oct-22	-17
S.NT4710	Acoustical Wall Panels	10	10	0	0%	18-Oct-22	31-Oct-22	04-Nov-22	18-Nov-22	14
S.NT5000	HVAC Finish & Trim	1	1	0	0%	04-Oct-22	04-Oct-22	04-Nov-22	04-Nov-22	23
S.NT5010	HVAC Controls Finish & Trim	10	10	0	0%	05-Oct-22	18-Oct-22	07-Nov-22	18-Nov-22	23
S.NT5100	Electrical Trim - Power & Lighting	15	15	0	0%	18-Oct-22	07-Nov-22	14-Nov-22	18-Nov-22	9
S.NT5110	Electrical Trim - Low Voltage	10	10	0	0%	18-Oct-22	07-Nov-22	30-Nov-22	13-Dec-22	19
S.NT5500	Access Panels	3	3	0	0%	18-Oct-22	20-Oct-22	16-Nov-22	18-Nov-22	21
S.NT5510	Interior Doors, incl. Hardware	5	5	0	0%	27-Oct-22	02-Nov-22	04-Oct-22	10-Oct-22	-17
S.NT5550	O.H. Ceiling Doors	3	3	0	0%	29-Nov-22	01-Dec-22	16-Nov-22	18-Nov-22	-7
S.NT6010	Backer Board on Walls of Toilet Rooms	3	0	1	100%	08-Aug-22A	09-Aug-22A			
S.NT6020	Epoxy Flooring at Toilet Rooms	5	5	0	0%	30-Sep-22	06-Oct-22	27-Oct-22	02-Nov-22	19
S.NT6030	Ceramic Tile Walls at Toilet Rooms	5	5	0	0%	21-Oct-22	27-Oct-22	03-Nov-22	09-Nov-22	9
S.NT6050	Paint Touch-Up at Toilet Rooms	2	2	0	0%	28-Oct-22	31-Oct-22	10-Nov-22	11-Nov-22	9
S.NT6060	Plumbing Fixtures at Toilet Rooms	5	5	0	0%	01-Nov-22	07-Nov-22	14-Nov-22	18-Nov-22	9
S.NT6070	Toilet Partitions at Toilet Rooms	2	2	0	0%	08-Nov-22	09-Nov-22	21-Nov-22	22-Nov-22	9
S.NT6080	Toilet Room Accessories at Toilet Rooms	1	1	0	0%	08-Nov-22	08-Nov-22	22-Nov-22	22-Nov-22	10
S.NT6100	Final Clean at Toilet Rooms	1	1	0	0%	15-Nov-22	30-Nov-22	23-Nov-22	23-Nov-22	9
S.NT7400	Epoxy Flooring, incl. Clean Prep	10	10	0	0%	15-Nov-22	30-Nov-22	21-Oct-22	03-Nov-22	-17
S.NT7410	FRP Panels at Kitchen	5	5	0	0%	01-Dec-22	07-Dec-22	04-Nov-22	10-Nov-22	-17
S.NT7430	Set Food Service Equipment	3	3	0	0%	08-Dec-22	12-Dec-22	11-Nov-22	15-Nov-22	-17
S.NT7440	Plumbing Connections to Food Service Equipment	3	3	0	0%	13-Dec-22	15-Dec-22	16-Nov-22	18-Nov-22	-17
S.NT7450	Electrical Connections to Food Service Equipment	3	3	0	0%	13-Dec-22	15-Dec-22	16-Nov-22	18-Nov-22	-17
S.NT8000	Clean/Prep for Flooring Finishes	3	3	0	0%	03-Nov-22	07-Nov-22	11-Oct-22	13-Oct-22	-17
S.NT8005	Moisture Control for Floor Finishes	5	5	0	0%	08-Nov-22	14-Nov-22	14-Oct-22	20-Oct-22	-17
S.NT8010	Seal Concrete	5	5	0	0%	15-Nov-22	21-Nov-22	11-Nov-22	17-Nov-22	-2
S.NT8110	Carpet	3	3	0	0%	15-Nov-22	17-Nov-22	08-Nov-22	10-Nov-22	-5
S.NT8120	Linoleum Flooring	10	10	0	0%	15-Nov-22	30-Nov-22	28-Oct-22	10-Nov-22	-12

Legend: Remaining Level of Effort (Green), Critical LOE (Red), Actual Level of Effort (Blue), Actual Work (Red), Remaining Work (Green), Critical Remaining Work (Red)

TASK filter: Work Not Finished.

DETAILED BUDGET

M.U.S.D. PHASE ONE PROJECT

Final G.M.P. Budget

	Available	Eligible
Series A Bond (less issuance cost)	18,884,464	
Series B Bond	13,847,127	
Interest to date	119,912	
Issuance cost and Interest paid	(2,023,645)	
State Bonds		
	30,827,859	-

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Construction Total (LLB GMP)	13,910,498	9,980,216	3,930,282	13,910,498	-
Construction Contingency	1,104,000		1,104,000	556,420	547,580
Temporary Classroom Site (Lathrop)	450,000	391,408	58,592	450,000	-
Temporary Classroom (Mobile Modular)	115,864	162,545	(46,681)	162,545	(46,681)
PG&E Electric	<i>70,000</i>	40,730	29,270	<i>70,000</i>	-
Temp Construction Utility	<i>45,000</i>	<i>15,708</i>	29,292	<i>45,000</i>	-
Lathrop LLB Preconstruction Fee*	20,240	20,240	-	-	20,240
Fixtures and Furniture	<i>250,000</i>	-	<i>250,000</i>	<i>250,000</i>	-
California Dept of Education	<i>10,000</i>	-	<i>10,000</i>	<i>10,000</i>	-
C.D.E. Funding Consultant	<i>6,000</i>	9,666	(3,666)	<i>9,666</i>	(3,666)
DSA Permit Fees	<i>125,000</i>	94,931	30,069	<i>125,000</i>	-
County of Mendocino Fees	10,000	11,504	(1,504)	11,504	(1,504)
Facility Master Plan (QKA)	34,500	9,240	25,260	34,500	-
A / E Basic Services (QKA)	1,528,950	1,188,400	340,549	1,528,950	-
A / E Add Fire Sprinkler Engineer (QKA)	33,000	<i>17,391</i>	<i>15,609</i>	33,000	-
A / E Add Kitchen Consultant (QKA)	9,240	<i>7,022</i>	<i>2,218</i>	9,240	-
A / E Add Landscape Architect (QKA)	53,350	<i>48,848</i>	<i>4,503</i>	53,350	-
A / E Add Civil Engineer (QKA)	66,000	<i>62,700</i>	<i>3,300</i>	66,000	-
A / E Add AS BUILT (QKA)	6,600	<i>6,590</i>	<i>10</i>	6,600	-
A / E Add Energy consultant (QKA)	3,575	<i>4,580</i>	<i>(1,005)</i>	4,580	(1,005)
A / E Zero Net Energy/ Reclaim H2O (QKA)	101,400	83,215	18,185	101,400	-
A / E Temporary Classrooms design (QKA)	89,300	88,764	536	89,300	-

M.U.S.D. PHASE ONE PROJECT

Final G.M.P.Budget

	Available	Eligible
Series A Bond (less issuance cost)	18,884,464	
Series B Bond	13,847,127	
Interest to date	119,912	
Issuance cost and Interest paid	(2,023,645)	
<u>State Bonds</u>		
	30,827,859	-

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A / E reimbursables, Blueprinting (QKA)	25,000	20,248	4,752	25,000	-
Energy Consultant (Sage)	125,000	31,605	93,395	125,000	-
Project/Construction Management (A Arc)	120,000	124,100	(4,100)	124,100	(4,100)
C M reimbursement (A Arc)	-	-		-	-
Construction Inspector of Record (Morton site / NATS inplant)	199,800	133,675	66,125	199,800	-
Materials Testing and Inspection (Laco)	38,000	76,580	(38,580)	76,580	(38,580)
Survey, boundary (SHN)	18,000	23,565	(5,565)	18,000	-
Sewer line Inspection (Subtronic Corp.)	20,000	19,183		20,000	-
Geotechnical investigation (Brunsing)	14,800	41,681	(26,881)	41,681	(26,881)
CEQA Environmental Consultant (Rincon) & Archiological monitor	31,174	127,207	(96,033)	100,000	(68,826)
Haz. Mat. Abatement (with construction)	-	-	-	-	-
Haz. Mat. Oversight	15,000	5,274	9,726	5,274	9,726
Containers and Debris Boxes	5,000	3,800	1,200	5,000	-
Misc. legal notices etc.	5,000	41,681	(36,681)	41,681	(36,681)
Project Reserve	-			-	-
	18,659,291	12,892,299	5,766,175	18,309,669	349,622

Lathrop LLB Preconstruction Fee added to budget.

Projected Balance of funds on hand 12,518,189

M.U.S.D. PHASE TWO PROJECT

Schematic Design Revised 6/9/22

	Available	Eligible
Series A Bond (less issuance cost)	-	
Series B Bond	12,621,636	
Developer Fees	200,000	

State Bonds

12,821,636 -

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Gymnasium & Tech Ctr. Construction	9,280,265	-	9,280,265	9,280,265	-
Industrial Arts Modernization Construction	-	-	-	-	
Community School Construction	297,723	-	297,723	-	
Construction Contingency	478,899		478,899	478,899	-
PG&E Electric	-	-	-	-	-
Education and Telecommunications Technology	-	-	-	-	-
Fixtures and Furniture	-	-	-	-	-
California Dept of Education	-	-	-	-	-
C.D.E. Funding Consultant	-	-	-	-	-
DSA Permit Fees	-	-	-	-	-
County of Mendocino Fees	-	-	-	-	-
Facility Master Plan (QKA)		-	-		-
A / E Basic Services Gym & tech (QKA)	955,527	545,230	410,297	955,527	-
A / E Basic Services Industrial Arts (QKA) (schematic design only)	36,105				
A / E Basic Services Community School (QKA) (schematic design only)	47,104				
A / E Add Fire Sprinkler Engineer (QKA)		-	-	-	-
A / E Add Kitchen Consultant (QKA)	7,050	-	7,050	7,050	-
A / E Add Landscape Architect (QKA)		-	-		-
A / E Add Civil Engineer (QKA)	19,800	6,534	13,266	19,800	-

M.U.S.D. PHASE TWO PROJECT

Schematic Design Revised 6/9/22

	Available	Eligible
Series A Bond (less issuance cost)	-	
Series B Bond	12,621,636	
Developer Fees	200,000	

State Bonds

12,821,636 -

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A / E Add Energy consultant (QKA)	8,700	-	8,700	8,700	-
A / E Elevator Consultant (QKA)	17,600	-	17,600	17,600	-
A / E reimbursables, Blueprinting (QKA)		1,156	(1,156)	1,156	(1,156)
Energy Consultant (Sage)		-	-		-
Project/Construction Management (A Arc)	120,000	14,800	105,200	120,000	-
C M reimbursement (A Arc)	20,000	-		20,000	-
Construction Inspector of Record (to be determined)	200,000	-	200,000	200,000	-
Materials Testing and Inspection (Laco)	40,000	-	40,000	40,000	-
Geotechnical investigation (Brunsing)		-	-	-	-
CEQA Environmental Consultant (Rincon)	90,000	-	90,000	90,000	-
Haz. Mat. Abatement (with construction)		-	-	-	-
Haz. Mat. Oversight		-	-		-
Containers and Debris Boxes			-		-
Misc. legal notices etc.		-	-	-	-
Project Reserve	-			-	-
	11,618,773	567,721	10,947,843	11,238,998	(1,156)

Projected Balance of funds on hand 1,582,638

ALTERNATIVE EDUCATION WEEK

April 3 – 7, 2023

About Alternative Education Week

AE Week provides students a unique opportunity for learning beyond the classroom. This year will mark Mendocino High School's 30th Anniversary Alternative Education Week. The longevity of this program is a testament to its educational value.

Students are encouraged to make their selections based on their interests. No student will be denied participation based on an inability to pay. While some fundraising may be necessary, Site Council has set aside funding to support AE Week programs and students.

Alternative Education Week is a two credit course. Students will receive *Credit* (2 credits) for participation or *No Credit* (0 credits) for no participation, which will appear on student transcripts. Students who violate the school's drug and alcohol policies in the second semester will not be allowed to attend overnight trips. Citizenship may also dictate eligibility for trips. All students must participate.

Monday, November 7: Brochure featuring activities is distributed to students.

Wednesday, November 9: Assembly during PSP. Learn more about each experience.

Students will be given a form to sign up for their top 4 choices.

Monday, November 14: Forms are due. Students must select their top 4 choices by this date.

Students are responsible for attending all trip meetings and returning all paperwork to participate.

While seniority is a factor in determining trip rosters, there are other considerations. We try to get everyone in one of their top 3 choices, but if trips are impacted, there are no guarantees.

ACTIVE EXPERIENCES:

YOSEMITE

Take advantage of this opportunity to experience the beautiful and unique Yosemite National Park with trained guides provided by Nature Bridge. Students will have a four night sleepover with their classmates in the historic Curry Village and participate in activities all around Yosemite Valley. Possible activities include hiking, spider caves, cross country skiing, fishing, etc. Transportation will be provided in private vehicles. Students should be prepared to hike (good physical shape) and enjoy any kind of weather (keep a positive attitude). The trip will leave early Monday morning 4/3 and return Friday evening 4/7.

Leaders: Lora Barnett, May Martin, and Tom Sosnovec Limit - 28 students - 9th grade priority Estimated \$595

MOUNTAIN BIKING

We will be mountain biking on our local trails and possibly spending two days in Humboldt County riding in the King Range. The trip will include riding every day, basic bike maintenance and some trail work. Participants need to be comfortable riding a bike, with some dirt road/trail riding experience recommended. Be prepared to be physically active all week. This is a great opportunity to explore the world-class trails in our backyard and beyond. The school has a few bike to lend out.

Leader: Derek Hutchinson and Marshall Brown Limit 8-12 Estimated \$50

SAILING

Do you dream of sailing the high seas? Does the salty breeze call your name? Come join the Bay Area sailing adventure! Learn the basics of sailing with Captain Rain and Skipper Eastman, no experience is necessary. We will be enrolled in a sailing school in the SF Bay area, which will supply boats and teach us the ways of traversing the ocean. Financial details of the trip are not yet determined but expect to fundraise to make this trip happen. Specifics on lodging, yacht club and boat types will be available soon.

Leader: James Eastman and Erik Rain Limit TBD Cost: \$500-\$1,000

BACKPACKING: KINGS RANGE WILDERNESS

Go backpacking in the Kings Range Wilderness for the week! Hike from Black Sands Beach to Big Flat (~10 miles each way) in Humboldt County. Learn how to prepare, and survive a week in the wilderness with only the supplies you can carry yourself! Observe, explore, and enjoy the breathtaking scenery and nature on the Lost Coast!

Leader: Alex Fosse Limit 15 Estimated \$50-\$80

MENDOCINO COUNTY SKATEPARK TOURS

On this trip, participants will learn and practice the basics of skateboard setup and maintenance as well as riding in pools, bowls, on ramps, and on street obstacles at a variety of Mendocino County skate parks. Each day, the group will travel by passenger van to a different location: Fort Bragg, Laytonville, Willits, and Ukiah. Each spot poses different technical challenges, so students should be in good physical condition, have some experience rolling around on a skateboard, and be prepared for strenuous physical activity. Helmets are required to be worn at all times when riding and protective gear (elbow pads, knee pads, and wrist guards) is strongly recommended. Students should have their own skateboard, but Profe may have a couple to loan.

Leader: Jim Gilbert Limit 10 Estimated \$100

FIRST RESPONDER ACADEMY

For this AE Week experience, participants will engage in a week-long fire academy that prepares you for a career in first response and gives you the knowledge to save someone's life. These skills will stay with you for the rest of your life. Participants should be prepared for hands-on practice where you are pushed to the limit and reap the benefits. All participants will receive a uniform, medical bag, and a whole lot of pride.

Leaders: Seneca Sluis and Noah Gold Limit 12 Estimated \$100

PERSONAL EXPLORATION & ENRICHMENT:

COLLEGE TOURS

Hit the road with for a week of exploration and fun! We'll visit a variety of postsecondary education options, which may include UCs, CSUs, private universities, and community colleges in the Bay Area, Sacramento Valley, and Mendocino, Sonoma, and Humboldt Counties. This trip could potentially include 1-2 overnight stays.

Leaders: Diana Dominguez Limit 14 Estimated \$250

CTE TOURS

We will visit key vocational institutions to learn more about the various programs they offer. If you are interested in a career in Fire Fighting, Auto Mechanics, Dental or Medical, Welding, Construction, Culinary Arts, Justice, Agriculture, Business, or IT, then this is the trip for you. Student interest will determine tour.

Leaders: Meghan Miller Limit 6 Estimated \$200

FURRY FRIENDS

We will spend three days at the Mendocino Coast Humane Society and one day at the Inland Mendocino County Humane Society. We will learn the basics of volunteer work at each site as well as how to provide animal care. We hope to receive training from a local dog trainer to use with the dogs on site. At the end of the week each student will be an official volunteer and will be able to volunteer independently.

Leaders: Kamala Lance and Penny Haas Limit: 8 Estimated \$0

CYANOTYPE WORKSHOP

An introduction to cyanotype, an 18th century pre-darkroom photographic process utilizing hand-painted emulsion that yields a blue image. Students will create and manipulate images using the original photography process and use mixed media to create their pieces. No previous photography experience necessary.

Instructor: Rhianna Gallagher, MCHS Alumna No Limit Estimated \$30

WOODSHOP - MARQUETRY

Spend a week in the wonderful woodshop with world renowned marquetry teacher Greg Zall, assisted by Taimi. What is marquetry you ask? Marquetry is a technique in which different colors of wood veneers are carefully cut to fit precisely together in a design. The idea that one can paint a picture using the natural colors of wood is ancient. In the mid-sixteenth century, Italian craftsmen started using marquetry as furniture decoration, beginning a long history that still thrives today. During the process of completing a project, students will learn the double-bevel method of marquetry. This highly accurate technique eliminates gaps around individual pieces of the marquetry picture.

Leader: Taimi Barty Limit: 10 Estimated \$0

ACTIVE ART

If you are a student who is passionate about art and/or have a creative project in mind and need the time and space to work, this is a great opportunity for you! You will experience working in a professional studio with a variety of resources. This will take place in Fort Bragg in the TC Space art studio behind the gallery (it will be important that you have transportation to Fort Bragg). To break up the focused time in the studio, we will have the opportunity to play some ping pong and possibly play pickle ball with a local group at the Wiggly Giggly park that is not too far from the studio. It will be a blast!

Instructor: Meredith Frederick

Limit 10

Estimated TBD

RED CROSS LIFEGUARD CLASS

Offered through the CV Starr Center for students over 15 years of age who may be looking for a great job or challenging career! Lifeguarding puts you in an exciting position, working as part of a team to help people safely enjoy the water. Prerequisite: Swim 300 yards continuously; tread water for 2 minutes using legs only and a timed swim test. If swimmer cannot meet these requirements, they will not be allowed to take the course. Online and in-class course. Also offered during Spring Break.

Leader: CV Starr Center

Minimum 4

Estimated TBD

E-LAB EXPERIENCE

Master the basic of Electronics; Five days of challenging engineering and electronic design where students will have hands-on access to all E-Lab resources. Repair electronic devices, build your own computer, explore 3-D printing, or design and program robots, just to name a few. Along with access to the E-Lab, instructors can support you in all your electronic and programing projects. No background needed.

Leaders: Francis Rutherford

Limit 12

Estimated \$20

DRIVER EDUCATION

Interested in obtaining your driver's permit? Road Runner Driving School is pleased to bring their Driver's Ed course to MHS. This course is DMV certified and satisfies classroom training for new drivers. The training involves videos, reading material, lecture and discussion. The classroom course requires successful completion and attendance in order to receive the valid Certificate of Completion. If you want to obtain your driver's permit, this is the activity for you.

Instructor: Mark James of Road Runner Driving School

No Limit

Estimated \$100

INDEPENDENT STUDY

A student may design their own educational project, but specific independent study guidelines will apply and deadlines for application and submission must be met. Evidence of completion of the AE week activity must be submitted by April 28th, 2023. Thirty hours of educational activities will have to be planned, scheduled and clearly described on your IS proposal. No more than five of the thirty hours can be attributed to travel time.

Coordinators: Pam Duncan

Limited 20

grades 10-12 with approved proposals

WORK EXPERIENCE

For students who already have a work experience contract in place, you may expand your role and responsibilities through a work experience AE Week. Please go to the office for more information.

Leader: Liz Newkirk

The Mendocino Unified School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived age, ancestry, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, immigration status, marital status, medical information, national origin, parental status, pregnancy status, race, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. For questions or complaints, contact Equity Officer/Title IX Compliance Officer: Jason Morse, Superintendent, 44141 Little Lake Road, P.O. Box 1154, Mendocino, CA 95460, (707) 937-5868, JMorse@mcn.org.

Timeline:

November 7, 2022	Brochure featuring activities is distributed to students.
November 9, 2022	Assembly during Tutorial. Learn more about each experience. Forms distributed to sign up for top 4 choices.
November 14, 2022	Forms due. Students must select their top 4 choices by this date.

30th Anniversary MENDOCINO HIGH SCHOOLS ALTERNATIVE EDUCATION WEEK

April 3 – 7, 2023



Mendocino Unified School District
2022-23 Annual Report - District of Choice

Background:

Education Code Section 48313 requires that the Superintendent annually report on the number of students who exited the district pursuant to the District of Choice program. Additionally, a reporting must be made of those students who had a District of Choice application denied that includes the reason for the denial. Moreover, the number of students who entered the district pursuant to the District of Choice program must be reported. Additionally, with regard to incoming students a number of other criteria must be included in the accounting. Below is an accounting of the students who either entered or exited the Mendocino Unified School District as a result of the District of Choice legislation and policy for the 2022-23 school year.

Number of students who exited the Mendocino Unified District of Choice Program	8
Number of students who entered the Mendocino Unified District of Choice Program	2
Number of students who had a District of Choice Application denied in 2021-22	2

Legend For Acronyms - Page 4

Gender	Race	Socio Economic Disadvantaged	Disability Exceptional Needs	English Language Status	Grade Level	District of Residence
Students Entering Mendocino Unified						
F	500	NA		EO	8	Fort Bragg USD
M	700	NA		EO	11	Fort Bragg USD
M	700	NA		EO	6	Fort Bragg USD
M	700	NA		EO	11	Fort Bragg USD
M	500	NA		EL	2	Fort Bragg USD
F	500	NA		EL	8	Fort Bragg USD
M	700	NA	290	EO	11	Fort Bragg USD
F	500	NA		EO	10	Fort Bragg USD
F	700	NA		EO	11	Fort Bragg USD
F	700	NA		EO	12	Fort Bragg USD
M	700	NA		EO	8	Fort Bragg USD
M	700	NA		EO	11	Fort Bragg USD
F	700	NA		EO	6	Fort Bragg USD
F	700	NA		EO	9	Fort Bragg USD
F	700	NA		EO	6	Fort Bragg USD
F	700	NA		EO	10	Fort Bragg USD
M	700	NA		EO	12	Fort Bragg USD
M	700	NA		EO	12	Fort Bragg USD
M	700	NA		EO	12	Fort Bragg USD
F	700	NA		EO	11	Fort Bragg USD
F	299	NA		EL	9	Fort Bragg USD

Mendocino Unified School District
2022-23 Annual Report - District of Choice

Gender	Race	Socio Economic Disadvantaged	Disability Exceptional Needs	English Language Status	Grade Level	District of Residence
F	299	NA		EL	10	Fort Bragg USD
F	500	NA		EO	11	Fort Bragg USD
F	500	NA		EO	8	Fort Bragg USD
F	700	NA		EO	12	Fort Bragg USD
F	700	NA		EO	11	Fort Bragg USD
M	700	NA		EO	11	Fort Bragg USD
M	700	NA		EO	9	Fort Bragg USD
M	700	NA		EO	6	Fort Bragg USD
M	700	NA		EO	9	Fort Bragg USD
F	700	NA		EO	2	Fort Bragg USD
F	700	NA		EO	11	Fort Bragg USD
M	700	NA		EO	4	Fort Bragg USD
F	700	NA		EO	6	Fort Bragg USD
F	700	NA		EO	7	Fort Bragg USD
M	700	NA	290	EO	10	Fort Bragg USD
F	700	NA	290	EO	5	Fort Bragg USD
F	700	NA		EO	3	Fort Bragg USD
M	700	NA		EO	4	Fort Bragg USD
F	700	NA		EO	12	Fort Bragg USD
F	700	NA		EO	9	Fort Bragg USD
M	299	NA		EO	11	Anderson Valley
M	299	NA		EO	11	Anderson Valley
F	299	NA		EO	12	Anderson Valley
F	700	NA		EO	12	Anderson Valley

Mendocino Unified School District
2022-23 Annual Report - District of Choice

LEGEND

Gender

M- Male

F- Female

Race

299 – Other Asian

700- White

600- Black or African American

500 – Hispanic or Latino

100- American Indian or Alaska Native

203- Korean

Socio Economic Disadvantaged

F- Free

R- Reduced pay

P- Full pay

NA- Not applicable

District of Residence

2365565 - Fort Bragg Unified

2365540 – Anderson Valley Unified

Disability Exceptional Needs

290 – Specific Learning Disability

280 – Other Health Impairment

English Language Status

EO – English Only

EL – English Learner



CTC Use Only

W CTC Use Only
 Z

VARIABLE TERM WAIVER REQUEST (WV1 Form)

Requests must be prepared by the employing agency, not the applicant. All materials must be typewritten or computer generated and sufficiently clear to photocopy. This form must be used for first time and subsequent waivers only.

1. EMPLOYING AGENCY (include mailing address) Mendocino Unified School District PO Box 1154 Mendocino, CA 95480 NPS/NPA (list county code _____)	County/District CDS Code 23-65581	Contact Person: Erin Placido Telephone #: 7079375868 EMail: DOErin@mcn.org
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2. APPLICANT INFORMATION:

Social Security or Individual Tax Identification Number

All applicants must answer professional fitness questions (see #11). In addition, if fingerprint clearance is not on file at CTC, a completed Live Scan receipt (41-LS) must be submitted with this waiver request. If needed, a review by the Division of Professional Practices will be concluded before a waiver approval letter will be issued.

Full Legal Name Taimi Barty
First Middle Last

Former Name(s) _____ Birth Date 08/13/1972

Applicant's Mailing Address 335 S. Harrison St., Fort Bragg, CA 95437

Phone# (707) 961-5452 Email tbarty@mendocinoused.org

Waiver Title CCSD

(List the specific title and subject area of the credential that authorizes the assignment. Note that the subject must be one that is available under current regulations.)

Assignment 9-12 Woodshop (CTE)

Indicate specific position and grade level (e.g. chemistry teacher, grades 11-12)

- For bilingual assignment list LANGUAGE: _____
- Is this a full time position? Yes No
- If not, indicate how many periods a day the individual will be teaching the waiver assignment(s) .40 FTE
- Is this a subsequent waiver? (see #9 for additional information) Yes No

3. EDUCATION CODE OR TITLE 5 SECTION TO BE WAIVED

Specific section(s) covering the assignment: ELA 44253.3

4. EFFECTIVE DATES

Waivers are dated effective the beginning date of service. Provide the ending date of your school term, track or year below. A justification *must* be included if the expiration date extends beyond the term, track or year.

Effective Dates (mm/dd/yyyy): 8 / 15 / 2022 to 6 / 9 / 2023

Ending date of school term, track, or year: 6 / 9 / 2023

5. STATEWIDE HIGH INCIDENCE AREA WAIVER REQUESTS:

a. INDICATE THE SHORTAGE AREA FOR THE ASSIGNMENT

- | | |
|--|--|
| <input type="checkbox"/> Special Education | <input type="checkbox"/> Driver Education and Training |
| <input type="checkbox"/> Clinical or Rehabilitative Services | <input type="checkbox"/> 30-Day Substitute |
| <input type="checkbox"/> Speech-Language Pathology Services | |

b. INDICATE WHAT WAS DONE THIS YEAR TO LOCATE AND RECRUIT INDIVIDUALS TO FILL THIS POSITION

No copies are necessary if this is a recognized high incidence area.

- | | |
|--|--|
| <input type="checkbox"/> Advertised in local/national newspapers | <input type="checkbox"/> Contacted HIE placement centers |
| <input type="checkbox"/> Advertised in professional journals | <input type="checkbox"/> Distributed job announcements |
| <input type="checkbox"/> Attended job fairs in California | <input type="checkbox"/> Internet |
| <input type="checkbox"/> Attended recruitment out-of-state | |

Other Employee is active in the intern program

c. IF THIS IS AN INITIAL WAIVER REQUEST, EXPLAIN WHAT MAKES THE APPLICANT THE BEST CANDIDATE

Include detailed information about the individual's professional preparation and expertise in the subject/area requested and attach appropriate documentation including transcripts, examination score reports, and verification of experience.

6. NON STATEWIDE NON SHORTAGE AREA WAIVER REQUESTS:

a. INDICATE THE LOW INCIDENCE AREA FOR THE ASSIGNMENT

- | | |
|---|--|
| <input type="checkbox"/> Administrative Services | <input type="checkbox"/> Multiple Subject Teaching |
| <input type="checkbox"/> Single Subject Teaching (all subject areas) | <input type="checkbox"/> Pupil Personnel Services: Counseling, Psychology, Social Work |
| <input type="checkbox"/> Designated Subjects – except driver education and training | <input type="checkbox"/> Reading Specialist/Certificate |
| <input type="checkbox"/> Teacher Librarian Services | <input checked="" type="checkbox"/> Teacher of English Learner Students |

b. INDICATE WHAT WAS DONE THIS YEAR TO LOCATE AND RECRUIT INDIVIDUALS TO FILL THIS POSITION

Copies of announcements, advertisements, web site registration, etc. **must** be attached.

The employer must verify **all** of the following:

- Distributed job announcements
- Contacted IHE placement centers
- Internet (i.e. www.edjoin.org)

Optional recruitment methods:

- Advertised in local/national newspaper
- Attended job fairs in California
- Attended recruitment out-of-state
- Advertised in professional journals

Other employee is active intern

c. PROVIDE DETAILED INFORMATION ABOUT THE RESULTS OF RECRUITMENT EFFORTS. BE SURE TO ANSWER EACH OF THE FOLLOWING QUESTIONS:

How many individuals credentialed in the authorization of the waiver request applied for the position? 0

How many individuals credentialed in the authorization of the waiver request were interviewed? 0

What were the results of those interviews? (Please indicate answers in numbers)

- 0.00 Applicant(s) withdrew
- 0.00 Candidate(s) declined job offer
- 0.00 Candidate(s) found unsuitable for the assignment

d. PROVIDE THE SPECIFIC EMPLOYMENT CRITERIA FOR THE POSITION

What special skills and knowledge are needed to successfully perform in this position? These should also be described in your recruitment advertisements and announcements.

Career Technical Education Teaching Credential -- Building and Construction Trades or current industry experience and education that would qualify for a CTE credential. An additional CTE credential in the area of Architecture and Engineering preferred.

e. IF THIS IS AN INITIAL WAIVER REQUEST, EXPLAIN WHAT MAKES THE APPLICANT THE BEST CANDIDATE

Include detailed information about the individual's professional preparation and expertise in the subject/area requested and attach appropriate documentation including transcripts, examination score reports, and verification of experience.

7. REQUIREMENTS AND TARGET COMPLETION DATES FOR REACHING CREDENTIAL GOAL

List the requirements that the applicant must complete to be eligible for the credential along with the credential goal and target date by which he or she plans to complete those requirements

PROGRAM, COURSE, EXAMINATION, EXPERIENCE	TARGET COMPLETION DATE
NCSOE Program Completion	June 2023

8. LIST THE NAME AND POSITION OF THE PERSON ASSIGNED TO PROVIDE SUPPORT AND ASSISTANCE TO THE APPLICANT DURING THE TERM OF THIS WAIVER

By assigning this individual, the employing agency makes a commitment to provide orientation, guidance and assistance to the applicant, as feasible, in completing the requirement(s) listed above.

Name Mary Makela Position Mentor

9. SUBSEQUENT WAIVER REQUESTS

- Attach a copy of a personnel evaluation that verifies the applicant served satisfactorily in the position authorized by the previous waiver.
- Attach supporting documentation

10. IS THIS EMPLOYING AGENCY GEOGRAPHICALLY ISOLATED?

Would the applicant have to travel more than 1 1/2 hours one-way to attend an institution with an approved program to meet the credential goal?

- Yes No Not applicable (program completion is not a requirement)

11. PROFESSIONAL FITNESS QUESTIONS (to be answered by the applicant)

Answers to the following questions are required. **If you answer yes to any question, you must complete the corresponding Professional Fitness Explanation Form.**

Before granting your application, the Commission will review, at a minimum:

- Federal Bureau of Investigation criminal history (rap sheet)
- California Department of Justice criminal history (rap sheet)
- International database of teacher misconduct maintained by the National Association of State Directors of Teacher Education and Certification (NASDTEC)
- Previous reviews by the Commission
- Complaints from others
- Notifications from school districts
- Teacher preparation test score violations

You must disclose misconduct, even if:

- It happened a long time ago
- It happened in another state, federal court, military or jurisdiction outside the United States
- You did not go to court and your attorney went for you
- You did not go to jail or the sentence was only a fine or probation
- You received a certificate of rehabilitation
- Your conviction was later dismissed (even if under Penal Code section 1203.4), expunged, set aside or the sentence was suspended



WARNING: You will be required to sign your application under penalty of perjury; by doing so you are also stating that you understand:

- That the information you provide is true and correct;
- That you understand any and all instructions related to your application;
- Failure to disclose any information requested is falsification of your application and the Commission may reject or deny your application or take disciplinary action against your credential;
- The Commission may reject your application if it is incomplete and it will be delayed.

a. Have you ever been:

- dismissed or,
- non-reelected or,
- suspended without pay for more than ten days, or
- retired or,
- resigned from, or otherwise left school employment

because of **allegations of misconduct** or while **allegations of misconduct** were pending?

Yes

No

b. Have you ever been convicted of any felony or misdemeanor in California or any other place?
You must disclose:

- all criminal convictions
- misdemeanors and felonies
- convictions based on a plea of no contest or nolo contendere
- convictions dismissed pursuant to Penal Code Section 1203.4
- driving under the influence (DUI) or reckless driving convictions
- no matter how much time has passed

You do not have to disclose:

- misdemeanor marijuana-related convictions that occurred more than two years prior to this application, except convictions involving concentrated cannabis, which must be disclosed regardless of the date of such a conviction.
- Infractions (DUI or reckless driving convictions are not infractions)

Yes

No

c. Are you currently the subject of any inquiry or investigation by any law enforcement agency or any licensing agency in California or any other state?

Yes

No

d. Are any criminal charges currently pending against you?

Yes

No

e. Have you ever had any credential, including but not limited to, any Certificate of Clearance, permit, credential, license or other document authorizing public school service, revoked, denied, suspended, publicly reprovod, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes

No

f. Have you ever had any professional or vocational (not teaching or educational) license revoked, denied, suspended, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes

No

12. CHILD ABUSE AND NEGLECT MANDATED REPORTING (to be answered by the applicant)

As a document holder authorized to work with children, it is part of my professional and ethical duty to report every instance of child abuse or neglect known or suspected to have occurred to a child with whom I have professional contact.

I understand that I must report immediately, or as soon as practicably possible, by telephone to a law enforcement agency or a child protective agency, and will send a written report and any evidence relating to the incident within 36 hours of becoming aware of the abuse or neglect of the child.

I understand that reporting the information regarding a case of possible child abuse or neglect to an employer, supervisor, school principal, school counselor, coworker, or other person is not a substitute for making a mandated report to a law enforcement agency or a child protective agency.

I understand that the reporting duties are individual and no supervisor or administrator may impede or inhibit my reporting duties.

I understand that once I submit a report, I am not required to disclose my identity to my employer.

I understand that my failure to report an instance of suspected child abuse or neglect as required by the Child Abuse and Neglect Reporting Act under Section 11166 of the Penal Code is a misdemeanor punishable by up to six months in jail or by a fine of one thousand dollars (\$1,000), or by both that imprisonment and fine.

I acknowledge and certify that as a document holder, I will fulfill all the duties required of a mandated reporter.

I agree

13. PUBLIC NOTICE -- CHECK THE BOX THAT APPLIES

- Public School District:** Attached is a copy of the agenda item presented to the governing board of the school district in a public meeting showing the name of the applicant, the specific assignment including subject and grade level, and the fact that employment will be on the basis of a credential waiver. With the signature of the superintendent or his or her designee in item #14 below, the person signing verifies that the board acted upon the item favorably.

By submitting this waiver request the district is certifying that reasonable efforts to recruit a fully prepared teacher for the assignment(s) were made in the following order:

1. A candidate who is qualified to participate in an approved internship program in the region of the school district
2. An individual who is scheduled to complete initial preparation requirements within six months

- County Office of Education, State Agency, or Nonpublic, Nonsectarian School or Agency:** Attached is a dated copy of the notice that was posted at least 72 hours before the position was filled showing the name of the applicant, the specific assignment including subject and grade level, and the fact that employment will be on the basis of a credential waiver. With the signature of the superintendent or administrator or his or her designee in item #15 below, the person signing verifies that there were no objections to this waiver request.

14. APPLICANT'S CERTIFICATION

I understand that in order to receive a subsequent waiver for this assignment I must pursue the completion of requirements to obtain full certification in the subject or area covered by this waiver request as specified in #7 above.

I understand that if my case is heard in a public meeting, all materials submitted to the Commission regarding my suitability, including grades and test scores, may be discussed.

I hereby certify (or declare) under penalty of perjury under the laws of the State of California that all of the foregoing statements in this application are true and correct.

Taim Barty 9/12/22
Signature of Applicant Date
(Sign full legal name as listed in #2)

15. EMPLOYING AGENCY CERTIFICATION *(To be signed by district or county superintendent, personnel administrator, NPS/NPA administrator, or designee.)*

The person for whom this waiver is requested will not be employed until he or she has been cleared by the Department of Justice under the provisions of Education Code Section 44332.6 and Section 44830.1 (AB1612). The employer acknowledges that the Commission's final approval of this individual's waiver will be determined by a fitness review covering, in part, criminal activity, including certain in-state and/or out-of-state convictions. If this waiver request is for service to special education children, the Special Education Local Planning Area (SELPA) has been notified of our intent to request this waiver.

I certify under penalty of perjury that the information provided in this report is accurate and complete.

Signature: Eria Placido
Title: Human Resources
Date: 9/14/22

Instruction

Independent Study

Definitions

Full-Time Independent Study - Students are enrolled in the Mendocino Alternative School (Independent Study). Students are required to take a minimum of 4 classes in the IS program.

Part-Time Independent Study - Students are enrolled in one of the regular education high schools. Students may take courses on an independent study basis, but must take a minimum of 4 courses in the regular education setting. Part-time IS is not available at the K-8 levels.

Long-Term Independent Study- Students out of school for 16 days or more. School sites will determine the long-term independent study process.

Short-Term Independent Study - Students out of school for 5-15 days. School sites will determine the short-term independent study process.

The Governing Board authorizes independent study as an optional alternative instructional strategy for eligible students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

For students out for 5-15 days, short-term independent study will be utilized. The Mendocino K-8 School, Albion School, and Comptche School will adopt and determine a short term IS procedure. In addition, the Mendocino High, Community, and Sunrise Schools will adopt a short term IS procedure. In all cases, student and parents are required to notify school personnel of their intention of using short-term IS at least 5 school days prior to the absence. For students out 16 days or more, students may be required to transfer to IS for the remainder of the semester.

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, a home-based format, and an online course.

A student's participation in independent study shall be voluntary. Students participating in independent study shall have the right, at any time, to enter or return to the regular classroom mode of instruction. (Education Code 51747; 5 CCR 11700)

Parents/guardians of students who are interested in independent study shall contact the Superintendent or designee. The Superintendent or designee shall approve independent study for an individual student only upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than he/she would in the regular classroom setting.

The minimum period of time for any independent study option shall be five consecutive school days.

The Board recognizes that independent study may be used as an option to encourage students to remain in school. Teachers should carefully set the duration of independent study assignments, within the limits specified by the Board, in order to help identify students falling behind in their work or in danger of failing or dropping out of school.

Written Agreements

The Superintendent or designee shall ensure that a written master agreement and, as appropriate, a learning agreement for students participating in course-based independent study exist for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The master agreement shall specify the length of time in which each independent study assignment must be completed. Because excessive leniency in the duration of independent study assignments may result in a student falling behind his/her peers and increase the risk of dropping out of school, independent study assignments shall be no more than one week for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student misses three assignments, unless the student's written agreement specifies a lower or higher number of missed assignments based on the nature of the assignments, the total number of assignments, and/or other unique circumstances.

Student-Teacher Conferences

Supervising teachers should establish an appropriate schedule for student-teacher conferences in order to help identify students falling behind in their work or in danger of failing or dropping out of school. Teachers are expected to monitor student progress and work closely with each student to determine the amount and type of contact needed for the student to be successful in the program.

Missing appointments with the supervising teacher without valid reasons may trigger an evaluation to determine whether the student should remain in independent study.

To foster each participating student's success in independent study, the Board establishes the following maximum lengths of time which may elapse between the time an assignment is made and the date by which the student must complete the assigned work as follows:

All grade levels- 9 weeks, unless more frequent meetings are requested by the teacher or student. Nine-week assignments allow for projects, student self-pacing where appropriate for one quarter's work, or to allow students to be on independent study while traveling.

When any participating student fails to complete three consecutive independent study assignments the teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in independent study.

Home-Based Independent Study

The Superintendent or designee shall encourage parents/guardians desiring to teach their children at home to have their children participate in independent study. Such participation allows continued contact and cooperation between the school system and the home-based student and ensures that the student will be offered a standards-based education substantially equivalent in quality and quantity to the district's classroom instruction.

Program Evaluation

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

Legal Reference:

EDUCATION CODE

*17289 Exemption for facilities
41976.2 Independent study programs; adult education funding
42238 Revenue limits
42238.05 Local control funding formula; average daily attendance
44865 Qualifications for home teachers and teachers in special classes and schools
46200-46208 Instructional day and year
46300-46307.1 Methods of computing average daily attendance
47612.5 Independent study in charter schools
48204 Residency
48206.3 Home or hospital instruction; students with temporary disabilities
48220 Classes of children exempted
48340 Improvement of pupil attendance
48915 Expulsion; particular circumstances
48916.1 Educational program requirements for expelled students
48917 Suspension of expulsion order
49011 Student fees
51225.3 Requirements for high school graduation
51745-51749.6 Independent study programs
52522 Adult education alternative instructional delivery
52523 Adult education as supplement to high school curriculum; criteria
56026 Individuals with exceptional needs
58500-58512 Alternative schools and programs of choice*

FAMILY CODE

6550 Authorization affidavits

CODE OF REGULATIONS, TITLE 5

11700-11703 Independent study

19819 State audit compliance

UNITED STATES CODE, TITLE 20

6301 Highly qualified teachers

COURT DECISIONS

*Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365 EDUCATION
AUDIT APPEALS PANEL DECISIONS*

Lucerne Valley Unified School District, Case No. 03-02 (2005)
(3 05 7/10) 12/14

Instruction

Independent Study

The Governing Board authorizes independent study as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

A student's participation in independent study shall be voluntary. (Education Code 51747, 51749.5)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

The minimum period of time for any independent study option shall be three consecutive school days.

General Independent Study Requirements

For the 2021-22 school year, the district shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the district has obtained a waiver. (Education Code 51745)

For the 2022-23 school year and thereafter, the Superintendent or designee may continue to offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060

2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A–G admissions criteria. (Education Code 51747)

The Superintendent or designee shall ensure that students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction
 2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
 3. For students in grades 9-12, opportunities for at least weekly synchronous instruction
- The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement. This requirement only applies to students participating in an independent study program for 15 school days or more. The procedures shall include, but are not necessarily limited to, all of the following: (Education Code 51747)
1. Verification of current contact information for each enrolled student
 2. Notification to parents/guardians of lack of participation within one school day of the absence or lack of participation
 3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
 4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being
- The Superintendent or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days. This requirement only applies to students participating in an independent study program for 15 school days or more. (Education Code 51747)

The Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The district shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year. This notice shall be posted on the district's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling,

disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study. (Education Code 51747)

Upon the request of the parent/guardian of a student, before making a decision about enrolling or disenrolling in independent study and entering into a written agreement to do so, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

Master Agreement

For the 2021–22 school year only, the district shall obtain a signed written agreement for independent study no later than 30 days after the first day of instruction.

A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but are not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion

7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction
10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

However, for the 2021-22 school year, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/ guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil, no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student pursuant to Education Code 51749.6
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction.
3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California

or the California State University as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities for students in grades transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.

4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3.
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

If satisfactory educational progress in an independent study class is not being made, the teacher shall notify the student and, if the student is under age 18 years, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, notification to parents/guardians of lack of participation within one school day of the absence or lack of participation, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

6. Examinations shall be administered by a proctor.
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.

8. A student shall not be required to enroll in courses included in the course-based independent study program.
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.
10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.
11. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.
13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course.
14. A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation.
15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study.
16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days.

Learning Agreement for Course-Based Independent Study

Before enrolling a student in a course within this program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above

3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a student who is suspended or expelled, or who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through course-based independent study only if the student is offered the alternative of classroom instruction.
8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress.
9. The objectives and methods of study for the student's work, and the methods used to evaluate that work.
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.
11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.
12. Before the commencement of an independent study course, the learning agreement shall be signed and dated by the student, the student's parent/guardian or caregiver, if the student is less than 18 years of age, the

certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the student. For purposes of this paragraph “caregiver” means a person who has met the requirements of Family Code 6550-6552.

However, for the 2021–22 school year only, the district shall obtain a signed written agreement for independent study from the student, or the student’s parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the pupil no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749.6)

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

Student-Parent-Educator Conferences

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

Records for Audit Purposes

The Superintendent or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons

5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which independent study is provided. A student who does not participate in independent study on a school day shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee also shall maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

Program Evaluation

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

Instruction

Independent Study

Definitions

Full-Time Independent Study - Students are enrolled in the Mendocino Alternative School (Independent Study). Students are required to take a minimum of 4 classes in the IS program.

Part-Time Independent Study - Students are enrolled in one of the regular education schools. Students may take courses on an independent study basis, but must take a minimum of 4 courses in the regular education setting. Part-time IS is not available at the K-8 levels.

Long-Term Independent Study - Students out of school for 16 days or more. School sites will determine the long-term independent study process.

Short-Term Independent Study - Students out of school for 5-15 days. School sites will determine the short-term independent study process.

Educational Opportunities

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

- 1. Special assignments extending the content of regular courses of instruction***
- 2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum***
- 3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum***
- 4. Continuing and special study during travel***
- 5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement***

In addition, when requested by a parent/guardian due to an emergency, vacation, or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in his/her regular classes.

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

Equivalency

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services

and resources that are available to other students in the school and shall have equal rights and privileges. (S CCR 11700, 11701.S)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

Provided that experienced certificated staff are available to effectively supervise students in independent study, the Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

*A student participating in independent study must be a resident of the county or an adjacent county. **Full-time independent study is available to students not residing within MUSD boundaries based on district of choice availability and per the inter-district transfer policy (BP & AR 5117). Students and families will need to reapply for independent study through the district of choice program on an annual basis. If a student begins the school year as a full-time IS student and the student moves to an adjacent school district mid-year, the student may be allowed to finish the school year as an MUSD IS student.***

Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

For a student with disabilities, as defined in Education Code 56026, participation in independent study shall be approved only if his/her individualized education program specifically provides for such participation. (Education Code 51745)

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745)

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 5122S.3 or the Governing Board. (Education Code 46300.1, 46300.4)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

Master Agreement

A written agreement shall be developed and implemented for each student participating in independent study for five or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

The agreement shall include general student data, including the student's name, address, grade level,

birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but not be limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

- 1. The manner, time, frequency, and place for submitting the student's assignments and for reporting his/her progress*
- 2. The objectives and methods of study for the student's work and the methods used to evaluate that work*
- 3. The specific resources, including materials and personnel, that will be made available to the student*
- 4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion and the number of missed assignments, by grade level and type of program, which will trigger an evaluation of whether the student should be allowed to continue in independent study*
- 5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year*
- 6. A statement of the number of course credits or, for an elementary student, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion*
- 7. A statement that independent study is an optional educational alternative in which no student may be required to participate*
- 8. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction*

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

- 9. Signatures of the student, the parent/guardian or caregiver of the student if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student*

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

The district shall offer a course-based independent study program for students in grades K-12 subject to the following requirements: (Education Code 51749.5)

- 1. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction.*

2. *Courses shall be annually certified by Board resolution to be of the same rigor and educational quality as equivalent classroom-based courses and shall be aligned to all relevant local and state content standards. This certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses.*

3. *Students enrolled in these courses shall meet the applicable age requirements established pursuant to Education Code 46300.1 and 46300.4 and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 48204, and 51747.3.*

4. *Teachers shall communicate with each student in person, by telephone, or by any other live visual or audio connection at least twice per calendar month to assess whether the student is making satisfactory educational progress. For this purpose, satisfactory educational progress includes, but is not limited to, applicable statewide accountability measures and the completion of assignments, examinations, or other indicators that the student is working on assignments, learning required concepts, and progressing toward successful completion of the course, as determined by the teacher providing instruction.*

Written or computer-based evidence of satisfactory educational progress shall be retained for each course and student, including, at a minimum, a grade book or summary document that lists all assignments, examinations, and associated grades for each course.

If satisfactory educational progress is not being made, the teacher shall notify the student and, if the student is under age 18 years, his/her parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether he/she should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

5. *Examinations shall be administered by a proctor.*

6. *Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.*

7. *A student shall not be required to enroll in courses included in this program.*

8. *The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.*

9. *For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.*

10. *Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.*

11. *A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.*

12. *A student shall not be prohibited from participating in independent study solely on the basis that he/she does not have the materials, equipment, or Internet access necessary to participate in the course.*

Before enrolling a student in a course within this program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, his/her parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. *A summary of the district's policies and procedures related to this program*
2. *The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above*
3. *The duration of the learning agreement, which shall not exceed a school year or span multiple school years*
4. *The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program*
5. *The specific resources, including materials and personnel, that will be made available to the student*
6. *A statement that the student is not required to enroll in courses in this program*
7. *Signatures of the student, the student's parent/guardian if the student is under age 18 years, and all teachers providing instruction*

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of his/her written agreement. The following supportive strategies may be used:

1. *A letter to the student and/or parent/guardian*
2. *A meeting between the student and the teacher and/or counselor*
3. *A meeting between the student and the independent study administrator, including the parent/guardian if appropriate*

4. *An increase in the amount of time the student works under direct supervision*

When the student has missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program.

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

Independent study students who are late, miss scheduled conferences, or do not submit assigned work on time shall not be reported as tardy or truant.

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

1. *Recommending certificated staff to be assigned as independent study teachers and supervising staff assigned to independent study functions who are not regularly supervised by another administrator*
2. *Approving or denying the participation of students requesting independent study*
3. *Facilitating the completion of written independent study agreements*
4. *Ensuring a smooth transition for students into and out of the independent study mode of instruction*
5. *Approving all credits earned through independent study*
6. *Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation*

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a certificated employee who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

The responsibilities of the supervising teacher shall include, but are not limited to:

1. *Completing designated portions of the written independent study agreement*

2. *Supervising and approving coursework and assignments*
3. *Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due*
4. *Maintaining a daily or hourly attendance register in accordance with item #4 in the section on "Records" below*
5. *Providing direct instruction and counsel as necessary for individual student success*
6. *Regularly meeting with the student to discuss the student's progress*
7. *Determining the time value of assigned work or work products completed and submitted by the student*
8. *Assessing student work and assigning grades or other approved measures of achievement*

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

Records

The Superintendent or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. *A copy of the Board policy, administrative regulation, and other procedures related to independent study*
2. *A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education*
3. *A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that he/she has personally evaluated the work or that he/she has personally reviewed the evaluations made by another certificated teacher*
4. *As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons*

The Superintendent or designee also shall maintain a record of grades and other evaluations issued to each student for independent study assignments.

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

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Instruction

Independent Study

Definitions

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

Synchronous instruction means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by the teacher of record for that student pursuant to Education Code 51747.5. (Education Code 51745.5)

Educational Opportunities

For the 2021-22 school year, the district shall offer independent study to meet the educational needs of students as specified in Education Code 51745 unless the district has obtained a waiver. (Education Code 51745)

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

1. Special assignments extending the content of regular courses of instruction
2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum
3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum
4. Continuing and special study during travel
5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement
6. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

No course required for high school graduation shall be offered exclusively through independent study.

(Education Code 51745)

Equivalency

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and local educational agency-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

Students are eligible for independent study as authorized in law, and as specified in board policy and administrative regulation.

For the 2022-23 school year and thereafter, the Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

A student with disabilities, as defined in Education Code 56026, shall not participate in independent study unless the student's individualized education program specifically provides for such participation. (Education Code 51745)

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745)

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225.3 or the Governing Board. (Education Code 46300.1, 46300.4)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or

program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian
2. A meeting between the student and the teacher and/or counselor
3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate
4. An increase in the amount of time the student works under direct supervision

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program.

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator
2. Approving or denying the participation of students requesting independent study
3. Facilitating the completion of written independent study agreements
4. Ensuring a smooth transition for students into and out of the independent study mode of instruction
5. Approving all credits earned through independent study
6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who

consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement and signing the agreement
2. Supervising and approving coursework and assignments
3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due
4. Maintaining a daily or hourly attendance register in accordance with item #4 in the section on "Records for Audit Purpose" in the accompanying Board policy
5. Providing direct instruction and counsel as necessary for individual student success
6. Regularly meeting with the student to discuss the student's progress
7. Determining the time value of assigned work or work products completed and submitted by the student
8. Assessing student work and assigning grades or other approved measures of achievement
9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day for which independent study is provided

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.